



CONFIRMED

MINUTES

FOR THE

ORDINARY

COUNCIL MEETING

Held

20th of November 2024

At

ADMINISTRATION CENTRE EATON
1 Council Drive - EATON

This document is available in alternative formats such as:
~ Large Print
~ Electronic Format [emailed]
Upon request.

VISION STATEMENT

“The Shire of Dardanup is a healthy, self-sufficient and sustainable community, that is connected and inclusive, and where our culture and innovation are celebrated.”

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SHIRE OF DARDANUP**MINUTES FOR THE SHIRE OF DARDANUP ORDINARY COUNCIL MEETING HELD ON WEDNESDAY, THE 20TH OF NOVEMBER 2024, AT ADMINISTRATION CENTRE EATON, 1 COUNCIL DRIVE, EATON, COMMENCING AT 5.00PM.**

Note: Cr E Lilly advised the Ordinary Council meeting was being recorded. The recording was for staff training purposes and would not be made available publically.

1 DECLARATION OF OPENING/ANNOUNCEMENTS OF VISITORS

The Presiding Member, Cr E Lilly declared the meeting open at 5.03pm, 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:

Discussion

Cr E Lilly acknowledged the appointment of Mrs Natalie Hopkins as Director Corporate & Governance and welcomed her to her first meeting as the new Director Corporate & Governance.

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 and pay our respects to their elders, past, present and emerging. The Shire of Dardanup also respects and celebrates all cultures of all our residents and visitors to our Shire.

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, you will be directed to an appropriate Assembly Area where we will meet (and complete a roll call).

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.

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

2.1 Attendance

Cr. Tyrrell Gardiner	-	Shire President (Teams)
Cr. Ellen Lilly	-	Deputy Shire President - Chairperson
Cr. Annette Webster	-	Elected Member
Cr. Tony Jenour	-	Elected Member
Cr. Stacey Gillespie	-	Elected Member
Cr. Jack Manoni	-	Elected Member
Mr André Schönfeldt	-	Chief Executive Officer
Mrs Natalie Hopkins	-	Director Corporate and Governance
Mr Theo Naudé	-	Director Infrastructure
Mr Ashwin Nair	-	Director Sustainable Development
Mrs Donna Bailye	-	Manager Governance
Ms Tahniah Creedon	-	Communications Officer
Mrs Renee Thomson	-	PA – Director Sustainable Development

2.2 Apologies

Cr Mark Hutchinson	-	Elected Member
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2.3 Leave of Absence

Cr. Taneta Bell	-	Elected Member(Res: 233-24)
Cr. Luke Davies	-	Elected Member(Res: 263-24)

2.4 Previous Meetings

DATE	TYPE	CR. T BELL	CR. L W DAVIES	CR. T G GARDINER	CR. S L GILLESPIE	CR. A C JENOUR	CR. E P LILLY	CR. M R HUTCHINSON	CR. J D MANONI	CR. A L WEBSTER
August 2024										
14/08/24	WS	NA	✓	✓	✓	✓	✓	✓	NA	✓
21/08/24	AF	✓R	Ap	✓	Ap	✓R	✓	✓	NA	Ap
28/08/24	OCM	✓R	Ap	✓	✓R	✓	✓	✓	✓	✓
September 2024										
4/09/24	CF	✓R	Ap	✓	Ap	Ap	✓	✓	✓	✓
11/09/24	WS	Ap	NA	✓	✓R	✓	Ap	✓	✓	✓
11/09/24	SCM	Ap	NA	✓	✓R	✓	Ap	✓	✓	✓
18/09/24	AF	✓R	NA	✓	Ap	✓R	✓	✓	✓	✓
25/09/24	OCM	✓R	✓	✓	✓	✓	✓	✓	✓	✓

DATE	TYPE	Cr. T BELL	Cr. L W DAVIES	Cr. T G GARDINER	Cr. S L GILLESPIE	Cr. A C JENOUR	Cr. E P LILLY	Cr. M R HUTCHINSON	Cr. J D MANONI	Cr. A L WEBSTER
October 2024										
02/10/24	WS	Ap	✓	✓	✓	✓R	✓	✓	✓	✓
16/10/24	AF	✓R	✓	✓	Ap	Ap	✓	✓	✓	✓
23/10/24	OCM	✓R	✓	✓	✓	✓	✓	✓	LoA	✓
November 2024										
13/11/24	AF	Ap	Ap	✓	✓	✓R	✓	Ap	✓	NA
20/11/24	OCM	LoA	LoA							

TYPE LEGEND	
AF	Agenda Forum
CF	Concept Forum
OCM	Ordinary Council Meeting
SCM	Special Council Meeting
WS	Workshop

ATTENDANCE LEGEND	
✓	Attendance
✓R	Remote Attendance
Ap	Apology
LoA	Leave of Absence
NA	Non Attendance

3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

None.

4 PUBLIC QUESTION TIME

None.

5 APPLICATIONS FOR LEAVE OF ABSENCE

None.

Note: Cr. T Bell was granted a leave of absence for the Ordinary Council Meeting being held on the 18th of December 2024 (Res:233-24)

6 PETITIONS/DEPUTATIONS/PRESENTATIONS

None.

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 Ordinary Council Meeting Held on the 23rd of October 2024

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

286-24 MOVED - Cr S Gillespie SECONDED – Cr J D Manoni

THAT the Minutes of the Ordinary Meeting of Council held on the 23rd of October 2024, be confirmed as true and correct subject to the following corrections:

- **Correction to the naming of the Item 12.4.5. Amendment provided in red font:**

Item 12.4.5 Outcome of ROI-F0406401 – Refurbishment of Eaton Recreation Centre Accessible Toilets and Change Rooms

TO READ

Item 12.4.5 Outcome of ~~RFT-F0408130~~ – Refurbishment of Eaton Recreation Centre Accessible Toilets and Change Rooms

CARRIED
6/0

FOR THE MOTION	AGAINST THE MOTION
Cr. T G Gardiner	
Cr. E P Lilly	
Cr. J D Manoni	
Cr. A L Webster	
Cr. A C Jenour	
Cr. S L Gillespie	

8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

8.1 Title: Shire President Monthly Report

Reporting Department	<i>Elected Members</i>
Elected Member	<i>Cr. Tyrrell Gardiner - Shire President</i>

Participation in various meetings, conferences, and events since my last report to the Council.

Event:	24/10/24 Local Government Grants Scheme
Report:	Discussions between Shire of Dardanup Staff, Chief Bushfire Control Officer, Deputies and DFES staff on funding levels and processes. The way forward and support to the brigades were key outcomes.

Event:	24/10/24 RAC Presidents Reception
Report:	<p>Evening reception in Perth to hear from the President of RAC, the Premier and Minister for Road Safety. Current high level of road trauma in Western Australia was highlighted. Plans and projects that are aimed at reducing traffic accidents were described and an opportunity to meet with RAC Commissioners and a range of State Parliamentarians.</p> <p>The Shire of Dardanup also hosted a Business After Hours event with the Bunbury Chamber of Commerce at the Shire Administration. Positive feedback from the approximately 80 attendees. Thank you to those that helped put it together.</p>
Event:	26/10/24 South West Business Excellence Awards
Report:	<p>Gala Presentation Night hosted by Business South West (BSW). Local Businesses highlighted for their approach to a range of business aspects.</p> <p>Dardanup Business 540 Mechanical highlighted in winning the Alcoa Community Contribution Award. Congratulations Tom and Kendal Foster for your work in the region.</p>
Event:	30/10/24 SEGRA Conference Busselton
Report:	<p>Sustainable Economic Growth in Regional Australia (SEGRA) as part of the Regional Development Australia Program.</p> <p>Opportunity to hear from a range of speakers with an emphasis on Regional Development. Some of the successes and some of the roadblocks.</p> <p>Delegates attending from across Australia so an opportunity to network and hear firsthand from people working for Regional Australia.</p>
Event:	31/10/24 Eaton Bowling and Seniors Club
Report:	Catch up with Committee members from the two Clubs to hear how things are going.
Event:	5,6/11/24 Innovative Industries of the Future (IFF) Conference Bunbury
Report:	<p>A very enlightening two days at the Bunbury Regional Entertainment Centre, hosted by the South West Development Commission and the City of Bunbury, with a focus on what will shape the South West into the future, particularly in the technology and renewable energy sectors. International, National, State and local delegates and speakers. Some very smart thinkers on hand to confer with.</p> <p>As a Silver Sponsor with a speaking slot, the Shire of Dardanup had the opportunity to launch our Waterloo Industrial Precinct with Intermodal Terminal, Innovation and Advanced Manufacturing Hub, Hydrogen Production and refuelling and Ultra Fast Electric Charging.</p> <p>Shire staff also on hand with information stand to further inform conference delegates about the possibilities that exist in the Shire of Dardanup.</p> <p>A very exciting future for the Shire of Dardanup and the Greater Bunbury Region.</p>

Discussion:

Cr E Lilly advised Council that she also attended the Innovative Industries of the Future (IFF) Conference and she reported that it was a very innovative and interesting conference. The exploration of ideas and concepts was received well. The conference was well organised with a very high caliber of speakers.

9 ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED

9.1 Title: Australia Day Citizen of the Year Awards 2025

9.2 Title: Chief Executive Officer KPI Quarterly Report

It is recommended that Council go Behind Closed Doors toward the end of the meeting in accordance with Shire of Dardanup Standing Orders & Local Government Act 1995 Section 5.23 (2) - Matters for Which Meeting May Be Closed.

Standing Order and the Local Government Act 1995 provides for Council to resolve to close the meeting to the public and proceed behind closed doors for matters:

- S 5.23 (1) Subject to subsection (2), the following are to be open to members of the public -*
- (a) all Council meetings; and*
 - (b) all meetings of any committee to which a local government power or duty has been delegated.*
 - (2) If a meeting is being held by a Council or by a committee referred to in subsection (1) (b), the Council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following -*
 - (a) a matter affecting an employee or employees;*
 - (b) the personal affairs of any person;*
 - (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;*
 - (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting;*
 - (e) a matter that if disclosed, would reveal -*
 - (i) a trade secret;*
 - (ii) information that has a commercial value to a person; or*
 - (iii) information about the business, professional, commercial or financial affairs of a person,**where the trade secret or information is held by, or is about, a person other than the local government;*
 - (f) a matter that if disclosed, could be reasonably expected to -*
 - (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law;*
 - (ii) endanger the security of the local government's property; or*
 - (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety;*
 - (g) information which is the subject of a direction given under section 23 (1a) of the Parliamentary Commissioner Act 1971; and*
 - (h) such other matters as may be prescribed.*
 - (3) A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.*

Note: *The meeting would go behind closed doors toward the end of the meeting to discuss S.5.23 section (2)(a) a matter affecting an employee or employees and section 2(e)(ii) information that has a commercial value to a person.*

10 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

None.

11 DECLARATION OF INTEREST

“Members should fill in Disclosure of Interest forms for items in which they have a financial, proximity or impartiality interest and forward these to the Presiding Member before the meeting commences.”

Key Management Personnel (which includes Elected Members, CEO and Directors) are reminded of their requirement to disclose biannually transactions between Council and related parties in accordance with Council Policy CnG CP039.

Note: Chairperson to ask Councillors and Staff if there are any Declarations of Interest to be declared.

- *Elected Member, Cr S Gillespie declared a Proximity Interest in Item 12.2.3 – Review of Dog Exercise Areas/Playgrounds as her property is adjacent to the Eaton Foreshore, a reserve that formed part of the review.*
- *Chief Executive Officer, Mr André Schönfeldt declared a Financial Interest in Item 16.2 – Chief Executive Officer KPI Quarterly Report – July to September 2024 Quarter Relates to Mr. Schonfeldt’s performance.*
- *Elected Member, Cr A L Webster declared an Impartiality Interest in Item 16.1 – Australia Day Citizen of the Year Awards 2025 as Cr Webster was a nominator for an award.*

12 REPORTS OF OFFICERS AND COMMITTEES

12.1 EXECUTIVE REPORTS

None.

12.2 SUSTAINABLE DEVELOPMENT DIRECTORATE REPORTS

12.2.1 Title: NAIDOC Week – RCR Mining Technologies – Winner Notification and Location of Artwork

Reporting Department	Sustainable Development Directorate
Responsible Officer	Mr Ashwin Nair - Director Sustainable Development
Reporting Officer	Ms Melanie Ring - Manager Community Development
Legislation	Local Government Act 1995
Council Role	Executive/Strategic
Voting Requirement	Simple Majority.
Attachments	12.2.1A – Risk Assessment 12.2.1B – Correspondence from RCR Mining

Overview

This report has been prepared for Council to consider the winning art piece of the RCR Mining Technologies (RCR) NAIDOC week art competition being painted in a location within the Shire.

Change to Officer Recommendation

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

- *Amendment to the Resolution to allow Council to support the request for the installation of the runner ups art piece and nominate a location, which will allow the project to move forward.*

OFFICER RECOMMENDED RESOLUTION

THAT Council:

1. *Acknowledges the winning art piece of the NAIDOC Week Street Art Competition and the winning artist Grace Janowicz.*
2. *Endorses the winning art piece to be painted on the _____ with all costs associated with the project being covered by RCR Mining Technologies.*

3. *Requests a Public Art Plan be submitted for the winning art providing details of the art piece and experience of all artists involved in the painting. If an external wall is selected anti graffiti provisions must be included in the Public Art Plan.*
4. *Accepts the request from RCR Mining Technologies for the runner up's art piece by Melissa Riley be considered on a secondary location within the Shire of Dardanup and requests the Chief Executive Officer present a report to Council regarding a preferred location.*

Discussion

Cr J D Manoni moved the Officer Recommended Resolution, Cr T G Gardiner seconded the motion, with the recommendation for the location of the winning art piece to be the South West Wall of the Shire of Dardanup Administration building.

Cr S Gillespie proposed an amendment to the motion. Resolution 4 to be amended to allow a decision of Council to be made for the location of the runner up artwork at the current meeting.

ELECTED MEMBER AMENDMENT RESOLUTION

287-24 MOVED - Cr S Gillespie SECONDED – Cr E Lilly

THAT Council:

4. **Accepts the request from RCR Mining Technologies for the runner up's art piece by Melissa Riley, and that it be painted on a canvas and displayed on the Library Wall - West Wing of the Shire of Dardanup Library.**

CARRIED
5/1

FOR THE MOTION	AGAINST THE MOTION
Cr. T G Gardiner Cr. E P Lilly Cr. J D Manoni Cr. A C Jenour Cr. S L Gillespie	Cr. A L Webster

PROCESS

Note: Deputy Shire President, Cr E Lilly returned to the Substantive Motion with the amendment to resolution 4.

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

288-24 MOVED - Cr J D Manoni SECONDED – Cr T G Gardiner

THAT Council:

- 1. Acknowledges the winning art piece of the NAIDOC Week Street Art Competition and the winning artist Grace Janowicz.**
- 2. Endorses the winning art piece to be painted on the South West Wall of the Shire of Dardanup Administration Building, with all costs associated with the project being covered by RCR Mining Technologies.**
- 3. Requests a Public Art Plan be submitted for the winning art providing details of the art piece and experience of all artists involved in the painting. If an external wall is selected anti graffiti provisions must be included in the Public Art Plan.**
- 4. Accepts the request from RCR Mining Technologies for the runner up's art piece by Melissa Riley, and that it be painted on a canvas and displayed on the Library Wall - West Wing of the Shire of Dardanup Library.**

CARRIED

6/0

FOR THE MOTION	AGAINST THE MOTION
Cr. T G Gardiner	
Cr. E P Lilly	
Cr. J D Manoni	
Cr. A L Webster	
Cr. A C Jenour	
Cr. S L Gillespie	

Background

Earlier this year, RCR as part of their NAIDOC week art week competition offered to sponsor the winning art piece of their competition at no cost to the Shire as public art somewhere in the Shire of Dardanup. The request was considered by Council at its 26th of June 2024 Ordinary Council Meeting (OCM) where Council resolved as follows:

That Council

- 1 Accepts the offer from RCR Mining Technologies (Appendix ORD: 14.1A) for the Shire of Dardanup to be involved in their NAIDOC week artwork competition as part of the judging panel and also to identify a possible location within the Shire for the art work to be painted.*
- 2 Endorses the Chief Executive Officer to nominate an Officer to be part of the judging panel of RCR Mining Technologies NAIDOC week art competition.*
- 3 Request the Chief Executive Officer presents a report to Council once the winning artwork has been announced for further consideration in terms of location.*

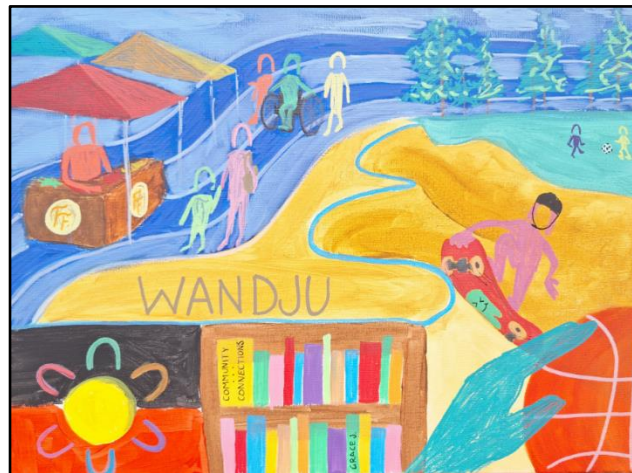
Following the resolution a judging panel was formed which included an Officer from the Shire of Dardanup, Checkmate and Ms Yvonne Garlett an Aboriginal Elder of the community. The competition

opened during NAIDOC week and closed on the 31st of August 2024, with a total of six submissions being received.

On the 6th of September 2024, an Officer of the Shire met with Ms Yvonne Garlett, to discuss the six submissions received. Ms Garlett and the Officer from the Shire nominated the top two preferred designs. RCR were advised of the two preferred designs and liaised with the other panel member, Checkmate, to agree on a winner and runner up. On the 18th of September 2024 a winner and runner up were identified by the judging panel.

The winning submission was by artist, Grace Janowicz as below. The submission was nominated as it demonstrated elements that showcased the various connections to the Shire of Dardanup, such as:

- The inclusive and accessible community;
- Aboriginal people and their culture;
- Opportunities on offer (such as events) and sports (Eaton Recreation Centre);
- The new Library which is a community hub;
- The water way (Collie River); and
- The trees (Ferguson Valley etc).



Winning Artwork - Grace Janowicz

It has been requested to the artist that the spelling of Wanju be amended to reflect the spelling the Shire of Dardanup refers to in publications.

Legal Implications - None.

Council Plan

- 3.1 - Grow participation in arts, culture and community events.
- 3.2 - Promote and celebrate diversity.
- 4.1 - Assist young people to reach their potential.
- 9.1 - Strengthen the vibrancy of our town centres.

Environment - None.

Precedents

Council has previously engaged artists to paint murals on other public infrastructure. Council has also previously accepted sponsorships from various private companies

Budget Implications

RCR will cover the full cost of the artwork through their annual NAIDOC week competition for the winner's artwork to a value they have agreed to with the artist.

In terms of the secondary location, there is adequate funds to contribute to the proposed project through the Public Art allocation for 2024/25.

Budget – Whole of Life Cost

As per Council Policy *SDev 509-Public Art Policy*:

'Murals painted on building walls are not recorded as separate assets, but may be included in the original building construction/upgrade or maintenance painting costs.'

As such, if the mural is painted on a Shire owned building, the artwork will form part of the Shire's Building Asset Management Plan to be considered in the ongoing maintenance costs.

Council Policy Compliance

SDev CP509 - Public Art Policy

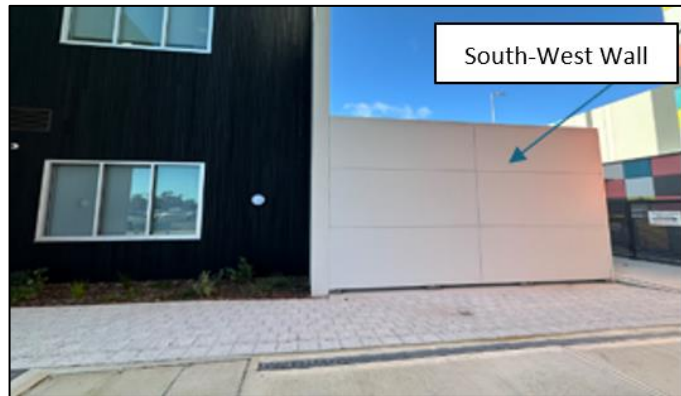
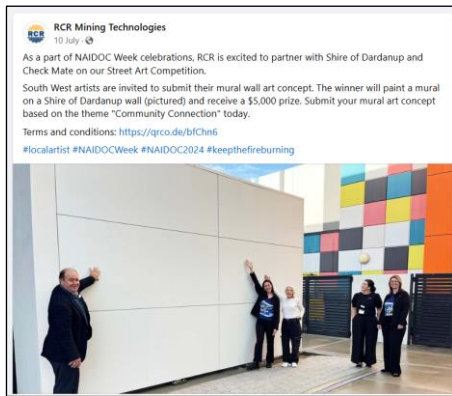
Risk Assessment

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to (Appendix ORD: 12.2.1A) for full assessment document.

TIER 2 – 'Low' or 'Moderate' Inherent Risk.		
Risk Event	NAIDOC Week - RCR Mining Technologies – Winner Notification and Location of Artwork	
Inherent Risk Rating (prior to treatment or control)	Low (1 - 4)	
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.	
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.	
Risk Category Assessed Against	Reputational	<p>If the request is not supported, there is risk that the Shire can be viewed as to not upholding their initial agreement to display the artwork. Could damage further collaboration efforts.</p> <p>Could fracture the relationship the Shire has with Aboriginal and Torres Strait Island people.</p>

Officer Comment

There are several locations Officers have identified that the winning art piece could be displayed upon for Council consideration. These are as follows, which also includes the external Shire Administration wall which was referenced as a potential option for Council to consider.

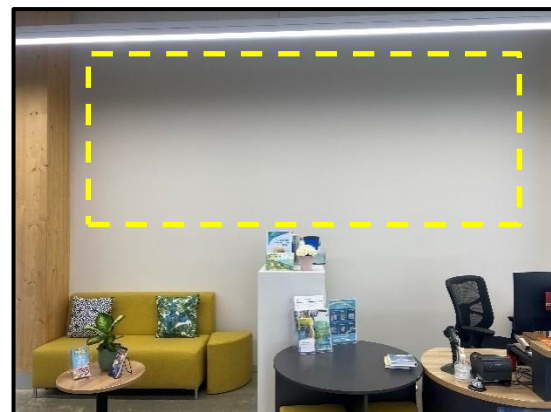


- Internal Opportunities for Mural location*

Shire of Dardanup Administration Building
Library Wall, children's area.



Shire of Dardanup Administration Building
Library Wall - West Wing



- External Opportunity for Mural location*

External Wall of Eaton Recreation Centre Option 1 & 2



If Council endorse a wall to be used for the winning art piece RCR have advised that the execution of the painting at the designated location will be overseen by CheckMate Design and Art Studio representative to ensure that the quality and representation is at a level that such a prestigious location demands. RCR welcome oversight in this by a representative of the Shire should this be required by Council.

Officers consider that if Council resolve to support any of the above locations the painting be subject to a *Public Art Plan* which provides the Shire with an understanding of how the art piece will appear in addition to experience and qualification of the artist and CheckMate design and Art Studio. If an external wall is selected the plan must also include anti graffiti provisions.

- *Runner Up*

This year's competition saw a runner up announced for the first time. This piece was completed by local Noongar Artist, Melissa Riley. Melissa Riley was also the appointed Noongar Artist for the Reconciliation Action Plan mural. Melissa's piece displayed many connections to the community, specifically within the Shire of Dardanup as can be seen below:



As this is the first time a runner up was announced, RCR presented a further opportunity to work with the Shire to further celebrate the art piece (Appendix ORD: 12.2.1B). As such, RCR have requested Council identify a secondary location for this art piece and to contribute funds towards a portion of the cost to have the art piece painted, placed or constructed as a standalone piece at an agreed location.

In terms of the location, Officers consider there is merits to the request as a way to further celebrate NAIDOC week. However, no secondary location has been considered as yet. If Council seek to entertain this request, Officers will investigate this further and prepare a report to Council at its December 2024 Ordinary Council Meeting, to consider a location for the artwork and also costings associated with the process.

END REPORT

12.2.2 *Title: Draft Local Planning Policy - Provision of Strategic Water Tanks for Firefighting Purposes in Non-Reticulated Areas.*

Reporting Department	<i>Sustainable Development Directorate</i>
Responsible Officer	<i>Mr Ashwin Nair - Director Sustainable Development</i>
Reporting Officer	<i>Mr Jan Strijdom - Senior Statutory Planner</i>
Legislation	<i>State Planning Policy 3.7 – Planning in Bushfire Prone Areas</i>
Council Role	<i>Quasi-Judicial.</i>
Voting Requirement	<i>Simple Majority.</i>
Attachments	<i>12.2.2A – Draft Local Planning Policy ‘SDev CPXXX - Provision of Strategic Water Tanks for Firefighting Purposes in Non-Reticulated Areas</i> <i>12.2.2B – Risk Assessment Tool</i>

Overview

Council is requested to consider and adopt draft Local Planning Policy *SDev CPXXX: Strategic Water Tanks for Fire Fighting Purposes in Non Reticulated Areas* (draft Policy) [Appendix ORD: 12.2.2A].

OFFICER RECOMMENDED RESOLUTION

THAT Council:

- 1 Pursuant to Schedule 2, Part 2, Clause 4(1) of the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations), directs the Chief Executive Officer to advertise draft Local Planning Policy Strategic Water Tanks for Fire Fighting Purposes in Non -Reticulated Areas as contained within (Appendix ORD: 12.2.2A) in accordance with the Regulations; and
2. At the completion of the submissions period:
 - a) Where submissions do not recommend modifying the Local Planning Policy to make any material change other than minor administrative changes:
 - i) Deems the Local Planning Policy to be adopted under Local Planning Scheme No. 3 and in accordance with Schedule 2, Part 2, Clause 4(3)(b) of the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations), without being brought back to Council for further consideration.
 - ii) Requests that the Chief Executive Officer updates the Shire of Dardanup Council Policy Manual to include the Local Planning Policy *SDev CPXXX: Strategic Water Tanks for Fire Fighting Purposes in Non Reticulated Areas* (Appendix ORD: 12.2.2A) with no/the following changes:

- b) Where submissions recommend modifying the Local Planning Policy to make any material change:
 - i) Request the Chief Executive Officer to present the advertised Local Planning Policy SDev CPXXX: Strategic Water Tanks for Fire Fighting Purposes in Non Reticulated Areas and all submissions made to it to Council for further consideration.

