



CONFIRMED

MINUTES

ORDINARY MEETING

Held

19 September 2018

At

Shire of Dardanup
ADMINISTRATION CENTRE EATON
1 Council Drive - EATON

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COUNCIL ROLE

Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government / body /agency.
Executive/Strategic	The substantial direction setting and oversight role of the Council eg. Adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
Legislative	Includes adopting local laws, town planning schemes and policies.
Review	When Council reviews decisions made by Officers.
Quasi-Judicial	<p>When Council determines an application/matter that directly affects a person's rights and interests. The Judicial character arises from the obligations to abide by the principles of natural justice.</p> <p>Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg: under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</p>

DISCLAIMER

"Any statement, comment or decision made at a Council or Committee meeting regarding any application for an approval, consent or licence, including a resolution of approval, is not effective as an approval of any application and must not be relied upon as such.

Any person or entity that has an application before the Shire must obtain, and should only rely on, written notice of the Shire's decision and any conditions attaching to the decision, and cannot treat as an approval anything said or done at a Council or Committee meeting.

Any advice provided by an employee of the Shire on the operation of a written law, or the performance of a function by the Shire, is provided in the capacity of an employee, and to the best of that person's knowledge and ability. It does not constitute, and should not be relied upon, as a legal advice or representation by the Shire. Any advice on a matter of law, or anything sought to be relied upon as a representation by the Shire should be sought in writing and should make clear the purpose of the request."

SHIRE OF DARDANUP

MINUTES OF THE SHIRE OF DARDANUP ORDINARY MEETING OF COUNCIL HELD ON WEDNESDAY 19 SEPTEMBER 2018, AT SHIRE OF DARDANUP – EATON ADMINISTRATION CENTRE, COMMENCING AT 5.00PM.

1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Member, Cr. M T Bennett declared the meeting open, welcomed those in attendance and referred to the Disclaimer, Acknowledgement of Country, Emergency Procedure and the Affirmation of Civic Duty and Responsibility on behalf of Councillors and Officers:

Acknowledgement of Country

The Shire of Dardanup wishes to acknowledge that this meeting is being held on the traditional lands of the Noongar people. In doing this, we recognise and respect their continuing culture and the contribution they make to the life of this region by recognising the strength, resilience and capacity of Wardandi people in this land.

Affirmation of Civic Duty and Responsibility

Councillors and Officers of the Shire of Dardanup collectively declare that we will duly, faithfully, honestly and with integrity fulfil the duties of our respective office and positions for all the people in the district according to the best of our judgement and ability. We will observe the Shire's Code of Conduct and Standing Orders to ensure efficient, effective and orderly decision making within this forum.

Emergency Procedure

In the event of an emergency, please follow the instructions of the Chairperson who will direct you to the safest exit route. Once outside, please proceed to the Assembly Area points located to the western side of the front office car park near the skate park and gazebo where we will meet (and complete a roll call).

2 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE PREVIOUSLY APPROVED

2.1 Attendance

Cr. Michael Bennett	-	Shire President (Chairperson)
Cr. Peter Robinson	-	Deputy Shire President
Cr. Tyrrell Gardiner	-	Elected Member

Cr. Luke Davies	-	Elected Member
Cr. James Lee	-	Elected Member
Cr. Janice Dow	-	Elected Member
Cr. Patricia Perks	-	Elected Member
Mr Mark Chester	-	Chief Executive Officer
Mr Phil Anastasakis	-	Director Corporate & Community Services
Mr Luke Botica	-	Director Engineering & Development Services
Ms Cathy Lee	-	Manager Governance & HR
Mrs Gaylene Godfrey	-	PA to Chief Executive Officer & Shire President
Mr Steve Potter	-	Manager Development Services
Mr Ray Pryce	-	A/Manager Financial Services
Mrs Lee Holben	-	Manager Community Services

2.2 Apologies

Cr. C N Boyce – Leave of Absence [252-18]

3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

None.

4 PUBLIC QUESTION TIME

4.1 Mr James Golding, Adjoining Landowner (rear), 75 Hazelgrove Crescent – Question in relation to Item 12.2 - Application for Development Approval – Lot 1173 (7) Myanore Way, Millbridge – Proposed Ancillary Dwelling and Patio – (Shah Kakakhel)

Mr Golding spoke against the Officer Recommended Resolution and requested that the 1 metre setback that is stipulated in the R-Codes be adhered to.

Mr Golding requested confirmation that the R-Codes stipulate that dwellings are required to be 1 metre from the boundary. Mr Steve Potter, Manager Development Services advised that under the R-Codes there are two sets of criteria by which an application can be assessed – the deemed-to-comply provisions and design principles. If a development meets the deemed to comply provisions it automatically qualifies for approval, however if it doesn't it can be considered against the design principles which provides for flexibility for residential developments.

Shire President, Cr. M T Bennett advised that Council is being requested to consider the application because there were objections received to the reduced setback.

5 APPLICATIONS FOR LEAVE OF ABSENCE

None.

6 PETITIONS/DEPUTATIONS/PRESENTATIONS

None.

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 Ordinary Meeting Held 29 August 2018

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

307-18 MOVED - Cr. J Lee SECONDED - Cr. L Davies

THAT the Minutes of the Ordinary Meeting of Council held on 29 August 2018, be confirmed as true and correct subject to no corrections.

CARRIED
7/0

7.2 Special Meeting Held 12 September 2018

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

308-18 MOVED - Cr. J Lee SECONDED - Cr. T G Gardiner

THAT the Minutes of the Special Meeting of Council held on 12 September 2018, be confirmed as true and correct subject to no corrections.

CARRIED
7/0

8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

None.

9 ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED

None.

10 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

None.

11 DECLARATION OF INTEREST

Discussion:

Shire President, Cr. M T Bennett asked Councillors and staff if there were any Declarations of Interest to be made.

Cr. M T Bennett declared a Proximity Interest in Item 12.5 as the repairs required to the Millars Creek walkway are in front of his neighbour's property.

12 REPORTS OF OFFICERS AND COMMITTEES

12.1 Title: Application for Development Approval – Lot 4 Russell Road – Proposed External Door (Burekup & District Country Club)

Reporting Department: Engineering & Development Services

Reporting Officer: Miss Alice Baldock - Planning Officer

Legislation: Planning and Development Act 2005

Overview

Council has received a development application for the installation of an external door and painting of internal walls at the Burekup Hall which is identified in the Shire of Dardanup Local Heritage Survey (LHS). Officers are recommending the proposal be approved subject to appropriate conditions.

Location Plan



Site Plan



Background

Council has received an Application for Development Approval to undertake the following works at the Burekup Hall:

- Replace an existing window with external laminated double glass doors; and
- Paint the southern and western internal walls of the lounge.

Whilst not part of this application, ancillary works associated with the application also include the construction of a new concrete path which will run along the building's southern boundary.

The Burekup Hall is zoned '*Recreation*' under the Shire of Dardanup Town Planning Scheme No. 3 (TPS3) and is occupied by the Burekup & District Country Club. The lot abuts the Burekup Skate Park to the west, the Burekup Oval to the south and Russell Road to the north.

The proposal for the new doors involves the removal of an existing window which will be replaced by powder coated laminated clear glass double doors with a height of 2.1m and width of 2.4m.

The internal painting involves painting of the southern and western internal brick walls of the bar lounge in 'Granoskin DEC white membrane' which is supposed to assist in sound absorption.

Full details of the proposal are contained in (Appendix ORD: 12.1).

The Burekup Hall has been identified in the Shire of Dardanup Local Heritage Survey 2016 (LHS) and therefore the proposal requires Council's determination.

The proposal is not expected to impact on any adjoining properties and therefore has not been advertised.

Legal Implications

Appeal rights exist at the State Administrative Tribunal.

Strategic Community Plan

Strategy 2.4.1 - Encourage the preservation of significant heritage properties and precincts. (Service Priority: High).

Strategy 2.6.1 - To provide a variety of places to live, work and play that meet the current and future needs of the community. (Service Priority: Very High).

Environment - None.

Precedents

Council previously resolved [297/14] to grant permission to the Burekup & District Country Club to replace a window with a sliding door at the Burekup Hall, however this approval was never progressed.

Budget Implications - None.

Budget – Whole of Life Cost - None.

Council Policy Compliance - None.

Risk Assessment - Low.

Officers consider the proposed external door is unlikely to detract from the heritage value of the original hall, due to it being located on a portion of the building that was a later addition.

Officer Comment

In assessing the proposal, officers have given due consideration to:

- Planning and Development (Local Planning Scheme) Regulations 2015;
- State Planning Policy 3.5 – Historic Heritage Conservation; and
- Shire of Dardanup Local Heritage Survey 2016.

- *Planning and Development (Local Planning Scheme) Regulations 2015*

The deemed provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* (Regulations) outline that each local government should establish and maintain a heritage list to identify areas within the Scheme area that are of cultural heritage significance and worthy of conservation.

The deemed provisions indicate that permitted development rights do not apply to places identified on a local government heritage list and therefore any alterations or extensions to a heritage place requires development approval. It is noted that at present the Shire of Dardanup does not have a designated 'heritage list' under the Scheme however the Burekup Hall is identified in the Shire's Local Heritage Survey and therefore the need for development approval is considered appropriate.

- *State Planning Policy 3.5 – Historic Heritage Conservation*

State Planning Policy 3.5 (SPP 3.5) applies to places and areas of significance at both a State and local level and identifies the relevant considerations for development assessment. SPP 3.5 specifically addresses alterations affecting a heritage place, identifying considerations that local governments should have regard to and that the adaptation of buildings for new uses are often key to conservation of heritage places.

- *Shire of Dardanup Local Heritage Survey 2016*

The Local Heritage Survey (LHS) was adopted by Council on the 23 November 2016 to identify local heritage assets and provide base information and strategic direction for the preparation of a 'heritage list' under Local Planning Scheme No. 9 (LPS9).

The Burekup Hall is identified under the LHS as having 'some/moderate' significance, however, it is noted the recognised significance largely relates to the original hall which was constructed in 1914. Skillions, additions and enclosures to all

elevations since the 1960s have encased the original hall which, according to the LHS, has impacted on the aesthetic value and authenticity of the building.

It is noted the proposed double door is located on an external wall that was constructed as part of the later additions and therefore does not impact on the heritage value of the original hall section.

The proposed external door is considered to be consistent with the existing external appearance of the hall addition and will replace an existing steel framed security window. The proposed external door is considered compatible with the siting, scale, architectural style and external finishes of the hall and is unlikely to detract from the significance of the original hall.

The applicant has indicated that the proposed painting of the southern and western internal brick walls with a product named 'Granoskin DEC white membrane' will contribute to the sound absorption capacity of the bar lounge area. The Shire's Engineering Department have confirmed that maintenance of the internal painted walls is accounted for in the maintenance plan.

It is recommended that Council approves the replacement of one existing window with an external double laminated glass door and painting of the southern and western internal walls of the lounge at the Burekup Hall.

Council Role - Quasi-Judicial.

Voting Requirements - Simple Majority.

Change to Officer Recommendation - No Change.

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

309-18 MOVED - Cr. P R Perks SECONDED - Cr. P S Robinson

THAT Council approves the Application for Development Approval from Burekup & District Country Club on Lot 4 Russell Road, Burekup (Burekup Hall) for the replacement of one existing window with an external double laminated glass door and painting of internal walls subject to the following condition:

- 1. The layout of the site and the size, design and location of buildings and works permitted must always accord with the endorsed plan(s) and must not be altered or modified without the further written advice of Council.**

Advice Notes:

- i. If the development the subject of this approval is not substantially commenced within a period of two years, or another period specified in the approval after the date of the determination, the approval will lapse and be of no further effect.**

- ii. Where an approval has lapsed, no development must be carried out without the further approval of the local government having first been sought and obtained.
- iii. If an applicant or owner is aggrieved by this determination there is right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of determination.

CARRIED
7/0

12.2 Title: Application for Development Approval – Lot 1173 (7) Myanore Way, Millbridge – Proposed Ancillary Dwelling and Patio – (Shah Kakakhel)

Reporting Department: Engineering & Development Services

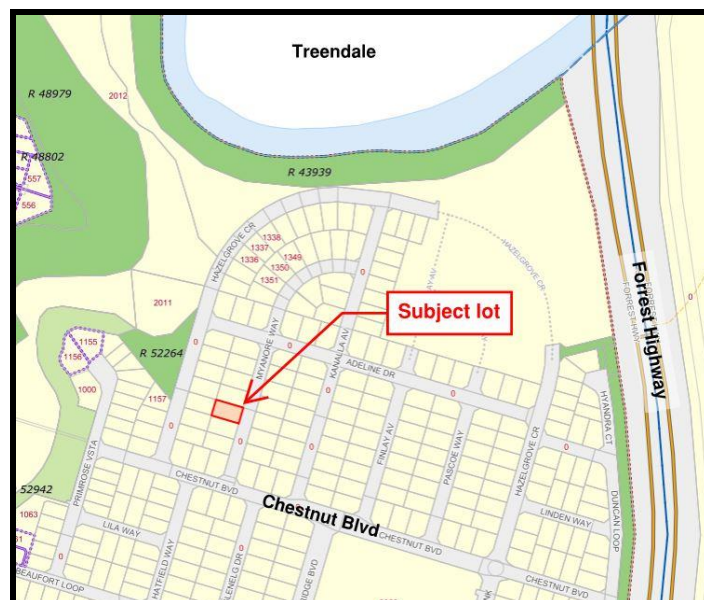
Reporting Officer: Miss Alice Baldock - Planning Officer

Legislation: Planning and Development Act 2005

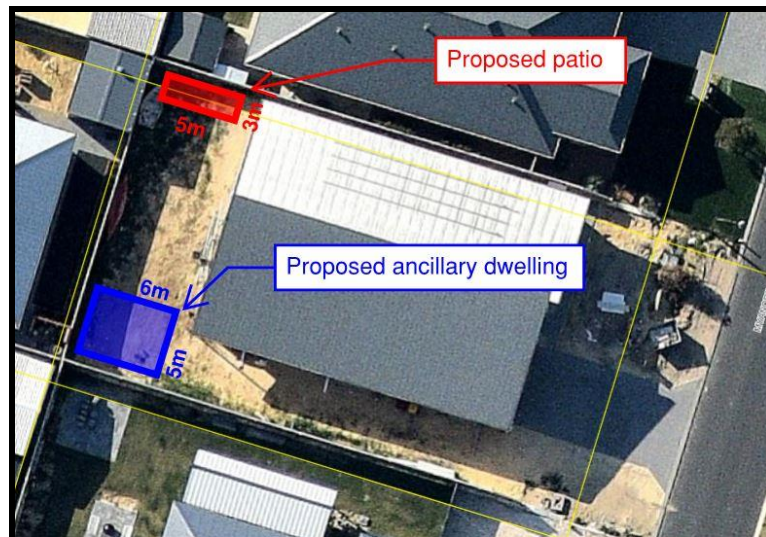
Overview

Council has received an Application for Development Approval for a proposed ancillary dwelling and patio at Lot 1173 (7) Myanore Way, Millbridge which is seeking a variation to the 'deemed-to-comply' provisions of the Residential Design Codes (R-Codes). Officers are recommending the proposal be approved subject to appropriate conditions.

Location Plan



Site Plan



Background

Council has received an Application for Development Approval for the construction of an ancillary dwelling and patio at Lot 1173 (7) Myanore Way, Millbridge. The 700m² lot is zoned 'Residential – R20' under the Shire of Dardanup Town Planning Scheme No.3 (TPS3) and is located in a newly established residential area surrounded by similarly zoned 'Residential' properties.

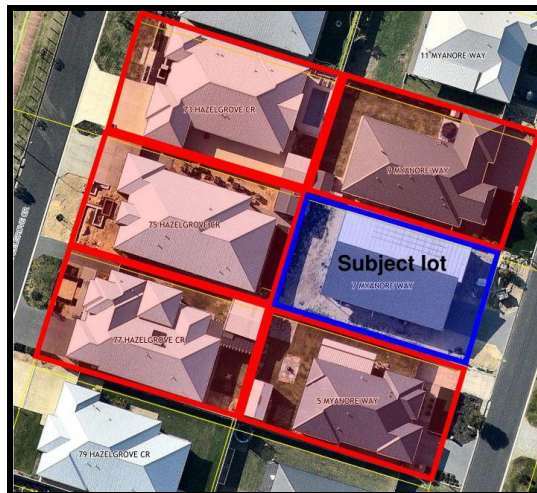
Details of the proposal are contained in (Appendix ORD: 12.2A) and are summarised below:

- *Ancillary Dwelling*
 - Occupies an area of 30m² and is 5m in length, 6m in width, with a wall height of 2.7m and ridge height of 3.2m;
 - Setback 500mm from the side and rear lot boundaries; and
 - Clad in fibre cement smooth panels in a charcoal colour.
- *Patio*
 - Occupies a space of 15m² and is 3m in length, 5m in width, with a wall height of 2.6m and a ridge height of 2.8m;
 - Setback 1.2m from the rear lot boundary and 500mm from the side lot boundary; and
 - Colorbond roof in 'Woodland Grey' to match the dwelling.

Both the proposed patio and ancillary dwelling do not meet the 'deemed-to-comply' setbacks outlined in the Residential Design Codes (R-Codes) and therefore the application was advertised to neighbouring landowners for comment with several objections received. As a result, the application requires Council's determination.

- *Notification of Application*

Shire officers sent a letter of notification to the following nearby landowners (shown in red) requesting comment on the application:



Subsequent to the advertising period and in response to concerns raised in the submissions and Planning staff's preliminary assessment, the applicant amended the internal layout and elevation plans. Officers forwarded the amended plans to submitters advising them that they could revise or withdraw their submitted comment, if the amendments addressed their concerns. In addition, submitters were advised that if no further advice was received their original comments would be retained.

One additional response was received as a result of the second round of advertising and is provided along with the original comments received in the following Schedule of Submissions. Full copies of the submissions are contained in (Appendix ORD: 12.2B).

- *Schedule of Submissions*

	SUBMITTER	SUBMITTER COMMENT	OFFICER COMMENT
1.	John Waring <i>Millbridge Private Estate</i>	Objection. 1. Notes that they approved the swimming pool and patio. 2. Notes that they are unable to approve the additional building as it does not comply with the restrictive covenants, specifically Item 2.2(1): <i>“The Registered Proprietor will NOT, in the case of all Lots, use or permit the Lot to be used other than for the construction and occupation of</i>	It is noted that a swimming pool also forms part of the proposal, however does not require planning approval. Noted, however the Shire is not party to developer covenants and therefore this becomes a civil matter between the applicant and Millbridge Estate. Council is required to consider the application against the relevant Scheme provisions and

	SUBMITTER	SUBMITTER COMMENT	OFFICER COMMENT
		<i>one permanent non-transportable single private residence</i> ".	the R-Codes which provide the opportunity for an ancillary dwelling to be considered for approval in the 'Residential' zone.
		3. Notes that the plans do not comply with Item 2.2(3) (d) relating to the minimum size of not less than 155 square metres.	As above.
2.	James Golding <i>Adjoining landowner (rear) – 75 Hazelgrove Crescent</i>	Objection. 1. Notes that they have no objection to the patio and swimming pool.	Noted.
		2. Notes that they object to the ancillary dwelling proposal.	Noted.
		3. Notes that the R-Codes stipulate that an ancillary dwelling must be built with a 1 metre boundary setback and advises that they would like this adhered to.	Noted. Part 5.1.3, Clause 3.2 of the R-Codes provide for a wall to be built within 600mm of a side lot boundary. This will be addressed in the officer comment.
		4. Notes that they have no issue with the choice of cladding proposed for the ancillary dwelling.	Noted.
3.	Dale Dawson <i>Adjoining landowner – 9 Myanore Way</i>	Objection. 1. Notes that in the <i>Building Design Guidelines Family Lots the Rivers Stage 4</i> it states that: <i>"only a single dwelling is permitted on each Lot unless otherwise expressly stated in the applicable Deed of Restrictive Covenants"</i> . 2. Believes that this application does not meet the covenants and the intended purpose for the area – room for families to grow and play not extra buildings in backyards.	Noted. Noted, however the Shire is not party to developer covenants and therefore this becomes a civil matter between the applicant and Millbridge Estate. Council is required to consider the application against the relevant Scheme provisions which provide the opportunity for an ancillary dwelling to be considered for approval in the 'Residential' zone.
		3. In the <i>Building Design Guidelines Family Lots the River</i>	As above.

	SUBMITTER	SUBMITTER COMMENT	OFFICER COMMENT
		<p>Stage 4 it states that:</p> <p><i>“the minimum dwelling size is 155 square metres”.</i></p> <p>Notes that this application does not meet this requirement in the covenants.</p>	<p>Pursuant to Part 5.5.1 of the R-Codes ‘deemed-to-comply’ criteria, an ancillary dwelling can be a maximum of 70m².</p>
		<p>4. Notes that in the <i>Building Design Guidelines Family Lots the Rivers Stage 4</i> it states that:</p> <p><i>“outbuildings must be constructed in double brick, brick veneer, reverse brick veneer, rammed earth, rammed limestone, stonework or painted/coloured render, or other materials approved by the Developer”.</i></p> <p>Notes that there is no mention of cladding as an approved material in these covenants.</p>	<p>Council is not bound by developer covenants with regards to specified building materials, subject to compliance with the Building Code of Australia.</p>
Additional comment received from this landowner as a result of additional advertising:			
		<p>5. Advises that they feel that the block size is too small to accommodate both an ancillary dwelling of this size and a swimming pool, thus leaving very little room on the block for a family to use (children playing etc.) as is the intended purpose of a backyard.</p>	<p>Pursuant to Part 5.5.1 of the R-Codes ‘deemed-to-comply’ criteria an ancillary dwelling can be considered on a lot with a single dwelling not less than 450m².</p>
		<p>6. Advises that they have concerns that this dwelling (if approved) will be rented out as an Air BnB etc.</p>	<p>Under TPS3 a ‘Bed & Breakfast’ is required to form part of the main dwelling and therefore the unit could not be approved as a ‘BnB’. A ‘chalet’ is not a permitted use in the ‘Residential’ zone.</p>
4.	<p>Barry & Rebecca Williams</p> <p><i>Adjoining landowner – 5 Myanore Way</i></p>	<p>Objection.</p> <p>1. Notes that they plan to build a gazebo with a spa in the right back corner of their lot, 1 metre from the lot boundary. This is as per the requirements and allows us to maintain distance between our entertaining area and</p>	<p>Part 5.1.3 Clause 3.2 of the R-Codes provide for a wall to be built within 600mm of a side lot boundary. This will be addressed in the officer comment.</p>

	SUBMITTER	SUBMITTER COMMENT	OFFICER COMMENT
		neighbouring properties. Notes that if this proposal goes ahead, the gazebo/spa will be 1.5 metres from an occupied dwelling.	It is noted there is existing retaining and fencing which will provide a level of screening between the proposed unit and the neighbouring property, with only approximately 0.3m of the proposed ancillary dwelling wall being visible above the top of the fence.
		2. Notes that their patio entertainment area is also on the adjoining side of this proposed dwelling and are concerned about how noise will impact both parties quiet enjoyment.	Noted, however the location of entertainment areas on adjoining lots is not relevant to the consideration of this application. This is addressed further in the officer comment.
		3. Believes that there is sufficient room on Lot 1173 to move the dwelling further away from the boundary.	Noted, however the applicant is not obligated to move the ancillary dwelling if they can demonstrate compliance with the 'design principles' of the R-Codes.
		4. Notes that the proposed kitchen is located along the dividing fence. Believes that the kitchen will present a potential fire threat and queries if this wall will be fire resistant.	The applicant has since amended the internal layout of the ancillary dwelling which was re-referred to all submitters. The proposed kitchen is no longer abutting the side or rear lot boundary. It is noted that the internal layout of the ancillary dwelling will be assessed at the Building Permit stage in accordance with the Building Code of Australia (BCA) which requires a Fire Resistant Levels (FRL) of 60/60/60 for walls closer than 900mm to a boundary.
		5. Notes that kitchens and bathrooms produce odours through roof vents, which will be in closer proximity to the entertainment area than necessary.	Noted, however this is not a planning consideration. The applicant has since amended the internal layout of the ancillary

	SUBMITTER	SUBMITTER COMMENT	OFFICER COMMENT
			dwelling which was re-referred to all submitters. The proposed kitchen is no longer abutting the side or rear lot boundary.
		6. Queries where will the required carpark space be installed for the proposed dwelling.	There is sufficient space for an additional car parking bay to be provided on the existing driveway within the lot boundaries.
		7. Notes that this is the first notification they have received about the proposed dwelling and application. Queries if the land owners were required to contact neighbours for consent prior to submitting to the Shire.	Noted. There is no obligation on the part of the applicant to notify neighbours prior to making application to the Shire.

Legal Implications

Appeal rights exist through the State Administrative Tribunal.

Strategic Community Plan

Strategy 2.3.1 - Continue to implement integrated environmental, social and land use planning which meets diverse community needs. (Service Priority: Very High).

Strategy 2.6.1 - To provide a variety of places to live, work and play that meet the current and future needs of the community. (Service Priority: Very High).

Environment - None.

Precedents - None.

Budget Implications - None.

Budget – Whole of Life Cost - None.

Council Policy Compliance - None.

Risk Assessment - Low.

Officers consider the proposed ancillary dwelling and patio is unlikely to detract from the streetscape of Myanore Way and is compliant with the Planning and Development (Local Planning Schemes) Regulations 2015 and the R-Codes.

Officer Comment

The application has been assessed against the relevant planning requirements as follows:

- *Planning and Development (Local Planning Schemes) Regulations 2015* (Regulations); and
- State Planning Policy 3.1 - *Residential Design Codes of Western Australia* (R-Codes).

- *Planning and Development (Local Planning Schemes) Regulations 2015*

Under Schedule 2, Part 7, Clause 61 of the Regulations an 'ancillary dwelling' in the 'Residential' zone is exempt from requiring development approval subject to complying with the 'deemed-to-comply' criteria of the R-Codes.

In this instance the proposed ancillary dwelling has triggered the need to obtain development approval as it is not setback from the property boundaries in accordance with the 'deemed-to-comply' criteria of the R-Codes and therefore needs to be determined against the 'design principles' criteria.

It is noted that if the proposed development was setback one metre from all property boundaries and met other requirements under the R-Codes then it would be exempt from obtaining development approval. It is further noted that under the R-Codes a lot requires a minimum area of 450m² to have an ancillary dwelling.

- *State Planning Policy 3.1 - Residential Design Codes of Western Australia*

Part 5.5.1 of the R-Codes '*Ancillary Dwellings*' outlines the requirements for ancillary dwellings in residential areas. Officers have assessed the subject application against the 'deemed-to-comply' requirements of the R-Codes relevant to ancillary dwellings and determined the proposal generally meets all criteria, other than for the rear boundary setback.

Part 5.1.3 of the R-Codes '*Lot boundary setback*' outlines the requirements for building setbacks from property boundaries and provides for walls in areas coded R20 to be built up to one side lot boundary only behind the street setback, up to a maximum length of 9m or one-third of the balance lot behind the primary street boundary. The proposed reduced side boundary setback is considered to be compliant with this requirement.

The only outstanding matter requiring Council's determination is therefore the reduced rear lot boundary setback. The 'deemed-to-comply' criteria indicates a 1.0m rear lot boundary setback, however the applicant is requesting this to be reduced to 500mm. As the proposal does not meet the 'deemed-to-comply' criteria, it needs to be assessed against the 'design principles'.

The applicant has provided written justification for the proposed variations to the R-Codes which are summarised as follows:

- Considers that due to increasing urban development the lots already have limited space in terms of landscaping;
- Believes that if they maintain one metre setbacks from the adjacent boundaries, the ancillary dwelling would be close to their alfresco area with no walking space which would have an adverse impact from an aesthetic perspective due to poor positioning;

- Considers lots generally have reduced in size significantly due to urbanisation and would like to save every bit of space they can for landscaping and a children's play area;
- Considers the reduced setback will not affect any adjoining property or undermine their structural integrity which as an engineer, the applicant can confirm at the building permit stage; and
- Notes that there is no structure in the area except for a retaining wall and ensures that the footings on the reduced setback side will not adversely impact on the existing retaining wall.

The full copy of the submitted justification is provided in (Appendix ORD: 12.2A).

If the 'deemed-to-comply' provisions of the R-Codes cannot be met, a proposal can still be approved if it is determined that it meets the relevant 'design principles' as follows:

➤ *P3.1 Buildings set back from lot boundaries so as to:*

- *Reduce impacts of building bulk on adjoining properties;*

The proposed **patio** is 3m in length, 5m in width, 2.6m in height and is setback 1.2m from the rear lot boundary and 500mm from the side lot boundary. It is considered that the bulk and scale of the proposal will have a considerably low impact on the adjoining landowners who have an existing outbuilding abutting the boundary. It is noted there were no objections received from neighbouring landowners with regards to the proposed patio.

The proposed **ancillary dwelling** is 5m in length, 6m in width, and 2.8m in height and is setback 500mm from the side and rear lot boundaries. It is considered that the proposed ancillary dwelling is of similar bulk and scale to any outbuilding common within a residential area and is significantly smaller than the maximum size permitted on this lot (70m²). The side lot boundary is limestone block retained with 1.8m Colorbond fencing on top meaning that only approximately 0.3m of the proposed ancillary dwelling wall will be visible above the side lot boundary fence.

- *Provide adequate direct sun and ventilation to the building and opens spaces on the site and adjoining properties;*

The proposed patio and ancillary dwelling are both situated in the backyard of the property which is located on the western side of the lot.

The proposed **patio** is located in the north-western portion of the lot, with neighbouring properties on both the northern and western sides containing existing outbuildings which will be adjacent to the proposed patio. The patio will also be setback 1.2m from the existing dwelling on the subject lot. Officers consider the patio will have minimal impact on solar access and ventilation to either the subject lot or any of the adjoining properties.

The proposed **ancillary dwelling** is located in the south-western portion of the site, with neighbouring properties having a mixture of existing outbuildings or open space adjacent to the proposed development.

The landowners on the southern side have indicated in their submission that they intend to construct a gazebo 1m from their northern lot boundary, however no formal application has been received by the Shire for such a proposal.

The solar access for adjoining sites has been assessed in accordance with the deemed-to-comply requirements under Part 5.4.2 of the R-Codes with less than 25% of the adjoining properties site area being overshadowed.

The amended plans provided natural sunlight and ventilation into all habitable rooms through window and skylight placement, whilst complying with Building Code of Australia (BCA) which requires a Fire Resistant Levels (FRL) of 60/60/60 for walls closer than 900mm to a boundary. It is considered that there will be adequate sunlight and ventilation to the ancillary dwelling.