Change to Officer Recommendation

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

- *Amendment to allow for Councillors to workshop the matter during the advertising period.*

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

289-24 MOVED - Cr A C Jenour SECONDED – Cr T G Gardiner

THAT Council:

- 1 Pursuant to Schedule 2, Part 2, Clause 4(1) of the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations), directs the Chief Executive Officer to advertise draft Local Planning Policy Strategic Water Tanks for Fire Fighting Purposes in Non -Reticulated Areas as contained within (Appendix ORD: 12.2.2A) in accordance with the Regulations; and
2. At the completion of the submissions period:
 - a) Where submissions do not recommend modifying the Local Planning Policy to make any material change other than minor administrative changes:
 - i) Deems the Local Planning Policy to be adopted under Local Planning Scheme No. 3 and in accordance with Schedule 2, Part 2, Clause 4(3)(b) of the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations), without being brought back to Council for further consideration.
 - ii) Requests that the Chief Executive Officer updates the Shire of Dardanup Council Policy Manual to include the Local Planning Policy SDev CPXXX: Strategic Water Tanks for Fire Fighting Purposes in Non Reticulated Areas (Appendix ORD: 12.2.2A) with no/the following changes:

- b) Where submissions recommend modifying the Local Planning Policy to make any material change:
- i) Request the Chief Executive Officer to present the advertised Local Planning Policy SDev CPXXX: Strategic Water Tanks for Fire Fighting Purposes in Non Reticulated Areas and all
- ii) submissions made to it to Council for further consideration.
3. Request that the Chief Executive Officer arrange a workshop for Councillors to be held during the advertising period.

CARRIED
6/0

FOR THE MOTION		AGAINST THE MOTION
Cr. T G Gardiner		
Cr. E P Lilly		
Cr. J D Manoni		
Cr. A L Webster		
Cr. A C Jenour		
Cr. S L Gillespie		

Background

The Guidelines for Planning in Bushfire Prone Areas seeks to ensure Local Governments take a coordinated approach to managing the impacts of a bushfire upon a locality when considering plans of subdivision or a Local Structure Plan (LSP).

The Guidelines comprise of four (4) criteria for a proposal to be assessed against to ensure the most effective approach to the management of bushfire impacts on lives, homes and infrastructure. Element 4 of this criteria specifically refers to ensuring an adequate water supply is provided when a Local Government considers a proposal to increase the population either through a subdivision application or LSP within non-reticulated water areas. Ultimately It provides for the following two (2) options for Local Governments to consider in ensuring an adequate water supply:

- The requirement of 10,000L tank per site created; or
- The placement of a 50,000L strategic water tank.

The preferred option is at the discretion of the Local government with consultation with the local emergency services. As such, this policy provides direction to assist developers in understanding when the Shire will require individual water tanks be provided on individual lots for bushfire fighting purposes or when the Shire will require a strategic water tank be placed within the locality to be utilised by emergency services.

Legal Implications - None.

Council Plan

- 8.1 - Support responsible planning and development.
- 8.2 - Advocate for adequate utility infrastructure to support a growing community and economy.
- 13.1 - Adopt best practice governance.
- 13.2 - Manage the Shire's resources responsibly.

Environment - None.

Precedents - None.

Consultation

Other Consultation

The draft Policy was circulated to the Shire's Chief Bushfire Control Officer, Captains and Fire Control Officers.

Budget Implications - None.

Budget – Whole of Life Cost - None.

Council Policy Compliance - SDev CP512

Risk Assessment

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to (Appendix ORD: 12.2.2B) for full assessment document.

TIER 3 – 'High' or 'Extreme' Inherent Risk.		
Risk Event	Council Policy for the provision of Strategic Water Tanks for Firefighting Purposes in Non-Reticulated Areas	
Inherent Risk Rating (prior to treatment or control)	High (12 - 19)	
Risk Action Plan (treatment or controls proposed)	Ensure the installation of Strategic Water Tanks to be completed and operational. Consider and adopt the policy	
Residual Risk Rating (after treatment or controls)	Moderate (5 - 11)	
Risk Category Assessed Against	Financial	The risk of people losing their properties.
	Service Interruption	Water tank may be out of order or no water in it.
	Reputational	A lack of policy can create insecurity to the public whether their properties can be protected against bushfire.
	Environment	Uncontained, reversible impact managed by a coordinated response from external agencies
	Property	Significant damage requiring internal & external resources to rectify.

Officer Comment

Council recognises the value to emergency services that is dependent on reliable water sources for firefighting purposes. With the increasing population in the Shire it is at the discretion of the Shire and local emergency services to ensure the water needs for firefighting is understood.

The objectives of this Policy are to:

- Promote and a well-developed network of strategic water tanks for firefighting within the Shire.
- Ensure that water supply within a locality is sufficient to cater for an increasing population when a subdivision application or Local Structure Plan is proposed.
- Ensure the impact of a bushfire on lives, homes and infrastructure within a locality is managed by the provision of an adequate supply of water being made available for firefighting purposes.

The key provision of the draft policy is to provide developers direction on when the Shire will require strategic water tanks to meet Element 4 of the Guidelines for Planning in Bushfire Prone Areas or require individual water tanks to be supplied on the lot.

The requirements of the policy are as follows:

PLANNING APPLICATION	Rural Small Holding Zone
Structure Plan / Subdivision: Creation of 1-2 lots	10,000L tanks per lot.
Structure Plan / Subdivision: Creation of 3-24 lots	10,000L tanks per lot, unless in the opinion of the local emergency services an additional water supply in the form of a strategic water tank will better manage the threat of a bushfire on lives, homes and infrastructure.
Structure Plan / Subdivision: Creation of 25-37 lots	50,000L strategic water tanks
Structure Plan / Subdivision: Creation of more than 37 lots	2 x 50,000L strategic water tanks

1. Existing strategic water tanks within 10 minutes of a subject site cannot be considered to meet Element 4 of the Guidelines where it already services 25 lots or more or in the opinion of the local emergency services that the water has been fully allocated.
2. Where a strategic water tank is required this will need to be shown on a Local Structure Plan and or Subdivision Guide Plan.
3. The installation of strategic water tanks will need to be completed and operational at the time of the request for clearance of the subdivision.
4. The strategic water tanks should be designed by a qualified and registered civil engineer in consultation with the Bush Fire Service Regional Officer

Conclusion

Shire officers recommend Council considers and adopts the draft Council Policy for the provision of Strategic Water Tanks for Firefighting Purposes in Non-Reticulated Areas.

END REPORT

12.2.3 Title: Review of Dog Exercise Areas/Playgrounds

Reporting Department	<i>Sustainable Development Directorate</i>
Responsible Officer	<i>Mr Ashwin Nair - Director Sustainable Development</i>
Reporting Officer	<i>Mr Stephen Loiterton, Coordinator Health, Emergency and Ranger Services</i>
Legislation	<i>Local Government Act 1995</i>
Council Role	<i>Executive/Strategic.</i>
Voting Requirement	<i>Simple Majority.</i>
Attachments	<i>12.2.3A – Summary of Observations 12.2.3B – Risk Assessment</i>

DECLARATION OF INTEREST

Elected Member Cr S Gillespie declared a Proximity Interest in this item.

Cr S Gillespie left the room at 5.25pm

Please refer to Part 11 'Declaration of Interest' for full details.

Overview

The purpose of this report is to provide Council with the findings of a review undertaken of the existing dog exercise area within the Shire. The review was undertaken due to community complaints received regarding the alleged non-compliant use of these areas by dog owners.

OFFICER RECOMMENDED RESOLUTION

THAT Council:

1. Notes the outcomes of the review of the existing dog exercise areas within the Shire of Dardanup as contained within (Appendix ORD: 12.3.3A).
2. Endorses the placement of additional signage around the Burekup Oval as follows:
 - a) Notifying the community that the oval is an on-lead exercise area only;
 - c) The Burekup Oval is an onlead area, except when used by the School or sporting activities, at which time dogs are prohibited; and
 - c) The Burekup school has priority use of the oval between 8:00am - 4pm on weekdays.
3. Endorses the placement of additional signage at Millbridge Reserve notifying the community that dogs must be on-lead within the playground area.
4. Designates the football oval within the Glen Houn Reserve an off lead dog exercise area between 4:30pm and 7:30am when the area is not being used for sporting or school activities, for a period of 12 months from the 1st of December 2024 until the 30th of November 2025, and authorises the Chief Executive Officer to replace existing signs around the oval to notify the change to the community.

Change to Officer Recommendation

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

- *Amendment to Resolution b) to identify the Sporting Clubs usage of the oval.*

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

290-24 MOVED - Cr A C Jenour SECONDED – Cr E Lilly

THAT Council:

1. Notes the outcomes of the review of the existing dog exercise areas within the Shire of Dardanup as contained within (Appendix ORD: 12.3.3A).
2. Endorses the placement of additional signage around the Burekup Oval as follows:
 - a) Notifying the community that the oval is an on-lead exercise area only;
 - b) The Burekup Oval is an onlead area, except when used by the School or Sporting Club Activities, at which time dogs are prohibited; and
 - c) The Burekup school has priority use of the oval between 8:00am - 4pm on weekdays.
3. Endorses the placement of additional signage at Millbridge Reserve notifying the community that dogs must be on-lead within the playground area.
4. Designates the football oval within the Glen Houn Reserve an off lead dog exercise area between 4:30pm and 7:30am when the area is not being used for sporting or school activities, for a period of 12 months from the 1st of December 2024 until the 30th of November 2025, and authorises the Chief Executive Officer to replace existing signs around the oval to notify the change

CARRIED

5/0

<i>FOR THE MOTION</i>	<i>AGAINST THE MOTION</i>
Cr. T G Gardiner	
Cr. E P Lilly	
Cr. J D Manoni	
Cr. A L Webster	
Cr. A C Jenour	

Background

Council at its Ordinary Council Meeting (OCM) held on the 23rd of July 2014 resolved to specify seven (7) dog exercise areas in the Shire with the following restrictions pursuant to Section 31 (3A) of the *Dog Act 1976*, as outlined below:

Area	Recommendation
<i>Eaton Foreshore Reserve (Collie River Bridge to Foster Street)</i>	<i>Dog exercise area between 7.00pm and 10.00am daily.</i>
<i>Hunter Park Millbridge (off Hunter Circle)</i>	<i>Dog exercise area between 7.00pm and 10.00am daily.</i>
<i>Leicester Reserve, Eaton (off Leicester Ramble)</i>	<i>Dog exercise with no time restrictions.</i>
<i>Watson Street Reserve</i>	<i>Dog exercise area with no restrictions</i>
<i>Wells Recreation Park Lot 55 Ferguson Road, Dardanup.</i>	<i>Dog exercise area with no restrictions</i>
<i>Burekup Reserve Lot 107 Gardiner Street</i>	<i>Dog exercise area with no restrictions</i>
<i>Lofthouse Park (Reserve 42368) Lofthouse Avenue, Eaton</i>	<i>Dog exercise area between 7.00pm and 10.00am daily.</i>

Following a series of complaints relating to the utilisation of these exercise areas, Officers in 2020 undertook a review of the exercise areas to ensure they were meeting the changing needs and demographic of the community.

Following the review undertaken, Officers presented a report to Council at its 30th September 2020 Ordinary Council Meeting recommending several restrictions being imposed on existing designated exercise areas and the designation of three (3) more exercise areas. Council resolved amongst other things as follows:

That Council:

- 1 Resolves that pursuant to Section 31(3A) of the Dog Act1976, the following areas are specified as dog exercise areas with corresponding time restrictions*

Area	Recommendation
<i>Eaton Foreshore Reserve (Collie River Bridge to Boat Ramp Carpark West)</i>	<i>Dog exercise area with no time restrictions.</i>
<i>Eaton Foreshore Reserve (Graham Street (East) to Foster Street)</i>	
<i>Eaton Foreshore Reserve (Boat Ramp Carpark (West) off Graham Street)</i>	<i>Signage - Dogs must be on held leash in Playground and BBQ area at all times.</i>
<i>Hunter Park Millbridge. (off Hunter Circle)</i>	<i>Dog exercise area between 3.00pm and 10.00am daily.</i>
<i>Leicester Reserve, Eaton (Off Leicester Ramble)</i>	<i>Leicester Wetlands through to Watson Street Reserve - Dog exercise area with no time restriction.</i>
<i>Watson Street Reserve</i>	<i>Proposed Possum Sanctuary - Dogs Prohibited. Dog exercise area with no time restrictions.</i>
<i>Wells Recreation Park 55 Ferguson Road, Dardanup</i>	<i>Signage - Keep dogs out of bushland. Dog exercise area with no restrictions unless area is used for team games, training and or events, where dogs must be on held leash.</i>
<i>Burekup Reserve Lot 107 Gardiner Street</i>	<i>Dog exercise area with no restriction.</i>
<i>Lofthouse Park (Reserve 42368) Lofthouse Avenue Eaton</i>	<i>Dog exercise area between 3.00pm and 10.00am daily. Signage - Dogs on held leash in playground area at all times</i>
<i>Millbridge Reserve (R50867) Lot 2019 Millbridge Boulevard)</i>	<i>Dog exercise area with no restrictions.</i>

<i>Area</i>	<i>Recommendation</i>
<i>Glen Houn Reserve (oval (football)) and softball field)</i>	<i>Dog exercise area with no restrictions unless area is used for team games, training and or events, where dogs must be on held leash.</i>
<i>Glen Houn Reserve Grassed Area (East)</i>	<i>Grassed area (East) – Dog exercise area between 4.00pm and 7.30am weekdays only.</i>

Since this resolution was made, several concerns have been raised regarding the compliance of dog owners with the above restrictions and the appropriateness of dogs in playgrounds. Concern by the community were elevated to Council on its 24th April 2024 Ordinary Council Meeting.

Considering the complaints received, and as is good practice to undertake a review of exercise areas every 5 years to be able to understand the needs of the community, Officers have undertaken a further review of the exercise areas considering the following:

- Adequacy of existing signage;
- Utilisation of exercise areas;
- Infringements issued; and
- General behaviour of dog owners complying with restrictions.

The report provides Council with a six (6) week review of the existing dog exercise areas undertaken by Officers. The review was based on random visits to the dog parks to monitor the behaviour of owners and dogs against the respective rules/restrictions.

Legal Implications

The Dog Act 1976 requires the Council to consider and approve any changes to the dog exercise areas or places where dogs are prohibited.

Dog Act 1976 –

s31. Control of dogs in certain public places

(2B) *A local government may, by absolute majority as defined in the Local Government Act 1995 section 1.4, specify a public place, or a class of public place, that is under the care, control or management of the local government to be a place where dogs are prohibited –*

(a) at all times; or

(b) at specified times.

(3A) *A local government may, by absolute majority as defined in the Local Government Act 1995 section 1.4, specify a public place, or a class of public place, that is under the care, control or management of the local government to be a dog exercise area.*

(3C) *At least 28 days before specifying a place to be –*

(a) a place where dogs are prohibited at all times or at a time specified under subsection (2B); or

(c) a dog exercise area under subsection (3A); or

(d) a rural leashing area under subsection (3B),

a local government must give local public notice as defined in the Local Government Act 1995 section 1.7 of its intention to so specify.

- (5) *A local government must specify under subsection (3A) such dog exercise areas as are, in the opinion of the local government, sufficient in number, and suitable, for the exercising of dogs in the district.*

Council Plan

- 1.1 – Support the community to feel safe while using Shire facilities and public spaces.
1.2 - Encourage responsible animal management.

Environment - None.

Precedents

The allocation of Dog Exercise Areas was considered by Council at its Ordinary Council Meeting held 23rd of July 2014 (Res: 231-14) and at its Ordinary Council Meeting held on 30th of September 2020 (Res: 266-20).

Budget Implications

A budget provision exists in the 2024/25 Annual Budget for Animal Management Expenditure.

The budget implication would be tied to additional signage being placed onsite within various exercise areas to better inform the community of the restrictions of use.

Budget – Whole of Life Cost - None.


Council Policy Compliance - None.

Risk Assessment

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to (Appendix ORD: 12.2.3B) for full assessment document.

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.	
Risk Event	Review of Dog Exercise Areas/Playgrounds
Inherent Risk Rating (prior to treatment or control)	Low (1 - 4)
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.
Risk Category Assessed Against	Reputational The recommended changes resulting from the review may not be supported by all members of the community.

Officer Comment*Eaton Foreshore Reserve*

Area	Existing Restriction
Eaton Foreshore Reserve (Collie River Bridge to Boat Ramp Carpark West)	Dog exercise area with no time restrictions
Eaton Foreshore Reserve (Graham Street (East) to Foster Street)	
Eaton Foreshore Reserve (Boat Ramp Carpark (West) off Graham Street)	Signage - Dogs on lead in Playground and BBQ area
<p>Blue dots represent the signage informing dog owners that there are no time restrictions and dog must be on a leash in the playground area.</p> 	
32 Observations spanning 340 minutes 58 dogs observed on leads 30 dogs observed off lead 2 observations of droppings being collected 0 observation of droppings not being collected 2 observations of children in dog exercise area	65 children using playground 4 dogs observed in playground on lead 0 dogs observed urinating in playground 0 infringements issued
0 infringements issued	

- Summary of Findings - Eaton Foreshore Reserve*

This area comprises of the foreshore with three dog exercise areas. The portions East and West of the boat ramp are dog exercise areas with no restrictions. In these areas a dog can walk free, however, must always be under effective control. There are also no dog exercise time restrictions within these areas. The area within the carpark and playground (bordered yellow) is a restricted dog lead exercise area only. Dogs are always permitted in this area, only if on a lead, at all times.

In terms of signage there are six (6) signs located throughout this area. Two signs to the west and two to the east identifying the dog exercise areas. There are three (3) signs located in the boat ramp area identifying that all dogs are required to be on lead within the area. Location of signage is depicted by the blue dots on the above maps.

Generally, from the time Rangers observed the behaviour of dogs and owners within the three areas of the foreshore area, there appeared to be a high degree of compliance with the requirements which also included owners cleaning up after their dog.

The review revealed a high utilisation of the exercise areas and the existing signage is considered adequate to ensuring the requirements/expectation of the dog exercise areas fully known before entering the area. This is also evident as there have been no infringements issued within this area.


Eaton Foreshore Reserve Signage



Officer Recommendation

No changes required to restrictions or additional signage required.

Hunter Park Millbridge

Area	Existing Restriction
Hunter Park Millbridge. (off Hunter Circle)	Dog exercise area between 3.00pm and 10.00am daily
<p>Blue dots represent the signage informing dog owners of the time restrictions and dogs must be on a leash in the playground & BBQ area.</p> 	
29 observations spanning 220 minutes 10 dogs observed on leads 0 dogs observed off lead 0 observations of droppings being collected 0 observation of droppings not being collected 0 observations of children in dog exercise area	15 children using playground 0 dogs observed in playground 0 dogs observed urinating in playground
0 infringements issued	

• Summary of Findings - Hunter Park Millbridge

This area is a time restricted dog exercise area between the hours of 3pm-10am daily. During this time the area is broken into two (2) areas, the broader area is an off-lead exercise area, whilst the playground and BBQ area is a restricted area where dogs must be on leads at all times.

Generally, from the time Rangers observed the behaviour of dogs and owners within both the off-lead dog exercise area and the playground/BBQ, there appeared to be comply with the restrictions imposed by Council. This also included all owners collecting waste.

There are seven (7) existing signs located around the park.

Hunter Park Millbridge Signage

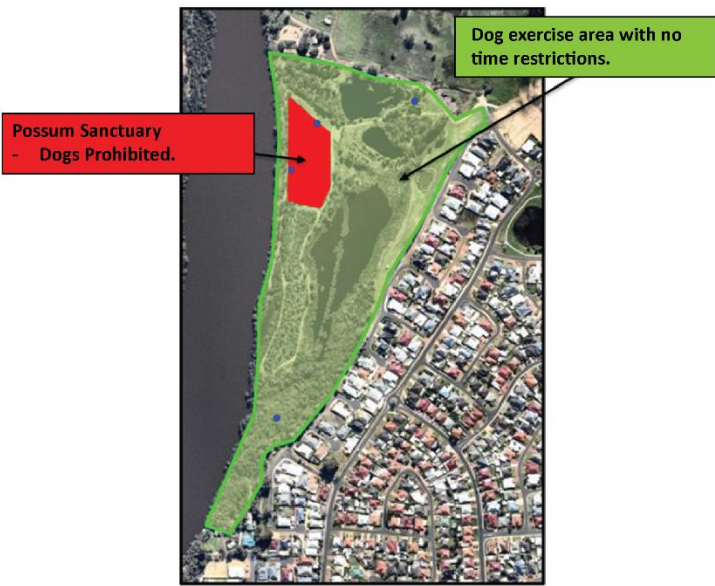


Officer Recommendation

Officers recommend no changes to restrictions and that additional signage is not required.

Leicester Reserve

Area	Existing Restriction
Leicester Reserve, Eaton (Off Leicester Ramble)	Leicester Wetlands through to Watson Street Reserve- Dog exercise area with no time restriction. Proposed Possum Sanctuary-Dogs Prohibited
Blue dots represent the signage informing dog owners of no time restrictions and dogs are prohibited in the possum sanctuary	

	
<p>30 observations spanning 165 minutes</p> <p>9 dogs observed on leads</p> <p>6 dogs observed off lead</p> <p>1 observations of droppings being collected</p> <p>0 observation of droppings not being collected</p> <p>0 observations of children in dog exercise area</p>	No playground
<p>0 infringements issued</p>	

• *Summary of Findings - Leicester Reserve, Eaton*

This Reserve has two (2) separate areas. The green broader hatched area is an unrestricted dog exercise area. The area identified in red is a fenced Possum Sanctuary where dogs are prohibited from entering at all times.

Rangers observed generally during the review that the behaviour of dogs was compliant with the existing restrictions. No dogs were seen entering the sanctuary at the time of observation. Compliant behaviour also included all owners cleaning up after their dog.

In terms of utilisation, the review revealed the exercise area was being utilised and that based on the compliant behaviour during the time of the review, the existing signage is considered adequate to ensuring the requirements/expectation of the dog exercise area is fully known before owners enter the area.

There has been no infringement issued to owners on the Shire of Dardanup's records. This also establishing that there is adequate signage identifying the restrictions of the exercise area.

There are four (4) existing signs located around the park. Officers consider no changes are required to the existing signage or restrictions located in the area.

Leicester Reserve Signage



Officer Recommendation

Officers recommend no changes to restrictions, and that additional signage is not required.

Watson Street Reserve

Area	Existing Restriction
Watson Street Reserve	Dog exercise area with time no restrictions. Signage – Keep dogs out of bushland.
<p>Blue dots represent the signage informing dog owners of no time restrictions and dogs must not enter the bushland</p>	
<p>31 observations spanning 280 minutes 29 dogs observed on leads 40 dogs observed off lead 4 observations of droppings being collected 0 observation of droppings not being collected 0 observations of children in dog exercise area</p>	No playground
0 infringements issued	

- *Summary of Findings - Watson Street Reserve*

This area has no time restrictions, and the area is an off-lead exercise area with no playground and BBQ. There are four (4) signs located around the park to identify that dogs are permitted off lead, at all times.

At the time of inspection, Rangers observed compliant behaviour of dogs within the off-lead dog exercise area.

Watson Street Reserve Signage



Officer Recommendation

Officers recommend no changes to restrictions and that additional signage is not required.

Wells Recreation Park

Area	Existing Restriction
Wells Recreation Park 55 Ferguson Road, Dardanup	Dog exercise area with no restrictions unless area is used for team games, training and or events-dogs must be on lead.
Blue dots represent the signage informing dog owners of no time restrictions – dogs must be on a leash when the area is used for team games, training of events	

	
<p>30 observations spanning 205 minutes 2 dogs observed on leads 5 dogs observed off lead 1 observations of droppings being collected 0 observation of droppings not being collected 0 observations of children in dog exercise area</p>	<p>10 children using playground 0 dogs observed in playground 0 dogs observed urinating in playground</p>
<p>0 infringements issued</p>	

- *Summary of Findings - Wells Recreation Park*

Wells Recreation Park has no time restrictions. The area is an off-lead exercise area with a skate park situated in the South-West corner of the reserve. Two (2) signs are located around the park to identify that dogs are permitted off lead at all times.

The review revealed the exercise areas were being well utilised. The review also identified that the area is generally being used in a compliant manner. As such, existing signage is considered adequate to ensuring the requirements/expectation of the dog exercise areas are fully known before entering the area. In terms of infringements, there has been no infringements issued to owners on the Shire's records.

Wells Recreation Park Signage



Officer Recommendation

Officers recommend no changes to restrictions and that additional signage is not required.

Burekup Reserve

Area	Existing Restriction
Burekup Reserve Lot 107 Gardiner Street	Dog exercise area with no restriction

Blue dots represent the signage informing dog owners of no time restrictions, with white dot representing an Reserve Agreement sign.

32 observations spanning 255 minutes 1 dog observed on lead 0 dogs observed off lead 0 observations of droppings being collected 0 observation of droppings not being collected 0 observations of children in dog exercise area	3 children using playground 0 dogs observed in playground 0 dogs observed urinating in playground
0 infringements issued	

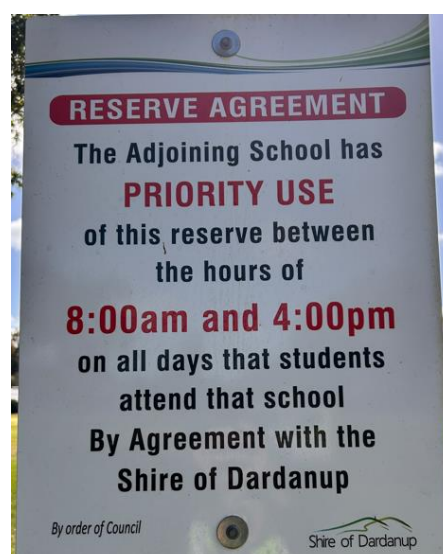
- *Summary of Findings - Burekup Reserve*

This area has no time restrictions, and the area is an off-lead exercise area with the skate park situated on the North side of the reserve.

There are two (2) signs located around the park to identify that dogs are permitted to be off lead. The review revealed that the exercise area was utilised consistently. Furthermore, there did not appear at the time of the review to be behaviour that caused concerns for Rangers. Owners were collecting waste, and the dogs appeared to be under effective control.

More broadly however, the Shire of Dardanup has received complaints from the Burekup School regarding their oval being used at times as an off-lead exercise area. The oval can be used as an on-lead area, however, outside the school hours of 8:00am to 4:00pm. The oval could benefit from additional signage ensuring users are aware of the on-lead requirement and of the priority use of the school.


Burekup Reserve Signage



Officer Recommendation

Officers recommend additional signage be placed onsite notifying the community that the oval is an on-lead area only and also of the priority use agreement for the school during the weekdays between 8:00am-4:00pm.

Lofthouse Park

Area	Existing Restriction
Lofthouse Park (Reserve 42368) Lofthouse Avenue Eaton	Dog exercise area between 3.00pm and 10.00am daily Signage-Dogs on lead in playground
<p>Blue dots represent the signage informing dog owners of time restrictions and dogs to be on a leash in the playground area</p> 	
<p>30 observations spanning 435 minutes</p> <p>21 dogs observed on leads</p> <p>43 dogs observed off lead</p> <p>4 observations of droppings being collected</p> <p>1 observation of droppings not being collected</p> <p>1 observation of children in dog exercise area</p>	<p>23 children using playground</p> <p>3 dogs observed in playground on lead</p> <p>1 dog observed in playground off lead</p> <p>All dogs appear to be associated with children</p> <p>0 dogs observed urinating in playground</p>
<p>0 infringements issued</p> <p>1 warning issued for off-lead outside of compliance time</p>	

• Summary of Findings - Lofthouse Park

This area is a time restricted dog exercise area between the hours of 3pm-10am daily. During this time the area is separated into two (2) areas, the broader area is an off-lead exercise area, whilst the playground area is a restricted area where dogs must be on leads.

Four (4) existing signs are located around the park to identify the restrictions. Generally, from the time Rangers observed compliant behaviour of dogs within the off-lead dog exercise area. Officers however, observed that there was a dog in the playground area which was off lead which is not permitted. One warning was also issued as well as there was a dog off lead outside the permitted times.

Officer Recommendation

Officers consider the occurrence of non-compliant behaviour was minimal and does not warrant any new additional signage to be placed onsite to further inform users of the restrictions. Officers however, consider that more educational material being made on the Shire's website to inform the community on the relevant restrictions with the various dog exercise areas within the Shire.

Millbridge Reserve

Area	Existing Restriction
Millbridge Reserve (R50867) Lot 2019 (Millbridge Boulevard)	Dog exercise area with no restrictions
<p>Blue dots represent the signage informing dog owners of no restrictions</p> 	
<p>120 observations spanning 340 minutes</p> <p>6 dogs observed on leads</p> <p>1 dogs observed off lead</p> <p>0 observations of droppings being collected</p> <p>0 observation of droppings not being collected</p> <p>0 observations of children in dog exercise area</p>	<p>12 children using playground</p> <p>0 dogs observed in playground</p> <p>0 dogs observed urinating in playground</p>
<p>0 infringements issues</p> <p>No signs at present – Signs recommended on playground</p>	

- *Summary of Findings - Millbridge Reserve*

This area has no time restrictions, and the area is an off-lead exercise area with a small playground in the western side of the reserve.

In terms of signage, there are three (3) signs located around the park to identify that dogs are permitted off lead at all times. The exercise area was well utilised with compliant behaviour shown by dog owners.

Millbridge Reserve Signage



Officer Recommendation

Notwithstanding the compliant behaviour demonstrated through the period of the review, Officers consider there should be signage in place advising owners that dogs cannot be in the playground area in an off-lead manner.

Kalgulup Regional Park (Lot 9503 Leicester Ramble, Eaton)

The site is generally zoned as Regional Open Space in the Greater Bunbury Regional Scheme. It falls within the Kalgulup Regional Park Management Plan (the Management Plan) which was prepared by the Department of Biodiversity, Conservation and Attractions (DBCA) with assistance from the State Government and the Shire of Dardanup. The Management Plan was endorsed by Council at its April 2021 Ordinary Council Meeting.

The Management Plan designates various areas of the Regional Open Space (ROS) to be retained for various purposes and the authority responsible for managing the various areas of the ROS as depicted in the below image.



Kalgulup Regional Park Management Plan

Within the Management Plan the Shire of Dardanup's preferred site for a fenced dog exercise area has been identified and supported by the State Government. However, there has been some complexities with gaining the required tenure for the dog exercise area to be developed.

Officers have been able to establish that the State Government, compensated the owner under Section 180 of the Planning and Development Act 2005, for the area being included in a Regional Open Space Reserve, however the State Government has not yet purchased the land from the private landowner. This will require further compensation from the State Government before the land can be transferred through the appropriate vesting's to the various government bodies. As such, the progress associated with developing the dog exercise area will be delayed until such time as the State Government purchases the land from the current owner.

Staff will continue to advocate to the State Government to have the land to be transferred to the Shire as soon as possible to allow the exercise area to be delivered and so that the Regional Open Space can be better managed more broadly by the relevant government bodies.

Glen Houn Reserve

Area	Existing Restriction
Glen Houn Reserve (oval (football)) and softball field)	On-lead area (only when area is not being used for team games, training and/or events)
Glen Houn Reserve Grassed Area (East)	Grassed area (East) – Dog exercise area between 4.00pm and 7.30am weekdays only

Blue dots represent the signage informing dog owners of the time restrictions

Glen Huon Reserve
(oval (football) and softball field)

Dog on lead area:
Only when area is not being used for team games, training and/or events.

Glen Huon Reserve
(Grassed Area East)

Dog exercise area between 4.00pm and 7.30am weekdays only.
(only when area is not being used for team games, training and/or events)

Blue dots represent the signage informing dog owners of the time restrictions

<p>31 observations spanning 315 minutes</p> <p>4 dogs observed on leads</p> <p>3 dogs observed off lead</p> <p>1 observations of droppings being collected</p> <p>0 observation of droppings not being collected</p> <p>0 observations of children in dog exercise area</p>	<p>37 children using playground</p> <p>0 dogs observed in playground</p> <p>0 dogs observed urinating in playground</p>
<p>0 infringements issued</p> <p>1 warning for dog off-lead in softball oval</p>	

• Summary of Findings – Glen Houn Reserve

The yellow bordered area is an off lead dog exercise area between 4pm-7:30am weekdays. Outside of this time dogs must be on lead. In terms of the football and softball oval, dogs can be exercised within these areas in an on-lead manner.

Currently there are seventeen (17) signs located around the 2 ovals to identify that dogs are permitted on the play surfaces with dog on a lead at all times.

Following the review however, Officers consider there may be merits in having the football oval being used as an off-lead area as it is fenced and provides an enclosed area to ensure dogs don't escape onto roads and into the neighbouring playground. Officers do not support changes to the existing softball oval restriction.

Glen Houn Reserve Signage



Officer Recommendation

Officers recommend that the football oval be made available as a dog exercise area when the oval being used for sporting or school activities as it provides an enclosed area for dogs to exercise. As such it is recommended that Council consider making the Glen Houn Oval a restricted off lead exercise area between 4pm and 7:30am, when the area is not being used for sporting or school activities. Officer recommend that this be run for a trial period of 12 months from December 2024 until 30 November 2025, and for a report to be presented back to Council in December 2025 regarding the outcomes of the trial.

Conclusion

Generally, the review revealed a high level of compliance with the imposed restrictions for the respective dog exercise areas. Officers have recommended changes to various exercise areas to better inform the community of the restrictions in using the exercise area.

END REPORT

Note: Cr. S Gillespie returned to the room at 5.27pm.

12.2.4 Title: South West Regional Sport and Recreation Strategy 2025-2050

Reporting Department	<i>Sustainable Development Directorate</i>
Responsible Officer	<i>Mr André Schönfeldt - Chief Executive Officer</i>
Reporting Officer	<i>Mr Ashwin Nair - Director Sustainable Development</i>
Legislation	<i>Local Government Act 1995</i>
Council Role	<i>Executive/Strategic.</i>
Voting Requirement	<i>Absolute Majority.</i>
	<i>12.2.4A –Request for Quote</i>
	<i>12.2.4B – Risk Assessment</i>
Attachments	<i>Confidential Attachment A – Under Separate Cover - Otium</i>
	<i>Confidential Attachment B – Under Separate Cover - Inside Edge</i>
	<i>Confidential Attachment C – Evaluation Report</i>
	<i>Confidential Attachment D – Minutes of BGGC Meeting</i>

Overview

Council is requested to consider and approve the unbudgeted expenditure of \$34,529 for the preparation of a South-West Regional Sport and Recreation Strategy 2025-2050 (the Strategy) on behalf of the Bunbury Geopraphe Group of Councils (BGGC) which comprises of the local government areas of the City of Bunbury and the Shire's of Dardanup, Capel, Harvey, Donnybrook-Balingup and Collie.

Change to Officer Recommendation No Change

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

291-24 MOVED - Cr T G Gardiner SECONDED – Cr S Gillespie

THAT Council

- 1. Approves the unbudgeted expenditure of \$34,529 for the preparation of a South -West Regional Sport and Recreation Strategy 2025-2050 on behalf of the Bunbury Geopraphe Regional Council.**
- 2. Approves the expenditure to be funded from the Bunbury Geopraphe Group of Councils Municipal Liability Account (TST04).**
- 3. Endorses Otium-Sport-Leisure-Communities (Confidential Attachment A – Under Separate Cover) as the successful consultant to undertake the preparation of the South-West Regional Sport and Recreation Strategy 2025-2050.**

CARRIED
6/0

<i>FOR THE MOTION</i>	<i>AGAINST THE MOTION</i>
Cr. T G Gardiner Cr. E P Lilly Cr. J D Manoni Cr. A L Webster Cr. A C Jenour Cr. S L Gillespie	

Background

The BGGC consists of the City of Bunbury and Shires of Dardanup, Capel, Harvey, Donnybrook-Balingup and Collie, the region is home to a current population of approximately 110,000 people within six (6) local government areas and 15 townsites.

The BGGC was established in 1998 to promote regional cooperation and resource sharing. The local governments within the BGGC have all signed a Memorandum of Understanding (MoU), the most recent being the revised MoU in July 2024. The MoU outlined the objectives, regional purposes, and the framework for ongoing and new projects and services.

More recently, with upcoming State elections in mind and various grant streams open to Local Governments towards sport and recreation facilities, the BGGC agreed to pursue the preparation of a South-West Regional Sports and Recreation Strategy 2025-2050. The Strategy will provide for a more strategic/collaborative approach to identifying and ensuring the region has the required sporting and recreation infrastructure to service the growing population in the South-West.

The Strategy will be based on existing local sporting strategies undertaken prepared by the respective Local Governments and will importantly include a priority model to assist in the identification, assessment and prioritisation of regional infrastructure required. This also seeks to remove competing interests between the Local Governments. The Strategy will also identify available funding streams to support any outcomes/priorities raised within the Strategy.

Legal Implications

The BGGC is subject to a MoU. The recently revised and approved MoU is a non-binding agreement, meaning it does not create legally enforceable obligations for the participating Local Governments. However, it outlines the mutual understanding and intentions of the Local Governments collaborate and share resources. The MoU is consistent with relevant legislation, such as the Local Government Act 1995 and the Local Government (Administration) Regulations 1996

Local Government Act 1995

3.1. General function

- (1) *The general function of a local government is to provide for the good government of persons in its district.*
- (1A) *Without limiting subsection (1), the general function of a local government must be performed having regard to the following —*
 - (a) *the need —*
 - (i) *to promote the economic, social and environmental sustainability of the district; and*
 - (ii) *to plan for, and to plan for mitigating, risks associated with climate change; and*
 - (iii) *in making decisions, to consider potential long-term consequences and impacts on future generations;*
 - (b) *the need —*
 - (i) *to recognise the particular interests of Aboriginal people; and*
 - (ii) *to involve Aboriginal people in decision-making processes;*
 - (c) *the need to consider collaboration with other local governments.*

Council Plan

13.4 - Foster strategic alliances and resource sharing opportunities.

Environment - None.

Precedents

There is precedent for the Bunbury Geographe Group of Councils working together successfully on joint infrastructure projects, shared services, and community programs, demonstrating the benefits of collaboration, and providing a strong foundation for the revised MoU.

Budget Implications

Council holds funds in a Municipal Liability Account on behalf of the Bunbury Geographe Group of Councils. The balance as at 31st of October 2024 is \$59,532 (reference TST04). In approving the unbudgeted expenditure, there is no net impact on the budgeted end of year surplus.

Budget – Whole of Life Cost - None.

Council Policy Compliance

Infr CP017 – Project Development Policy

GnG CP036 – Procurement Policy

Risk Assessment

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to (Appendix ORD: 12.2.4B) for full assessment document.

TIER 1 – No discernible Inherent Risk has been identified (no Risk Theme or Consequence).	
Risk Event	South-West Regional Sport and Recreation Strategy 2025-2050
Inherent Risk Rating (prior to treatment or control)	Low (1 - 4)
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.
Risk Category Assessed Against	Financial Without the Strategy in place the Local Governments within the BGGC will be competing for grants possibly for the same infrastructure within the region.

Officer Comment

The Shire of Dardanup on behalf of the BGGC, facilitated the procurement process to acquire the services of a suitable qualified consultant to undertake the Strategy. The scope of works to undertake the project was based on the following:

- Review of existing and informing documentation including relevant local Sport and Recreation Plans, and/or facility plans.
- Undertake and coordinate consultation with the relevant local governments and key stakeholders to identify the needs and aspirations of the regional level or specialised clubs

and groups to clearly ascertain and determine the current and future needs for regional level and specialised provisions.

- Develop a prioritisation model that provides a multi criteria analyses to develop scenarios and preferred options for infrastructure and service planning.
- Detailed findings, priority recommendations and a funding action plan to support the outcomes of the Strategy.
- Final presentation of the Strategy to a future Bunbury Geographe Group of Council's meeting.

The Request for Quote (Appendix ORD: 12.2.4A) has been attached for Councils review and was made available to several consultants for a period of 10 days. At the end of the request period, two (2) submissions were received Otium (Confidential Attachment A), and Inside Edge (Confidential Attachment B – Under Separate Cover).

Following receipt of the submissions, Officers undertook an evaluation (Confidential Attachment C – Under Separate Cover) of the qualified consultant to present to the BGGC. The BGGC, based on the evaluation, selected Otium Sport -Leisure-Communities as their preferred consultant to undertake the Strategy. Minutes of the BGGC meeting are provided (Confidential Attachment D- Under Separate Cover).

Officers recommend that Council endorses the preferred consultant and approves the unbudgeted expenditure for the preparation of the Strategy.

END REPORT

12.3 INFRASTRUCTURE DIRECTORATE REPORTS

None.

12.4 CORPORATE & GOVERNANCE DIRECTORATE REPORTS

12.4.1 Title: *Setting of Meeting Dates 2025*

Reporting Department	Corporate & Governance Directorate
Responsible Officer	Mrs Natalie Hopkins – Director Corporate and Governance
Reporting Officer	Mrs Donna Bailye – Manager Governance
Legislation	Local Government Act 1995
Council Role	Legislative.
Voting Requirement	Simple Majority.
Attachments	12.4.1 – Risk Assessment Confidential Attachment A – Under Separate Cover [Tardis Link R0001659988]

Overview

Council are requested to set the dates of the 2025 Ordinary Council Meetings [OCMs] and Committee meetings.

In addition Council are asked to endorse the Shire of Dardanup Christmas/New Year business closure times for advertising.

Change to Officer Recommendation No Change

OFFICER RECOMMENDED RESOLUTION “A” & COUNCIL RESOLUTION

292-24 MOVED - Cr E Lilly SECONDED – Cr S Gillespie

THAT Council:

- Sets the Ordinary Council Meeting dates for the period January 2025 to December 2025 to be held on the following dates, commencing at 5pm at the Shire of Dardanup - Administration Centre Eaton Council Chambers:**

DATE 2025
29th of January
26th of February
26th of March
23rd of April
21st of May

DATE 2025
25 th of June
23 rd of July
27 th of August
25 th of September
22 nd of October
19 th of November
17 th of December

2. Sets the Committee Meetings dates [that are required to be open to the public/have delegated authority] for the period January 2025 to December 2025, to be held at the Shire of Dardanup Council Chambers, as follows:

COMMITTEE	2025 DATE & START TIME
Bush Fire Advisory Committee	Wednesdays, 7pm
	12 th of March
	11 th of June
	8 th of October
Audit & Risk Committee	Wednesdays, 2pm
	12 th of March
	11 th of June
	10 th of September
	10 th of December

3. Notes the scheduled Committee Meeting dates [that are not required to be open to the public] for the period January 2025 to December 2025 are listed as below but are subject to change from time to time.

COMMITTEE	2025 DATE & START TIME
Integrated Planning Committee	Wednesdays
	12 th of March – 10am
	9 th of April – 1pm
Local Emergency Management Committee	Wednesdays, 10.00am
	12 th of February
	7 th of May
	13 th of August
	12 th of November

4. Sets the Annual Electors meeting date for Wednesday, 29th of January 2025, commencing at 6.00pm at the Shire of Dardanup - Administration Centre.
5. Set a Special Council Meeting date for adoption of the Draft Annual Budget on Wednesday, 28th of May 2025, commencing at 5.00pm.
6. Notes that all other meeting dates to be set will be provided to Council/Committee Members (and the public wherever required) as soon as possible following the setting or amendment of the meeting dates.

7. Requests the above dates be publicised [where required] in the local media and newsletter as required by the Local Government Act 1995 and be updated on the Shire of Dardanup website.

AND

OFFICER RECOMMENDED RESOLUTION “B” & COUNCIL RESOLUTION

293-24 MOVED - Cr E Lilly SECONDED – Cr S Gillespie

THAT Council endorse and advertise the Shire of Dardanup Christmas/New Year business closure for the year 2024/25 from 12.00pm on Tuesday 24th of December 2024 until reopening date of Monday, 6th of January 2025.

6/0

CARRIED

FOR THE MOTION		AGAINST THE MOTION
Cr. T G Gardiner		
Cr. E P Lilly		
Cr. J D Manoni		
Cr. A L Webster		
Cr. A C Jenour		
Cr. S L Gillespie		

Background

Council is required under the Local Government Act 1995 to set the Ordinary Council Meeting dates and advertise the schedule. Council is also required under the Local Government Act 1995 to set and give notice of the committee meetings that are required under the Act to be open to members of the public.

Council generally holds its OCMs on the fourth Wednesday of each month, with the exception being January, November & December. The Agenda Forums are held the week before the OCM Wednesday. All other Committee meetings, Advisory Group meetings or Workshops are held on the first and second Wednesdays wherever possible.

Legal Implications

The dates of the OCMs and the dates of the Committee meetings that have delegated authority / open to the public are required to be advertised. There is no requirement for Advisory Group meetings to be open to the public or advertised.

Local Government (Administration) Regulations 1996 Section 12 states:

S12. Meetings, public notice of (Act s 5.25(1)(g))

- (1) *At least once each year a local government is to give local public notice of the dates on which and the time and place at which —*
- (a) *the ordinary Council meetings; and*
 - (b) *the committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public,*
- are to be held in the next 12 months.*

Council Plan

13.1 - Adopt best practice governance.

13.2 - Manage the Shire's resources responsibly.

14.2 - Ensure equitable, inclusive and transparent engagement and decision- making.

Environment - None.

Precedents

OCM and Committee meeting dates are reviewed annually, in accordance with the Local Government Act. Advisory Group meetings are reviewed annually in accordance with good governance practices.

Budget Implications - None.

Budget – Whole of Life Cost - None.

Council Policy Compliance

Exec CP088 - Forums of Council – Concept Forums, Agenda Forums and Workshops; and

Exec CP089 –Advisory Groups

Exec CP205 – Council Meeting Framework

Risk Assessment

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to [Appendix ORD: 12.4.1] for full assessment document.

TIER 2 – 'Low' or 'Moderate' Inherent Risk.		
Risk Event	Setting of Meeting Dates 2025	
Inherent Risk Rating (prior to treatment or control)	Low (1 - 4)	
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.	
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.	
Risk Category Assessed Against	Legal and Compliance	Non-compliance with meeting procedures could lead to penalties being imposed on the Shire.
	Reputational	If decisions are made without full information being available and considered, it can result in considerable reputational loss.
		Non-compliance of advertising Meeting dates will impact on the Shire's business reputation.

Officer Comment

• Ordinary Council Meetings and Forums

The draft Councillor Council Meetings Planner 2025 [Confidential Attachment A – Under Separate Cover] shows the visual pattern of the monthly forums and meetings. These are as follows:

- First Wednesday - Chief Executive Officer Concept Forum to be scheduled as required.
- Second Wednesday - Workshops or other meetings to be scheduled as required. Committees or other meetings to be scheduled.
- Friday following Second Wednesday – Agenda Forum Document is delivered to Councillors. This document will be the agenda items and corresponding appendices that will be presented to Council at the upcoming Ordinary Council meeting.
- Third Wednesday – Agenda Forum to take place where elected members can ask for further information to be presented within the Agenda document and ask questions of officers. It is important to note that agenda items will not be ‘discussed’ this is a forum only and the discussion of agenda items will only take place at the Ordinary Council Meeting where public can be in attendance. This ensures transparency in the meeting process.
- Friday following Third Wednesday – Delivery of the Ordinary Council Meeting Agenda to Councillors and placed on the website for the public.
- Fourth Wednesday of month – Ordinary Council Meeting.

This process allows for the final OCM Agenda to be sent out without the need for late information. It is noted that at times late information will need to be presented, but this will be at the discretion of the Shire President and Chief Executive Officer. It is also to be noted that consideration has been taken to ensure that Councillors that require to work away for a period of time have their roster considered when choosing the Meeting dates. Staff have reviewed this and can confirm the current meeting schedule only affects two months.

• Christmas /New Year Break – Office Closure

In 2022/23 Council authorised the Business Closure dates to be for a two week period beginning from close of business on Thursday, 22nd of December 2022 until reopening date of Monday, 9th of January 2023. With this occurring again in 2023/24 with Council authorising a closure to occur from close of business on Friday 22nd of December 2023 until reopening date of Monday, 8th of January 2024.

This 2024 closure will be applicable to the:

- Eaton Administration Centre;
- Dardanup Administration Office;
- Eaton Library;
- Mick Bennett Make It Space; and
- Shire of Dardanup Depot.

Staff that did not have adequate leave accruals and would be adversely affected by the closure still attended the workplace. There were minimal staff in attendance and no complaints received from the public in relation to the business closure period. Adequate advertising of office closure times was provided.

Council's consideration of repeating the longer break and closure of Shire facilities is requested on an ongoing basis, allowing staff to have a longer break and return to work refreshed and motivated for the New Year.

END REPORT

12.4.2 Title: Determine Tender RFT-F0408132– Purchase of Hyundai Santa Fe (5) 2024-25

Reporting Department:	Corporate & Governance Directorate
Responsible Officer	Mrs Natalie Hopkins – Director Corporate and Governance
Reporting Officers	Mrs Natalie Reid - Procurement Officer
Legislation	Local Government Act 1995 Local Government (Functions and General) Regulations 1996
Council Role	Executive/Strategic.
Attachments	Appendix ORD: 12.4.2 Risk Assessment Confidential Attachment (B) – Under Separate Cover Tardis ref: RFT-R1668080 Evaluation Panel Report circulated as separate confidential attachment as per s.5.23(2)(e)(ii)(iii)

Overview

This report provides Council with the results of the evaluation of tenders for the RFT-F0408132 – Purchase of Hyundai Santa Fe (5) 2024-25.

The value of the contract exceeds the purchasing and contract threshold for the Chief Executive Officer and is therefore presented to Council for approval.

Change to Officer Recommendation No Change

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

294-24 MOVED - Cr A C Jenour SECONDED – Cr J D Manoni

THAT Council:

1. **Accepts the submission for RFT-F0408132 – Purchase of five (5) Hyundai Santa Fe vehicles, received from Southwest Ventures Pty Ltd, named as ‘Bunbury Hyundai’ in the Evaluation Panel Report recommendation detailed in (Confidential Attachment “B” Tardis Link - [RFT-R1668080](#)).**
2. **Appoints Bunbury Hyundai as the successful tenderer for RFT-F0408132 – Purchase of five (5) Hyundai Santa Fe.**
3. **Acknowledges the tendered vehicle purchase is above budgeted expenditure by \$26,485.**
4. **Approves over-budget expenditure for the supply of five (5) Hyundai Santa Fe with the shortfall of \$ 26,485 i.e. \$5,297 per vehicle (5) to be funded from the Executive & Compliance Vehicle Reserve Account.**

5. Delegates to the Chief Executive Officer in accordance with s.5.42(1) of the Local Government Act 1995, to negotiate minor variations to the contract for RFT-F0408132 – Purchase of Hyundai Santa Fe (5) 2024-25 before and / or after its execution in accordance Regulations 20 and 21A of the Local Government (Functions and General) Regulations 1996.
6. Authorises the Chief Executive Officer to execute the contract for awarding RFT-F0408132– Purchase of Hyundai Santa Fe (5) 2024-25, received from Southwest Ventures Pty Ltd, named as 'Bunbury Hyundai' as advertised and recorded in the Tenders Register in accordance with s.9.49A of the Local Government Act 1995.

CARRIED

6/0

FOR THE MOTION	AGAINST THE MOTION
Cr. T G Gardiner	
Cr. E P Lilly	
Cr. J D Manoni	
Cr. A L Webster	
Cr. A C Jenour	
Cr. S L Gillespie	

Background

The Shire of Dardanup undertook an open public tender process to appoint a suitable Contractor/s for the Purchase of Hyundai Santa Fe (5) 2024-25.

The scope of this tender included:

- Five (5) new Hyundai Santa Fe 7S AWD Hybrid.

Vehicles offered must comply with the attached list of specifications, all Australian Standards, WA Road Regulations, and as prescribed in this RFT document. All accessories shall be covered by warranty and be original parts from the manufacturer where possible.

At the 23rd of October 2024 Ordinary Council Meeting, Council endorsed policy [Res: 275-24] Exec CP203 *Light Vehicle Fleet*; allowing the Shire to manage the sale of the Shire of Dardanup owned vehicles through one of three options:

1. Public Tender or Quotation inviting outright purchase of a new vehicle.
2. Public Tender or Quotation inviting the purchase and trade-in of an existing vehicle.
3. Online Auction - Upstream Vehicle Remarketing Solution (ie: Autorola, etc) where the disposal of existing vehicles is managed by an external service provider. Through this process the vehicle is disposed of via an online auction.

The decision was made in the procurement plan to offer the outgoing Shire of Dardanup owned vehicles to staff to private purchase.

TENDER DETAILS		
RFT Number	RFT-F0408132	
RFT Title	Purchase of Hyundai Santa Fe (5) 2024-25	
Recommended Tenderer(s)	Bunbury Hyundai	
Contract Term	Initial:	Not Applicable
	Extension Options:	Not Applicable
	Defects Liability Period:	5 year/ Unlimited Km warranty

TENDER DETAILS		
Tendered Cost	Refer to Item 12.4.2 Confidential Attachment “B” – Under Separate Cover Tardis Link RFT-R1668080	
Advertising:	20/09/2024	Tenderlink Notice
	26/09/2024	South West Times
	21/09/2024	The West Australian Newspaper
Tender Deadline:	15/10/2024	2pm WST
Tender Opening:	15/10/2024	2pm WST
Tender Observers:	Two (2) Shire of Dardanup Employees were present	
	Nil (0) members of the public were present	

CONTRACT BY PURCHASE ORDER	
Commencement Date of New Contract:	8/11/2024
Completion Date of New Contract:	Delivery estimated 3-4 months
Upfront Capital Expenditure:	\$258,685
Total Cost of Ownership Considerations:	
▪ Holding Cost	Not Applicable
▪ Consumables	Not Applicable
▪ Deployment	Not Applicable
▪ Training	Not Applicable
▪ Maintenance	Not Applicable
▪ Insurance	Not Applicable
▪ Disposal	Not Applicable
Estimated value of New Contract:	\$258,685
Price Basis of New Contract:	Lump Sum Fixed Price
VALUE FOR MONEY	
<ul style="list-style-type: none"> • Business information is compliant, • WHS information is compliant, • Certified to AS/ISO 9001 Quality Management 	

Legal Implications

The compliance requirements throughout the tender process has been in accordance with:

- Local Government (Functions and General) Regulations 1996; and
- CnG CP034 Procurement Policy.