- *Minimise the extent of overlooking and resultant loss of privacy on adjoining properties.*

This design principle is intended for two-storey development and for development 0.5m above ground level where overlooking of adjoining neighbours is a potential issue. As there are no overlooking or privacy concerns, this design principle is irrelevant to the subject application.

It is recommended that Council approves the proposed **patio** as it is considered to address the 'design principles' criteria under Clause 5.1.3 of the R-Codes and no objections were received from neighbours with respect to this aspect of the proposal.

It is recommended that Council approves the proposed **ancillary dwelling** as it is considered to meet the 'design principles' criteria under Clause 5.1.2 and Clause 5.3.3 of the R-Codes.

Council Role - Quasi-Judicial.

Voting Requirements - Simple Majority.

OFFICER RECOMMENDED RESOLUTION

THAT Council approves the Application for Development Approval for an ancillary dwelling and patio at Lot 1173 (7) Myanore Way, Millbridge subject to the following conditions:

1. The layout of the site and the size, design and location of the works permitted must always accord with the endorsed plan(s) and must not be altered or modified without the further written consent of Council.

2. All stormwater from the proposed buildings and hardstand areas shall be contained on site as indicated on the approved plan in accordance with the Shire's specifications (Policy CP060 – Stormwater Discharge from Buildings) prior to the use of the proposed development.

Notes:

- i. If the development the subject of this approval is not substantially commenced within a period of two years, or another period specified in the approval after the date of the determination, the approval will lapse and be of no further effect.
- ii. Where an approval has so lapsed, no development must be carried out without the further approval of the local government having first been sought and obtained.
- iii. If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of the determination.
- iv. The applicant is advised that this is not a Building Permit. A Building Permit should be obtained prior to the commencement of construction.
- v. The Shire's Environmental Health officers have advised that the ancillary dwelling is to be connected to reticulated water and sewer prior to occupation.
- vi. The applicant is advised that the laundry must meet the minimum size requirements in accordance with the Shire of Dardanup Health Local Law.

Discussion:

Cr. J Lee moved an alternate resolution to approve the patio but not approve the ancillary dwelling. He stated that the officer report advises that the application was assessed against the Residential Design Codes and it was determined it did not meet the deemed to comply criteria.

Cr. J Lee noted that he believed 'impact' on neighbours as noted by the officer report was subjective and therefore should be disregarded. Cr. J Lee also referred to the applicant's list of justifications for the proposed variations to the R-Codes and did not consider the justifications valid.

Cr. P S Robinson seconded the alternate resolution that reads:

"THAT Council approves the application for the building of a patio; and refuses Development Approval for an ancillary dwelling at Lot 1173 (7) Myanore Way, Millbridge."

12.3 Title: Policy Review – CP041 – Directional Signage Policy For Public Events and Activities – Temporary Signs within Road Reserves

Reporting Department: Executive

Reporting Officer: Mrs Donna Bailye - Executive Governance Officer

Legislation: Local Government Act 1995

Overview

A revised version of CP041 - Directional Signage Policy For Public Events and Activities – Temporary Signs within Road Reserves is being submitted to Council for endorsement.

Background

In recent months Council has undertaken a full review of its Council Policies. At the Special Meeting held 26 July 2018 Council completed this review and adopted a revised Council Policy Manual. CP041 formed part of this review and the policy was adopted by resolution [251-18].

Legal Implications - None.

Strategic Community Plan

Strategy 1.1.2 - Monitor and ensure compliance with the regulatory framework for local government governance and operations. (Service Priority: High).

Environment - None.

Precedents - None.

The policy manual is reviewed regularly.

Budget Implications - None.

Budget – Whole of Life Cost - None.

Council Policy Compliance - None.

Risk Assessment - Low.

Officer Comment

On review of Council's revised policy manual it has been identified that CP041 Directional Signage Policy For Public Events and Activities – Temporary Signs within Road Reserves (Appendix ORD: 12.3) was presented to Council as an incomplete policy. The section from the table onwards was left off the policy included in the agenda of the 26 July 2018. The amended policy now requires endorsement by Council.

An amended version of the policy, *CP041 Directional Signage Policy For Public Events and Activities – Temporary Signs within Road Reserves* is provided below for Council's review and endorsement.

Council Role - Executive/Strategic.

Voting Requirements - Simple Majority.

Change to Officer Recommendation - No Change.

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

311-18 MOVED - Cr. P S Robinson SECONDED - Cr. J Dow

THAT Council adopts the updated version CP041 Directional Signage Policy For Public Events and Activities – Temporary Signs within Road Reserves as follows:



POLICY NO:-

CP041 – DIRECTIONAL SIGNAGE POLICY FOR PUBLIC EVENTS AND ACTIVITIES – TEMPORARY SIGNS WITHIN ROAD RESERVES

GOVERNANCE INFORMATION

Procedure Link:	PR056	Administrative Policy Link:	NA
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ADMINISTRATION INFORMATION

History:	Version:	Version:	Version:	Synopsis:	Synopsis:	Synopsis:
	1	2	3	Policy created.	New Council Policy Document endorsed	Reviewed and Adopted by Council
ENG38	CP041	CP041	CP041			
OCM 05/11/14 Res: 359/14	OCM 09/08/17 Res: 211-17	SCM 16/07/18 Res: 251-18	OCM 19/09/18 Res: 311-18			
				Correction and Adoption by Council		

1. RESPONSIBLE DIRECTORATE

Engineering & Development Services

2. PURPOSE OR OBJECTIVE

This policy has been developed to provide guidance in the approval of temporary directional signs relating to one-off or non-regular community events and activities. This policy relates to signage of a short term nature that provides the location and/or direction to the event or activity site.

This policy relates only to temporary directional signs within road reserves under the care, control and management of the Shire of Dardanup.

This policy sets the guidelines for the use of temporary directional signs for one-off events and activities that may generate high traffic volumes on side roads and areas away from the central business district.

It is the intent that all temporary directional signage is of a suitable type and is safely located within road reserves, so they are easily identified, located and understood, without compromising the safety of motorists and pedestrians.

Road signage is provided for guidance to the motorist and to facilitate safe, efficient and orderly travel. It is not to be provided for promotional or advertising purposes for individual businesses.

3. POLICY

Council delegates its authority to the Chief Executive Officer to approve the placement of any temporary directional signs within any local authority road reserve in the Shire of Dardanup in accordance with the following:

Approval Criteria

1. The sign should not add to visual clutter at the proposed location.
2. The sign should be suitably sized and located within the road reserve, so that:
 - a) It does not block motorist or pedestrian (including disabled) visibility of the road, pathway or traffic;
 - b) It does not affect the visibility of traffic signs and devices;
 - c) It does not impede on pedestrian access, including disabled access.
 - d) It does not impede on private property or affect a property in anyway;
 - e) It does not impede, affect or damage the road and its associated infrastructure; and
 - f) It will not damage landscaping and street scaping.
3. Signs should be of a temporary nature that can be easily installed and removed.
4. Signs should be securely fixed to ensure that they do not become dislodged and move.
5. Signs must be static in nature i.e. no spinning, rotating or moving parts.
6. Signs must not be illuminated.
7. Activities that may be considered for temporary signage, but not limited to these, include:
 - Real estate for sale;
 - Home opens;
 - Garage sales;
 - Community events; and
 - Other activities that are considered to be in the public's interest.
8. The following table provides details on the number, duration and approval requirements for temporary signage:

Activity	No. of Signs Allowed	Duration allowed	Approval Application Requirement
Real estate for sale (at property)	Maximum three (3) per property. Signs to be placed adjacent to property boundary.	unlimited	No approval required. Compliance with policy only.
Real estate for sale (away from property)	Only permissible outside of built up areas. To be determined by Shire staff based on details provided.	unlimited	Approval required.

Activity	No. of Signs Allowed	Duration allowed	Approval Application Requirement
Home open	Unlimited. Signs to be placed along route between home and nearest arterial route.	Up to five (5) days.	No approval required. Compliance with policy only.
Garage sale	Unlimited. Signs to be placed along route between home and nearest arterial route.	One (1) day (Garage sale day).	No approval required. Compliance with policy only.
Events	To be determined by Shire staff based on details of the event.	Up to thirty (30) days prior to the event.	Approval required.
Other activities	To be determined by Shire staff based on details of the activity.	To be determined by Shire staff based on details of the activity.	Approval required.

Standard Conditions

1. The sign(s) are to be supplied and installed by the person or representative of the person organising the activity. The Shire may require a Shire Officer to be present during the installation of the temporary sign.
2. Signs are to be in good order and condition to the satisfaction of Council and to be appropriately worded.
3. Council have the authority to remove the sign(s) if:
 - a) The activity is cancelled or if the nature of the attraction or facility changes;
 - b) The sign(s) of a type requiring approval have been installed without approval;
 - c) The signs are not in accordance with the approval given or not in accordance with the requirements of this policy.
 - d) The sign poses a risk to public safety.
 - e) The sign content is inappropriate and/or offensive.
 - f) The activity has finished and the signs have been left out beyond the allowed duration – refer to the table in Point 8 of the Approval Criteria for allowed durations.
4. Where a sign has been approved, it is not to be modified in any way without the prior written approval of Council.
5. Where a sign is a type that requires approval, all requests for permission to have directional signs installed are to be submitted in writing to Council using the “Application for Directional Signage” form.

Where a road that is under the care and control of the Shire of Dardanup intersects a road that is under the care and control of Main Roads WA, signs will be approved by Main Roads WA and installed in accordance with Main Roads WA specifications.

CARRIED
7/0

12.4 Title: Request for Unbudgeted Expenditure against the Martin Pelusey Road Project (Shire Job Number J12744)

Reporting Department: Engineering & Development Services
Reporting Officer: Mr Nathan Ryder – Manager Operations
Legislation: Local Government Act 1995

Overview

Council is requested to authorise unbudgeted expenditure for the Martin Pelusey Road project to allow the completion of remaining works. The expenditure is partly funded by the State Blackspot Program.

Background

The Martin Pelusey Road project (Shire Job No. J12744) was carried out in FY2016-17 and FY2017-18, and was two-thirds funded by the State Black Spot Program (SBSP) Project 21112594. The scope of the project consisted of shoulder reinstatement and other improvements such as the removal of roadside hazards.

The original allocation for the project was a total of \$147,000 (\$98,000 funded by the SBSP). The Shire requested a reallocation of \$32,421 of funds from this project to the Waterloo Road Bridge Widening Project (SBSP Project 21111102) since additional funds were required for completion of this project and the Martin Pelusey Project was anticipated to be completed well under the original project allocation. There was also a transfer of expenditure of \$15,446 as a result of the project budget transfer and the funds that had already been claimed (this is an administration requirement).

The following table outlines the SBSP funding transactions:

Financial Year	SBSP Funds Budget Running Total	SBSP Funds Claimed	SBSP Budget Transfer to Waterloo Bridge Project	Transfer Expenditure as result of Budget Transfer	Balance - SBSP Funds Carry Over to Next Year
2016-17	\$98,000	-\$26,141	\$0	\$0	\$71,859
2017-18	\$71,859	-\$57,486	-\$32,421	\$15,446	-\$2,602

Effectively, the Shire has inadvertently over-claimed the pool funds by \$2,602. Main Roads WA was able to source other funds to cover the shortfall so that the new approved budget is as follows:

	SBSP Pool Funds	Shire Contribution	Total (Minimum Expenditure)
Original Budget	\$98,000	\$49,000	\$147,000
Budget Transfer	-\$32,421		
Net Budget	\$65,579	\$32,780	\$98,369
Additional Funding	\$2,602		
New Budget	\$68,181	\$34,090	\$102,271

The following table details expenditure to date on the project and the additional expenditure required.

Financial Year	Actual Expenditure Incurred	Minimum Expenditure Required	Additional Expenditure Required
2016-17	\$44,310		
2017-18	\$54,323		
TOTALS	\$98,633	\$102,271	\$3,638

As can be seen in the above table, additional minimum expenditure of \$3,638 is required to comply with the funding conditions. Council is therefore requested to authorise unbudgeted expenditure of \$3,638 to the Martin Pelusey Road Project (J12744) and acknowledge that this has already been two-thirds funded by the SBSP by claims received in FY2016-17 and FY2017-18.

Legal Implications

The Local Government Act 1995 requires the Council to consider and approve any changes to the budget.

6.8. Expenditure from municipal fund not included in annual budget

- (1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —
- is incurred in a financial year before the adoption of the annual budget by the local government; or
 - is authorised in advance by resolution*; or
 - is authorised in advance by the mayor or president in an emergency.

* Absolute majority required.

- (1a) In subsection (1) —
- additional purpose** means a purpose for which no expenditure estimate is included in the local government's annual budget.
- (2) Where expenditure has been incurred by a local government —
- pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and
 - pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council.

- Local Government Act 1995

S6.10. Financial Management Regulations

Regulations may provide for —

- the security and banking of money received by a local government; and
- the keeping of financial records by a local government; and
- the management by a local government of its assets, liabilities and revenue; and
- the general management of, and the authorisation of payments out of —

- (i) *the municipal fund; and*
- (ii) *the trust fund,*
of a local government.

- **Local Government (Financial Management) Regulations 1996**

R11. Payments, procedures for making etc.

R12. Payments from municipal fund or trust fund, restrictions on making

- (1) *A payment may only be made from the municipal fund or the trust fund —*
 - (a) *if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or*
 - (b) *otherwise, if the payment is authorised in advance by a resolution of the Council.*
- (2) *The Council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to the Council.*

Strategic Community Plan

Strategy 1.3.2 - Monitor and produce statutory budgetary and financial reporting requirements applicable to local government operations. (Service Priority: High)

Environment - None.

Precedents

Changes to the budget are a common occurrence.

Budget Implications

The projected budget expenditure of \$3,638 has already been partly funded by the SBSP (Project P21112594). The Shire had previously received the full SBSP allocation through claims in 2016-2017 and 2017-2018. Therefore, no further income will be received for the project. The Shire therefore will need to incur unbudgeted expenditure of at least \$3,638 in the 2018-2019 financial year from its own source to meet the SBSP guidelines. It is suggested that the funds be sourced from the Shire's Road Reserve.

Budget – Whole of Life Cost

The change is expected to have minimal impact on the life cycle management of Shire assets.

Council Policy Compliance - None.

Risk Assessment - Low.

The recommended changes to the budget will ensure that there is minimal effect on the Shire's projected surplus.

Officer Comment - None.

Council Role - Executive/Strategic.

Voting Requirements - Absolute Majority.

Change to Officer Recommendation - No Change.

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

312-18 MOVED - Cr. J Lee SECONDED - Cr. J Dow

THAT Council:

1. **Authorises unbudgeted expenditure of up to \$5,000 in the 2018-2019 Budget for the Martin Pelusey Road Project (J12744).**
2. **Acknowledges that this expenditure has been partly funded by the State Black Spot Program (Project P21112594) funds that have been received in previous financial years and a minimum additional spend of \$3,638 is required to meet the funding guidelines.**
3. **Offsets the expenditure by transferring an amount equal to the additional expenditure from the Road Reserve.**

CARRIED

7/0

By Absolute Majority

12.5 Title: Unbudgeted Expenditure – Urgent Repair Works Millars Creek Walkway - Millbridge

Reporting Department: Engineering & Development Services

Reporting Officer: Mr James Reilly - Project Development Engineer

Legislation: Local Government Act 1995

DECLARATION OF INTEREST

Cr. M T Bennett declared a Proximity Interest in Item 12.5 as his neighbours property adjoins the section of Millars Creek pathway referred to in the item.

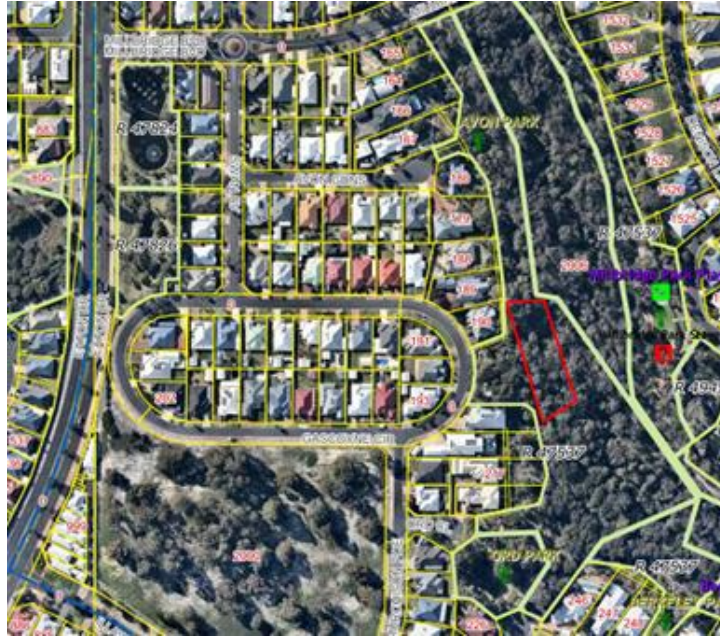
Cr. M T Bennett left the room at [5.33pm].

Cr. P S Robinson assumed the Chair

Overview

Council is requested to authorise unbudgeted expenditure for the purpose of undertaking urgent repair works on the Millars Creek Walkway near Gascoyne Circle in Millbridge.

Location Plan



Site Images



Image 1



Image 2



Image 3

*Image 4**Image 5**Image 6*

Background

A section of walkway along Millars Creek has become unsafe and requires immediate works. The section that requires attention is located off Gascoyne Circle, Millbridge (see location plan).

Due to the high ground water in the area, the footpath and limestone wall have been undermined and there is a real danger that the retaining wall and footpath will collapse (images 1, 2 & 3). Since these images have been taken the retaining wall has slipped further and it is the officer's opinion that it is only a matter of time before the wall collapses. The affected area has been barricaded off and is being monitored by Shire staff.

Additionally, the stairs down from Gascoyne Circle to the Millars Creek Walkway have water flowing across the steps at several locations, (images 4, 5 & 6) making them slippery and dangerous to navigate. It is proposed that works be carried out to alleviate this problem.

The proposed works will consist of the following:

- Remove section of existing retaining wall, approximately 12m long by three courses high;
- Fill and compact area, with suitable material and re-install limestone wall;
- Replace asphalt footpath, approximately 25m²;
- Install 35m of subsoil pipe wrapped in geo fabric and surrounded with 100mm blue metal on all sides;
- Subsoil to be installed 300mm below existing retaining wall on western side of the path;
- Install three outflow pipes crossing under the existing footpath;
- The stair access-way will require 40m of subsoil drainage (specified as above) connected to a soakwell at the bottom (two required) with an outflow under the existing footpath; and
- Some local mortared rock pitching will also be required.

Legal Implications

The Local Government Act 1995 requires the Council to consider and approve any changes to the budget.

6.8. Expenditure from municipal fund not included in annual budget

- (1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —
- (a) is incurred in a financial year before the adoption of the annual budget by the local government; or
 - (b) is authorised in advance by resolution*; or
 - (c) is authorised in advance by the mayor or president in an emergency.

* Absolute majority required.

- (1a) In subsection (1) —
- additional purpose** means a purpose for which no expenditure estimate is included in the local government's annual budget.
- (2) Where expenditure has been incurred by a local government —
- (a) pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and
 - (b) pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council.

- Local Government Act 1995

S6.10. *Financial Management Regulations*

Regulations may provide for —

- (a) *the security and banking of money received by a local government; and*
- (b) *the keeping of financial records by a local government; and*
- (c) *the management by a local government of its assets, liabilities and revenue; and*
- (d) *the general management of, and the authorisation of payments out of —*
 - (i) *the municipal fund; and*
 - (ii) *the trust fund,**of a local government.*

- Local Government (Financial Management) Regulations 1996

R11. *Payments, procedures for making etc.*

R12. *Payments from municipal fund or trust fund, restrictions on making*

- (1) A payment may only be made from the municipal fund or the trust fund —
- (a) if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or
 - (b) otherwise, if the payment is authorised in advance by a resolution of the Council.
- (2) The Council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to the Council.

Strategic Community Plan

Strategy 1.3.2 - Monitor and produce statutory budgetary and financial reporting requirements applicable to local government operations. (Service Priority: High)

Strategy 3.5.1 - To protect public health and safety. (Service Priority: High).

Environment - None.

Precedents

Council has previously approved unbudgeted expenditure.

Budget Implications - Unbudgeted.

Budget – Whole of Life Cost - None.

Council Policy Compliance - None.

Risk Assessment - Very High.

The risk of the retaining wall failing can be mitigated by promptly effecting the remedial works required. This will limit the exposure of the current, unsound retaining structure, to further inclement weather.

Officer Comment

Staff requested quotes to carry out the emergency works and has received two prices;

- Picton Civil \$7,445.00 excluding GST; and
- APH Contractors \$27,324.00 excluding GST.

The two quotes received vary dramatically and just highlight the variable nature of the work required.

Due to the unpredictable nature of the work and the potential for other issues to arise whilst carrying out the repair works staff are requesting a budget of \$30,000 to be approved. This will enable staff to extend the scope of works if required.

Due to the nature of the works the requested works are currently unbudgeted (i.e. no budget allocation in the 2018-2019 Budget). For staff to be able to undertake any such works a specific allocation is required in the Budget.

Council Role - Executive/Strategic.

Voting Requirements - Absolute Majority.

Change to Officer Recommendation - No Change.

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

313-18 MOVED - Cr. T G Gardiner SECONDED - Cr. J Dow

THAT Council:

1. **Allocates an unbudgeted expenditure amount of \$30,000 in the 2018-2019 Budget for the purpose of undertaking urgent repair works on the Millars Creek Walkway near Gascoyne Circle in Millbridge.**
2. **Offsets the expenditure by transferring an equal amount (up to \$30,000) from the Pathway Reserve.**

CARRIED

6/0

By Absolute Majority

Note: Cr. M T Bennett returned to room [5.38pm] and assumed the Chair.

12.6 *Title: Closure of Portion of Resta Road, Dardanup West*

Reporting Department: Engineering & Development Services

Reporting Officer: Mrs Cecilia Muller - Principal Planning Officer

Legislation: Local Government Act 1995, Land Administration Act 1997

Overview

Council has received a request from the Department of Planning, Lands and Heritage (DPLH) to consider options regarding the continued use of a portion of Resta Road by the adjoining landowners Cesura Pty. Ltd. for the parking of vehicles associated with their business activities.

It is recommended that Council advises DPLH that Council supports the closure of the western portion of Resta Road, Dardanup West (approximately 435 metres) with the subject land to be amalgamated with Lot 609.

Location Plan



Site Plan



Deposited Plan

EDIVER	AMENDMENT	BY	SIGNATURE	DATE

LANDGATE USE ONLY - COPY OF ORIGINAL NOT TO SCALE

ENLARGEMENT AT ①
NOT TO SCALE

COMPILED FROM D 70804 & DP'S 34275, 232888

SUBJECT	PURPOSE	STATUTORY REFERENCE	ORIGIN	LAND BURDENED	BENEFIT TO	COMMENTS

TYPE	CROWN
PURPOSE	SUBDIVISION
PLAN OF	LOT 500 (DEDICATED ROAD)
DISTRICT	WELLINGTON FILE 50061-2006
TOWNSHIP	
LOCAL AUTHORITY	SHIRE OF BARDNUP (BARDNUP WEST)
LOCALITY	
FORMER TITLE	ON
ROAD	ON DP 232888
INDEX	B103 (10) 2.6
FIELD BOOK	COMPILED
SCALE	1:3000
(@A3) ALL DISTANCES	AS TO SURFACE
SURVEYORS CERTIFICATE - Complied	
I, S.B. KOTI, being a licensed surveyor, do hereby certify that the foregoing plan is a correct and accurate representation of the contents of the original field and office books, and that the same are in accordance with the provisions of the Act in relation to which it is lodged.	
L.S. NO.	20070210 00 00 00 - 0000
Lodged	2014-06-07
DATE	19 Jun 07
FEEL	1778.00
CONVEYANCE	2040-2000V2
APPROVED BY	WESTERN AUSTRALIAN PLANNING COMMISSION
FILE	EXEMPT FROM
WAPC APPROVAL	DELEGATED UNDER SEC. 16 P. 6 & ACT 2006
DATE	
Landgate	Western Australian Land Information Authority
DEPOSITED PLAN	55452
SHEET	OF
EDITION	VERSION

Referenced: 10/08/2017 7:19 AM Page 1

Background

In 2005, Council was requested by Brooks Transport (owners of Cesura Pty. Ltd. which owns the three adjoining properties being Lots 7, 8 and 609), to close the relevant portion of Resta Road and amalgamate the subject land with Lot 609 for security purposes and future yard expansion. Council considered the proposed closure at its Ordinary Meeting held on 10 November 2005 where it resolved as per Council Resolution [438/05]:

THAT Council negotiates with Brookes Transport Co. for a lease on the western portion of Resta Road, Dardanup West (approximately 435m) that joins the land with Lot 609, for a period of ten years with an option for a further ten years.

The Minutes of the Council Meeting is contained in (Appendix ORD: 12.6).

On 7 April 2008, the then Department of Planning informed the Shire of Dardanup that Cesura Pty. Ltd. had accepted a section 'Section 91' occupation licence in accordance with the *Land Administration Act 1997* over a portion of Resta Road as shown on Deposited Plan 55452. The licence commenced on 1 November 2007 for a term of 10 years.

Recently the DPLH informed the Shire of Dardanup that the landowner has indicated it is their intention to continue with the licence over Resta Road which is a dedicated public road that is under the care, control and management of the Shire.

The DPLH also indicated that under the *Land Administration Act 1997 (LAA)* licences are generally only considered over unallocated Crown land or unmanaged reserves, rather than dedicated roads and the DPLH has therefore requested Council to consider two options to resolve this matter.

- Option 1 - Council is requested to consider the closure of a portion of Resta Road for sale and amalgamation into Lot 609 in accordance with Sections 58 and 87 the *Land Administration Act 1997 (LAA)*.
- Option 2 - Council is requested to consider its rights under Section 3.27 of the *Local Government Act 1995 (LGA)* to enter into a private lease agreement with the adjoining landowner to utilise the relevant portion of Resta Road.

Legal Implications

Road closures need to be in accordance with Section 58 of the *Land Administration Act 1997*.

Strategic Community Plan

Strategy 2.3.1 - Continue to implement integrated environmental, social and land use planning which meets diverse community needs. (Service Priority: Very High).

Environment

There are no additional environmental factors to consider as the land has been used for the parking of vehicles since the approval of the original licence approximately 10 years ago.

Precedents

Road closures and amalgamations are not uncommon, and at times are a preferred option for roads that have no discernible benefit to the wider community, considering ongoing maintenance costs to the Shire.

Budget Implications

There will be no cost to the Shire as the proponent will be required to pay all costs associated with the road closure, amalgamation and rezoning of the land.

Budget – Whole of Life Cost

The western portion of Resta Road, Dardanup West (approximately 435 metres) is not included on the Shire Road Works Program within the next 10 years. Engineering staff have advised that there is no intent to upgrade this road beyond its current gravel standard as it only services one property and there is no identified benefit to the wider community.

Council Policy Compliance - None.

Risk Assessment - Low.

The proposed closure of a portion of Resta Road for sale and amalgamation into the adjoining property is considered a low risk to Council.

Officer Comment

Access to the 900m long / 20m wide eastern section of Resta Road is obtained from Boyanup-Picton Road, with this section of road being maintained by the Shire of Dardanup. The 435m long / 40m wide western section of Resta Road the subject of this report is identified in the Shire Works program, but no funds have been allocated towards the construction or maintenance of this section for the next 10 years. The western extent of this section of road terminates at Lot 8 which is currently used as a transport depot. Access to this section is currently achieved by traversing Lot 8 via Barcoo Close which runs parallel with the Bunbury Outer Ring Road.

Council is being requested to consider the two options outlined previously, however officers have investigated this matter and determined that despite the advice of DPLH officers, Section 3.27 of the LG Act does not provide the Shire with the head of power to enter into a private lease agreement with the adjoining landowner for the continued use of Crown land for the parking of vehicles. Therefore officers do not consider this to be a valid option for Council to consider.

The closure of the subject portion of Resta Road was originally opposed by staff and Council when first considered in 2005. However, this is no longer the view of staff as it is now considered that it may be of benefit to close the subject road reserve and incorporate it into adjoining Lot 609, due to the fact that this portion of road is not required and once in private ownership would not necessitate maintenance and upgrading in the future.

Initial contact has been made by staff with the adjacent landowner who has verbally indicated they may be interested in purchasing the land, dependent on the costs involved. As part of the road closure process, the land will be required to be independently valued and therefore further negotiations in this regard will occur later in the process.

To commence the process, it is recommended that Council advises DPLH that it supports the closure of the western portion of Resta Road, Dardanup West with the subject land to be amalgamated with Lot 609.

Council Role - Executive/Strategic.

Voting Requirements - Simple Majority.

Change to Officer Recommendation - No Change.

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

314-18 MOVED - Cr. T G Gardiner SECONDED - Cr. P S Robinson

THAT Council:

1. **Advises the Department for Planning, Lands and Heritage that Council supports the closure of the western portion of Resta Road, Dardanup West (approximately 435 metres) and amalgamation of the land with Lot 609.**
2. **Authorises the Chief Executive Officer to commence the road closure process in accordance with Section 58 of the Land Administration Act 1997.**

CARRIED
7/0

12.7 Title: Application for Rating Exemption – Access Housing Australia Ltd

Reporting Department: Corporate & Community Services

Reporting Officer: Mr Ray Pryce - Accountant

Legislation: Local Government Act 1995, Land Administration Act 1997

Overview

The Shire of Dardanup has received applications from Access Housing Australia Ltd (Access Housing) for exemption from rates for thirteen of its residential properties used for what it classifies as “Community Housing”.

Council is requested to approve the officers recommendation to grant the exemption from rates by declaring the properties to be “non-rateable land” in accordance with the *Local Government Act 1995* (the Act) section 6.26(2)(g).

Background

Access Housing is a non-government social and affordable housing tenancy / property manager with about 1,800 properties across the Perth metropolitan area, Peel and the South West. It is a not-for-profit organisation that is also a registered charity and public benevolent institution. It provides community housing to tenants including families, singles, seniors and people living with a disability or mental health.