Local Government (Functions and General) Regulations 1996

The compliance requirements applicable to this report and Officer Recommendation is in accordance with:

Local Government (Functions and General) Regulations 1996, Regulation 18, 21, 22, 23 and 24:

18. *Rejecting and accepting tenders*

(5) *The local government may decline to accept any tender.*

21 *Limiting who can tender, procedure for*

(1) *If a local government decides to make a preliminary selection from amongst prospective tenderers, it may seek expressions of interest with respect to the supply of the goods or services.*

22. *Minimum time to be allowed for submitting expressions of interest*

23 *Rejecting and accepting expressions of interest to be acceptable tenderer*

24. *People who submitted expression of interest to be notified of outcome*

Council Plan

6.3 - Work towards net zero carbon emissions.

13.1 - Adopt best practice governance.

13.2 - Manage the Shire's resources responsibly.

Environment - None.

Precedents

The Shire of Dardanup has previously purchased vehicles to align to *Council Policy Exec CP203 - Light Vehicle Fleet policy*, and *Council Policy CnG CP034 Procurement Policy 4.3 Purchasing Thresholds and Practices*.

Budget Implications

	General Ledger Number	Budget	Quoted Price	Shortfall
DA004 Manager Development Services	10 3 6002	\$46,440	\$51,737	\$5,297
DA563 Manager Recreation Centre	11 3 4007	\$46,440	\$51,737	\$5,297
DA9668 Manager Information Services	14 3 2001	\$46,440	\$51,737	\$5,297
008DA Manager Human Resources	14 3 2001	\$46,440	\$51,737	\$5,297
DA955 Manager Operations	14 3 4001	\$46,440	\$51,737	\$5,297
TOTAL		\$232,200	\$258,685	\$26,485

All vehicles are budgeted in the 2024/25 Annual Budget. One (1) vehicle, 008DA was carried forward from 2023/24 to 2024/25 budget and remaining four (4) are due for changeover in 2024/25.

The net change-over is budgeted at \$23,220 per vehicle. Assuming Council will achieve the trade-in sale price budget estimates, the estimated actual net change-over due to the increase in purchase price is \$5,297 per vehicle (5) changeover totalling \$26,485 above budget.

The below table shows the impact of **all** budgeted amounts in 2024/25 Annual Budget for the *Executive & Compliance Vehicle Reserve Account*:

Opening Balance (Actual) 1/7/2024	Budgeted Transfer to Reserve 2024/25	Budgeted Transfer from Reserve 2024/25	Additional Reserve Funds required 2024/25	Estimated Closing Reserve Balance 30/6/2025
\$ 350,573	\$ 127,648	\$ (316,101)	\$ (26,485)	\$ 135,635

The remaining balance in the reserve account can cover the shortfall, and this will not impact the forecast surplus at the end of the financial year.

Budget – Whole of Life Cost

Budgeted expenditure, sale proceeds and reserve transfers are included annually in the Executive & Compliance Vehicle 10 Year Asset Management Plan.

Ongoing maintenance costs are budgeted annually through respective department Council's Vehicle Expenses. The sale proceeds ie trade in values, of the replaced vehicles will be accounted for in accordance with Council Policy *Exec CP203 Light Vehicle Fleet Policy* when the sale of asset transaction occurs.

Council Policy Compliance

Council Policy *CnG CP034 Procurement Policy*

Council Policy *Exec CP203 - Light Vehicle Fleet Policy*

Risk Assessment

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to (Appendix ORD: 12.4.2) for full assessment document.

Tier 2 – 'Low' or 'Moderate' Inherent Risk.		
Risk Event	Determine Tender RFT-F0408132 Purchase of Hyundai Santa Fe (5) 2024-25	
Inherent Risk Rating (prior to treatment or control)	Moderate (5 - 11)	
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.	
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.	
Risk Category Assessed Against	Health	By not replacing older vehicles the ANCAP Safety Rating can be obsoleted.
	Financial	Retaining Older Vehicles in the Fleet raised maintenance costs and reduces trade-in values.
	Legal and Compliance	Compliance to Council Policy CP203 Light Vehicle Fleet Policy, AP009 Light Vehicle Fleet -All Employees Administration Policy.
	Reputational	Staff operating older vehicles could affect Shire reputation
	Property	Vehicle/Plant maintenance is budgeted annually for each item of Plant.

Officer Comment

As part of the RFT process, quotations were sought through Tenderlink for the acquisition of the vehicles. The trade-in process will take place closer to the timing and delivery of the new vehicles and in accordance with *Exec CP203 Light Vehicle Fleet Policy* which provides that the purchase and replacement/changeover of vehicles can be administered through one of the following methods:

1. Public Tender or Quotation inviting outright purchase of a new vehicle.
2. Public Tender or Quotation inviting the purchase and trade-in of an existing vehicle.
3. Online Auction - Upstream Vehicle Remarketing Solution (ie: Autorola, etc) where the disposal of existing vehicles is managed by an external service provider. Through this process the vehicle is disposed of via an online auction.

Option 1 and 3 were chosen for the acquisition and disposal of the five (5) vehicles. This newly developed process is the first occurrence for the Shire of Dardanup in choosing Option 3 for the Trade In process. Should a staff member express interest in purchasing a vehicle that is due to be sold by Council, Council will arrange for two (2) purchase valuations, either with two local dealers or one local dealer and Autorola. The staff member must agree to pay the amount equivalent to the highest valuation received for the sale to proceed, with statutory advertising to be undertaken of the proposed disposition where required.

Tender Submissions

One (1) Tender was received, including alternative and non-conforming Tenders:

- Bunbury Hyundai

Tender Evaluation Panel

The Tender Evaluation Panel (the Panel) comprised of the following members:

Name	Title & Organisation	Role
Natalie Reid	Procurement Officer	Voting
Ricky Depillo	Accountant	Voting
Natalie Hopkins	Acting Chief Financial Officer	Voting

Probity Oversight

Process and probity advice during evaluation was provided by the Procurement Officer who also acted as Panel Chair. All members of the Panel have made a conflict-of-interest declaration in writing confirming they have no relationships with any of the Respondents. This evidences the probity and integrity considerations within the process.

The Panel have compiled an Evaluation Panel Report which includes the consensus analysis (not individual Panel Member analysis) of the content of each tender submission against the required selection criteria. In some instances, this may result in commentary or scoring that may be critical or a negative reflection on an individual tender submission. It is this aspect of the Evaluation Panel Report, which is considered to be confidential in accordance with s.5.23(2)(e)(ii) information that has a commercial value to a person, or (iii) information about the business, professional, commercial or

financial affairs of a person. The ranking of tender submissions and recommended tenderer in the Evaluation Panel Report is therefore referenced by non-identifying methods.

Evaluation of Tenders

The objective of the Tender Evaluation Panel is to recommend a suitably qualified and experienced Contractor to satisfy the requirements of the abovementioned RFT.

The submissions received were deemed compliant and progressed for assessment against the following predetermined qualitative and price criteria:

CRITERIA	PERCENTAGE
(a) Sustainable Procurement and Corporate Social Responsibility (as per CnG CP034) <ul style="list-style-type: none"> • Local Economic Benefit • Purchasing from Disability Enterprises • Purchasing from Aboriginal Businesses • Purchasing from Environmentally Sustainable Business 	5 %
(b) Price	95 %
TOTAL	100%

Evaluation Justification

The Tender Evaluation Panel recommends Southwest Ventures Pty Ltd named as 'Bunbury Hyundai' as the successful tenderer for RFT-F0408132 Purchase of Hyundai Santa Fe (5) 2024-25, based on the assessment of submission against the predetermined qualitative criteria shown above.

END REPORT

12.4.3 Title: Determine Tender F0407895 for the Eaton Drive and Hamilton Road Modifications Cudliss Street Intersection

Reporting Department:	Corporate & Governance Directorate
Responsible Officer	Mrs Natalie Hopkins – Director Corporate and Governance
Reporting Officers	Mr Theo Naudé - Director Infrastructure Mrs Natalie Reid - Procurement Officer
Legislation	Local Government Act 1995 Local Government (Functions and General) Regulations 1996
Council Role	Executive/Strategic.
Attachments	Appendix ORD: 12.4.3 Risk Assessment Confidential Attachment “C” Under Separate Cover – RFT-R1646128 Confidential Attachment “D” Under Separate Cover - RFT-R1671000 - Evaluation Panel Report circulated as separate confidential attachment as per s.5.23(2)(e)(ii)(iii)

Overview

This report provides Council with the results of the evaluation of tenders for the RFT-F0407895 for the Eaton Drive and Hamilton Road Modifications Cudliss Street Intersection – as advertised and recorded in the Tenders Register and recommends that Council award a contract for this service to the preferred Tenderer.

The value of the contract exceeds the purchasing and contract threshold for the Chief Executive Officer and is therefore presented to Council for approval.

Change to Officer Recommendation No Change.

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

295-24 MOVED - Cr A C Jenour SECONDED – Cr S Gillespie

THAT Council:

1. **Accepts the tender submission RFT-F0407895 for the Eaton Drive and Hamilton Road Modifications Cudliss Street Intersection, received from Carbone Bros Pty Ltd, named as ‘Carbone Bros’ in the Evaluation Panel Report recommendation detailed in [Confidential Attachment (D)- Under Separate Cover - [RFT-R1671000](#)].**
2. **Appoints Carbone Bros Pty Ltd as the successful tenderer for RFT-F0407895 for the Eaton Drive and Hamilton Road Modifications Cudliss Street Intersection.**
3. **Delegates to the Chief Executive Officer in accordance with s.5.42(1) of the Local Government Act 1995, by Absolute Majority, authority to negotiate minor variations to the contract for RFT-F0407895 for the Eaton Drive and Hamilton Road Modifications Cudliss Street Intersection before and / or after its execution in accordance Regulations 20 and 21A of the Local Government (Functions and General) Regulations 1996.**

4. **Authorises the Chief Executive Officer to execute the contract for awarding RFT-F0407895 for the Eaton Drive and Hamilton Road Modifications Cudliss Street Intersection in accordance with s.9.49A of the Local Government Act 1995.**

CARRIED
6/0

FOR THE MOTION		AGAINST THE MOTION
Cr. T G Gardiner		
Cr. E P Lilly		
Cr. J D Manoni		
Cr. A L Webster		
Cr. A C Jenour		
Cr. S L Gillespie		

Background

The Shire of Dardanup undertook an open public tender process to appoint a suitable Contractor/s for the supply of Eaton Drive and Hamilton Road Modifications Cudliss Street Intersection.

The scope of the tender included that the Contractor be required to supply plant, labour and materials to undertake all civil works associated with the construction of the Eaton Drive/Cudliss Street and Hamilton Road/Ann Street intersection upgrades.

The scope of works includes:

- Clearing;
- Demolition works;
- Removal of existing pavement marking;
- Topsoil Stripping, stockpiling, respreading and/or disposal;
- Subgrade preparation and detailed earthworks;
- Supply and installation of stormwater drainage infrastructure;
- Supply and installation of new road pavement;
- Supply and installation of bituminous/asphalt seals;
- Supply and installation of road furniture;
- Liaison and coordination of Western Power for relocation of Western Power stay pole;
- Liaison and coordination with affected utility providers to arrange for service relocations and protections;
- Liaison and coordination with MRWA for supply and installation of pavement marking and signage;
- Any other such work as detailed on the Drawings or included in this Specification;
- Contractor's superintendence during the execution of the Works;
- Provision of access for others to undertake work;
- Contractors programs;
- Prepare and Submit Management Plans including vibration management plan
- Dilapidation Report to include all impacted properties;
- Mobilisation and Demobilisation;
- Site Facilities;
- Survey information, control and setting out of the works;
- Liaison, programming, location and protection of utilities and services;
- Traffic Management, to incorporate any interaction with traffic management at nearby signalised intersection works at Glen Huon Boulevard, to ensure traffic flow;

- Maintenance of existing roads;
- Occupational safety and health including safety plans and safety audits;
- Environmental protection, preservation monitoring, prevention and control;
- Prepare "As Constructed" Drawings and Documentation; and
- Cleaning up.

Specific contract requirements are expanded upon in the technical specification prepared by the Shire of Dardanup in conjunction with Shawmac Consulting Civil and Traffic Engineers. Refer to *Confidential Attachment "C" Under Separate Cover – [RFT-R1646128](#)*

TENDER DETAILS		
RFT Number	RFT-F0407895	
RFT Title	Eaton Drive and Hamilton Road Modifications Cudliss Street Intersection	
Recommended Tenderer(s)	Carbone Bros Pty Ltd	
Contract Term	Initial:	4 Months
	Extension Options:	By application as required
	Defects Liability Period:	12 Months
Tendered Rates/Cost	Refer to Confidential Attachment (D)- Under Separate Cover RFT-R1671000	
Advertising:	12 September 2024	Tenderlink
	22 September 2024	The West Australian
	19 September 2024	Southwest Times
Tender Deadline:	18 October 2024	2 pm WST
Tender Opening:	18 October 2024	2 pm WST
Tender Observers:	Two (2) Shire of Dardanup Employees were present	
	Nil (0) members of the public were present	

CONTRACT	
Commencement Date of New Contract:	20 December 2024
Completion Date of New Contract:	31 May 2025
Upfront Capital Expenditure:	\$759,424 (GST Exclusive)
Total Cost of Ownership Considerations:	
▪ Holding Cost	Not Applicable
▪ Consumables	Not Applicable
▪ Deployment	Not Applicable
▪ Training	Not Applicable
▪ Maintenance	Not Applicable
▪ Insurance	Not Applicable
▪ Disposal	Not Applicable
Estimated value of New Contract:	\$759,424 (GST Exclusive)
Price Basis of New Contract:	Lump Sum and Schedule of Rates

VALUE FOR MONEY
<ul style="list-style-type: none"> • Business information is compliant, • WHS information is compliant, • Certified to AS/ISO 9001 Quality Management

Legal Implications

The compliance requirements throughout the tender process has been in accordance with:

- Local Government (Functions and General) Regulations 1996; and
- CnG CP034 Procurement Policy.

Local Government (Functions and General) Regulations 1996

The compliance requirements applicable to this report and Officer Recommendation is in accordance with:

Local Government (Functions and General) Regulations 1996, Regulation 18, 21, 22, 23 and 24 -

18. Rejecting and accepting tenders

- (5) The local government may decline to accept any tender.*

21 Limiting who can tender, procedure for

- (1) If a local government decides to make a preliminary selection from amongst prospective tenderers, it may seek expressions of interest with respect to the supply of the goods or services.*

22. Minimum time to be allowed for submitting expressions of interest

23 Rejecting and accepting expressions of interest to be acceptable tenderer

24. People who submitted expression of interest to be notified of outcome

Council Plan

10.1 - Provide a safe active transport network to encourage more walking and cycling.

10.3 - Improve road safety, connectivity and traffic flow.

14.2 - Ensure equitable, inclusive and transparent engagement and decision- making.

Environment

It is likely that some trees will be removed as part of the project, noting that rehabilitation works will apply to this project. An application has been lodged with DWER (Dept Water and Environment Regulation) which has been validated. It is expected that DWER may impose other conditions as part of the application approval process.

Precedents

The Shire of Dardanup has previously entered into contracts for the road upgrades when the Shire sought quotations for the Eaton Drive & Peninsula Lakes Intersection Upgrade in February 2022.

Budget Implications

	CAPITAL COST	TOTAL COST OF OWNERSHIP
Account Number:	J12657	Various
Budget Item:	Capital Expansion – Roads Eaton Drive	Schedule 12 – Transport. Operating Expenditure
Budget Amount:	\$2,282,126	\$7,401,691
Amount Spent to Date:	\$28,428	N/A
Proposed Cost:	\$759,424 (GST Exclusive)	N/A
Balance:	\$1,494,274*	N/A

*The balance remaining on the project forms part of the project budget Glenhuon Boulevard Traffic signals.

The proposed works for Eaton Drive and Hamilton Road Modifications Cudliss Street Intersection form part of the total project budget expenditure of Eaton Drive J12657 at \$2.28M. Part of this project is funded by the Regional Road Group (RRG) 2024/25 Grant Funding and Council's Road Construction and Major Maintenance Reserve Account. *It is anticipated grant milestones will be met in accordance with the grant agreement.*

Budget – Whole of Life Cost

The construction will add value to Council's Road Assets and is required as part of the larger Eaton Drive program of Capital Expansion. Ongoing road maintenance costs are budgeted annually through Council's Road Maintenance Expenditure budget.

Council Policy Compliance

CnG CP034 Procurement Policy and PR045 Procurement Procedure.

Risk Assessment

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to (Appendix ORD: 12.4.3) for full assessment document.

Tier 3 – 'High' or 'Extreme' Inherent Risk.	
Risk Event	Determine RFT-F0407895 for the Eaton Drive and Hamilton Road Modifications Cudliss Street Intersection
Inherent Risk Rating (prior to treatment or control)	Extreme (20 - 25)
Risk Action Plan (treatment or controls proposed)	Contract provisions requiring the contractor to take precautionary measures to avoid / reduce risk. Traffic Management Plan to be supplied and implemented by the Contractor (any traffic management subcontractor shall be suitably qualified and competent) Communication to be released to the public to encourage them to avoid the area during the works.
Residual Risk Rating (after treatment or controls)	Moderate (5 - 11)
	Health Moving vehicle accident in/around worksite resulting in serious injury or fatality.

Tier 3 – ‘High’ or ‘Extreme’ Inherent Risk.		
	Financial Impact	Plant / machinery accident in/around worksite resulting in serious injury or fatality. Accident on worksite whilst undertaking duties, resulting in serious injury or fatality. Worker strikes a below ground service line on worksite whilst undertaking duties, resulting in serious injury or fatality. Overall project cost exceeds budget.
	Service Interruption	Project commences, the road is open and exposed to external impacts such as bad weather.
	Legal and Compliance	Procurement noncompliance when procuring goods and/or services, possible litigation. Record Keeping non-compliance
	Reputational	Shire officer acts in breach of a contract between a supplier of goods and services and the Shire of Dardanup. The Shire’s reputation is negatively affected by operations causing public embarrassment, moderate news profiles.
	Environment	Operations negatively affect the environment in the projects immediate vicinity. For example fuel spillage, excess dust, noise pollution, excess vibrations etc.
	Property	By not realigning the road, the further impacts on road users.

Officer Comment

Tender Submissions

One (1) Tender was received, including alternative and non-conforming Tenders:

- Carbone Bros Pty Ltd

The submission was recorded in the Tenders Register at close of tenders [F&G.r.17].

Tender Evaluation Panel

The Tender Evaluation Panel (the Panel) comprised of the following members:

Name	Position	Responsibility (eg Voting/Non-Voting, Technical Advisor)
Natalie Reid	Procurement Officer/Panel Chair	Voting
Nathan Ryder	Manager Infrastructure Planning & Design	Voting
James Reilly	Project Engineer	Voting
Sam King	WHS Representative	Non-Voting

Probity Oversight

Process and probity advice during evaluation was provided by the Procurement Officer who also acted as Panel Chair. All members of the Panel have made a conflict of interest declaration in writing confirming they have no relationships with any of the Respondents. This evidences the probity and integrity considerations within the process.

The Panel have compiled an Evaluation Panel Report which includes the consensus analysis (not individual Panel Member analysis) of the content of each tender submission against the required selection criteria.

In some instances this may result in commentary or scoring that may be critical or a negative reflection on an individual tender submission. It is this aspect of the Evaluation Panel Report, which is considered to be confidential in accordance with s.5.23(2)(e)(ii) information that has a commercial value to a person, or (iii) information about the business, professional, commercial or financial affairs of a person.

Evaluation of Tenders

The objective of the Tender Evaluation Panel is to recommend a suitably qualified and experienced Contractor [or Contractors] to satisfy the requirements of the abovementioned RFT.

Based on evaluation of the received submissions and subsequent compliance assessments, the Tender Evaluation Panel recommends that the Respondent recommended in this report be accepted at the estimated Contract Value and Contract term provided, from the anticipated commencement date.

Submissions were deemed compliant and progressed for assessment against the following predetermined qualitative and price criteria:

CRITERIA	PERCENTAGE
(c) Relevant Experience, Skills and Key Personnel	20%
(d) Demonstrated Understanding and Resources	25%
(e) Sustainable Procurement and Corporate Social Responsibility (as per CnG CP034) <ul style="list-style-type: none"> Local Economic Benefit Purchasing from Disability Enterprises Purchasing from Aboriginal Businesses 	5%
(f) Price (upfront and ongoing costs)	50%
TOTAL	100%

Evaluation Justification

The Tender Evaluation Panel recommends Carbone Bros Pty Ltd based on an assessment of submissions against the predetermined qualitative and price criteria shown above. The submission provided by the respondent performed well across all of the aspects and was a complete and detailed representation of the services offered.

In determining Carbone Bros Pty Ltd as the preferred Tenderer, Officers have undertaken the following Due Diligence checks:

DUE DILIGENCE CHECKS	YES/NO
Has the recommended Tenderer(s) undergone Reference Checks successfully?	Yes

DUE DILIGENCE CHECKS	YES/NO
Has the recommended Tenderer(s) undergone Financial Viability assessment and been deemed acceptable?	Yes
Was a Conflict of Interest declared? If yes, please specify how it was managed?	No
Has the recommended Tenderer(s) undergone Occupational Safety and Health assessment and been deemed acceptable?	Yes

The Evaluation Panel recommends that the contract for the RFT-F0407895 for the Eaton Drive and Hamilton Road Modifications Cudliss Street Intersection be awarded to Carbone Bros Pty Ltd. A total estimated contract cost is provided in the confidential attachment (Confidential Appendice “D” – Under Separate Cover – [RFT-R1671000](#)).

END REPORT

12.4.4 Title: Lease of 35 (Lot 101) Martin-Pelusey Road

Reporting Department	Corporate & Governance Directorate
Responsible Officer	Mrs Natalie Hopkins – Director Corporate and Governance
Reporting Officer	Mrs Donna Bailye - Manager Governance
Legislation	Mrs Michelle Edwards – Building Property Management Officer Local Government Act 1995
Council Role	Executive/Strategic.
Voting Requirement	Simple Majority.
Attachments	12.4.4A – Risk Assessment 12.4.4B – Public Notice

Overview

The report seeks council's endorsement for the execution of the Lease for 35 (Lot 101) Martin-Pelusey Road to PM & RD Nicolaou.

Change to Officer Recommendation No Change.

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

296-24 MOVED - Cr E Lilly SECONDED – Cr S Gillespie

THAT Council:

1. In accordance with section 3.58 of the *Local Government Act 1995*, notes that following the 14 day public advertising period, no public submissions were received on the proposed lease of 35 (Lot 101) Martin-Pelusey Road.
2. Authorises the Chief Executive Officer to negotiate and execute a new lease with PM & RD Nicolaou for 35 (Lot 101) Martin-Pelusey Road, based on the following conditions:
 - i) The Shire of Dardanup Lease Template Terms and Conditions;
 - ii) A three (3) year lease term; and
 - iii) A rental amount of \$13,000 per annum (+GST).

CARRIED
6/0

FOR THE MOTION	AGAINST THE MOTION
Cr. T G Gardiner	
Cr. E P Lilly	
Cr. J D Manoni	
Cr. A L Webster	
Cr. A C Jenour	
Cr. S L Gillespie	

Location Plan



Background

In September 2012, and in accordance with S3.58 of the Local Government Act, a public notice was given calling for submissions from interested parties to lease a portion of 35 Martin Pelusey Road. Two Expressions of Interest were received with Council awarding the lease to Mr Mark Barnes [320/12] at the 26th of September 2012 Ordinary Council meeting.

Mr Mark Barnes is also the adjoining property owner, with his western boundary adjoining the eastern boundary of the above leased area (outlined in red).

The initial lease with Mr Barnes was for a period of two years and expired in October 2014. This was renewed by Council for a three year period, expiring 31st of December 2017. The Lease was again renewed in 2017 until 2020. The lease was further renewed in 2020 until 2023.

A report was presented to the 31st of January and 27th of March 2024 Ordinary Council meetings where Council considered taking the lease of Lot 35 Martin Pelusey Road, Waterloo to the open market and the commencing a Registration of Interest process for the future lease of the land for a period of three (3) years. Council resolved [Res 61-24] as follows:

THAT Council:

1. *Requests that the Chief Executive Officer commence a Registration of Interest process for the lease of 35 Martin Pelusey Road, Waterloo for a period of three (3) years, commencing on 1st of December 2024.*
2. *Requests that upon the closing of the Registration of Interest period, the matter be brought back to Council for consideration and endorsement.*
3. *Endorses that the new 3 year lease agreement be based on the Shire of Dardanup template lease terms and conditions, with the addition of an option for the lessor to provide the lessee with 12 months' notice to withdraw from the agreement with no penalty.*

CARRIED
6/2

The current Lease is currently on holding over terms and expires on the 1st of December 2024.

Legal Implications

Lot 101 (35) Martin Pelusey Road, Waterloo is a 72 acre freehold site, owned by the Shire of Dardanup with the portion adjoining Martin Pelusey Road being used for the Shire depot.

Leasing of Council property falls under Section 3.58 of the *Local Government Act 1995* "Disposing of Property".

3.58. Disposing of property

(1) *In this section —*

dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not;

property includes the whole or any part of the interest of a local government in property, but does not include money.

(2) *Except as stated in this section, a local government can only dispose of property to —*

(a) *the highest bidder at public auction; or*

(b) *the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.*

(3) *A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —*

(a) *it gives local public notice of the proposed disposition —*

(i) *describing the property concerned; and*

(ii) *giving details of the proposed disposition; and*

(iii) *inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;*

and

(b) *it considers any submissions made to it before the date specified in the notice and, if its decision is made by the Council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.*

(4) *The details of a proposed disposition that are required by subsection (3)(a)(ii) include —*

(a) *the names of all other parties concerned; and*

(b) *the consideration to be received by the local government for the disposition; and*

(c) *the market value of the disposition —*

(i) *as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or*

(ii) *as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.*

The advertising of the disposal of property is not required in specific circumstances under the *Local Government (Functions and General) Regulations 1996* Section 30 (2)(a)(i).