The housing programs run by Access Housing to provide housing accommodation include:

- Community Housing
 - Subsidised rental housing for eligible persons on very low, to low to moderate incomes.
- Community Disability Housing Program
 - Disability independent living units;
 - Transitional Housing and Support Program managed by the Drug and Alcohol office; and
 - Housing for people with mental health support needs through the Independent Living Program, Independent Supported Accommodation or Mental Health Housing Strategy.
- Crisis Accommodation Program
 - Short to medium term crisis accommodation for people who are homeless or at risk of homelessness.

The properties the subject of this application include eleven properties owned by Access Housing and two properties leased from the Housing Authority WA.

The eleven owned properties are subsidised rental housing in “over 55’s” developments for eligible persons that meet the Access Housing classification as very low, to low to moderate income.

The locations are:

- *76 Blue Wren Drive, Eaton - Units 6, 7, 22 & 23*

Four strata titled units in a complex of twenty five aged housing units originally built in 2013 as a joint venture between Access Housing and Coastline Building Group Pty Ltd. All units except the four retained by Access Housing were subsequently sold to private buyers and the Housing Authority WA.

- *11 Trusty Place, Dardanup - Units 1, 2, 3, 4, 5, 6 & 10*

Seven strata titled units in a complex of fourteen aged housing units completed in 2017 on land purchased by Access Housing from the Shire of Dardanup.

The two properties leased from Housing Authority WA are:

- *Unit 1, 38 Cudliss Street, Eaton*

A strata titled unit in a complex of three units. The residential unit is provided by Access Housing under its Community Housing program at subsidised rental to eligible tenants.

- *Unit 15, 44 Hamilton Road, Eaton*

A strata titled unit in a complex of nineteen units. The residential unit is provided by Access Housing to eligible persons under its Community Disability Housing Program.

Legal Implications

Local Government Act 1995 - S6.26. Rateable land

- (2) *The following land is not rateable land —*
 - (g) *land used exclusively for charitable purposes.*

Local Government Act 1995 – S6.76. Grounds of objection

- (1) *A person may, in accordance with this section, object to the rate record of a local government on the ground —*
 - (a) *that there is an error in the rate record —*
 - (i) *with respect to the identity of the owner or occupier of any land; or*
 - (ii) *on the basis that the land or part of the land is not rateable land;*
 - or*
 - (b) *if the local government imposes a differential general rate, that the characteristics of the land recorded in the rate record as the basis for imposing that rate should be deleted and other characteristics substituted.*
- (2) *An objection under subsection (1) is to —*
 - (a) *be made to the local government in writing within 42 days of the service of a rate notice under section 6.41; and*
 - (b) *identify the relevant land; and*
 - (c) *set out fully and in detail the grounds of objection.*
- (3) *An objection under subsection (1) may be made by the person named in the rate record as the owner of land or by the agent or attorney of that person.*
- (4) *The local government may, on application by a person proposing to make an objection, extend the time for making the objection for such period as it thinks fit.*
- (5) *The local government is to promptly consider any objection and may either disallow it or allow it, wholly or in part.*
- (6) *After making a decision on the objection the local government is to promptly serve upon the person by whom the objection was made written notice of its decision on the objection and a statement of its reason for that decision.*

Strategic Community Plan

Strategy 1.1.2 - Monitor and ensure compliance with the regulatory framework for local government governance and operations. (Service Priority: High)

Environment - None.

Precedents

At the Ordinary Meeting of Council held 26 April 2017, exemption from rates was granted under s6.26(g) of the Act to Bethanie Group Inc. for independent living units at Bethanie Esprit [Res 99-17].

At the Ordinary Meeting of Council held 10 June 2015, Alliance Housing was granted exemption from rates in accordance with s6.26(g) of the Act for three residential properties in Eaton leased from the Department of Housing to provide affordable housing accommodation to people on low to moderate incomes [Res 162-15].

There have been several relevant legal decisions in relation to residential housing provided by registered charities including '*Retirees WA (inc) and City of Belmont [2012] WASAT 190*', which concluded that land used as a retirement village and operated by a lessee (Retirees WA) was used for charitable purposes being relief of the aged and therefore non rateable. Similar cases that found in favour of charities providing residential housing, were '*City of Mandurah and Australian Flying Corps & Royal Australian Air Force Association (WA Division) Inc [2016] WASCA 185*, and '*Uniting Church Homes (Inc) and City of Stirling [2005] WASAT 191*.'

Budget Implications

Provision of rates exemption for 2018/19 year will reduce the combined rate revenue by \$19,826.14. This includes general rates as well as specified area rates (SAR's) that are levied for Eaton landscaping and bulk waste collection.

Property	Rates	SAR Eaton Landscaping	SAR Bulk Waste	Total
6/76 Blue Wren Drive	\$1,488.00	\$35.38	\$17.77	\$1,541.15
7/76 Blue Wren Drive	\$1,488.00	\$35.38	\$17.77	\$1,541.15
22/76 Blue Wren Drive	\$1,488.00	\$35.38	\$17.77	\$1,541.15
23/76 Blue Wren Drive	\$1,488.00	\$35.38	\$17.77	\$1,541.15
1/11 Trusty Place	\$1,488.00	\$0.00	\$20.79	\$1,508.79
2/11 Trusty Place	\$1,488.00	\$0.00	\$20.79	\$1,508.79
3/11 Trusty Place	\$1,488.00	\$0.00	\$20.79	\$1,508.79
4/11 Trusty Place	\$1,488.00	\$0.00	\$20.79	\$1,508.79
5/11 Trusty Place	\$1,488.00	\$0.00	\$20.79	\$1,508.79
6/11 Trusty Place	\$1,488.00	\$0.00	\$21.17	\$1,509.17
10/11 Trusty Place	\$1,488.00	\$0.00	\$21.17	\$1,509.17
1/38 Cudliss Street	\$1,488.00	\$39.89	\$20.04	\$1,547.93
15/44 Hamilton Road	\$1,488.00	\$42.15	\$21.17	\$1,551.32
TOTAL	\$19,344.00	\$223.56	\$258.58	\$19,826.14

Rubbish collection fees and Emergency Services Levy cannot be exempt as they are not classified as rates under the Act.

Budget – Whole of Life Cost

Annual rates of \$19,826.14 indexed by annual rate increases.

Council Policy Compliance - None.

Risk Assessment - Low.

Officer Comment

The following documents have been provided by Access Housing and are contained in (Appendix ORD: 12.7).

- Two applications for rate exemption – one for the properties owned by Access Housing and one for the properties leased from Housing WA.
- Two statutory declarations confirming the property use.
- Certificate of company registration.
- Notice of endorsement for charity tax concession with the Australian Taxation Office.
- Copy of the current constitution.
- Audited financial reports for 2016 and 2017.
- Affordable Housing – Income and Asset Limits table.

As the owner of eleven of the subject properties and lessee of the other two, Access Housing has the right to object to the rate records in accordance with s 6.76 of the Act.

Access Housing is a charitable organisation. The only remaining question is whether the land is being used exclusively for charitable purposes as required by s 6.26(2)(g) of the Act.

Although there have been many legal references to describe charity and charitable purpose, it is generally accepted that charity can be one of four principal purposes:

- 1) Trusts for the relief of poverty;
- 2) Trusts for the advancement of education;
- 3) Trusts for the advancement of religion; and
- 4) Trusts for other purposes beneficial for the community. This includes relief for the aged and disabled.

Two of the objects of Access Housing are:

- to provide and manage reasonable quality, secure, affordable housing for people on low to moderate incomes; and

- to assist in the alleviation of poverty through the provision of affordable housing.

The properties are provided to tenants who are on low incomes and in the case of Blue Wren Drive and Trusty Place units, are also within residential developments for “over 55” retirement or semi-retirement tenants. The land use purpose meets the requirements to be classified as “charitable” – being for the relief of poverty and relief for the aged.

Based upon the circumstances of the thirteen properties, it is recommended that Council approves rating exemption upon the following properties under s6.26(g) of the Local Government Act 1995.

Council Role - Executive/Strategic.

Voting Requirements - Absolute Majority.

OFFICER RECOMMENDED RESOLUTION

THAT Council declares:

Unit 6, 76 Blue Wren Drive, Eaton
Unit 7, 76 Blue Wren Drive Eaton
Unit 22, 76 Blue Wren Drive, Eaton
Unit 23, 76 Blue Wren Drive, Eaton
Unit 1, 11 Trusty Place, Eaton
Unit 2, 11 Trusty Place, Dardanup
Unit 3, 11 Trusty Place, Dardanup
Unit 4, 11 Trusty Place, Dardanup
Unit 5, 11 Trusty Place, Dardanup
Unit 6, 11 Trusty Place, Dardanup
Unit 10, 11 Trusty Place, Dardanup
Unit 1, 38 Cudliss Street, Eaton
Unit 15, 44 Hamilton Road, Eaton

being properties owned or leased by Access Housing Australia Ltd, exempt from rates under section 6.26(g) of the Local Government Act 1995, effective from 1 July 2018.

Discussion:

Cr. M T Bennett moved that this item be deferred so that a report could be returned to Council showing a more detailed costing to the Shire for all residential properties classified as “non-rateable land” in accordance with the Local Government Act 1995.

Change to Officer Recommendation

As per Local Government (Administration) Regulations 1996 11(da) Council records the following reasons for amending the Officer Recommended Resolution:

Cr. M T Bennett moved to defer this item and requested a report be provided to Council on the cost to the budget of these exemptions under section 6.26(g) of the Local Government Act 1995.

COUNCIL RESOLUTION

315-18 MOVED - Cr. M T Bennett SECONDED - Cr. T G Gardiner

THAT Council:

1. **Defer making a decision on the request by Access Housing Australia Ltd, for properties owned or leased being exempt from rates under section 6.26(g) of the Local Government Act 1995, effective from 1 July 2018.**
2. **Request the Chief Executive Officer provide a report to Council on the cost to the budget of rate exemptions for all residential properties classified as “non-rateable land” in accordance with the Local Government Act 1995 section 6.26(g).**

CARRIED
7/0

12.8 Title: Monthly Statement of Financial Activity for the Period Ended 31 July 2018

Reporting Department: Corporate & Community Services

*Reporting Officer: Mr Ray Pryce - Accountant
Mrs Natalie Hopkins – Manager Financial Services*

Legislation: Local Government (Financial Management) Regulations 1996

Overview

This report presents the monthly Financial Statements for the period ended 31 July 2018 for Council adoption.

Background -

The Monthly Statement of Financial Activity is prepared in accordance with the Local Government (Financial Management) Regulations 1996 r. 34 s. 6.4. The purpose of the report is to provide Council and the community with a reporting statement of revenues and expenses as set out in the Annual Budget, which were incurred by the Shire of Dardanup during the reporting period.

Legal Implications

Local Government Act 1995 – Section 6.4

6.4. Financial Report

- (1) A local government is to prepare an annual financial report for the preceding financial year and such other financial reports as are prescribed.
- (2) The financial report is to —
 - (a) be prepared and presented in the manner and form prescribed; and
 - (b) contain the prescribed information.

Local Government (Financial Management) Regulations 1996 r. 34

Part 4 — Financial Reports — s. 6.4

34. Financial activity statement required each month (Act s. 6.4)

- (1A) In this regulation —

committed assets means revenue unspent but set aside under the annual budget for a specific purpose.
- (1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —
 - (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and
 - (b) budget estimates to the end of the month to which the statement relates; and
 - (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; and
 - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
 - (e) the net current assets at the end of the month to which the statement relates.
- (2) Each statement of financial activity is to be accompanied by documents containing —
 - (a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets; and
 - (b) an explanation of each of the material variances referred to in subregulation (1)(d); and
 - (c) such other supporting information as is considered relevant by the local government.
- (3) The information in a statement of financial activity may be shown —
 - (a) according to nature and type classification; or
 - (b) by program; or
 - (c) by business unit.
- (4) A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be —
 - (a) presented at an ordinary meeting of the Council within 2 months after the end of the month to which the statement relates; and
 - (b) recorded in the minutes of the meeting at which it is presented.
- (5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

[Regulation 34 inserted in Gazette 31 Mar 2005 p. 1049-50; amended in Gazette 20 Jun 2008 p. 2724.]

Strategic Community Plan

Strategy 1.3.2 - Monitor and produce statutory budgetary and financial reporting requirements applicable to local government operations. (Service Priority: High)

Environment - None.

Precedents

Each month Council receives the Monthly Financial Statements in accordance with Council Policy and Local Government (Financial Management) Regulations.

Budget Implications

The financial activity statement comprises of budget estimates, actual expenditure, and revenues to the end of the month to which the statement relates. Material variances and explanations of these are included in the notes that form part of the report.

Budget – Whole of Life Cost - None.

Council Policy Compliance - None.

Risk Assessment - Low.

Officer Comment

The Statement of Financial Activity for the period ended 31 July 2018 is attached after the Officer recommendation.

The report outlines the results from operating activities. It shows revenue and expenditure by statutory program and also by nature and type, comparing actual results for the period with the annual adopted budget, the amended budget and the year to date budget.

The report also displays capital and infrastructure expenditure and reconciles the statement of financial activity to the statement of net current assets, taking into account the proceeds from sale of assets, reserve and loan funds used, depreciation applied, capital and infrastructure expenditure, transfers to reserves and loan repayments.

Actual values for the year to date are compared to the year to date budget to present a percentage variance as well as the variance amount. The level adopted by Council to be used in the Statement of Financial Activity in 2018/19 for reporting material is 10% or \$10,000, whichever is greater.

The statement of net current assets provides information on the accounts that make up current assets and current liabilities (liquidity).

Additional reports that have been included in the monthly financial activities are trust fund report, reserve accounts report, statement of investments, debtor balance reports for rates and sundry debts and salaries and wages progress against budget.

As at the reporting date, the end of year surplus for 2017/18 is estimated at \$303,456. There is some end of year processing still to take place that may vary this estimate. The surplus is expected to be verified in November, after completion of the annual audit of the 2017/18 financial statement.

Council Role - Executive/Strategic.

Voting Requirements - Simple Majority.

Change to Officer Recommendation - No Change.

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

316-18 MOVED - Cr. T G Gardiner SECONDED - Cr. J Lee

THAT the Monthly Statement of Financial Activity for the period ended 31 July 2018 be adopted.

CARRIED
7/0

12.9 Title: Schedule of Paid Accounts as at 19 September 2018

Reporting Department: Corporate & Community Services

*Reporting Officer: Mrs Renée Thomson– Accounts Payable Officer
Mrs Natalie Hopkins – Manager Financial Services*

Legislation: Local Government (Financial Management) Regulations 1996

Overview

Council is presented the list of payments made from the Municipal, Trust and Reserve Accounts under delegation since the last Ordinary Council Meeting.

Background -

Council delegates authority to the Chief Executive Officer annually:

- To make payments from Trust, Reserve and Municipal Fund;
- To purchase goods and services to a value of not more than \$200,000;

Legal Implications - None.

Local Government Act 1995

*S6.5. Accounts and records**Local Government (Financial Management) Regulations 1996**R11. Payments, procedures for making etc.**R12. Payments from municipal fund or trust fund, restrictions on making*

- (1) *A payment may only be made from the municipal fund or the trust fund —*
- (a) *if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or*
 - (b) *otherwise, if the payment is authorised in advance by a resolution of the council.*
- (2) *The council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to the council.*

S13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.