30. Dispositions of property to which section 3.58 of Act does not apply

(1) *A disposition that is described in this regulation as an exempt disposition is excluded from the application of section 3.58 of the Act.*

(2) *A disposition of land is an exempt disposition if —*

- (a) *the land is disposed of to an owner of adjoining land (in this paragraph called the transferee) and —*
 - (i) *its market value is less than \$5 000; and*
 - (ii) *the local government does not consider that ownership of the land would be of significant benefit to anyone other than the transferee;**or*
- (b) *the land is disposed of to a body, whether incorporated or not —*
 - (i) *the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature; and*
 - (ii) *the members of which are not entitled or permitted to receive any pecuniary profit from the body's transactions;**or*
- (c) *the land is disposed of to —*
 - (i) *the Crown in right of the State or the Commonwealth; or*
 - (ii) *a department, agency, or instrumentality of the Crown in right of the State or the Commonwealth; or*
 - (iii) *another local government or a regional local government;**or*
- (d) *it is the leasing of land to an employee of the local government for use as the employee's residence; or*
- (e) *it is the leasing of land for a period of less than 2 years during all or any of which time the lease does not give the lessee the exclusive use of the land; or*
- (f) *it is the leasing of land to a person registered under the Health Practitioner Regulation National Law (Western Australia) in the medical profession to be used for carrying on his or her medical practice; or*
- (g) *it is the leasing of residential property to a person.*
- (2a) *A disposition of property is an exempt disposition if the property is disposed of within 6 months after it has been.....*
- (2b) *Details of a disposition of property under subregulation (2a) must, for a period of 1 year beginning on the day of the initial auction or tender.....*
- (3) *A disposition of property other than land is an exempt disposition if —*
 - (a) *its market value is less than \$20 000; or*
 - (b) *the entire consideration received by the local government for the disposition is used to purchase other property, and where the total consideration for the other property is not more, or worth more, than \$75 000.*

Council Plan

13.2 - Manage the Shire's resources responsibly.

14.2 - Ensure equitable, inclusive and transparent engagement and decision- making.

Environment - None.

Precedents

A lease has been in place with Mr Mark Barnes for the lease of 35 (Lot 101) Martin-Pelusey Road since 2012.

Budget Implications

A price of \$13,000.00 per annum has been proposed by Mr Nicolaou

Budget – Whole of Life Cost - None.

Council Policy Compliance

The endorsed Lease Agreement Template terms and conditions will be used as the form of contract for this lease. These terms include provision for an annual rent review of 1.5% or CPI whichever is the greater.

Risk Assessment

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to (Appendix ORD: 12.4.2A) for full assessment document.

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.		
Risk Event	Lease of 35 (Lot 101) Martin-Pelusey Road	
Inherent Risk Rating (prior to treatment or control)	Moderate (5 - 11)	
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.	
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.	
Risk Category Assessed Against	Financial	Failure to establish a Lease Agreement could lead to financial implications to the Shire.
	Legal and Compliance	Failure to establish a lease could lead to implications to the Shire.
	Reputational	Council would be seen in a negative light if there was a breach of the Local Government Act were to incur.
	Property	Failure to lease the land may incur ongoing maintenance expenses

Officer Comment

In accordance with section 3.58 of the *Local Government Act 1995*, a Public Notice on the proposed disposition of property was advertised in the South West Times on 31st October 2024 (refer to Appendix ORD: 12.4.2B). The notice was also posted on the Shire of Dardanup website, and placed on the Shire of Dardanup's Public Notice Board at the Main Administration Building and Libraries.

The Public Notice [S3.58(4)] required the full disclosure of the following details of the preferred submission:

- Name of parties concerned – PM & RD Nicolaou
- Market valuation of the property - \$5,960 plus GST
- Proposed rental - \$13,000 plus GST

The Public Notice invited submissions on the proposed disposition until 4:00pm on Thursday 14th November 2024.

At the close of the public submission period, no submissions were received.

Officers are recommending that Council authorises the Chief Executive Officer to negotiate and execute a new lease with PM & RD Nicolaou for 35 (Lot 101) Martin-Pelusey Road, based on the following conditions:

- i) The Shire of Dardanup Lease Template Terms and Conditions;
- ii) A three (3) year lease term; and
- iii) A rental amount of \$13,000 per annum (+GST).

END REPORT

12.4.5 Title: Determine Tender F0393408 for the Eaton Drive and Glen Huon Boulevard Signalised Intersection

Reporting Department:	Corporate & Governance Directorate
Responsible Officer	Mrs Natalie Hopkins – Director Corporate and Governance
Reporting Officers	Mr Theo Naudé - Director Infrastructure Mrs Natalie Reid - Procurement Officer
Legislation	Local Government Act 1995 Local Government (Functions and General) Regulations 1996
Council Role	Executive/Strategic.
Voting Requirement	Simple Majority.
Attachments	Appendix ORD: 12.4.5 Risk Assessment RFT-R1672211 Confidential Attachment “E” Under Separate Cover – Tardis Ref RFT-R1664813 circulated as separate confidential attachment as per s.5.23(2)(e)(ii)(iii)

Overview

This report provides Council with the results of the evaluation of tenders for the RFT-F0393408 Eaton Drive and Glen Huon Boulevard Signalised Intersection – as advertised and recorded in the Tenders Register, recommending that Council does not award a contract for this project.

Change to Officer Recommendation No Change.

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

297-24 MOVED - Cr S Gillespie SECONDED – Cr E Lilly

THAT Council declines to accept any tenders received in response to RFT-F0393408 Eaton Drive and Glen Huon Boulevard Signalised Intersection, due to non-compliant and partial submissions as specified in the Tender Evaluation Report recommendation detailed in [Item 12.4.5 Confidential Attachment E -Tardis Reference [RFT-R1664813](#)].

CARRIED
6/0

FOR THE MOTION	AGAINST THE MOTION
Cr. T G Gardiner Cr. E P Lilly Cr. J D Manoni Cr. A L Webster Cr. A C Jenour Cr. S L Gillespie	

Background

The Shire of Dardanup undertook an open public tender process to appoint a suitable Contractor/s for the construction of Eaton Drive and Glen Huon Boulevard Signalised Intersection.

The scope of the tender included that the Contractor be required to supply plant, labour and materials to undertake all civil works associated with the construction of the Eaton Drive and Glen Huon Boulevard Signalised intersection upgrades.

Construction of the following projects:

- Glen Huon Boulevard Traffic Signals.

The extent of the contract works includes, but not strictly limited to, the following scope of works:

- Clearing;
- Demolition works;
- Removal of existing pavement marking;
- Topsoil Stripping, stockpiling, respreading and/or disposal;
- Subgrade preparation and detailed earthworks;
- Supply and installation of stormwater drainage infrastructure;
- Supply and installation of new road pavement;
- Supply and installation of bituminous/asphalt seals;
- Supply and installation of road furniture;
- Electrical:
 - Supply and installation of all traffic signal infrastructure.
 - Liaison and coordination of Western Power for removal and upgrade of street lights.
 - Liaison and coordination of Western Power for power connection for traffic signals controller.
 - Liaison and coordination with communications provider for connection to traffic signals controller.
- Liaison and coordination with Main Roads WA for supply and installation of pavement marking and signage; and
- Any other such work as detailed on the Drawings or included in this Specification.

Note: The removal and upgrade of Western Power streetlights is not included in the Contractor's scope of work.

TENDER DETAILS		
RFT Number	RFT-F0393408	
RFT Title	Eaton Drive and Glen Huon Boulevard Signalised Intersection	
Recommended Tenderer(s)	No recommended Tenderers	
Contract Term	Initial:	Not Applicable
	Extension Options:	Not Applicable
	Defects Liability Period:	Not Applicable
Tendered Rates/Cost	Refer to Item 12.4.3 Confidential Attachment (E) – Under Separate Cover – Tardis Link RFT-R1664813	
Advertising:	19 August 2024	Tenderlink
	17 August 2024	The West Australian
	22 August 2024	South West Times
Tender Deadline:	27 September 2024	2 pm WST

TENDER DETAILS		
Tender Opening:	27 September 2024	2 pm WST
Tender Observers:	Two (2) Shire of Dardanup Employees were present	
	Nil (0) members of the public were present	

CONTRACT	
Commencement Date of New Contract:	Not Applicable
Completion Date of New Contract:	Not Applicable
Upfront Capital Expenditure:	Not Applicable
Total Cost of Ownership Considerations:	
▪ Holding Cost	Not Applicable
▪ Consumables	Not Applicable
▪ Deployment	Not Applicable
▪ Training	Not Applicable
▪ Maintenance	Not Applicable
▪ Insurance	Not Applicable
▪ Disposal	Not Applicable
Estimated value of New Contract:	Not Applicable
Price Basis of New Contract:	Not Applicable
VALUE FOR MONEY	
<ul style="list-style-type: none"> Not Applicable 	

Legal Implications

The compliance requirements throughout the tender process has been in accordance with:

- Local Government (Functions and General) Regulations 1996; and
- CnG CP034 Procurement Policy.

Local Government (Functions and General) Regulations 1996

The compliance requirements applicable to this report and Officer Recommendation is in accordance with:

Local Government (Functions and General) Regulations 1996, Regulation 18, 21, 22, 23 and 24 -

18. *Rejecting and accepting tenders*

(5) *The local government may decline to accept any tender.*

21 *Limiting who can tender, procedure for*

(1) *If a local government decides to make a preliminary selection from amongst prospective tenderers, it may seek expressions of interest with respect to the supply of the goods or services.*

22. *Minimum time to be allowed for submitting expressions of interest*

23 *Rejecting and accepting expressions of interest to be acceptable tenderer*

24. *People who submitted expression of interest to be notified of outcome***Council Plan**

10.1 - Provide a safe active transport network to encourage more walking and cycling.

10.3 - Improve road safety, connectivity and traffic flow.

14.2 - Ensure equitable, inclusive and transparent engagement and decision- making.

Environment - None

Precedents

The Shire of Dardanup has previously entered into contracts for capital road upgrades. However, tenders that do not comply with RFT requirements may result in the tender non-compliance, and recommendation to decline the tender.

Budget Implications

	CAPITAL COST	TOTAL COST OF OWNERSHIP
Account Number:	J12657	Various
Budget Item:	Capital Expansion – Roads Eaton Drive	Schedule 12 – Transport. Operating Expenditure
Budget Amount:	\$2,282,126	\$7,401,691
Amount Spent to Date:	\$28,428	Not Applicable
Proposed Cost:	Not Applicable	Not Applicable
Balance:	\$2,253,698*	Not Applicable

*The balance remaining on the project forms part of the total project budget for Eaton Drive (i.e. inclusive of the Glen Huon Boulevard Traffic signals and Hamilton Street Modifications).

Budget – Whole of Life Cost

If the Eaton Drive project is completed at a later date, the construction will add value to Council's Road Assets as it will form part of the larger Eaton Drive program of Capital Expansion. Ongoing road maintenance costs are budgeted annually through Council's Road Maintenance Expenditure budget.

Council Policy Compliance

CnG CP034 Procurement Policy and PR045 Procurement Procedure.

Risk Assessment

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to (Appendix ORD: 12.4.5) for full assessment document.

Tier 3 – 'High' or 'Extreme' Inherent Risk.	
Risk Event	Determine RFT-F0393408 Eaton Drive and Glen Huon Boulevard Signalised Intersection
Inherent Risk Rating (prior to treatment or control)	Extreme (20 - 25)
Risk Action Plan (treatment or controls proposed)	Contract provisions requiring the contractor to take precautionary measures to avoid / reduce risk.

Tier 3 – ‘High’ or ‘Extreme’ Inherent Risk.		
	<p>Traffic Management Plan to be supplied and implemented by the Contractor (any traffic management subcontractor shall be suitably qualified and competent)</p> <p>Communication to be released to the public to encourage them to avoid the area during the works.</p>	
Residual Risk Rating (after treatment or controls)	Moderate (5 - 11)	
Risk Category Assessed Against	Health	<p>Moving vehicle accident in/around worksite resulting in serious injury or fatality.</p> <p>Plant / machinery accident in/around worksite resulting in serious injury or fatality.</p> <p>Accident on worksite whilst undertaking duties, resulting in serious injury or fatality.</p>
	Financial Impact	Overall project cost exceeds budget.
	Service Interruption	Project commences, the road is open and exposed to external impacts such as bad weather.
	Legal and Compliance	<p>Procurement noncompliance when procuring goods and/or services, possible litigation.</p> <p>Record Keeping non-compliance</p>
	Reputational	<p>Shire officer acts in breach of a contract between a supplier of goods and services and the Shire of Dardanup.</p> <p>The Shire’s reputation is negatively affected by operations causing public embarrassment, moderate news profiles.</p>
	Environment	Operations negatively affect the environment in the projects immediate vicinity. For example fuel spillage, excess dust, noise pollution, excess vibrations etc.
	Property	By not realigning the road, the further impacts on road users.

Officer Comment

Tender Submissions

Two (2) Tenders was received, including alternative and non-conforming Tenders:

- Malatesta Group Holdings Pty Ltd. Submission was for Item 6 only of the Scope of Works requested in Part 3.3 Price Information of the RFT document.
- Fulton Hogan Industries Pty Ltd. Deemed non-conforming.

The submissions were recorded in the Tenders Register at close of tenders [F&G.r.17].

Tender Evaluation Panel

The Tender Evaluation Panel (the Panel) comprised of the following members:

Name	Position	Responsibility (eg Voting / Non-Voting, Technical Advisor)
Natalie Reid	Procurement Officer/Panel Chair	Voting
Nathan Ryder	Manager Infrastructure Planning & Design	Voting
James Reilly	Project Engineer	Voting
Sam King	WHS Representative	Non-Voting

Declarations were collected from all evaluators for confidentiality and procedural fairness including conflict of interest.

After signing the declaration and prior to the evaluation, each panel member was provided with a list of respondents. One (1) non-voting member declared a conflict of interest as her spouse works for one of the Tenderers. An internal assessment deemed there is no influence, perceived or actual, between the parties. Evaluation completed by the Non-voting panel member is a quantitative assessment of the submissions. This is an accountable, evidence-based assessment and the compliance criteria this panel member assesses are not point scored, rather an assessment is made on a Yes/No basis. This process is free of influence or conflict of interest between the parties, perceived or actual.

Probity Oversight

Process and probity advice during evaluation was provided by the Procurement Officer who also acted as Panel Chair. All members of the Panel have made a conflict of interest declaration in writing confirming they have no relationships with any of the Respondents. This evidences the probity and integrity considerations within the process.

The Panel have compiled an Evaluation Panel Report which includes the consensus analysis (not individual Panel Member analysis) of the content of each tender submission against the required selection criteria.

In some instances this may result in commentary or scoring that may be critical or a negative reflection on an individual tender submission. It is this aspect of the Evaluation Panel Report, which is considered to be confidential in accordance with s.5.23(2)(e)(ii) information that has a commercial value to a person, or (iii) information about the business, professional, commercial or financial affairs of a person.

Evaluation of Tenders

The objective of the Tender Evaluation Panel is to recommend a suitably qualified and experienced Contractor [or Contractors] to satisfy the requirements of the abovementioned RFT.

One (1) submission was deemed non-conforming. Tenderers' submission included an item consisting of contract non-conformances and clarification schedule.

One (1) submission was for Item 6 only of the Scope of Works requested in Part 3.3 price Information of the RFT document.

Submissions were deemed non-compliant and progressed for assessment against the following predetermined qualitative and price criteria:

CRITERIA	PERCENTAGE
(g) Relevant Experience, Skills and Key Personnel	20%
(h) Demonstrated Understanding and Resources	25%
(i) Sustainable Procurement and Corporate Social Responsibility (as per CnG CP034) <ul style="list-style-type: none"> Local Economic Benefit Purchasing from Disability Enterprises Purchasing from Aboriginal Businesses 	5%
(j) Price (upfront and ongoing costs)	50%
TOTAL	100%

Evaluation Justification

The Tender Evaluation Panel does not recommend any respondents based on an assessment of submissions against the predetermined qualitative and price criteria shown above. The submissions provided performed well across all of the aspects and was a complete and detailed representation of the services offered.

As a condition of the Tender the Respondents were requested to supply Financial and Referee information as a part of their submissions.

DUE DILIGENCE CHECKS	YES/NO
Has the recommended Tenderer(s) undergone Reference Checks successfully?	Yes
Has the recommended Tenderer(s) undergone Financial Viability assessment and been deemed acceptable?	Yes
Was a Conflict of Interest declared? If yes, please specify how it was managed?	No
Has the recommended Tenderer(s) undergone Occupational Safety and Health assessment and been deemed acceptable?	Yes

The Evaluation Panel therefore shall not be recommending that the any contract be formed.

END REPORT

12.4.6 Title: Monthly Statement of Financial Activity for the Period Ended on the 31st of October 2024

Reporting Department:	Corporate & Governance Directorate
Responsible Officer	Mrs Natalie Hopkins - Manager Financial Services
Reporting Officer	Mr Ricky Depillo - Accountant
Legislation	Local Government Act 1995
Council Role	Executive/Strategic.
Voting Requirement	Simple Majority.
Attachments	Appendix ORD: 12.4.6A – Risk Assessment Appendix ORD: 12.4.6B – Monthly Financial Report – 31 st of October 2024

Overview

This report presents the monthly Financial Statements for the period from the 1st of July 2024 to the 31st of October 2024 for Council endorsement.

Change to Officer Recommendations No Change.

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

298-24 MOVED - Cr A L Webster SECONDED – Cr E Lilly

THAT Council receives the Monthly Statement of Financial Activity (Appendix ORD: 12.4.6B) for the period ended on the 31st of October 2024.

CARRIED

6/0

FOR THE MOTION	AGAINST THE MOTION
Cr. T G Gardiner	
Cr. E P Lilly	
Cr. J D Manoni	
Cr. A L Webster	
Cr. A C Jenour	
Cr. S L Gillespie	

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 year-to-date 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.]

Council Plan

13.1 - Adopt best practice governance.

Environment - None.

Precedents

Each month Council receives the Monthly Financial Statements in accordance with Council Policy and *Local Government (Financial Management) Regulations 1996*.

Budget Implications

The financial activity statement compares budget estimates to actual expenditure and revenue 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. Although the statement has no direct budget implications, any identified permanent budget variances are adopted separately by the Council as part of specific project approval or periodic budget review reporting.

Budget – Whole of Life Cost - None.

Council Policy Compliance

- CnG CP036 Investment Policy
- CnG CP306 – Accounting Policy for Capital Works.
- CnG AP008 Significant Accounting Policies

Risk Assessment

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to (Appendix ORD: 12.4.6A) for full assessment document.

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.		
Risk Event	Monthly Statement of Financial Activity for the Period Ended 31 st of October 2024	
Inherent Risk Rating (prior to treatment or control)	Moderate (5 - 11)	
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.	
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.	
Risk Category Assessed Against	Legal and Compliance	Non-compliance with the legislative requirements that results in a qualified audit.
	Reputational	Non-compliance that results in a qualified audit can lead stakeholders to question the Council’s ability to manage finances effectively.
	Financial	Not monitoring ongoing financial performance would increase the risk of a negative impact on the financial position.

Officer Comment

The Monthly Financial Report for the period ended on the 31st of October 2024 is contained in (Appendix ORD: 12.4.6B) and consists of:

- Statement of Financial Activity by Nature – including Net Current Assets (liquidity)
- Statement of Comprehensive Income by Program
- Statement of Financial Position
- Notes to the Statement of Financial Activity:
 - * Note 1 Statement of Objectives
 - * Note 2 Explanation of Material Variances
 - * Note 3 Trust Funds
 - * Note 4 Reserve Funds
 - * Note 5 Municipal Liabilities
 - * Note 6 Statement of Investments
 - * Note 7 Accounts Receivable (Rates and Sundry Debtors)
 - * Note 8 Salaries and Wages
 - * Note 9 Rating Information
 - * Note 10 Borrowings
 - * Note 11 Budget Amendments

The Statement of Financial Activity shows operating revenue and expenditure by Nature, as well as expenditure and revenue from financing and investing activities - comparing actual results for the period with the annual adopted budget and the year-to-date revised budget. The previous year annual results and current year forecasts are also included for comparative information.

The Statement includes the end-of-year surplus brought forward from 2023/24. When the 2024/25 Budget was adopted in June 2024, this surplus was estimated to be \$652,816. At the time of preparing this report, the actual surplus is recorded at \$684,594. The annual accounts for 2023/24 financial year are in the final stages of preparation and are subject to final audit of the annual financial statements*.

As at the reporting date, Officers forecast the end of year surplus at 30th of June 2025 to be \$349,190, against an adopted end of year budget of \$506,246. The end of year surplus adjustment is based on known variances in actual performance to date and estimates for the remainder of the year based on current trends and is summarised as follows:

- Surplus Increase of \$31,778 due to an adjustment of the opening year Surplus as of 1st July 2024 from the budgeted amount of \$652,816 to actual \$684,594*
- Surplus Decrease of \$26,096 due to increased expenditure, being a Council Contribution of \$25,150 towards the upgrade of the Ferguson Bushfire Brigade and \$946 contribution to install the bore at the Waterloo Bushfire Brigade per OCM 28.08.24 CR 219-24
- Surplus Decrease of \$218,842 relating to the Eaton Recreation Centre Painting. This amount is the reclassification from Capital Expense to Operating Maintenance Expense (J11801 to J11410), which will be funded from general funds (maintenance expenditure is funded from General Revenue, whereas Capital Expenditure is funded from the appropriate Capital Reserve Account/s)

- Surplus Decrease of \$52,132 representing a net adjustment comprising; a decrease of \$126,135 FAG funds, budgeted to be received in 24/25 now expected to be received in 25/26, an increase of \$133,506 being an increase in Local Road Grant funds originally budgeted for receipt in 25/26 but now expected in 24/25, an overall decrease of \$59,503 from movements in FAG General Purpose and LGGC Local Road Unspent Reserves
- Surplus Increase of \$20,000 due to the Sale of Lot 31 2 Sanford Way, initially budgeted to be \$730,000 against the actual net proceeds of \$750,000 (\$770,000 less settlement cost \$20,000); and
- Surplus Increase of \$87,600 as a result of the periodic review of various Fees & Charges, conducted on 31/10/2024.

Note 2 – Contains explanations for items with a material variance. 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 minimum level adopted by Council to be used in the Statement of Financial Activity in 2024/25 for reporting material variances is 10% or \$50,000, whichever is greater.

Most of the reported material variances relate to the capital works program, with most projects yet to have any significant payments recorded.

Note 6 – Statement of Investments reports the current Council cash investments and measures the portfolio against established credit risk limits based on reputable credit ratings agencies and incorporated in the Council's Investment Policy.

Additional explanatory comments are included as part of each note within the monthly financial report to assist in understanding the reasons for positive and adverse trends and balances.

END REPORT

12.4.7 Title: Schedule of Paid Accounts as at the 31st of October 2024

Reporting Department	<i>Corporate & Governance Directorate</i>
Responsible Officer	<i>Mrs Natalie Hopkins – Director Corporate and Governance</i>
Reporting Officer	<i>Ms Joanna Hanson – Finance Officer – Accounts Payable</i>
Legislation	<i>Local Government (Financial Management) Regulations 1996</i>
Council Role	<i>Executive/Strategic.</i>
Voting Requirement	<i>Simple Majority.</i>
Attachments	<i>Appendix ORD: 12.4.7 – Risk Assessment Tool</i>

Overview

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

Change to Officer Recommendation No Change.

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

299-24 MOVED - Cr S Gillespie SECONDED – Cr A C Jenour

THAT Council: receives the Schedule of Paid Accounts report from 01/10/2024 to 31/10/2024 as follows:

CARRIED

6/0

<i>FOR THE MOTION</i>	<i>AGAINST THE MOTION</i>
Cr. T G Gardiner	
Cr. E P Lilly	
Cr. J D Manoni	
Cr. A L Webster	
Cr. A C Jenour	
Cr. S L Gillespiel	

SHIRE of DARDANUP
31-10-2024 Schedule of Paid Accounts

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
ELECTRONIC FUNDS TRANSFER					
EFT57737	03/10/2024	Andrew White	Reimburse Starlink Internet Subscription Payment: 22/09-22/10/2024 - J/C Brook BFB - ESL Recurrent Exp	MUNI	139.00
EFT57738	03/10/2024	Annette Webster	Meeting Allowance	MUNI	1,414.08
EFT57739	03/10/2024	Anthony Charles Jenour	Meeting Allowance	MUNI	1,414.08
EFT57740	03/10/2024	Australian Tax Office	PAYG - Payrun: 27/09/2024	MUNI	83,022.90
EFT57741	03/10/2024	Bluesteel Enterprises Pty Ltd	Firefighter Uniforms & Supplies for 5 x BFB's - 4 x Invoices	MUNI	10,851.17
EFT57742	03/10/2024	BOC Ltd	ERC - 2 x R400C Oxygen Medical C Size: September 2024	MUNI	13.39
EFT57743	03/10/2024	Boyles Plumbing and Gas	Eyewash Station Assessment and Advice of Modifications to Make Compliant With AS 4775-2007 - Public Works	MUNI	242.00
EFT57744	03/10/2024	Brady Australia Pty Ltd T/as Seton Australia	100 x ID Card Holder - Admin Oh	MUNI	91.72
EFT57745	03/10/2024	Brownes Foods Operations Pty Ltd	ERC - Cafe Goods	MUNI	202.48
EFT57746	03/10/2024	Bunbury Plastics	Clear Polycarbonate TV Protector - ERC	MUNI	880.00
EFT57747	03/10/2024	Bunbury Regional Entertainment Centre	2024-2025 Annual Contribution	MUNI	16,500.00
EFT57748	03/10/2024	Bunbury Towing	Removal of Abandoned Vehicles & Transport to Vehicle Impound Facility	MUNI	154.00
EFT57749	03/10/2024	Bunnings Group Limited	Maintenance / Repair Items for Various Shire Locations - 7 x Invoices	MUNI	1,941.00
EFT57750	03/10/2024	Cleanaway Solid Waste Pty Ltd	Waste Disposal - Crooked Brook Rd	MUNI	2,718.94
EFT57751	03/10/2024	Country Landscaping Pty Ltd	Reticulation Maintenance & Repairs - Illawarra Park & Hunter Park	MUNI	1,129.74

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
EFT57752	03/10/2024	Country Water Solutions	Reticulation Maintenance & Repairs - Millbridge Verges	MUNI	24.20
EFT57753	03/10/2024	David Wells Builder	Remove Existing Backboards & Replace With New Backboards & Rings Supplied by SoD. Dispose of Old Backboards - Eaton	MUNI	1,863.40
EFT57754	03/10/2024	Doral Mineral Sands Pty Ltd	Rates Refund for Assessment A12411	MUNI	7,326.45
EFT57755	03/10/2024	Eaton Pet Vet	Vet Consultation & Supply Fees & Charges	MUNI	320.00
EFT57756	03/10/2024	Electrical Experts (WA) Pty Ltd	Assessment & Repairs to Electric BBQ Not Turning Off - Carramar Park	MUNI	206.25
EFT57757	03/10/2024	Ellen Patricia Lilly	Meeting Allowance	MUNI	2,081.58
EFT57758	03/10/2024	Eve Yoga	1 Hour Yoga Classes: 04-28/09/2024	MUNI	480.00
EFT57759	03/10/2024	Ferguson Hall Management Committee Inc	Budget Allocation - Ferguson Hall Management Committee - Donation 2024/2025	MUNI	3,230.00
EFT57760	03/10/2024	Greenway Turf Solutions	Herbicide - Eaton Drive Islands	MUNI	1,155.00
EFT57761	03/10/2024	Harvey Water	Instalment Access Fee 2024/2025 - Martin-Pelusey Rd Depot	MUNI	167.30
EFT57762	03/10/2024	Heatleys	3 x 20L Truck Wash - Martin-Pelusey Rd Depot	MUNI	327.16
EFT57763	03/10/2024	Hynes Contracting	Realign Path - Alice Court & Hire of Tip Truck & Bobcat - Emergency Tree Removal - Ferguson Rd	MUNI	4,100.00
EFT57764	03/10/2024	Illion Australian Pty Ltd (Tenderlink)	3 x Public Tender Notices & 1 x Private Tender Notice	MUNI	697.40
EFT57765	03/10/2024	Inghams Electrical	Sewerage Pump Maintenance And Testing - Softball Assoc Club Rooms	MUNI	1,074.09
EFT57766	03/10/2024	Jack David Manoni	Meeting Allowance	MUNI	1,414.08
EFT57767	03/10/2024	Les Mills Asia Pacific	ERC Group Fitness Program Licence Fee: October 2024	MUNI	1,381.56
EFT57768	03/10/2024	Lions Club Of Dardanup	Dardanup (Lions Club of Dardanup) Australia Day Donation for 2024/25	MUNI	3,214.00
EFT57769	03/10/2024	Luke William Davies	Meeting Allowance	MUNI	1,414.08
EFT57770	03/10/2024	M & J Essential Solutions Pty Ltd	Employee Assistance Program Consultations	MUNI	155.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
EFT57771	03/10/2024	Ma Ella Mae Manuel Montalban	Reimburse Working With Children Check Payment	MUNI	87.00
EFT57772	03/10/2024	Mark Richard Hutchinson	Meeting Allowance	MUNI	1,414.08
EFT57773	03/10/2024	MJ Goods	Surface Wet Wipes for Gym - ERC	MUNI	423.20
EFT57774	03/10/2024	Officeworks Superstores Pty Ltd	Vacation Care Items - ERC	MUNI	19.90
EFT57775	03/10/2024	Omnicom Media Group Australia Pty Ltd	8 x Public Notices - SW Times & West Australian Newspaper	MUNI	4,944.64
EFT57776	03/10/2024	Pickleball Superstore Pty Ltd	30 x Pickleballs Plus Shipping - ERC	MUNI	144.90
EFT57777	03/10/2024	Regional Media Specialists P/L	Advertising in Bunbury Herald Newspaper for Monthly Community News Page: September 2024	MUNI	1,031.89
EFT57778	03/10/2024	Rendezvous Hotel Perth Scarborough	2 x Nights Accommodation for Expro Summit: 07-09/11/2024 - ERC Group Fitness Team Leader	MUNI	538.20
EFT57779	03/10/2024	Seek Limited	Seek Advertising Contract - September 2024	MUNI	3,841.15
EFT57780	03/10/2024	Services Australia - Child Support Agency	Employee Payroll Deduction PPE	MUNI	650.90
EFT57781	03/10/2024	South West Psychology & Consultancy	Employee Assistance Program Consultations	MUNI	165.00
EFT57782	03/10/2024	Southern Lock and Security	Supply & Replace New Bi-Lock to Cafe Door - ERC	MUNI	314.10
EFT57783	03/10/2024	Spotlight Pty Ltd	Canvas Bags for Spring Out Library Stall	MUNI	200.00
EFT57784	03/10/2024	Stacey Gillespie	Meeting Allowance	MUNI	1,414.08
EFT57785	03/10/2024	Steve Miller's Excavations	Tree Removal - Warburton Road	MUNI	810.00
EFT57786	03/10/2024	Stewart and Heaton Clothing Company Pty Ltd	BFB Fire Fighter Trousers	MUNI	388.82
EFT57787	03/10/2024	Supreme Gutter Clean	Gutter Cleaning - 2 Sanford Way	MUNI	600.00
EFT57788	03/10/2024	Synergy	Glen Huon Oval (Bore) & Club Rooms (Football) Electricity Consumption - Glen Huon Oval: 20/08-16/09/2024	MUNI	2,160.10

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
EFT57789	03/10/2024	Taneta Bell	Meeting Allowance	MUNI	1,414.08
EFT57790	03/10/2024	Team Global Express - Toll	Environmental Health Service & Brigade Postage 2024/25	MUNI	321.76
EFT57791	03/10/2024	Telstra	Telephone - West Dardanup BFB & Internet - Wellington Mills BFB	MUNI	98.16
EFT57792	03/10/2024	The Cafe Merchant	Catering for Fire Fighting Skills Course: Burekup & Waterloo BFB - ESL Recurrent Exp	MUNI	654.00
EFT57793	03/10/2024	Total Eden Pty Ltd	Reticulation Maintenance & Repairs - 3 x Invoices	MUNI	191.74
EFT57794	03/10/2024	Total Hygiene	ERC - Sanitary Bin Disposal Bin Service - 03/10/2024 - 02/10/2025	MUNI	1,650.00
EFT57795	03/10/2024	Traffic Force	Traffic Control: 4 x Invoices	MUNI	8,505.99
EFT57796	03/10/2024	Tutt Bryant Hire	Hire of Bobcat /Slasher/Trailer: 20-30/09/2024 - Pile Road	MUNI	1,447.88
EFT57797	03/10/2024	Tyrrell Gardiner	Local Government Allowance	MUNI	4,727.50
EFT57798	03/10/2024	Veolia Recycling & Recovery Pty Ltd	Weekly Emptying of 3 x Commingled Recycling Skips & Cardboard Recycling - Waste Transfer Station: September 2024	MUNI	1,365.87
EFT57799	03/10/2024	Vestone Capital Pty Limited	End of Lease Settlement - DAR01072020 - July 2024	MUNI	429.00
EFT57800	03/10/2024	Wharton Welding	Manufacture Bike & Scooter Rack - Eaton Admin	MUNI	4,435.58
EFT57801	03/10/2024	Winc Australia Pty Ltd	Stationery - Eaton Admin	MUNI	395.13
EFT57802	03/10/2024	Woolworths Group Limited - Online Order Only	Staff & Council Chambers Kitchen Supplies, Cafe Goods & Vacation Care Items - ERC	MUNI	1,719.39
EFT57803	03/10/2024	Woolworths Group Limited - Openpay Portal	YAG Meeting & School Holiday Workshop Catering, Staff Kitchen Supplies, Cafe Goods & Vacation Care Items - ERC	MUNI	161.35
EFT57804	03/10/2024	Workwise Australia	Glen Huon Boulevard Intersection Design - Additional Work to Original Scope	MUNI	1,163.91
EFT57805	10/10/2024	ABC Filter Exchange	ERC - Exchange 4 x Filters for Deep Fryer in Cafe Kitchen - Quarterly	MUNI	55.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
EFT57806	10/10/2024	All Aussie Truck and Bobcat Services	Waste Transfer Station Works: Sept 2024	MUNI	1,584.00
EFT57807	10/10/2024	Amity Signs	Street Signs & Guide Posts - 3 x Invoices	MUNI	5,885.00
EFT57808	10/10/2024	Ampol Australia Petroleum Pty Ltd	Shire Fuel Usage - September 2024	MUNI	16,317.09
EFT57809	10/10/2024	Aqua Chill	ERC - Additional Water Cooler for East Side of Courts	MUNI	52.80
EFT57810	10/10/2024	Aquila Food Forest	Sustainable Living Workshop: 11/10/2024	MUNI	400.00
EFT57811	10/10/2024	Arrow Bronze	2 x Plaques for Dardanup Cemetery Niche Wall	MUNI	1,086.41
EFT57812	10/10/2024	Australia Post	Monthly Postage Cost: September 2024	MUNI	1,604.12
EFT57813	10/10/2024	Australian Alliance to End Homelessness Limited	Registration - Manager Community Development to Attend Ending Homelessness Workshop: 15/10/2024	MUNI	88.00
EFT57814	10/10/2024	B & B Street Sweeping Pty Ltd	Street Sweeping: Council Drive & Bryant Street	MUNI	1,765.82
EFT57815	10/10/2024	Boyles Plumbing and Gas	Repair Works Completed at Dardanup Oval, Wells Recreation Club Rooms & Cadell Park	MUNI	907.50
EFT57816	10/10/2024	Breeanna Batrick	Reimburse Uniform Purchase	MUNI	50.00
EFT57817	10/10/2024	Brunswick Electrical Services	1 x Designated Power Circuit for Truck Charger & 2 x 4 Gang GPO Outlets - Burekup BFB - ESL Recurrent Exp	MUNI	1,881.00
EFT57818	10/10/2024	Charlee Roberts	ERC Umpire Payment: 09/10/2024	MUNI	83.40
EFT57819	10/10/2024	Choiceone Pty Ltd	Labour Hire 23-29/09/2024 - Martin Pelusey Road	MUNI	1,865.35
EFT57820	10/10/2024	Christine Worsfold	ERC Umpire Payment: 08/10/2024	MUNI	83.40
EFT57821	10/10/2024	City of Bunbury	Dog & Cat Poundage Fees - September 2024	MUNI	786.60
EFT57822	10/10/2024	Citygate Properties Pty Ltd	Spring Out 2024 \$50 Eaton Fair Gift Voucher x 1	MUNI	50.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
EFT57823	10/10/2024	Civil Projects Southwest	Bobcat/Roller/Truck Hire for Repair Works - Johnston Rd & Preparation for Bull & Barrel Festival - Ferguson Road	MUNI	6,171.00
EFT57824	10/10/2024	Cleanaway Solid Waste Pty Ltd	Waste Removal 3 x Invoices - Crooked Brook Road & Banksia Road	MUNI	7,219.43
EFT57825	10/10/2024	Cross Security Services	Supply & Install Additional Cameras - Make-it Space Area & Kitchenette	MUNI	3,850.00
EFT57826	10/10/2024	Dardanup Senior Citizens	Budget Allocation - Grant for Dardanup Christmas Dinner - Council Resolution # 114-24	MUNI	2,000.00
EFT57827	10/10/2024	Data #3 Limited	Microsoft Agreement Year 3 Annual Payment of 3 Year Commit	MUNI	113,975.68
EFT57828	10/10/2024	Deputec Pty Ltd	ERC - Monthly Subscription for Rostering: September 2024	MUNI	309.82
EFT57829	10/10/2024	Diesel Force	Service John Deere Grader - DA9774	MUNI	3,615.94
EFT57830	10/10/2024	Domino's Pizza	October School Holiday Program Halloween Party Pizza	MUNI	196.80
EFT57831	10/10/2024	Donna Bastow	ERC Umpire Payment: 09/10/2024	MUNI	194.60
EFT57832	10/10/2024	Eaton Pet Vet	Sedative for Animal Control	MUNI	215.72
EFT57833	10/10/2024	Educa Aus	ERC - Monthly Subscription - October 2024	MUNI	141.67
EFT57834	10/10/2024	Electrical Experts (WA) Pty Ltd	Emergency Call Out to Find Electrical Fault - No Hot Water at Wells Recreation Kitchen	MUNI	137.50
EFT57835	10/10/2024	Ferguson Valley Marketing and Promotions Inc	Funding for 2024 Lost & Found Event. Council Resolution # 84-24	MUNI	16,500.00
EFT57836	10/10/2024	Fleet Network Pty Ltd	Payroll Clearing - Novated Lease Liability	MUNI	1,226.24
EFT57837	10/10/2024	Gavin Bruce Hawke	Crossover Rebate - (A11386)	MUNI	270.00
EFT57838	10/10/2024	Grace Records Management	Records Management External - Storage, Destruction and Consumables	MUNI	787.88
EFT57839	10/10/2024	Hanson Construction Materials Pty Ltd	Scalps - Johnston Road	MUNI	920.83

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
EFT57840	10/10/2024	Heatleys	Ezy Storage 42L Round Assorted Colour Tub - Depot	MUNI	33.62
EFT57841	10/10/2024	IPWEA - Western Australia Inc	Manager Assets to Attend the 2024 Annual Country Meeting	MUNI	600.00
EFT57842	10/10/2024	J & P Scrap Metal	Rubble Bin Collected - Waste Transfer Station	MUNI	1,210.00
EFT57843	10/10/2024	Jack David Manoni	Reimburse Parking & Incidentals Paid Whilst Attending WA Youth Awards: 20/09/2024	MUNI	92.57
EFT57844	10/10/2024	Joanna Hanson	Reimburse Uniform Purchase	MUNI	83.97
EFT57845	10/10/2024	Judith Franks	Reimburse Uniform Purchase	MUNI	272.58
EFT57846	10/10/2024	Karen Lesley Price	Rates Refund for Assessment A2876	MUNI	67.58
EFT57847	10/10/2024	Kate Louise Maloney	Halloween Mask Craft Activity Facilitator	MUNI	420.00
EFT57848	10/10/2024	Kenneth Ross Pomare	ERC Umpire Payment: 09/10/2024	MUNI	166.80
EFT57849	10/10/2024	Kmart	ERC - Vacation Care Items	MUNI	149.00
EFT57850	10/10/2024	Landgate	Title Searches	MUNI	78.52
EFT57851	10/10/2024	LGA (WA) Pty Limited	Supply & Install Auto Swing Door to UAT Bathroom - Eaton Admin	MUNI	10,573.75
EFT57852	10/10/2024	Lily Knight	ERC Umpire Payment: 08/10/2024	MUNI	83.40
EFT57853	10/10/2024	Luke Wilkinson	ERC Umpire Payment: 09/10/2024	MUNI	166.80
EFT57854	10/10/2024	Marece Hetaraka	ERC Umpire Payment: 09/10/2024	MUNI	111.20
EFT57855	10/10/2024	Margery Ann Stevens	ERC Umpire Payment: 08/10/2024	MUNI	90.80
EFT57856	10/10/2024	Market Creations Agency Pty Ltd	Economic Development Initiatives: Development of 1 Page Advocacy Document	MUNI	1,760.00
EFT57857	10/10/2024	Mckayhla Pomare	ERC Umpire Payment: 09/10/2024	MUNI	111.20

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
EFT57858	10/10/2024	Mcleods Lawyers Pty Ltd	Legal Advice - Matter # 53600: 37 Twomey Rd - Encroachment Onto Crown Land	MUNI	1,766.87
EFT57859	10/10/2024	Melanie May Ring	Reimburse Uniform Purchase	MUNI	48.97
EFT57860	10/10/2024	MJ Goods	ERC - Cafe Goods	MUNI	326.50
EFT57861	10/10/2024	Moore Australia (WA) Pty Ltd	2 x WALGA Webinar Registrations - Accountant	MUNI	561.00
EFT57862	10/10/2024	Naturaliste Hygiene	Sharps Disposal - Eaton Foreshore & Watson Reserve	MUNI	110.00
EFT57863	10/10/2024	NGIS Australia Pty Ltd	QGIS Foundations Course: 13/11/2024 - Strategic Planning Officer	MUNI	1,022.45
EFT57864	10/10/2024	Nightguard Security Service SW	Alarm Monitoring - Shire of Dardanup Eaton Administration Building: September 2024	MUNI	916.56
EFT57865	10/10/2024	Nutrien Ag Solutions	Weed Control - 3 x Invoices	MUNI	2,684.00
EFT57866	10/10/2024	Officeworks Superstores Pty Ltd	Stationary Supplies for Stationery Room - Eaton Admin	MUNI	172.14
EFT57867	10/10/2024	Omnicom Media Group Australia Pty Ltd	Public Notices - 3 x Invoices	MUNI	1,449.66
EFT57868	10/10/2024	Pauline Lesley Christie	Rates Refund for Assessment A9712	MUNI	1,960.87
EFT57869	10/10/2024	PFD Food Services Pty Ltd	ERC - Cafe Goods	MUNI	1,458.95
EFT57870	10/10/2024	PFI Supplies	Cleaning Supplies - 7 x Shire Locations	MUNI	1,050.55
EFT57871	10/10/2024	Picton Tyre Centre Pty Ltd - Bunbury Tyre Specialists	4 x Tyres & Wheel Alignment - DA613	MUNI	1,483.00
EFT57872	10/10/2024	PVR Industrial Pty Ltd	Service UV Treatment System - Depot	MUNI	1,612.51
EFT57873	10/10/2024	Regen Strategic	Professional Communications and Advisory Services: October 2024	MUNI	2,200.00
EFT57874	10/10/2024	Rentokil Initial Pty Ltd	Pestnet Service: Dardanup Central BFB - ESL Recurrent Exp	MUNI	175.40

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
EFT57875	10/10/2024	Robert's Tilt Tray and Hiab	Transportation of E-Waste Container From Waste Transfer Station to Total Green Perth & Returned to Total Containers	MUNI	1,100.00
EFT57876	10/10/2024	Roof Access WA Pty Ltd	Annual Roof Inspection - 6 x Shire Buildings	MUNI	2,475.00
EFT57877	10/10/2024	Samantha Atkinson	Reimburse Purchase of Leaving Gift - Karen Hazlett	MUNI	50.00
EFT57878	10/10/2024	Sanctuary Golf Resort Bunbury	Development Services Planning Workshop: 04/10/2024	MUNI	618.50
EFT57879	10/10/2024	Scope Electrical Contracting Pty Ltd	Attend Site to Fault Find Tripping RCD - Eaton CWA Hall	MUNI	115.50
EFT57880	10/10/2024	Scope Rentals Pty Ltd	Managed Print Service - Usage: September & Rental: October 2024	MUNI	4,174.17
EFT57881	10/10/2024	Securepay Pty Ltd	Bank Fees - 2024/2025 Securepay Web & IVR Merchant ID ZQA00: September 2024	MUNI	86.11
EFT57882	10/10/2024	Signs Plus	Name Badges for Shire Staff	MUNI	47.00
EFT57883	10/10/2024	Simply Sound PA Hire	PA Speaker Hire for School Holiday Halloween Party	MUNI	100.00
EFT57884	10/10/2024	Soft Landing	Mattress Collection & Processing From Waste Transfer Station - September 2024	MUNI	4,748.15
EFT57885	10/10/2024	South West Tree Safe	Tree Pruning - Dowdells Line, Garvey Road & Poad Road	MUNI	8,250.00
EFT57886	10/10/2024	Southern Lock and Security	Rekey Missed Lock - Escape Door Ferguson Hall & Meeting Room - Glen Huon Pavilion	MUNI	654.99
EFT57887	10/10/2024	Spotlight Pty Ltd	Vacation Care Items - ERC	MUNI	139.90
EFT57888	10/10/2024	Suzanne Occhipinti	Reimburse Uniform Purchase	MUNI	348.82
EFT57889	10/10/2024	Synergy	Electricity: Townsite Street Lights & 3 Other Shire Locations	MUNI	31,453.83
EFT57890	10/10/2024	The Cafe Merchant	Catering for Fire Fighting Training - ESL Recurrent Exp	MUNI	594.00
EFT57891	10/10/2024	The Sebel Mandurah	Accommodation: 09-11/09/2024 - Environmental Health Officer: DOH Mosquito Management Course	MUNI	780.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
EFT57892	10/10/2024	The Trustee for AM2 & FM2 Trust	Myosh Subscription: October 2024	MUNI	653.40
EFT57893	10/10/2024	Therese Price	ERC Umpire Payment: 08/10/2024	MUNI	111.20
EFT57894	10/10/2024	Thomson's Smash Repairs	Insurance Excess - Repairs to Front Facia Panel - DA10091	MUNI	500.00
EFT57895	10/10/2024	Timber Insight	Preventative Bridge Maintenance - 20% Deposit	MUNI	22,138.60
EFT57896	10/10/2024	Total Eden Pty Ltd	Reticulation Maintenance & Repairs - Glen Huon Oval	MUNI	1,091.04
EFT57897	10/10/2024	TPG Network Pty Ltd	Enterprise Ethernet WAN Services - September 2024	MUNI	4,224.22
EFT57898	10/10/2024	Traffic Force	Traffic Control - Dowdells Line & Collie River Road	MUNI	2,733.10
EFT57899	10/10/2024	Veolia Recycling & Recovery Pty Ltd	Shire Bin Collection: September 2024	MUNI	91,113.35
EFT57900	10/10/2024	WA Distributors Pty Ltd	ERC - Cafe Goods	MUNI	435.20
EFT57901	10/10/2024	Winc Australia Pty Ltd	Stationery Supplies - Eaton Admin	MUNI	237.77
EFT57902	10/10/2024	Work Clobber	Uniform Order - Manager Financial Services	MUNI	318.00
EFT57903	17/10/2024	A1 Appliance Repairs	Callout & Assessment: Fridge Not Working - Ferguson BFB - ESL Recurrent Exp	MUNI	135.00
EFT57904	17/10/2024	Activ Foundation Inc	Clean-up Prior to Bull & Barrel Festival	MUNI	1,331.22
EFT57905	17/10/2024	Activ Industries Bunbury	Tree Planting. Tree Watering Graffiti Removal - 6 x Invoices	MUNI	10,234.79
EFT57906	17/10/2024	Arrow Bronze	Single Niche Bronze Plaque - Dardanup Cemetery	MUNI	340.79
EFT57907	17/10/2024	Australian Tax Office	PAYG - Payrun: 11/10/2024	MUNI	81,162.00
EFT57908	17/10/2024	Black Dog Ride Australia Limited	Refund Hall Hire Bond - Receipt # 152719	MUNI	290.00
EFT57909	17/10/2024	Boyles Plumbing and Gas	Repairs - Dardanup Cemetery, Softball Club & Skate park	MUNI	1,937.71

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
EFT57910	17/10/2024	Brett Hodgson	ERC Umpire Payment: 16/10/2024	MUNI	194.60
EFT57911	17/10/2024	Bunbury Geographe Economic Alliance	SW Energy Roundtable - Shire President & CEO	MUNI	30.00
EFT57912	17/10/2024	Bunbury Harvey Regional Council	Kerbside FOGO Processing - September 2024	MUNI	25,507.50
EFT57913	17/10/2024	Bunbury Plastics	TV Screen Protector & Extra Stand Leg - ERC	MUNI	465.30
EFT57914	17/10/2024	Bunbury Plumbing Service	Bull and Barrell Water Supply Delivery	MUNI	870.00
EFT57915	17/10/2024	Bunbury Retravisson	Bissell Spot Clean Spot & Stain 2 x Concentrate - Eaton Admin	MUNI	34.00
EFT57916	17/10/2024	Bunnings Group Limited	Gascoyne Play Area & Dardanup Oval Repairs & Plants/Gardens Tools	MUNI	937.47
EFT57917	17/10/2024	Capel Tree Service	Tree Removal & Stump Grinding - Boyanup-Picton Road	MUNI	2,750.00
EFT57918	17/10/2024	Cat Welfare Society Inc	Cat Adoption Reports - September 2024	MUNI	11.00
EFT57919	17/10/2024	Charlee Roberts	ERC Umpire Payment: 16/10/2024	MUNI	83.40
EFT57920	17/10/2024	Choiceone Pty Ltd	Labour Hire: 30/09-06/10/2024 - Martin Pelusey Road	MUNI	1,893.19
EFT57921	17/10/2024	Christine Worsfold	ERC Umpire Payment: 15/10/2024	MUNI	111.20
EFT57922	17/10/2024	Civil Projects Southwest	Bobcat/Truck Hire - Johnston Road & Ferguson Road	MUNI	4,961.00
EFT57923	17/10/2024	Cleanaway Solid Waste Pty Ltd	Waste Disposal - Crooked Brook Road	MUNI	2,810.95
EFT57924	17/10/2024	Connect Call Centre Services	After Hours Call Centre: September 2024	MUNI	694.27
EFT57925	17/10/2024	Connor Silvester	ERC Umpire Payment: 16/10/2024	MUNI	83.40
EFT57926	17/10/2024	Construction Training Fund : BCITF	BICTF Remittance - September 2024	MUNI	4,833.03
EFT57927	17/10/2024	Country Landscaping Pty Ltd	Irrigation Fault Finding - Millbridge & Reticulation Repairs - Illawarra Park	MUNI	1,837.99

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
EFT57928	17/10/2024	Csstech Group Pty Ltd	Mitel 6920 Handset - Admin OH	MUNI	1,895.30
EFT57929	17/10/2024	Dapco Tyre And auto Centre	Trailer - 1TVZ158 - 2 x New Tyres	MUNI	220.00
EFT57930	17/10/2024	Daryl Fishwick	ERC Umpire Payment: 16/10/2024	MUNI	111.20
EFT57931	17/10/2024	Department of Fire and Emergency Services	2024-2025 ESL Charges	MUNI	9,175.66
EFT57932	17/10/2024	Department of Mines, Industry, Regulations & Safety (DMIRS) - BSL	BSL Remittance - September 2024	MUNI	10,316.12
EFT57933	17/10/2024	Donna Bastow	ERC Umpire Payment: 16/10/2024	MUNI	166.80
EFT57934	17/10/2024	Eaton Family Centre	Budget Allocation 2024-2025	MUNI	9,900.00
EFT57935	17/10/2024	Eaton Pet Vet	Vet Consultation & Supply Fees & Charges	MUNI	320.00
EFT57936	17/10/2024	Eaton Primary School P & C Association	Budget Allocation 2024/2025 Donation to Eaton Primary School for 2024 Eaton Foreshore Festival	MUNI	3,000.00
EFT57937	17/10/2024	Elliotts Irrigation Pty Ltd	Iron Filter Services - Watson Reserve: September 2024	MUNI	368.50
EFT57938	17/10/2024	Fit2Work	Fit2Work Nationally Coordinated Criminal History Check - September 2024	MUNI	338.03
EFT57939	17/10/2024	Glen Huon Primary School P & C Association	Glen Huon Breakfast Club - 2024 Budget Allocation	MUNI	3,605.00
EFT57940	17/10/2024	Go Electrical Contracting	ERC - Light Repairs & Replacements	MUNI	2,211.00
EFT57941	17/10/2024	Halifax Crane Hire Pty Ltd	Lift Nature Play Log Into Position - Gascoyne Circle Play Area	MUNI	506.00
EFT57942	17/10/2024	Hanson Construction Materials Pty Ltd	Scalps - Johnston Road	MUNI	2,267.99
EFT57943	17/10/2024	Hays Tree Lopping	Eaton, Dardanup & Burekup Tree Pruning	MUNI	1,980.00
EFT57944	17/10/2024	Heatleys	Protective Clothing - Public Works & Truck Wash - Depot	MUNI	3,809.69