- (1) *If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —*
- (a) *the payee's name; and*
 - (b) *the amount of the payment; and*
 - (c) *the date of the payment; and*
 - (d) *sufficient information to identify the transaction.*
- (2) *A list of accounts for approval to be paid is to be prepared each month showing —*
- (a) *for each account which requires council authorisation in that month —*
 - (i) *the payee's name; and*
 - (ii) *the amount of the payment; and*
 - (iii) *sufficient information to identify the transaction;**and*
 - (b) *the date of the meeting of the council to which the list is to be presented.*
- (3) *A list prepared under subregulation (1) or (2) is to be —*
- (a) *presented to the council at the next ordinary meeting of the council after the list is prepared; and*
 - (b) *recorded in the minutes of that meeting.*

Strategic Community Plan

Strategy 1.3.2 - Monitor and produce statutory budgetary and financial reporting requirements applicable to local government operations.
(Service Priority: High)

Environment - None.

Precedents

Council endorses the Schedule of Paid Accounts at each Ordinary Council Meeting.

Budget Implications

All payments are made in accordance with the adopted annual budget.

Budget – Whole of Life Cost - None.

Council Policy Compliance

Payments are checked to ensure compliance with Council's Purchasing Policy CP034 – Procurement Policy and processed in accordance with Policy CP035 – Payment of Accounts.

Risk Assessment - Low

Officer Comment

This is a schedule of 'paid accounts' - the accounts have been paid in accordance with Council's delegation.

Council Role - Executive/Strategic.

Voting Requirements - Simple Majority.

Change to Officer Recommendation - No Change.

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

317-18 MOVED - Cr. J Lee SECONDED - Cr. P S Robinson

THAT Council receive the Schedule of Paid Accounts report as follows:

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
ELECTRONIC FUNDS TRANSFER					
EFT30189	24/08/2018	Ally Clarke	Refund Of Cage Hire Bond - Ally Clarke	TRUST	150.00
EFT30190	24/08/2018	Diana Louise Leisfield	Refund Of Cage Hire Bond - Diana Louise Leisfield	TRUST	150.00
EFT30191	24/08/2018	Natasha Elizabeth King	Refund Of Cage Hire Bond - Natasha Elizabeth King	TRUST	40.00
EFT30192	24/08/2018	Vanessa Ritchie	Return Of Key Bond - Vanessa Ritchie Receipt 115427	TRUST	40.00
EFT30193	24/08/2018	Cancelled	Cancelled	TRUST	-
EFT30194	24/08/2018	A Frazer And A D Frazer	Hand Lettering Workshop - August	MUNI	283.25
EFT30195	24/08/2018	ABC Filter Exchange	ERC - Kitchen Filter Exchange	MUNI	49.50
EFT30196	24/08/2018	Action Kerbing	Remove And Replace Kerbing - Montgomery Drive & Eagle Cres	MUNI	44,825.00
EFT30197	24/08/2018	Akolade Pty Ltd	Public Sector Conference - 11-12 September 2018 - Gaylene Godfrey	MUNI	2,088.90
EFT30198	24/08/2018	All Aussie Truck And Bobcat Services	Various Kerb Backfilling & Cleanup At The Transfer Station	MUNI	1,650.00
EFT30199	24/08/2018	Alzbeta Baladova Hair & Make Up Artist	Lazy Girl Beauty Hacks Workshop - July	MUNI	100.00
EFT30200	24/08/2018	Amelia Kaitani	ERC Umpire Netball 14/08/2018	MUNI	66.00
EFT30201	24/08/2018	Amity Signs	Safety Decals For Re-Furbished GIB	MUNI	104.50
EFT30202	24/08/2018	Andrea Nicole Parker	Refund Of Dog Registration Difference For Sterilisation - Flash Tag L001441	MUNI	150.00
EFT30203	24/08/2018	Aqua Pure	Rental Aqua Pure Plumbed In Water Cooler 12 Months (30/04/18 - 30/04/19)	MUNI	686.40
EFT30204	24/08/2018	Aquila Food Forest	Sustainable Living Workshop	MUNI	230.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT30205	24/08/2018	Archie Hall	ERC Umpire Basketball 08/08/2018	MUNI	88.00
EFT30206	24/08/2018	Ashley William Donovan	Rates Refund For Assessment A3336 12 Indigo Loop Eaton Wa 6232	MUNI	200.00
EFT30207	24/08/2018	Australian Tax Office	PAYG Withholding (Via Payroll Deduction/Payroll Office) Payrun 24-08-2018	MUNI	73,906.00
EFT30208	24/08/2018	Australind/Eaton Medical Centre	Pre Employment Medical P Laskowski - Emergency & Ranger Services Officer	MUNI	115.00
EFT30209	24/08/2018	B & B Street Sweeping Pty Ltd	Clean Out Pits At Mitchell Way	MUNI	924.00
EFT30210	24/08/2018	Blackwoods	Four Litre Anti Slip Yellow Paint For Depot Safety Zones	MUNI	92.80
EFT30211	24/08/2018	Boyanup Capel Dardanup Football Club - Eaton Boomers Football Club	Ordinary Council Meeting - 8 August 2018 - Catering For 11 People	MUNI	302.50
EFT30212	24/08/2018	Boyles Plumbing And Gas	Repairs To 2 Toilets And Tap Repair - Eaton Foreshore	MUNI	2,363.75
EFT30213	24/08/2018	Brandicoot	Use Of Web Services/Support, Newsletter Subscription, Facebook & Twitter -	MUNI	397.25
EFT30214	24/08/2018	Brody England	ERC Umpire Basketball 08/08/2018	MUNI	88.00
EFT30215	24/08/2018	Brownes Foods Operations Pty Ltd	ERC - Milk Order	MUNI	158.38
EFT30216	24/08/2018	Bunbury Auto One	Parts To Repair Trailer DA 15303	MUNI	77.80
EFT30217	24/08/2018	Bunbury Coffee Machines	ERC - Cafe Stock	MUNI	559.00
EFT30218	24/08/2018	Bunbury Harvey Regional Council	Hook Bin Hire And Servicing	MUNI	364.56
EFT30219	24/08/2018	Bunbury Mower Service	Edger Blades, Parts & Repair To Chainsaw	MUNI	141.00
EFT30220	24/08/2018	Bunbury Subaru	Scheduled Service DA429	MUNI	390.74

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT30221	24/08/2018	Bunbury Trucks	Tool Box To Replace Rusted Out Original Tool Box DA628	MUNI	725.00
EFT30222	24/08/2018	Bunbury Tyrepower - Picton	Purchase Of New Front Tyre For Grader DA9774	MUNI	1,620.00
EFT30223	24/08/2018	Bunnings Group Limited	Various Hardware Supplies For Repairs And Flag Pole Footings	MUNI	585.28
EFT30224	24/08/2018	Charlie Johnston	2018/2019 Personal Development Grant	MUNI	400.00
EFT30225	24/08/2018	City Of Bunbury	Contribution To Regional Tourism Strategy For 2018/19	MUNI	11,000.00
EFT30226	24/08/2018	City Of Busselton	Attendance At Seminar - Erin Hutchins & Donna Bullen	MUNI	500.00
EFT30227	24/08/2018	Civil & Structural Engineers	Design And Certify Slab For Transportable - Lot 81 Marginata Close	MUNI	957.00
EFT30228	24/08/2018	Cleanaway Solid Waste Pty Ltd	Kerbside Waste Collection	MUNI	9,569.49
EFT30229	24/08/2018	Courier Australia	Courier Charges	MUNI	58.09
EFT30230	24/08/2018	Craven Foods	ERC - Cafe Stock	MUNI	811.15
EFT30231	24/08/2018	Cs Legal	Legal Costs Incurred - Recovery Of Unpaid Rates	MUNI	4,356.10
EFT30232	24/08/2018	Danny Harris	Travel Expenses - Final Payment For May & June 2018	MUNI	57.12
EFT30233	24/08/2018	Dapco Tyre And Auto Centre	Puncture Repair On Parks Holden Colorado DA9136	MUNI	35.00
EFT30234	24/08/2018	Debra Rodden	Yoga Instruction Workshop - 25/07/2018 & 08/08/2018	MUNI	120.00
EFT30235	24/08/2018	Dept Of Local Government, Sport & Cultural Industries	Standards Panel Sitting Annual Fee 2017-18	MUNI	4,797.10
EFT30236	24/08/2018	Deputec Pty Ltd	ERC - Deputy Roster Software 2018/2019	MUNI	94.29

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT30237	24/08/2018	Dogs In Sync	Dog Wellness Workshop - August	MUNI	300.00
EFT30238	24/08/2018	Donna Bastow	ERC Umpire Basketball 08/08/2018	MUNI	132.00
EFT30239	24/08/2018	Eaton Pet Vet	Desexing Voucher Rebate "Sage" Bennell - 15-08-2018	MUNI	38.50
EFT30240	24/08/2018	Emily Goyder	ERC Umpire Netball 14/08/2018	MUNI	90.00
EFT30241	24/08/2018	Emma Woollams	ERC Umpire Netball 14/08/2018	MUNI	66.00
EFT30242	24/08/2018	Ferguson Hall Management Committee Inc	Allocated Funding As Per Budget 2018 - 2019 (Ferguson Hall)	MUNI	2,772.00
EFT30243	24/08/2018	Flaunt It	Guest Speaker And Consults For Ladies Day Out 2018	MUNI	300.00
EFT30244	24/08/2018	Fulton Hogan Industries WA	12 Bags Bioblend	MUNI	531.30
EFT30245	24/08/2018	Haes Health Services	Guest Speaker - Ditch The Diet - Ladies Day Out Event 2018	MUNI	200.00
EFT30246	24/08/2018	Harvey De Guzman	Musician - Ladies Day Out Event 2018	MUNI	300.00
EFT30247	24/08/2018	Health Insurance Fund Of WA	Payroll Deductions	MUNI	270.00
EFT30248	24/08/2018	Heather Ferry	Have A Go Health & Wellness Treatments For Guests - Ladies Day Out 2018	MUNI	280.00
EFT30249	24/08/2018	Hidden Zen	Corporate Massages For Guests - Ladies Day Out 2018	MUNI	280.00
EFT30250	24/08/2018	Holman Electrical Services	ERC – Maint - Bain Marie - Replace Energy Regulator (Was Overheating)	MUNI	248.88
EFT30251	24/08/2018	Connect Call Centre Services	After Hours Call Centre Service	MUNI	546.26
EFT30252	24/08/2018	Isabel Cody	Reimbursement For The Purchase Of Clothing To Be Worn As Uniform	MUNI	100.96
EFT30253	24/08/2018	Jackie Nichol	Reimbursement For The Purchase Of Clothing To Be Worn As Uniform	MUNI	59.93