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
EFT57945	17/10/2024	HW & Associates	Proposed Burekup Pavilion - Quantity Surveying Services	MUNI	4,400.00
EFT57946	17/10/2024	Interia Systems	2 x Desks, Screens, Wiring & Cupboard: Deposit Already Paid - Eaton Admin	MUNI	2,427.15
EFT57947	17/10/2024	Jacksons Drawing Supplies Pty Ltd	Purchase of Materials for Spring Out Craft Tent & Additional Stock for Future Programs - Library School Holiday Programs	MUNI	121.79
EFT57948	17/10/2024	Jaycar Electronics	Media Player & Remote - ERC	MUNI	99.91
EFT57949	17/10/2024	JDSI Consulting Engineers Pty Ltd	Busher Road Intersection - Additional Design Effort Due to Changes in Interface Alignment & Levels With BORR Works on Moore Road	MUNI	2,740.03
EFT57950	17/10/2024	Jeannette Does	Refund Partial Dog Registration Fee Due to Sterilisation	MUNI	150.00
EFT57951	17/10/2024	John Thompson	ERC Umpire Payment: 16/10/2024	MUNI	139.00
EFT57952	17/10/2024	Katie Marie Clayton	ERC Umpire Payment: 15/10/2024	MUNI	111.20
EFT57953	17/10/2024	Kristopher Gregory Harewood	Crossover Rebate - A12238	MUNI	291.50
EFT57954	17/10/2024	Landgate	GRV & UV Interim Valuations: 03/08/2024-30/08/2024	MUNI	830.56
EFT57955	17/10/2024	LGIS WA	Annual Insurance 2024/2025 - Second Instalment	MUNI	360,092.15
EFT57956	17/10/2024	Lily Knight	ERC Umpire Payment: 15/10/2024	MUNI	111.20
EFT57957	17/10/2024	Lions Club of Eaton	Budget Allocation 2024/2025 - Eaton Australia Day Breakfast	MUNI	9,963.00
EFT57958	17/10/2024	Luke Wilkinson	ERC Umpire Payment: 16/10/2024	MUNI	166.80
EFT57959	17/10/2024	M & J Essential Solutions Pty Ltd	Employee Assistance Program Consultations	MUNI	620.00
EFT57960	17/10/2024	Malatesta Road Paving and Hotmix	Emulsion - Martin Pelusey Road	MUNI	360.00
EFT57961	17/10/2024	Mantrac Pty Ltd	Box Out and Transport Mulch From Gravel Pit - Peninsula Lakes Drive	MUNI	3,322.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
EFT57962	17/10/2024	Margery Ann Stevens	ERC Umpire Payment: 15/10/2024	MUNI	90.80
EFT57963	17/10/2024	Mcleods Lawyers Pty Ltd	Seeking Legal Advice on Cat Amendment Local Law 2024 - Matter # 53552	MUNI	2,853.84
EFT57964	17/10/2024	Melanie May Ring	Reimburse Uniform Purchase	MUNI	14.00
EFT57965	17/10/2024	Melissa Jade Kendall	Rates Refund for Assessment A1470	MUNI	1,816.68
EFT57966	17/10/2024	Nutrien Ag Solutions	Herbicide - Ferguson Road & Spotpak Sprayer - Parks & Gardens	MUNI	1,518.00
EFT57967	17/10/2024	Perfect Landscapes	Eaton Oval & Glen Huon Oval - Renovation Spring Application & Weekly Lawn & Reserves Mowing - 3 x Weeks	MUNI	37,074.02
EFT57968	17/10/2024	PFI Supplies	Cleaning Supplies - Eaton Admin	MUNI	25.90
EFT57969	17/10/2024	Promotions Only	ERC - Cotton Gym Towels & Bags With Logo x 400	MUNI	5,651.47
EFT57970	17/10/2024	Public Libraries Western Australia Inc	Payment for Renewal of Tier 2 Membership - ECL	MUNI	300.00
EFT57971	17/10/2024	QM Airconditioning	De-Gas 80 Fridges & Remove Gas - Waste Transfer Station	MUNI	959.99
EFT57972	17/10/2024	River Valley Primary School	Budget Allocation - 2024 Student Citizenship Awards	MUNI	150.00
EFT57973	17/10/2024	Ruby Forrest	Reimburse Working With Children Check	MUNI	87.00
EFT57974	17/10/2024	Safestart Test & Tag	Test And Tagging for FY24/25 - 6 x Shire Buildings	MUNI	4,536.40
EFT57975	17/10/2024	Schweppes Australia Pty Ltd	ERC - Cafe Goods - Drinks	MUNI	3,097.01
EFT57976	17/10/2024	Scope Electrical Contracting Pty Ltd	Replace Light Fitting and Move to Another Area - Eaton CWA Building	MUNI	332.70
EFT57977	17/10/2024	Services Australia - Child Support Agency	Employee Payroll Deduction PPE	MUNI	674.03
EFT57978	17/10/2024	Signs Plus	20 x Blank Staff Badges - ERC	MUNI	286.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
EFT57979	17/10/2024	SMR Psychology	Employee Assistance Program Consultations	MUNI	610.50
EFT57980	17/10/2024	South West Academy of Sport Inc	Budget Allocation - 2024/2025 Annual Budget	MUNI	5,100.00
EFT57981	17/10/2024	South West Irrigation Consulting	Locate and Rectify Short Circuit - Millbridge	MUNI	286.45
EFT57982	17/10/2024	South West Tree Safe	Western Power Tree Pruning & Various Shire Locations - 4 x Invoices	MUNI	14,245.00
EFT57983	17/10/2024	Southern Lock and Security	Padlock Keyed to #9 With 50mm Shackle - Dardanup Office	MUNI	461.51
EFT57984	17/10/2024	Stewart and Heaton Clothing Company Pty Ltd	Fire Fighter Uniforms - 4 x BFB's - ESL Recurrent Exp	MUNI	834.12
EFT57985	17/10/2024	Supreme Gutter Clean	Gutter Cleaning at Gnomesville Public Toilet	MUNI	500.00
EFT57986	17/10/2024	Synergy	Electricity Account - 6 x Shire Locations	MUNI	11,914.25
EFT57987	17/10/2024	T J Depiazzi & Sons	Hardwood Sawdust Delivered - Carramar Park	MUNI	268.07
EFT57988	17/10/2024	Telstra	Staff Mobiles & Tablets, Phone & Fax - Dardanup Office, Phone - Eaton Admin & Burekup BFB	MUNI	4,533.08
EFT57989	17/10/2024	The Dardanup Bull and Barrel Festival	Refund Hall Hire Bond - Receipt # 156632	MUNI	580.00
EFT57990	17/10/2024	Total Eden Pty Ltd	Reticulation Maintenance & Repairs - 6 x Invoices	MUNI	460.10
EFT57991	17/10/2024	Traffic Force	Traffic Management - 5 x Shire Locations	MUNI	13,653.32
EFT57992	17/10/2024	Trent Bulman	Reimburse Uniform Purchase	MUNI	100.00
EFT57993	17/10/2024	Waterloo Nursery & Garden Centre	Small And Large Plant Hire: September 2024 - Eaton Admin	MUNI	1,410.93
EFT57994	17/10/2024	West Australian Newspapers Ltd	West Australian Newspapers Subscription: 10/10/2024 - 02/01/2025 - Eaton Admin	MUNI	164.34
EFT57995	17/10/2024	Westrac Pty Ltd	Parts For Loader - DA873	MUNI	1,759.98
EFT57996	17/10/2024	Work Clobber	Steel Cap Boots - Public Works	MUNI	152.10

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
EFT57997	17/10/2024	Yep Booking	ERC - Yep Booking - October 2024	MUNI	59.00
EFT57998	17/10/2024	Zipform Pty Ltd	2024-2025 Dog and Cat Registration Renewals	MUNI	3,298.49
EFT57999	24/10/2024	Amy Helen Lawrence	Reimburse Uniform Purchase	MUNI	70.00
EFT58000	24/10/2024	Blue Child Collective Pty Ltd	AV Tech Provision - Tronox Spring Out Festival	MUNI	2,010.25
EFT58001	24/10/2024	Breeanna Batrick	Reimburse Purchase of Graphic Design Elements From US Supplier - Place Making Activities	MUNI	49.58
EFT58002	24/10/2024	Brett Hodgson	ERC Umpire Payment: 23/10/2024	MUNI	194.60
EFT58003	24/10/2024	Brownes Foods Operations Pty Ltd	ERC - Cafe Order	MUNI	798.14
EFT58004	24/10/2024	Bunbury Geographe Chamber of Commerce and Industry	International Men's Golf Day - 2 x Shire of Dardanup Teams & Housing Industry Luncheon: 14/11/2024 - CEO	MUNI	820.00
EFT58005	24/10/2024	Bunbury Mower Service	Repairs and Parts - Parks & Gardens	MUNI	518.00
EFT58006	24/10/2024	Bunnings Group Limited	Repair/Maintenance - Depot, Eaton Admin & Recycling Yard	MUNI	804.28
EFT58007	24/10/2024	Caroline Mears	Chair Yoga Classes - ERC: 03/09-15/10/2024	MUNI	280.00
EFT58008	24/10/2024	Charlee Roberts	ERC Umpire Payment: 23/10/2024	MUNI	111.20
EFT58009	24/10/2024	Choiceone Pty Ltd	Labour Hire: 07-13/10/2024 - Martin Pelusey Road	MUNI	2,366.49
EFT58010	24/10/2024	Chris De Blank Photography	Photographer - Tronox Spring Out Festival	MUNI	450.00
EFT58011	24/10/2024	Christine Worsfold	ERC Umpire Payment: 22/10/2024	MUNI	111.20
EFT58012	24/10/2024	City of Bunbury	Budget Allocation 2024/2025 - City of Bunbury Australia Day Skyfest	MUNI	5,500.00
EFT58013	24/10/2024	Clay Mildwaters	Youth Musician - Spring Out Festival	MUNI	250.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
EFT58014	24/10/2024	Cleanaway Solid Waste Pty Ltd	Waste Disposal - Crooked Brook Road	MUNI	3,142.86
EFT58015	24/10/2024	Country Framers	Official Photo Replacement of King Charles for Council Chambers	MUNI	87.00
EFT58016	24/10/2024	Craven Foods & Bidfood Bunbury	ERC - Cafe Stock	MUNI	805.18
EFT58017	24/10/2024	Dapco Tyre and Auto Centre	Service - DA648	MUNI	544.74
EFT58018	24/10/2024	Dardanup Aeromodellers Society Inc	Community Grant Funding, R1 2024-2025. Council OCM 25/09--/2024 (Resolution # 246-24)	MUNI	1,000.00
EFT58019	24/10/2024	Dardanup Heritage Collective	Contribution Towards Mosaic 12 & Grant Funding R1 2024-2025. Council OCM 25/09/2024 (Resolution # 246-24)	MUNI	4,500.74
EFT58020	24/10/2024	Dell Financial Services Pty Ltd	Repayment Lease 21 - Dell Desktop & Laptop Refresh: 01/09-30/11/2024 - Contract 009-141985-003	MUNI	1,290.75
EFT58021	24/10/2024	Donna Bastow	ERC Umpire Payment: 23/10/2024	MUNI	194.60
EFT58022	24/10/2024	Eaton Pet Vet	Vet Consultation & Supply Fees & Charges	MUNI	160.00
EFT58023	24/10/2024	Elliotts Irrigation Pty Ltd	Iron Filter Services - Millbridge Lakes - September & October 2024 & Watson Lake - October 2024	MUNI	1,105.50
EFT58024	24/10/2024	Emily Fyshe	Refund Key Bond - Receipt # 157797	MUNI	40.00
EFT58025	24/10/2024	Evva Doddy	Youth Musician - Spring Out Festival 2024	MUNI	190.00
EFT58026	24/10/2024	Ferguson Building Pty Ltd	Supply & Install Roller Door Battery Backup & Remotes - Burekup BFB - ESL Recurrent Exp	MUNI	1,037.00
EFT58027	24/10/2024	Fleet Network Pty Ltd	Payroll Clearing - Novated Lease Liability	MUNI	1,226.24
EFT58028	24/10/2024	Forge Civil	Council Drive Improvements	MUNI	41,454.58
EFT58029	24/10/2024	Government of WA - Central Regional Tafe	Cert IV - Work in Local Government - Ranger	MUNI	335.71

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
EFT58030	24/10/2024	Gutter Cleaning Guys WA	Gutter Cleaning - ERC	MUNI	3,674.00
EFT58031	24/10/2024	Hanson Construction Materials Pty Ltd	Scalps - South Road	MUNI	917.76
EFT58032	24/10/2024	Hastie Waste Pty Ltd	Refund Overcharge BA1C Fee - Application # 24250148	MUNI	137.41
EFT58033	24/10/2024	Hays Tree Lopping	Remove Large Branch - Eaton Foreshore	MUNI	550.00
EFT58034	24/10/2024	Hooleys Catering Company	Catering for Ordinary Council Meeting: 23/10/2024	MUNI	734.50
EFT58035	24/10/2024	Immerse Australia Incorporated	XR Workshop Facilitator & Meetup Speaker Fees - Make It Space	MUNI	800.00
EFT58036	24/10/2024	John Thompson	ERC Umpire Payment: 23/10/2024	MUNI	222.40
EFT58037	24/10/2024	Katie Marie Clayton	ERC Umpire Payment: 22/10/2024	MUNI	83.40
EFT58038	24/10/2024	Kmart	Stock for Cafe & Vacation Care Items - ERC	MUNI	101.50
EFT58039	24/10/2024	Lonsdale Party Hire	Hire: Tables, Chairs, Trestle Tables, Market Umbrellas & Marquee - Spring Out Festival	MUNI	1,785.00
EFT58040	24/10/2024	Luke Wilkinson	ERC Umpire Payment: 23/10/2024	MUNI	222.40
EFT58041	24/10/2024	Luke William Davies	Reimburse Expenses Whilst Attending WALGA Conference: Fuel, Taxi & Meals	MUNI	150.69
EFT58042	24/10/2024	M & J Essential Solutions Pty Ltd	Employee Assistance Program Consultations	MUNI	155.00
EFT58043	24/10/2024	Margery Ann Stevens	ERC Umpire Payment: 22/10/2024	MUNI	68.10
EFT58044	24/10/2024	Mark Atherton	Reimburse Purchase of Tow Ball - DA8457	MUNI	20.00
EFT58045	24/10/2024	Murray James Harris	Rates Refund for Assessment A12475	MUNI	2,591.18
EFT58046	24/10/2024	Neil Nicholson	Reimburse Work Related Purchases	MUNI	18.00
EFT58047	24/10/2024	Nutrien Ag Solutions	Stadium Turf Herbicide - Parkridge Estate Reserves	MUNI	440.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
EFT58048	24/10/2024	Officeworks Superstores Pty Ltd	Consumables & Wacom Tablet - Make it Space & Storage Box - Waterloo BFB - ESL Recurrent Expense	MUNI	1,739.70
EFT58049	24/10/2024	Ozkidzkarts	Entertainment Package: Inflatable Circuit, Lawn-Friendly Go-Karts, Staff & Travel - Spring Out Festival	MUNI	1,980.00
EFT58050	24/10/2024	Perfect Landscapes	Weekly Reserves & Lawn Mowing	MUNI	5,244.37
EFT58051	24/10/2024	PFD Food Services Pty Ltd	ERC - Cafe Stock	MUNI	4,511.25
EFT58052	24/10/2024	PFI Supplies	Cleaning Supplies - Dardanup Office, Depot & Eaton Foreshore Toilets	MUNI	571.80
EFT58053	24/10/2024	Promote You	Embroidery of Staff Uniforms - Planning	MUNI	52.80
EFT58054	24/10/2024	Qing Ma	Rates Refund for Assessment A10544	MUNI	83.02
EFT58055	24/10/2024	Records and Information Management Professionals Australasia	Online Short Course - Managing Personal Identity Information - Record Managers	MUNI	99.00
EFT58056	24/10/2024	Resource Recovery Group	Postage for Recycle Right Parcel - Sent Back to Sender By SoD in Error	MUNI	30.00
EFT58057	24/10/2024	Safestart Test & Tag	4 x Invoices FY 24/25 Test & Tagging - Multiple Shire Buildings	MUNI	4,838.90
EFT58058	24/10/2024	Sanctuary Golf Resort Bunbury	CEO Meeting With Infrastructure Management - Sanctuary Golf Course Boardroom - 18/10/2024	MUNI	499.00
EFT58059	24/10/2024	Sean Edward Child	Refund Key Bond - Receipt # 157565	MUNI	40.00
EFT58060	24/10/2024	Seek Limited	Seek Recruitment Pack 28-35 Branded Ads Valid for 12 Months	MUNI	11,000.00
EFT58061	24/10/2024	South West Fire Unit Fabrications	Annual Service of West Dardanup BFB 1.4 Appliance - 1BYC846 - ESL Recurrent Exp	MUNI	11,071.41
EFT58062	24/10/2024	South West Tree Safe	4 x Invoices Tree Removal/Pruning - Various Locations	MUNI	10,450.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
EFT58063	24/10/2024	Southern Lock and Security	Re-Key Make it Space Equipment Room Door & Council Chambers IT Equipment Cupboard	MUNI	353.66
EFT58064	24/10/2024	Stewart and Heaton Clothing Company Pty Ltd	Fire Trousers - Waterloo BFB - ESL Recurrent Exp	MUNI	389.08
EFT58065	24/10/2024	Suzanne Occhipinti	Reimburse Uniform Purchase	MUNI	40.58
EFT58066	24/10/2024	Synergy	Electricity Account - 4 x Shire Locations	MUNI	5,939.74
EFT58067	24/10/2024	Taylor Burrell Barnett	Professional Services to 04/10/2024 - Wanju & Waterloo Local Scheme Amendments	MUNI	15,950.00
EFT58068	24/10/2024	Team Global Express - Toll	Brigade, Health & ECL Postage	MUNI	266.39
EFT58069	24/10/2024	Telstra	Internet - Wellington Mills BFB	MUNI	35.66
EFT58070	24/10/2024	The Cafe Merchant	Meals for Bushfire Advisory Committee	MUNI	198.00
EFT58071	24/10/2024	The Trustee for the 4 Walker Avenue Unit Trust - Tribe Hotel	Accommodation - Shire President: 24/10/2024	MUNI	165.00
EFT58072	24/10/2024	Therese Price	ERC Umpire Payment: 22/10/2024	MUNI	111.20
EFT58073	24/10/2024	Total Eden Pty Ltd	Reticulation Maintenance & Repairs - Gromark Park	MUNI	63.92
EFT58074	24/10/2024	Traffic Force	Traffic Control: 18/10/2024 - Wellington Mill Road	MUNI	1,225.73
EFT58075	24/10/2024	Tralee Julia Tarpey	Crossover Rebate - A12289	MUNI	185.50
EFT58076	24/10/2024	Treendale Medical Group Pty Ltd	Robyn Kamo Workers Compensation Appointment & Progress Certificate of Capacity - to be Recouped From LGIS	MUNI	188.00
EFT58077	24/10/2024	Tutt Bryant Hire	Machine Hire - Waterloo, Pile & Ferguson Roads	MUNI	14,447.60
EFT58078	24/10/2024	Work Clobber	Work Boots - Public Works	MUNI	173.70

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
EFT58079	24/10/2024	Zoho Corporation Pty Ltd	SODA ManageEngine ServiceDesk Plus on Demand Enterprise Edition - Annual Subscription: 24/10/2024-23/10/2025	MUNI	13,929.81
EFT58080	31/10/2024	1st Leschenault Scouts	Family Friendly Obstacle Course - Spring Out Festival	MUNI	350.00
EFT58081	31/10/2024	ABC Filter Exchange	ERC - Annual Deep Clean Exhaust Canopy for Deep Fryer	MUNI	495.00
EFT58082	31/10/2024	All Aussie Truck and Bobcat Services	Waste Transfer Station Works - October 2024	MUNI	1,716.00
EFT58083	31/10/2024	Andrew White	Reimburse Internet Subscription: 22/10-22/11/2024 - J/C Brook BFB - ESL Recurrent Exp	MUNI	139.00
EFT58084	31/10/2024	Andries Stefanus Schönfeldt	Reimburse Costs - WALGA Week	MUNI	1,143.58
EFT58085	31/10/2024	AusQ Training	Basic Worksite Traffic Management & Traffic Control Reaccreditation: Parks Staff	MUNI	712.00
EFT58086	31/10/2024	Australian Tax Office	PAYG - Payrun: 25/10/2024	MUNI	97,933.69
EFT58087	31/10/2024	B & B Street Sweeping Pty Ltd	Pipe Inspection Camera & Jet-Vac Truck Hire - Adeline Drive & Street Sweeping for Bull & Barrel Festival	MUNI	4,492.73
EFT58088	31/10/2024	Bell Fire Equipment Company Pty Ltd	50mm Aluminium Back to Back Make Adaptor Coupling - Burekup BFB - ESL Recurrent Exp	MUNI	88.00
EFT58089	31/10/2024	Best Consultants Pty Ltd	Glenhuon Blvd Traffic Signals - LMC Drawing - Phase 1	MUNI	3,976.50
EFT58090	31/10/2024	Bluesteel Enterprises Pty Ltd	Fire Fighting Gear - 4 x BFB's	MUNI	3,292.51
EFT58091	31/10/2024	BOC Ltd	ERC - 2 x R400C Oxygen Medical C Size: October 2024	MUNI	13.83
EFT58092	31/10/2024	Boyles Plumbing and Gas	Investigate and Fault Find Blocked Drain - Wells Recreation	MUNI	902.57
EFT58093	31/10/2024	Brooke Sudbury	Reimburse Purchase for Chambers Kitchen	MUNI	89.97
EFT58094	31/10/2024	Bunbury Commercial Roofing	Kitchen & Main Hall Roof Repairs - Dardanup Hall	MUNI	1,650.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
EFT58095	31/10/2024	Bunbury Geographe Chamber of Commerce and Industry	BGCCl 2024 Shop Local Campaign Contribution	MUNI	550.00
EFT58096	31/10/2024	Bunnings Group Limited	4 x Invoices: Repairs - Depot, Dardanup Oval & Vandalism Repair - Public Conveniences	MUNI	861.34
EFT58097	31/10/2024	Capel Tree Service	Tree Pruning & Stump Grinding - Various Locations	MUNI	3,135.00
EFT58098	31/10/2024	Choiceone Pty Ltd	Labour Hire - 14-20/10/2024 - Martin Pelusey Road	MUNI	1,948.87
EFT58099	31/10/2024	Christine Worsfold	ERC Umpire Recoup: 22/10/2024	MUNI	111.20
EFT58100	31/10/2024	Cleanaway Solid Waste Pty Ltd	Waste Disposal - Crooked Brook Road	MUNI	3,003.92
EFT58101	31/10/2024	Country Landscaping Pty Ltd	Reticulation Repairs - Don Hewison Centre	MUNI	312.31
EFT58102	31/10/2024	Craneford Plumbing	Fujiclean Diaphragm Kit - Depot	MUNI	243.82
EFT58103	31/10/2024	Critters Up Close	Educational Wildlife Display - Spring Out Festival	MUNI	1,450.00
EFT58104	31/10/2024	Cross Security Services	Repair Siren Cable - ERC	MUNI	211.75
EFT58105	31/10/2024	Dardanup Senior Citizens	Community Grant Funding, R1 2024-2025. Council OCM 25-09-2024 (Resolution # 246-24)	MUNI	693.00
EFT58106	31/10/2024	Dardanup Sporting and Community Clubs Inc	Community Grant Funding, R1 2024-2025. Council OCM 25-09-2024 (Resolution # 246-24)	MUNI	1,000.00
EFT58107	31/10/2024	Darshan Thandi Eaton Pty Ltd - Small's Bar	Retirement Function - Senior Ranger	MUNI	700.00
EFT58108	31/10/2024	Dodgy Bros Dodgeball	Festival Entertainment Package - Spring Out Festival	MUNI	2,475.00
EFT58109	31/10/2024	Eaton Primary School	2024 Budget Allocation - Awards Ceremony Donation	MUNI	150.00
EFT58110	31/10/2024	Eco Faeries Pty Ltd	Entertainment: Sparkle Stations - Tronox Spring Out Festival	MUNI	1,730.00
EFT58111	31/10/2024	Electrical Experts (WA) Pty Ltd	Fix Faulty Plug Found by Routine Test & Tagging - Dardanup Hall	MUNI	157.30

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
EFT58112	31/10/2024	Enosis	Mediation Staff Matters - Refer HR	MUNI	1,492.00
EFT58113	31/10/2024	Fortus Group	12 x Grader Blades - DA9774	MUNI	2,032.68
EFT58114	31/10/2024	Fulton Hogan Industries WA	1 x Pallet Ezy Mix - Rural Storm Damage Repairs	MUNI	1,795.20
EFT58115	31/10/2024	Gymcare	General Maintenance and Replacement Parts for Life Fitness Equipment - ERC	MUNI	220.68
EFT58116	31/10/2024	Hardhat Media Pty Ltd	Timelapse Videos: Wells Recreation, Eaton Bowling Club & Eaton Admin Building for CEO Conference Presentation in Melbourne	MUNI	687.50
EFT58117	31/10/2024	Hart Sport	ERC - Mouth Guards	MUNI	205.00
EFT58118	31/10/2024	Hersey's Safety P/L	Depot Stores and Supplies - Parks & Works	MUNI	1,362.90
EFT58119	31/10/2024	Integrity Management Solutions Pty Ltd	Renewal of Attain Compliance Software - 12 Month Subscription: 15/11/2024-15/11/2025	MUNI	7,150.00
EFT58120	31/10/2024	Jorja Wareham	Personal Development Grant Payment 2024-2025	MUNI	400.00
EFT58121	31/10/2024	Justin Golding T/as Bunbury Batman & Friends	2 x Entertainers - Spring Out Festival	MUNI	400.00
EFT58122	31/10/2024	Katie Marie Clayton	ERC Umpire Recoup: 22/10/2024	MUNI	111.20
EFT58123	31/10/2024	Kmart	ERC - Spring Out Festival Items	MUNI	59.50
EFT58124	31/10/2024	KR & DR Bennell	Tronox Spring Out - Welcome to Country	MUNI	600.00
EFT58125	31/10/2024	Laurie Sutherland	Refund Key & Hall Bond - Receipt # 149526	MUNI	290.00
EFT58126	31/10/2024	Maddie Darch	Reimburse Items Purchased for BGCCI Function: 24/10/2024	MUNI	1,167.11
EFT58127	31/10/2024	Margery Ann Stevens	ERC Umpire Recoup: 22/10/2024	MUNI	90.80
EFT58128	31/10/2024	Masons South West Rubber Stamps	Replacement Ink Pads for Tardis & Received Stamps x 8 - Eaton Admin	MUNI	139.60