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT30254	24/08/2018	Jasmin Ford Makeup Artistry	Make-Up Sessions And Tutorials - Ladies Day Out Event 2018	MUNI	275.00
EFT30255	24/08/2018	Jetline Kerbing Contractors	Supply/Install Shared Use Concrete Pathway - Castlereagh To Treendale Bridge Including Earthworks	MUNI	55,550.00
EFT30256	24/08/2018	Jim's Test And Tag	Test And Tag ERC, Eaton Bowling, Eaton Office, Dardanup Office	MUNI	1,181.40
EFT30257	24/08/2018	Joondalup Resort	Accom For Local Government Supervisors Conference - D Mort & B Cox	MUNI	398.00
EFT30258	24/08/2018	Josie Phillips	ERC Umpire Netball 14/08/2018	MUNI	135.00
EFT30259	24/08/2018	JR & A Hersey Pty Ltd	Led Micro Bar Warning Lights	MUNI	1,249.60
EFT30260	24/08/2018	June Keil	Fruit Trees Workshop - August	MUNI	100.00
EFT30261	24/08/2018	Justine Eichner	ERC Umpire Basketball 08/08/2018	MUNI	110.00
EFT30262	24/08/2018	Karyn Rowe	ERC Umpire Netball 17/08/2018	MUNI	202.50
EFT30263	24/08/2018	Katerina Zoetelief	2 X Yoga Workshops - Ladies Day Out Event 2018	MUNI	100.00
EFT30264	24/08/2018	Kenny Pomare	ERC Umpire Basketball 08/08/2018	MUNI	44.00
EFT30265	24/08/2018	Kings Tree Care	Tree Pruning - Lofthouse Park & Removal Overhanging Leader - Padbury Rd	MUNI	2,477.00
EFT30266	24/08/2018	Kyle Jones	ERC Umpire Basketball 08/08/2018	MUNI	110.00
EFT30267	24/08/2018	Landmark Operations Ltd	Bamboo Stakes	MUNI	269.50
EFT30268	24/08/2018	Le Chariot De Cafe	Ladies Day Out 2018 - Complimentary Coffee For Guests	MUNI	1,000.00
EFT30269	24/08/2018	Living Springs	Water Cooler Annual Rental - 01/08/18 - 31/07/19	MUNI	253.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT30270	24/08/2018	Lonsdale Party Hire	Equipment Hire - Tables & Chairs - Ladies Day Out 2018	MUNI	2,049.25
EFT30271	24/08/2018	Malatesta Road Paving And Hotmix	Supply Emulsion And Aggregate	MUNI	2,160.58
EFT30272	24/08/2018	Marie Wilkinson	Mandala Coasters Workshop And Beaded Bonsai Trees - August	MUNI	675.00
EFT30273	24/08/2018	McDonald Fencing	Supply And Install 5m Double Gate To Fence At Wells Recreation Ground	MUNI	847.00
EFT30274	24/08/2018	Mckayhla Pomare	ERC Umpire Basketball 08/08/2018	MUNI	66.00
EFT30275	24/08/2018	Natural Temptation Cafe	Guest Speaker - Ladies Day Out Event 2018	MUNI	100.00
EFT30276	24/08/2018	Nayax	Vending Machine - Monthly License Fee, Support And Comms	MUNI	18.34
EFT30277	24/08/2018	NEC It Solutions Australia	Recordpoint Software - Annual Maintenance	MUNI	31,541.40
EFT30278	24/08/2018	Nightguard Security Service	Security Alarm Monitoring Service For Dardanup Office	MUNI	198.00
EFT30279	24/08/2018	NSCO Consulting	Staff Values Workshop	MUNI	770.00
EFT30280	24/08/2018	Nuford Wangara	Delivery Of DFES Officer New Vehicle To Shire Of Dardanup 1GPA705	MUNI	330.00
EFT30281	24/08/2018	Patricia Perks	Annual Meeting Attendance Fee - Cr Perks	MUNI	1,470.45
EFT30282	24/08/2018	Perfect Landscapes	Mowing - Various Parks & Gardens	MUNI	5,258.00
EFT30283	24/08/2018	PFD Food Services Pty Ltd	ERC - Cafe Stock	MUNI	823.50
EFT30284	24/08/2018	PFI Supplies	ERC - Cleaning Supplies	MUNI	1,267.15
EFT30285	24/08/2018	Planning Institute Australia WA Division	PIA State Conference - Ms A Baldock And Ms C Muller And Mr S Potter	MUNI	1,395.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT30286	24/08/2018	Pollen Nation	Seed Bombs Workshop - August	MUNI	232.00
EFT30287	24/08/2018	Precious Oils - Melanie Fournier	Cooking With Oils Workshop - July	MUNI	100.00
EFT30288	24/08/2018	Prestige Products	ERC - Cleaning Supplies	MUNI	1,092.30
EFT30289	24/08/2018	Promote You	Staff Uniform Embroidery x 3	MUNI	23.10
EFT30290	24/08/2018	Richard Neville Stuart	Rates Refund For Assessment A1855 40 Sanford Way Eaton WA 6232	MUNI	103.21
EFT30291	24/08/2018	Riverside Massage	Remedial Massages - Ladies Day Out 2018	MUNI	200.00
EFT30292	24/08/2018	Ryan Baker	ERC Umpire Basketball 08/08/2018	MUNI	110.00
EFT30293	24/08/2018	Schweppes Australia Pty Ltd	ERC - Cafe Stock	MUNI	370.19
EFT30294	24/08/2018	Shayne Jensen Beauty & Artistry	Makeup Airbrushing Tutorials And Makeup Sessions - Ladies Day Out 2018	MUNI	450.00
EFT30295	24/08/2018	Sheridan Carlson	ERC Umpire Netball 20/08/2018	MUNI	67.50
EFT30296	24/08/2018	Signs Plus	Name Badges - Various Staff Members	MUNI	45.50
EFT30297	24/08/2018	Sophie Docker	ERC Umpire Netball 20/08/2018	MUNI	135.00
EFT30298	24/08/2018	South West Nutrition Services	Guest Speaker - Eating For Energy - Ladies Day Out Event 2018	MUNI	290.00
EFT30299	24/08/2018	South West Pets	Cat Cages ID Tags And Engraving	MUNI	136.23
EFT30300	24/08/2018	Steann Pty Ltd	Annual Bulk Waste Collection 6/8/18- 10/8/18. Total Collected 192.88 Tonnes.	MUNI	26,339.95
EFT30301	24/08/2018	Sue Lewis Chocolatier	Sue Lewis - Chocolate Demo - Ladies Day Out 2018 - Final Payment	MUNI	550.00
EFT30302	24/08/2018	Surveying South	Feature Survey Pile Road, South Road, Bobin Street	MUNI	5,368.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT30303	24/08/2018	Synergy	Electricity Account - Various	MUNI	1,301.55
EFT30304	24/08/2018	T & V Fencing	Supply And Install 85m Of Fence As Per Quote #28723	MUNI	2,314.40
EFT30305	24/08/2018	T J Depiazzi & Sons	10m3 Of Pine Bark Mulch Delivered To Roundabout Eaton Drive/Council Drive	MUNI	694.45
EFT30306	24/08/2018	Total Eden Pty Ltd	Various Reticulation Parts As Required By Parks And Gardens	MUNI	1,893.85
EFT30307	24/08/2018	Trent Frederick McWhirter	Refund Of Development Application P26/18. Application Withdrawn	MUNI	147.00
EFT30308	24/08/2018	Jotoc Pty Ltd T/A Turfcare NSW	Destiny Selective Herbicides	MUNI	1,870.00
EFT30309	24/08/2018	WALGA	WALGA Annual Convention 2018 Registrations - Staff & Councillors	MUNI	9,915.00
EFT30310	24/08/2018	Waterloo Nursery	Various Herbicides	MUNI	2,175.00
EFT30311	24/08/2018	WINC Australia Pty Ltd	Stationary As Needed By Eaton Office Administration	MUNI	686.52
EFT30312	24/08/2018	Woolworths Group Limited	ERC - Cafe Stock	MUNI	850.62
EFT30313	24/08/2018	Work Clobber	Staff Uniform - P Knox	MUNI	787.17
EFT30314	24/08/2018	Workforce Road Services Pty Ltd	Eaton Office Car Park - Paint 2 x Disabled Bays, And Dardanup Office	MUNI	1,254.00
EFT30315	24/08/2018	Y Bar	Vouchers For Bus Trial Promotion 17/18 (Invoice Received Late)	MUNI	100.00
EFT30316	31/08/2018	Jasmin Ford	Refund Dardanup Hall Hire Bond	TRUST	500.00
EFT30317	31/08/2018	South West Cycle Club	Refund Dardanup Hall Hire Bond	TRUST	1,040.00
EFT30318	31/08/2018	Wayne Neil Lowke	Refund Of Cage Hire Bond	TRUST	150.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT30319	31/08/2018	Acromat	ERC - Service Basketball Backboards, Court Curtains & Motors, Grandstands And FSports Equipment	MUNI	5,720.00
EFT30320	31/08/2018	Action Kerbing	Mitchell Way And Shire Place Repairs To Damaged Pathway And Kerbing	MUNI	12,237.50
EFT30321	31/08/2018	Amelia Kaitani	Netball Umpire - 28-08-18	MUNI	110.00
EFT30322	31/08/2018	Archie Hall	Umpire Basketball - 29-08-18	MUNI	132.00
EFT30323	31/08/2018	B Watts Panel & Paint Repairs	Excess Due On Insurance Claim - Da9136	MUNI	500.00
EFT30324	31/08/2018	Brody England	Umpire Basketball - 29-08-18	MUNI	88.00
EFT30325	31/08/2018	Bullivants Pty Ltd - Sling Rig	50t Recovery Strap	MUNI	594.00
EFT30326	31/08/2018	Bunbury And Districts Softball Association	Kidsport - Imogen Twyerould	MUNI	50.00
EFT30327	31/08/2018	Bunbury Army Surplus	Murray Halden Boots	MUNI	199.00
EFT30328	31/08/2018	Bunbury Junior Football Club	Kidsport - John Cox	MUNI	460.00
EFT30329	31/08/2018	Bunbury Machinery	Hire Of Mini Digger	MUNI	674.98
EFT30330	31/08/2018	Bunbury Mower Service	Edger Blade Washers	MUNI	162.50
EFT30331	31/08/2018	Bunbury Psychological Services	Counselling Services - EAP - 20-08-2018	MUNI	308.00
EFT30332	31/08/2018	Bunbury Subaru	75,000km Service - DA10091	MUNI	388.95
EFT30333	31/08/2018	Bunbury Trucks	Repairs To Drivers Seat And Tailgate Latch DA9219	MUNI	388.40
EFT30334	31/08/2018	Bunnings Group Limited	Paint Roller, Bolts, Tape, Padlock	MUNI	84.93

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT30335	31/08/2018	Bunbury Wellington Economic Alliance	Bunbury-Wellington Economic Alliance 2018/19 Membership Fees	MUNI	12,733.88
EFT30336	31/08/2018	Carey Park Junior Football Club	Kidsport - Flynn Martinson & Kylan Turvey	MUNI	242.00
EFT30337	31/08/2018	Caring For Carers And You WA	Ladies Day Event Services - 2018	MUNI	200.00
EFT30338	31/08/2018	Caroline Mears	Chair Yoga - August - Session 1	MUNI	100.00
EFT30339	31/08/2018	CB Traffic Solutions	Traffic Control For Fixing Potholes	MUNI	1,074.15
EFT30340	31/08/2018	Country Landscaping Pty Ltd	Pull Bore Pump - Inspect - Clean And Replace Parts As Required	MUNI	1,070.36
EFT30341	31/08/2018	Courier Australia	Courier Charges	MUNI	21.90
EFT30342	31/08/2018	Danny Harris	Meeting Attendance Fees: May & June 2018 - Final Payment Of Annual Meeting Fees	MUNI	1,833.33
EFT30343	31/08/2018	Darby Sidebotham	Netball Umpire - 28-08-18	MUNI	67.50
EFT30344	31/08/2018	Dardanup General Store	Supply Of Milk - 13-08-2018	MUNI	6.35
EFT30345	31/08/2018	David John Leek T/A Acefire	Fire extinguisher service and /or replacement at various Shire buildings.	MUNI	1,629.95
EFT30346	31/08/2018	DFES	2018/19 Emergency Services Levy (ESL) Quarter 1	MUNI	194,794.62
EFT30347	31/08/2018	Donna Bastow	Umpire Basketball - 29-08-18	MUNI	132.00
EFT30348	31/08/2018	Emily Goyder	Netball Umpire - 27-08-18	MUNI	45.00
EFT30349	31/08/2018	Fulton Hogan Industries WA	1 Ton Premix	MUNI	209.00
EFT30350	31/08/2018	Gilectrics Pty Ltd	BBQ Repairs - Torrens Loop, Hazel Frove, Hunters Circle	MUNI	517.55

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT30351	31/08/2018	Hogs Breath Cafe	Catering For Ordinary Council Meeting Dinner - 29 August 2018 - 10 People	MUNI	286.45
EFT30352	31/08/2018	Holcim Australia Pty Ltd	10ton 5ml Blue Metal	MUNI	483.89
EFT30353	31/08/2018	Holman Electrical Services	Repair Dishwasher - ERC	MUNI	1,632.88
EFT30354	31/08/2018	Hynes Contracting	Remove Kerb Additions - Yeoman Court & Fowler Court	MUNI	330.00
EFT30355	31/08/2018	Hart Sport	Sports Equipment For Vacation Care	MUNI	417.10
EFT30356	31/08/2018	Jayden Blair Edwards	Crossover Rebate (Lot 1330) 19 Kanalla Ave, Millbridge (A11535)	MUNI	249.00
EFT30357	31/08/2018	Jim's Test And Tag	Supply And Replace Emergency Light - Eaton Bowling Club	MUNI	165.00
EFT30358	31/08/2018	Josie Phillips	Netball Umpire - 27-08-18	MUNI	135.00
EFT30359	31/08/2018	JR & A Hersey Pty Ltd	Stores And Safety Supplies Depot	MUNI	423.83
EFT30360	31/08/2018	Justine Eichner	Umpire Basketball - 29-08-18	MUNI	88.00
EFT30361	31/08/2018	Karen Mazzella Kinesiology	Have A Go Health & Wellness Treatments For Guests - Ladies Day Out 2018	MUNI	340.00
EFT30362	31/08/2018	Karyn Rowe	Netball Umpire - 27-08-18	MUNI	195.00
EFT30363	31/08/2018	Kenny Pomare	Umpire Basketball - 29-08-18	MUNI	44.00
EFT30364	31/08/2018	Kings Tree Care	Remove And Grind Stump Of Brazilian Pepper - 24 Hurst St	MUNI	1,199.00
EFT30365	31/08/2018	Kyle Jones	Umpire Basketball - 29-08-18	MUNI	110.00
EFT30366	31/08/2018	Leschenault Junior Cricket Club	Kidsport - Taj Shaw	MUNI	130.00
EFT30367	31/08/2018	Local Government Professionals Australia Wa	LG Prof Finance PD Day - 14/9/18 - P Anastasakis, R Pryce & N Hopkins	MUNI	240.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT30368	31/08/2018	Local Health Authorities Analytical Committee	Analytical Serv Fee-2018-19 - Food Analysis, Chemical Analysis, Microscopy	MUNI	3,659.14
EFT30369	31/08/2018	Local Government Professionals Australia WA	Performance Excellence Program - Final Year Subscription	MUNI	6,545.00
EFT30370	31/08/2018	Mckayhla Pomare	Umpire Basketball - 29-08-18	MUNI	44.00
EFT30371	31/08/2018	MJB Industries Pty Ltd	Cast Iron Tree Grate	MUNI	671.00
EFT30372	31/08/2018	Modern Teaching Aids Pty Ltd	ERC - Creche And Vacation Care Craft Supplies And Activities	MUNI	873.11
EFT30373	31/08/2018	Natural Area Consulting Management Services	Mapping Of Introduced Weed Species In Selected Shire Reserves	MUNI	6,054.13
EFT30374	31/08/2018	PFI Supplies	ERC - Cleaning Supplies	MUNI	52.80
EFT30375	31/08/2018	Pirtek Bunbury	2 x Couplings	MUNI	93.52
EFT30376	31/08/2018	Plant Supply Company	Various Plant Species	MUNI	3,269.75
EFT30377	31/08/2018	Precious Oils - Melanie Fournier	Bath And Beauty Workshop - August 2018	MUNI	360.00
EFT30378	31/08/2018	Promote You	Uniform Embroidery X 6	MUNI	53.90
EFT30379	31/08/2018	Replas Plastics WA	Seat Kimberley 1.8 In Ground Grey With Black Supports	MUNI	1,541.47
EFT30380	31/08/2018	Ryan Baker	Umpire Basketball - 29-08-18	MUNI	110.00
EFT30381	31/08/2018	Signs Plus	Magnetic Clip Name Badges: Ben Anderson And Dean Pitts	MUNI	32.00
EFT30382	31/08/2018	Southern Lock And Security	Restricted Keys Cut x 2	MUNI	30.00
EFT30383	31/08/2018	Southwest Ventures T/A Geographe Ford/Bunbury Hyundai	Vehicle 90,000 Km Service - DA8170	MUNI	675.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT30384	31/08/2018	State Library Of Western Australia	Annual Fee For Lost And Damaged Public Library Materials 2018 - 2019	MUNI	440.00
EFT30385	31/08/2018	Surveying South	Survey Of Peninsula Lakes Park Future Playground, Picnic & Playing Field	MUNI	385.00
EFT30386	31/08/2018	Terrywhite Chemmart Eaton	ERC - 1st Aid Supplies	MUNI	63.70
EFT30387	31/08/2018	Totally Sound	24 Dual Bay Charger For Digital Series	MUNI	244.20
EFT30388	31/08/2018	Tracey Tupaea	Netball Umpire - 28-08-18	MUNI	88.00
EFT30389	31/08/2018	Turf Grass Solutions Australia Pty Ltd	Humic Coated Urea - 1 Tonne	MUNI	2,183.50
EFT30390	31/08/2018	Tutt Bryant Hire	Hire Of Multi Tyre Roller	MUNI	12,519.10
EFT30391	31/08/2018	Talis Consultants	Valuation Of Road Assets For 2018	MUNI	5,500.00
EFT30392	31/08/2018	Vanessa Black	Netball Umpire - 28-08-18	MUNI	90.00
EFT30393	31/08/2018	WALGA	Procurement & Contract Management Training - A Hutcheon - Accounts Payable Training - R Thomson	MUNI	1,971.00
EFT30394	31/08/2018	Waterrower Australia Pty Ltd	Replacement Guide Wheels - Water Rowers	MUNI	79.26
EFT30395	31/08/2018	Woolworths Group Limited	Staff Kitchen Items And Farewell Gift (Dan Rome)	MUNI	109.27
EFT30396	31/08/2018	Work Clobber	Aaron Sheppard - Five Hi Vis Shirts	MUNI	881.79
EFT30397	06/09/2018	Turner Builders Pty Limited	Refund Of Kerb Deposit - BL 2011120206 - Lot 60 Andrew Ford Way (A10034)	TRUST	1,230.00
EFT30398	07/09/2018	A&R Engineering	Diagnose And Repair Fuel Filter Leak DA9781	MUNI	317.63
EFT30399	07/09/2018	Alinta	Electricity Account 80004063 68 Recreation Drive	MUNI	4,657.01

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT30400	07/09/2018	All Aussie Truck And Bobcat Services	Shoulder Works & Clean Up At Transfer Station	MUNI	715.00
EFT30401	07/09/2018	Amelia Kaitani	Umpire Recoup - Netball - 3 September 2018	MUNI	44.00
EFT30402	07/09/2018	Archie Hall	Umpire Recoup - Basketball - 5 September 2018	MUNI	88.00
EFT30403	07/09/2018	Aurecon Australia Pty Ltd	JTPS Shire Of Harvey Shire Of Dardanup Prof Services Rendered 17-08-2018	MUNI	4,148.49
EFT30404	07/09/2018	Australian Tax Office	PAYG Withholding	MUNI	72,511.00
EFT30405	07/09/2018	Australind/Eaton Medical Centre	Level B Consultation - Staff Member	MUNI	128.35
EFT30406	07/09/2018	All Seasons Sanctuary Golf Resort Bunbury	Venue Hire & Meals - Function	MUNI	237.80
EFT30407	07/09/2018	Anton Manning	Uniform Reimbursement	MUNI	178.93
EFT30408	07/09/2018	Brownes Foods Operations Pty Ltd	ERC - Milk Order	MUNI	193.73
EFT30409	07/09/2018	Bunbury And Districts Softball Association	Venue Hire - September	MUNI	225.00
EFT30410	07/09/2018	Bunbury Army Surplus	P Laskowski PPE Boots	MUNI	199.00
EFT30411	07/09/2018	Bunbury Auto Group (Parts And Service)	Vehicle Service DA10214	MUNI	657.50
EFT30412	07/09/2018	Bunbury Psychological Services	Counselling Services - EAP	MUNI	308.00
EFT30413	07/09/2018	Carmel Boyce	Council Fees - Monthly	MUNI	1,149.50
EFT30414	07/09/2018	Cleanaway Solid Waste Pty Ltd	Kerbside Waste Collection	MUNI	12,601.16
EFT30415	07/09/2018	Coca-Cola Amatil Australia Pty Ltd	ERC - Cafe Stock Purchase	MUNI	218.85

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT30416	07/09/2018	Country Landscaping Pty Ltd	Cable Joining And Ground Plate Installation To Reticulation Valve Boxes	MUNI	1,604.00
EFT30417	07/09/2018	Courier Australia	Courier Charges	MUNI	85.42
EFT30418	07/09/2018	Craven Foods	ERC - Cafe Stock	MUNI	353.99
EFT30419	07/09/2018	Cross Security Services	Alarm System Monitoring - Eaton Administration Building	MUNI	143.00
EFT30420	07/09/2018	Dapco Tyre And Auto Centre	Replace 4 Tyres On Ford Ranger Utility - DA648	MUNI	879.00
EFT30421	07/09/2018	Darby Sidebotham	Umpire Recoup - Netball - 4 September 2018	MUNI	67.50
EFT30422	07/09/2018	Dardanup General Store	Supply Of Milk (And General Goods As Required)	MUNI	18.55
EFT30423	07/09/2018	David Mort	Uniform Reimbursement	MUNI	199.98
EFT30424	07/09/2018	Discover Deadly	Snake Awareness Information Sessions x 3	MUNI	1,650.00
EFT30425	07/09/2018	Donna Bastow	Umpire Recoup - Basketball - 5 September 2018	MUNI	132.00
EFT30426	07/09/2018	Dorsogna Limited	ERC - Cafe Stock Purchases	MUNI	146.44
EFT30427	07/09/2018	DX Print Group Pty Ltd	Business Cards For Allan Hutcheon & Ben Anderson	MUNI	220.00
EFT30428	07/09/2018	Eaton Environmental Services	Termite Inspection And Treatment In Gym And Creche Areas ERC	MUNI	275.00
EFT30429	07/09/2018	Eaton Laser Engraving	Name Plaque - Gaylene Godfrey (Council Chambers)	MUNI	31.02
EFT30430	07/09/2018	Emily Goyder	Umpire Recoup - Netball - 4 September 2018	MUNI	67.50
EFT30431	07/09/2018	Ferguson Valley Events	Hire Of Rugs, Cushions And Wine Barrels For 2018 EOY Function	MUNI	660.00
EFT30432	07/09/2018	Fit2work	Monthly Invoice For Australian Employee Police Checks	MUNI	76.78

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT30433	07/09/2018	Guardians Of Happiness	Chocolate Bark And Handmade Bread Workshop - August	MUNI	600.00
EFT30434	07/09/2018	Health Insurance Fund Of WA	Payroll Deductions	MUNI	270.00
EFT30435	07/09/2018	IVC Computer Services	Bixelon Spp-R410 Portable Bluetooth Printer	MUNI	735.00
EFT30436	07/09/2018	James Lee	Council Fees - Monthly	MUNI	1,149.50
EFT30437	07/09/2018	Janice Dow	Council Fees - Monthly	MUNI	1,149.50
EFT30438	07/09/2018	Jason Carroll Naturopath	ERC - Shake Supplies	MUNI	664.40
EFT30439	07/09/2018	Josie Phillips	Umpire Recoup - Netball - 4 September 2018	MUNI	67.50
EFT30440	07/09/2018	Jotoc Pty Ltd T/A Turfcare NSW	Wipeout 360 - 20 Litre Drums - Bio	MUNI	2,860.00
EFT30441	07/09/2018	JP Group - CPSS Pty Ltd	3 Monthly Lease Of Transfer Station At Lot 81 Banksia Road Dardanup	MUNI	2,917.46
EFT30442	07/09/2018	Justine Eichner	Umpire Recoup - Basketball - 5 September 2018	MUNI	110.00
EFT30443	07/09/2018	Kaine Yarran	Crossover Rebate - 67 Evolution Loop Millbridge (A11563)	MUNI	223.00
EFT30444	07/09/2018	Karyn Rowe	Umpire Recoup - Netball 4 September 2018	MUNI	157.50
EFT30445	07/09/2018	Kelly Marie Mundy	Umpire Recoup - Netball 31 August 2018	MUNI	45.00
EFT30446	07/09/2018	Kenny Pomare	Umpire Recoup - Basketball - 5 September 2018	MUNI	33.00
EFT30447	07/09/2018	Kings Tree Care	Tree Works On Millars Creek Near Holroyd Ave Millbridge	MUNI	825.00
EFT30448	07/09/2018	Kmart	September Library Program Displays	MUNI	16.50

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT30449	07/09/2018	Kyle Jones	Umpire Recoup - Basketball - 5 September 2018	MUNI	110.00
EFT30450	07/09/2018	Landgate	DOLA Online Property Search	MUNI	51.40
EFT30451	07/09/2018	Les Mills Asia Pacific	Monthly Music Licence Fees	MUNI	1,197.88
EFT30452	07/09/2018	Luke Davies	Council Fees - Monthly	MUNI	1,149.50
EFT30453	07/09/2018	Malatesta Road Paving And Hotmix	Various Road Resealing	MUNI	25,682.00
EFT30454	07/09/2018	Marketforce	Public Notice - Various Advertising	MUNI	2,315.85
EFT30455	07/09/2018	Matchbox Eaton Fair	ERC - Glass Ware For Sports Prizes	MUNI	448.70
EFT30456	07/09/2018	Mckayhla Pomare	Umpire Recoup - Basketball - 5 September 2018	MUNI	66.00
EFT30457	07/09/2018	Michael Bennett	Local Government Allowance & Travel Reimbursement	MUNI	4,033.54
EFT30458	07/09/2018	Monitored Electronics	Duress Alarm System Monitoring 1/10/18 - 31/12/18	MUNI	57.20
EFT30459	07/09/2018	Naturaliste Hygiene	Disposal Of Sharps In Containers	MUNI	330.00
EFT30460	07/09/2018	Naturaliste Turf	Application Of Foliar Fertiliser To Millbridge POS	MUNI	732.00
EFT30461	07/09/2018	Nites Electrical	Eaton Tennis Courts - Decommission And Remove Floodlights From Poles	MUNI	1,059.30
EFT30462	07/09/2018	NSCO Consulting	Facilitate Training Session For Depot Staff - 28 August 2018	MUNI	660.00
EFT30463	07/09/2018	O'Brien Glass Industries Limited	Replace Broken Front Passenger Window - DA9295	MUNI	559.36
EFT30464	07/09/2018	Onsite Rental Group	Monthly Hire Of Temporary Office Behind Eaton Admin Centre	MUNI	1,150.89
EFT30465	07/09/2018	Paige Vincent	Umpire Recoup - Basketball - 5 September 2018	MUNI	99.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT30466	07/09/2018	Perfect Landscapes	Mowing - Various Parks & Gardens	MUNI	7,766.00
EFT30467	07/09/2018	Peron Naturaliste Partnership	Annual Contribution To Peron Naturaliste Partnership 2018/19	MUNI	3,790.12
EFT30468	07/09/2018	Peter Robinson	Council Fees - Monthly	MUNI	1,683.08
EFT30469	07/09/2018	PFD Food Services Pty Ltd	ERC - Cafe Stock	MUNI	325.95
EFT30470	07/09/2018	Prestige Products	ERC - Cafe Stock Purchases	MUNI	32.78
EFT30471	07/09/2018	Ryan Baker	Umpire Recoup - Basketball - 5 September 2018	MUNI	110.00
EFT30472	07/09/2018	Safetcard Australia	Monitoring Fees For Safetcard	MUNI	264.00
EFT30473	07/09/2018	Sanity Bunbury	DVD New Releases	MUNI	80.00
EFT30474	07/09/2018	Schweppes Australia Pty Ltd	ERC - Cafe Stock	MUNI	450.50
EFT30475	07/09/2018	Sophie Docker	Umpire Recoup - Netball 31 August 2018	MUNI	67.50
EFT30476	07/09/2018	South West Community Care	Rates Refund For Assessment A4442 15 Albatross Crescent Eaton WA 6232	MUNI	2,167.08
EFT30477	07/09/2018	Southern Lock And Security	Key Cutting x 5	MUNI	56.00
EFT30478	07/09/2018	St John Ambulance Western Australia Ltd	First Aid Kit S Eaton, Replacement Due To Motor Vehicle Break In And Theft	MUNI	65.00
EFT30479	07/09/2018	Sunny Industrial Brushware	Broom For Tractor Plus Delivery	MUNI	787.60
EFT30480	07/09/2018	Synergy	Electricity Accounts x 36	MUNI	10,305.85
EFT30481	07/09/2018	Tammy Duan Nicholson	Crossover Rebate - 15 Galloway Bend Eaton (A9551)	MUNI	217.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT30482	07/09/2018	Therese Price	Umpire Recoup - Netball - 4 September 2018	MUNI	67.50
EFT30483	07/09/2018	Tint City	Removal And Reapplication Of Graphics To Gym Walls	MUNI	805.00
EFT30484	07/09/2018	Tutt Bryant Hire	Hire Of Trailer Boom	MUNI	323.40
EFT30485	07/09/2018	Tyrrell Gardiner	Council Fees - Monthly	MUNI	1,149.50
EFT30486	07/09/2018	Vanessa Black	Umpire Recoup - Netball - 3 September 2018	MUNI	135.00
EFT30487	07/09/2018	Veolia Environmental Services	Street Sweeping - Eaton	MUNI	4,554.00
EFT30488	07/09/2018	Vitalis Chifamba	Uniform Reimbursement	MUNI	194.95
EFT30489	07/09/2018	WALGA	Professional Appointments Advertising	MUNI	5,140.51
EFT30490	07/09/2018	WINC Australia Pty Ltd	ERC - Stationary Order	MUNI	953.58
EFT30491	07/09/2018	Woolworths Group Limited	Purchase Items For General Meetings/Staff Meetings	MUNI	603.27
EFT30492	07/09/2018	Workforce Road Services Pty Ltd	Acrod Bays And Loading Bay Utilities Installed At Dardanup Oval	MUNI	799.54
CHEQUES					
44860	24/08/2018	Shire Of Dardanup - Please Pay Cash	Petty Cash Items	MUNI	170.65
PAYROLL					
DD13783.1	24/08/2018	WA Super	Payroll Deductions	MUNI	39,623.95
DD13783.2	24/08/2018	AMP Superannuation Savings Trust	Superannuation Contributions	MUNI	51.30

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
DD13783.3	24/08/2018	Hostplus	Superannuation Contributions	MUNI	275.11
DD13783.4	24/08/2018	MLC Super Fund	Superannuation Contributions	MUNI	641.92
DD13783.5	24/08/2018	IOOF Portfolio Service Superannuation Fund	Superannuation Contributions	MUNI	87.49
DD13783.6	24/08/2018	Perpetual Wealth Focus Super Plan	Superannuation Contributions	MUNI	69.19
DD13783.7	24/08/2018	Asgard Infinity E Wrap Super	Superannuation Contributions	MUNI	256.69
DD13783.8	24/08/2018	ANZ Smart Choice Super (Onepath Masterfund)	Superannuation Contributions	MUNI	626.48
DD13783.9	24/08/2018	Media Super	Superannuation Contributions	MUNI	476.26
DD13800.1	07/09/2018	WA Super	Payroll Deductions	MUNI	38,628.08
DD13800.2	07/09/2018	MLC Super Fund	Superannuation Contributions	MUNI	602.36
DD13800.3	07/09/2018	loof Portfolio Service Superannuation Fund	Superannuation Contributions	MUNI	122.48
DD13800.4	07/09/2018	Perpetual Wealth Focus Super Plan	Superannuation Contributions	MUNI	77.25
DD13800.5	07/09/2018	Colonial First State First Choice Wholesale Personal Super	Superannuation Contributions	MUNI	255.77
DD13800.6	07/09/2018	Rest Superannuation	Superannuation Contributions	MUNI	221.40
DD13800.7	07/09/2018	ANZ Smart Choice Super (Onepath Masterfund)	Superannuation Contributions	MUNI	608.43
DD13800.8	07/09/2018	Media Super	Superannuation Contributions	MUNI	476.26
DD13800.9	07/09/2018	Construction & Building Industry Super	Superannuation Contributions	MUNI	467.43

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
DD13783.10	24/08/2018	Colonial First State First Choice Wholesale Per Super	Superannuation Contributions	MUNI	316.64
DD13783.11	24/08/2018	Rest Superannuation	Superannuation Contributions	MUNI	161.82
DD13783.12	24/08/2018	Australiansuper	Superannuation Contributions	MUNI	967.49
DD13783.13	24/08/2018	Burton Superannuation Fund	Superannuation Contributions	MUNI	252.87
DD13783.14	24/08/2018	Construction & Building Industry Super	Superannuation Contributions	MUNI	331.08
DD13800.10	07/09/2018	Asgard Infinity E Wrap Super	Superannuation Contributions	MUNI	256.69
DD13800.11	07/09/2018	Australiansuper	Superannuation Contributions	MUNI	959.50
DD13800.12	07/09/2018	Burton Superannuation Fund	Superannuation Contributions	MUNI	252.87
DD13800.13	07/09/2018	Hostplus	Superannuation Contributions	MUNI	275.11

CREDIT CARD*CERTIFICATE OF Chief Executive Officer***REPORT TOTALS**

Muni	44860	170.65
Cheque		
EFT	30189-30492	839,405.45
Payroll		87,341.92
Credit Card		
International		
BPAY		
TOTAL		926,918.02

This Schedule of Accounts to be passed for payment, covering vouchers as above which was submitted to each member of Council has been checked and is fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations, and costings and the amounts shown are due for payment.



MR MARK L CHESTER
Chief Executive Officer

926,918.02

CARRIED
7/0

13 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

None.

14 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

None.

15 PUBLIC QUESTION TIME

None.

16 MATTERS BEHIND CLOSED DOORS

None.

17 CLOSURE OF MEETING

The Presiding Officer advises that the date of the next Ordinary Meeting of Council will be Wednesday 10 October 2018, commencing at 5.00pm at the Shire of Dardanup - Administration Centre Eaton.

There being no further business the Presiding Officer declared the meeting closed at 5.44pm.



CONFIRMATION OF MINUTES

“As the person presiding at the meeting at which these minutes were confirmed on, 10 October 2018, I certify that these minutes have been confirmed as a true and accurate record of proceedings.

DocuSigned by:



Signed

A handwritten signature in black ink, appearing to be "M. L. P.", is written over the signature line.

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(Chairman or Shire President or Other Presiding Officer)