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
EFT58129	31/10/2024	Moore Australia (WA) Pty Ltd	2024 Nuts & Bolts Workshop - 22/11/2024 - Accountant	MUNI	1,320.00
EFT58130	31/10/2024	Nightguard Security Service SW	Alarm Response - Depot & Eaton Admin	MUNI	229.14
EFT58131	31/10/2024	Nixon Electrics (WA) Pty Ltd	Investigate & Repair Pole 11, CP-001, CP-002, SL1-18/19 & MC-069 - Townsite Lighting	MUNI	605.00
EFT58132	31/10/2024	Officeworks Superstores Pty Ltd	Stationery - Eaton Admin	MUNI	317.95
EFT58133	31/10/2024	Promote You	Embroidery of Staff Uniforms - Admin & Library	MUNI	35.20
EFT58134	31/10/2024	PVR Industrial Pty Ltd	Rectify Fault on Drinking Water Tank and Replace Pressure Transducer - Depot	MUNI	2,638.82
EFT58135	31/10/2024	Radrock Adventures	Mobile Climbing Wall Hire - Spring Out Festival	MUNI	1,639.00
EFT58136	31/10/2024	Records and Information Management Professionals Australasia	Training Workshop - AI Policy Creation for Records and Information Management	MUNI	250.00
EFT58137	31/10/2024	Robert's Tilt Tray and Hiab	Transportation of E-Waste Container From Waste Transfer Station & Return	MUNI	1,078.00
EFT58138	31/10/2024	RTV Computers Pty Ltd	Monitor, Laptop Sleeve & Aten Sharing Switch - Eaton Admin	MUNI	2,112.00
EFT58139	31/10/2024	Seek Limited	Seek Recruitment Ads 01-22/10/2024 - Ads Posted Between Purchase of Ad Packs	MUNI	1,200.82
EFT58140	31/10/2024	Services Australia - Child Support Agency	Employee Payroll Deduction PPE	MUNI	614.81
EFT58141	31/10/2024	Signs Plus	Name Badges for Shire Staff	MUNI	91.00
EFT58142	31/10/2024	South West Tree Safe	Tree Pruning - Poad Road	MUNI	3,850.00
EFT58143	31/10/2024	Stacey Gillespie	Reimburse Parking & Meals Whilst Attending WALGA Conference	MUNI	115.70
EFT58144	31/10/2024	Telstra	Telephone Use - West Dardanup BFB	MUNI	62.50

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
EFT58145	31/10/2024	The Probus Club of Eaton Inc	Community Grant Funding, R1 2024-2025. Council Om 25-09-2024 (Resolution # 246-24)	MUNI	1,000.00
EFT58146	31/10/2024	Therese Price	ERC Umpire Recoup: 22/10/2024	MUNI	111.20
EFT58147	31/10/2024	Tint City	Acrylic Panel - Baby Change - Eaton Admin	MUNI	550.00
EFT58148	31/10/2024	Total Eden Pty Ltd	Reticulation Maintenance - Eaton Foreshore	MUNI	266.22
EFT58149	31/10/2024	Tower Human Capital Pty Ltd	2024 Biennial Employee Satisfaction Survey	MUNI	13,200.00
EFT58150	31/10/2024	Traffic Force	4 x Invoices - Traffic Control	MUNI	4,310.43
EFT58151	31/10/2024	Total Green Recycling	E-Waste Processing/Recycling From Waste Transfer Station	MUNI	2,911.46
EFT58152	31/10/2024	Univerus Software Pty Ltd	Annual License Subscription to Assetfinda Software: 01/07/2024 - 30/06/2025	MUNI	26,629.14
EFT58153	31/10/2024	WA Distributors Pty Ltd	ERC - Cafe Stock	MUNI	669.90
EFT58154	31/10/2024	Winc Australia Pty Ltd	Stationery - Eaton Admin	MUNI	843.16
EFT58155	31/10/2024	Work Clobber	Protective Clothing - Public Works	MUNI	960.00
EFT58156	31/10/2024	Zachary Cloutman - Cloutz Event Hire	Entertainment Hire - Spring Out Festival	MUNI	2,599.50
DIRECT DEBIT					
DD18256.1	01/10/2024	Links Modular Solutions Pty Ltd	Annual Support & Maintenance for Links Software (ERC): October 2024	MUNI	1,084.61
INTERNATIONAL					
BPAY					
DD18248.1	02/10/2024	Department of Transport	Department of Transport - Vehicle Owner Details Searches	MUNI	4.55
DD18248.2	02/10/2024	Western Power	Blawearly Enquiry Fee - CS056529 & Wanju Enquiry Fee - CS056529	MUNI	7,700.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
DD18270.1	16/10/2024	Alinta	ERC - Quarterly Invoice for Gas Consumption: 11/07-04/10/2024	MUNI	540.65
DD18287.1	24/10/2024	Alinta	Final Gas Consumption - 2 Sanford Way, Eaton: 23/07-15/10/2024	MUNI	39.40

DEBIT CARD

CREDIT CARD

DD18298.1	28/10/2024	Department of Water and Environmental Regulation	Application Fee - FOI Application - Landfill Levy	MUNI	430.00
DD18298.2	28/10/2024	Mailchimp	Monthly Subscription and Charge for Email Newsletters - October 2024	MUNI	194.29
DD18298.3	28/10/2024	Facebook Ireland Limited	Tronox Spring Out 2024 - Meta Ads	MUNI	189.92
DD18298.4	28/10/2024	Department of Justice	2 x Prosecution Notices: Fence on Council Land	MUNI	378.00
DD18298.5	28/10/2024	Woolworths Group Limited - Openpay Portal	4 x \$200 Employee Recognition of Service Vouchers: James Reilly, Kathy Houden, Renee Thomson & Robyn Kamo	MUNI	807.95

CHEQUE

58	03/10/2024	Shire of Dardanup - Please Pay Cash	Petty Cash Recoup - Eaton Admin	MUNI	261.65
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TRUST

FUEL PURCHASING CARD

31/08/2024	DA10091	Fuel	56.78
31/08/2024	DA329	Fuel	72.79
1/09/2024	DA017	Fuel	95.90
2/09/2024	DA588	Fuel	62.82
2/09/2024	ODA	Fuel	231.84

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND
	2/09/2024	DA8222	Fuel	99.11
	2/09/2024	DA10105	Fuel	29.13
	3/09/2024	DA005	Fuel	104.29
	3/09/2024	DA10105	Fuel	45.87
	3/09/2024	DA997	Fuel	70.02
	3/09/2024	DA994	Fuel	104.43
	3/09/2024	DA613	Fuel	117.91
	4/09/2024	DA8200	Fuel	109.23
	4/09/2024	DA8200	Fuel	28.64
	4/09/2024	DA8457	Fuel	158.20
	4/09/2024	DA588	Fuel	59.29
	4/09/2024	DA9287	Fuel	93.96
	4/09/2024	DA648	Fuel	118.81
	4/09/2024	DA10105	Fuel	71.27
	4/09/2024	DA9605	Fuel	45.38
	5/09/2024	DA628	Fuel	197.58
	5/09/2024	DA588	Fuel	50.29
	5/09/2024	DA873	Fuel	122.38
	5/09/2024	DA329	Fuel	62.53
	5/09/2024	DA988	Fuel	94.97
	6/09/2024	DA005	Fuel	101.07
	6/09/2024	DA628	Fuel	99.08
	6/09/2024	DA1314	Fuel	69.37
	6/09/2024	DA9513	Fuel	293.36
	6/09/2024	DA9513	Fuel	116.39
	6/09/2024	DA429	Fuel	82.70
	6/09/2024	008DA	Fuel	82.13
	6/09/2024	DA9605	Fuel	67.39
	6/09/2024	DA994	Fuel	96.83
	6/09/2024	DA993	Fuel	100.15
	6/09/2024	DA613	Fuel	111.00
	7/09/2024	DA10091	Fuel	83.06
	7/09/2024	DA017	Fuel	98.35
	9/09/2024	DA9581	Fuel	183.79
	9/09/2024	DA10105	Fuel	45.53
	9/09/2024	DA995	Fuel	103.77
	9/09/2024	DA9781	Fuel	102.01

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND
	10/09/2024	DA005	Fuel	82.92
	10/09/2024	DA004	Fuel	113.04
	10/09/2024	DA588	Fuel	52.40
	10/09/2024	DA9781	Fuel	87.85
	10/09/2024	DA9668	Fuel	101.26
	10/09/2024	HIRE PLANT	Fuel	31.75
	10/09/2024	HIRE PLANT	Fuel	940.48
	11/09/2024	DA8457	Fuel	180.10
	11/09/2024	DA1314	Fuel	72.00
	11/09/2024	DA8673	Fuel	106.81
	11/09/2024	DA8222	Fuel	74.62
	11/09/2024	DA9287	Fuel	102.81
	11/09/2024	DA9219	Fuel	86.98
	12/09/2024	DA0	Fuel	76.09
	12/09/2024	DA648	Fuel	118.16
	12/09/2024	DA563	Fuel	92.72
	12/09/2024	DA325	Fuel	221.26
	12/09/2024	DA994	Fuel	60.19
	12/09/2024	DA996	Fuel	114.63
	12/09/2024	DA613	Fuel	125.57
	13/09/2024	DA005	Fuel	109.95
	13/09/2024	DA8200	Fuel	110.21
	13/09/2024	DA1314	Fuel	25.01
	13/09/2024	DA9605	Fuel	71.90
	13/09/2024	DA997	Fuel	67.55
	13/09/2024	DA10817	Fuel	97.19
	15/09/2024	008DA	Fuel	81.62
	16/09/2024	DA628	Fuel	228.65
	16/09/2024	DA588	Fuel	51.21
	16/09/2024	DA1314	Fuel	68.88
	16/09/2024	ODA	Fuel	215.67
	16/09/2024	SUNDRY 1	Fuel	130.72
	16/09/2024	DA8222	Fuel	53.58
	16/09/2024	DA10181	Fuel	90.51
	16/09/2024	DA329	Fuel	88.91
	16/09/2024	DA993	Fuel	108.57
	16/09/2024	DA995	Fuel	100.47

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND
	16/09/2024	DA988	Fuel	99.10
	17/09/2024	DA0	Fuel	41.53
	17/09/2024	DA10105	Fuel	66.14
	17/09/2024	DA9219	Fuel	255.34
	17/09/2024	DA613	Fuel	118.29
	18/09/2024	DA005	Fuel	99.51
	18/09/2024	DA588	Fuel	59.69
	18/09/2024	DA9605	Fuel	85.10
	18/09/2024	HIRE PLANT	Fuel	1526.40
	19/09/2024	DA648	Fuel	116.46
	20/09/2024	DA005	Fuel	80.73
	20/09/2024	DA8457	Fuel	169.36
	20/09/2024	DA588	Fuel	46.17
	20/09/2024	DA1314	Fuel	75.62
	20/09/2024	DA9287	Fuel	101.98
	20/09/2024	DA10091	Fuel	71.98
	20/09/2024	DA017	Fuel	53.19
	20/09/2024	DA9605	Fuel	25.36
	20/09/2024	DA997	Fuel	43.51
	20/09/2024	DA996	Fuel	103.20
	20/09/2024	DA9781	Fuel	72.82
	20/09/2024	DA9668	Fuel	55.58
	21/09/2024	DA8222	Fuel	105.29
	23/09/2024	DA017	Fuel	90.48
	24/09/2024	DA004	Fuel	105.30
	24/09/2024	DA588	Fuel	52.84
	24/09/2024	DA9376	Fuel	93.36
	24/09/2024	DA329	Fuel	82.46
	24/09/2024	DA9605	Fuel	89.19
	24/09/2024	DA994	Fuel	93.11
	24/09/2024	DA993	Fuel	71.13
	25/09/2024	DA8200	Fuel	66.51
	25/09/2024	DA0	Fuel	85.61
	25/09/2024	SUNDRY 1	Fuel	129.92
	25/09/2024	DA8370	Fuel	56.77
	25/09/2024	DA995	Fuel	97.29
	25/09/2024	DA988	Fuel	76.71

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND
	25/09/2024	DA613	Fuel	115.99
	26/09/2024	DA005	Fuel	104.65
	26/09/2024	DA588	Fuel	58.51
	26/09/2024	008DA	Fuel	83.31
	27/09/2024	DA1314	Fuel	82.76
	27/09/2024	DA8222	Fuel	91.86
	27/09/2024	DA9605	Fuel	70.35
	27/09/2024	DA993	Fuel	77.74
	27/09/2024	DA9668	Fuel	78.76
	27/09/2024	HIRE PLANT	Fuel	590.85
	27/09/2024	HIRE PLANT	Fuel	1072.29
	28/09/2024	ODA	Fuel	213.40
	29/09/2024	DA017	Fuel	97.33
	30/09/2024	DA9287	Fuel	54.30
	30/09/2024	DA9287	Fuel	6.00
	30/09/2024	DA994	Fuel	82.88
	30/09/2024	DA9781	Fuel	91.44

PAYROLL

DD18262.1	11/10/2024	Aware Super Pty Limited	Payroll Deductions	MUNI	34,686.66
DD18262.2	11/10/2024	MLC Super Fund	Superannuation Contributions	MUNI	1,816.09
DD18262.3	11/10/2024	Diamond Sea Superannuation Fund	Payroll Deductions	MUNI	666.21
DD18262.4	11/10/2024	Brighter Super	Superannuation Contributions	MUNI	309.17
DD18262.5	11/10/2024	Hostplus	Payroll Deductions	MUNI	1,508.64
DD18262.6	11/10/2024	Hesta Super Fund	Payroll Deductions	MUNI	1,951.46
DD18262.7	11/10/2024	MIML - Macquarie Super Accumulator	Payroll Deductions	MUNI	1,351.54
DD18262.8	11/10/2024	Australian Super	Superannuation Contributions	MUNI	425.68
DD18262.9	11/10/2024	AMP Flexible Super - Super Account	Payroll Deductions	MUNI	874.58

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
DD18262.10	11/10/2024	Colonial First State First Choice Wholesale Personal Super	Payroll Deductions	MUNI	1,176.01
DD18262.11	11/10/2024	Mercer Super Trust	Superannuation Contributions	MUNI	205.85
DD18262.12	11/10/2024	Australian Retirement Trust	Payroll Deductions	MUNI	1,416.14
DD18262.13	11/10/2024	Kaurin Family Superannuation Fund	Payroll Deductions	MUNI	335.52
DD18262.14	11/10/2024	Unisuper	Payroll Deductions	MUNI	1,032.61
DD18262.15	11/10/2024	Plum Superannuation Fund	Superannuation Contributions	MUNI	142.30
DD18262.16	11/10/2024	Public Sector Superannuation Accumulation Plan	Payroll Deductions	MUNI	662.98
DD18262.17	11/10/2024	Spirit Super	Superannuation Contributions	MUNI	344.04
DD18262.18	11/10/2024	Asgard Independence Plan Division Two	Superannuation Contributions	MUNI	229.09
DD18262.19	11/10/2024	Rest Superannuation	Payroll Deductions	MUNI	2,558.03
DD18262.20	11/10/2024	The Bro Code Super Fund	Superannuation Contributions	MUNI	62.59
DD18262.21	11/10/2024	Thomson Family Superannuation Fund	Superannuation Contributions	MUNI	1,140.11
DD18262.22	11/10/2024	Australiansuper	Payroll Deductions	MUNI	9,861.02
DD18262.23	11/10/2024	The Templeman Family Superannuation Fund	Superannuation Contributions	MUNI	18.52
DD18262.24	11/10/2024	Hub24 Superannuation Fund	Superannuation Contributions	MUNI	346.26
DD18262.25	11/10/2024	Hughes Superannuation Fund	Superannuation Contributions	MUNI	44.07
DD18286.1	25/10/2024	Aware Super Pty Limited	Payroll Deductions	MUNI	40,003.27

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
DD18286.2	25/10/2024	MLC Super Fund	Superannuation Contributions	MUNI	1,994.38
DD18286.3	25/10/2024	Diamond Sea Superannuation Fund	Payroll Deductions	MUNI	739.14
DD18286.4	25/10/2024	Brighter Super	Superannuation Contributions	MUNI	309.17
DD18286.5	25/10/2024	Hostplus	Payroll Deductions	MUNI	961.16
DD18286.6	25/10/2024	Hesta Super Fund	Payroll Deductions	MUNI	1,922.09
DD18286.7	25/10/2024	MIML - Macquarie Super Accumulator	Payroll Deductions	MUNI	1,332.85
DD18286.8	25/10/2024	Australian Super	Superannuation Contributions	MUNI	351.07
DD18286.9	25/10/2024	AMP Flexible Super - Super Account	Payroll Deductions	MUNI	853.17
DD18286.10	25/10/2024	Colonial First State First Choice Wholesale Personal Super	Payroll Deductions	MUNI	1,241.73
DD18286.11	25/10/2024	Mercer Super Trust	Superannuation Contributions	MUNI	205.85
DD18286.12	25/10/2024	Australian Retirement Trust	Payroll Deductions	MUNI	1,466.54
DD18286.13	25/10/2024	Kaurin Family Superannuation Fund	Payroll Deductions	MUNI	339.25
DD18286.14	25/10/2024	Plum Superannuation Fund	Superannuation Contributions	MUNI	105.57
DD18286.15	25/10/2024	Public Sector Superannuation Accumulation Plan	Payroll Deductions	MUNI	662.98
DD18286.16	25/10/2024	Spirit Super	Superannuation Contributions	MUNI	344.04
DD18286.17	25/10/2024	Unisuper	Payroll Deductions	MUNI	957.08
DD18286.18	25/10/2024	Asgard Independence Plan Division Two	Superannuation Contributions	MUNI	229.09

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
DD18286.19	25/10/2024	Rest Superannuation	Payroll Deductions	MUNI	2,467.61
DD18286.20	25/10/2024	The Bro Code Super Fund	Superannuation Contributions	MUNI	46.95
DD18286.21	25/10/2024	Thomson Family Superannuation Fund	Superannuation Contributions	MUNI	1,157.47
DD18286.22	25/10/2024	Australiansuper	Payroll Deductions	MUNI	9,391.30
DD18286.23	25/10/2024	The Templeman Family Superannuation Fund	Superannuation Contributions	MUNI	27.79
DD18286.24	25/10/2024	Hub24 Superannuation Fund	Superannuation Contributions	MUNI	346.26
DD18286.25	25/10/2024	Hughes Superannuation Fund	Superannuation Contributions	MUNI	73.45
					1,861,817.75

REPORT TOTALS

EFT	\$1,719,492.30
Muni Cheque	\$261.65
Trust	\$-
Payroll	\$130,694.43
Credit Card	\$2,000.16
Debit Card	\$-
Direct Debit	\$1,084.61
International	\$-
BPAY	\$8,284.60

TOTAL	\$1,861,817.75
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CERTIFICATE of Chief Executive Officer

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 ANDRÉ SCHÖNFELDT
Chief Executive Office

Background

Council delegates authority to the Chief Executive Officer annually through Delegation 1.2.16, 1.2.31 and 1.2.35:

- To make payments from Trust and Municipal Funds;
- To purchase goods and services up to the value of \$250,000;
- To authorise Electronic Funds Transfer (EFT) files for Payroll and Accounts Payable payments to the Tax Office and other Government Agencies and Creditors where an Executed Agreement or legal obligation exists up to the value of \$500,000.

Legal Implications

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.*

S13A. Payments by employees via purchasing cards

- (1) *If a local government has authorised an employee to use a credit, debit or other purchasing card, a list of payments made using the card must be prepared each month showing the following for each payment made since the last such list was*

prepared —

- (a) the payee's name;
- (b) the amount of the payment;
- (c) the date of the payment;
- (d) sufficient information to identify the payment.
- (2) A list prepared under subregulation (1) must 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.

Council Plan

13.1 - Adopt best practice governance.

13.2 - Manage the Shire's resources responsibly.

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 CngCP034 – Procurement Policy* and processed in accordance with *Policy CngCP035 – Payment of Accounts*.

Risk Assessment

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to [Appendix ORD: 12.4.6] for full assessment document.

TIER 2 – 'Low' or 'Moderate' Inherent Risk.		
Risk Event	Schedule of Paid Accounts as at the 31 st January 2024	
Inherent Risk Rating (prior to treatment or control)	Moderate (5 - 11)	
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.	
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.	
Risk Category Assessed Against	Financial	Not monitoring ongoing financial performance would increase the risk of a negative impact on the financial position.
	Reputational	Non-compliance that results in a qualified audit can lead stakeholders to question the Council's ability to manage finances effectively

Officer Comment

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

END REPORT

12.5 COMMITTEES

12.5.1 Title: Local Emergency Management Committee Meeting Minutes held on the 13th of November 2024

Reporting Department:	<i>Sustainable Development Directorate</i>
Responsible Officer	<i>Mr Ashwin Nair - Director Sustainable Development</i>
Reporting Officer	<i>Ms Renee Thompson - Personal Assistant to DSD</i>
Legislation	<i>Local Government Act 1995</i>
Attachments	<i>Appendix ORD: 12.5.1A – Local Emergency Management Committee Meeting Minutes</i> <i>Appendix ORD: 12.5.1B - Shire of Dardanup Local Evacuation Support Plan</i>

MINUTES OF THE SHIRE OF DARDANUP LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING HELD ON WEDNESDAY, 13TH NOVEMBER 2024, AT SHIRE OF DARDANUP - ADMINISTRATION CENTRE EATON, COMMENCING AT 10.12AM.

Overview

The Minutes of the Local Emergency Management Committee Meeting held on the 13th of November 2024 [Appendix ORD: 12.5.1A] are attached.

Change to Officer Recommendation No Change

OFFICER RECOMMENDED RESOLUTION "A" & COUNCIL RESOLUTION

300-24 MOVED - Cr E Lilly SECONDED – Cr J D Manoni

THAT Council receives the Minutes [Appendix ORD: 12.5.1A] of the Local Emergency Management Committee Meeting held on the 13th of November 2024.

CARRIED
6/0

FOR THE MOTION	AGAINST THE MOTION
Cr. T G Gardiner	
Cr. E P Lilly	
Cr. J D Manoni	
Cr. A L Webster	
Cr. A C Jenour	
Cr. S L Gillespie	

Officer Comment

The Chief Executive Officer, Mr André Schönfeldt advised the Committee at the commencement of the meeting that a quorum was not achieved, but not required for the LEMC meeting to continue.

Officers, through a report to the LEMC proposed that the LEMC recommend to Council the adoption of the Shire of Dardanup Local Evacuation Support Plan. At the meeting, the LEMC requested further time to review and assess the Shire of Dardanup Local Evacuation Support Plan, prior to Council endorsement. The following resolution was endorsed by the LEMC [LEMC 06-24]

THAT the Local Emergency Management Committee recommends that Council adopts the Shire of Dardanup Local Evacuation Support Plan, (Appendix LEMC 8.1.2), with further feedback from Local Emergency Management Committee members by close of business on Friday 15th November 2024.

At the time of publishing this agenda no comments had been received; therefore Officers recommend that Council endorse the plan and authorise the Chief Executive Officer to correct any typographical errors.

Should any comments be received prior to the Ordinary Council meeting on the 20th November 2024, that changes the content of the document, an addendum will be provided to Council.

Discussion:

Chief Executive Officer Mr André Schönfeldt advised Council, that whilst there was no quorum to the LEM Committee meeting, those that were present endorsed the plan. Officers are recommending that the Plan is endorsed and that Officers will work with LEMC moving forward and will present the plan again at the next LEMC meeting. Should there be any further amendments, the matter will be brought back to Council.

Change to Officer Recommendation No Change

OFFICER RECOMMENDED RESOLUTION “B” & COUNCIL RESOLUTION

301-24 MOVED - Cr E Lilly SECONDED – Cr A L Webster

THAT Council adopts the Shire of Dardanup Local Evacuation Support Plan, (Appendix ORD: 12.5.1B) and authorises the Chief Executive Officer to correct any grammatical or spelling errors.

CARRIED
6/0

FOR THE MOTION	AGAINST THE MOTION
Cr. T G Gardiner	
Cr. E P Lilly	
Cr. J D Manoni	
Cr. A L Webster	
Cr. A C Jenour	
Cr. S L Gillespie	

12.5.2 Title: Audit & Risk Committee Meeting Minutes held on the 13th of November 2024

Reporting Department:	Corporate & Governance Directorate
Responsible Officer	Mrs Natalie Hopkins – Director Corporate and Governance
Reporting Officer	Mrs Rebecca Hobby - Personal Assistant to Director Corporate and Governance
Legislation	Local Government Act 1995
Attachments	Appendix ORD: 12.52A – Local Emergency Management Committee Meeting Minutes Confidential Attachment “A” – Under Separate Cover – Tardis Link R00001672321

MINUTES OF THE SHIRE OF DARDANUP AUDIT AND RISK COMMITTEE MEETING HELD ON WEDNESDAY, 13TH NOVEMBER 2024, AT SHIRE OF DARDANUP - ADMINISTRATION CENTRE EATON, COMMENCING AT 9:16AM.

Overview

The Minutes of the Audit & Risk Committee Meeting held on the 13th of November 2024 [Appendix ORD: 12.5.2] are attached.

Change to Officer Recommendation No Change

OFFICER RECOMMENDED RESOLUTION “A” & COUNCIL RESOLUTION

302-24 MOVED - Cr E Lilly SECONDED – Cr J D Manoni

THAT Council receives the Minutes [Appendix ORD: 12.5.2A] of the Audit and Risk Committee Meeting held on the 13th of November 2024.

CARRIED
6/0

FOR THE MOTION	AGAINST THE MOTION
Cr. T G Gardiner Cr. E P Lilly Cr. J D Manoni Cr. A L Webster Cr. A C Jenour Cr. S L Gillespie	

Change to Officer Recommendation No Change

OFFICER RECOMMENDED RESOLUTION & AUDIT AND RISK COMMITTEE RESOLUTION “B” & COUNCIL RESOLUTION

303-24 MOVED - Cr E Lilly SECONDED – Cr J D Manoni

THAT Council:

- Accepts the Audit Concluding Report (Confidential Attachment A –Under Separate Cover - Tardis Link R00001672321), as issued by audit firm Moore Australia in consultation with the Office of the Auditor General (OAG), for the Annual Financial Statements for the 2023/24 financial year.**

2. Acknowledges that the 2023/24 Audit Exit Meeting and Behind Closed Door session with Council's auditors was held at the Audit & Risk Committee meeting on the 13th of November 2024 as per the adopted 2024 Annual Audit Work Plan.

CARRIED

6/0

FOR THE MOTION	AGAINST THE MOTION
Cr. T G Gardiner	
Cr. E P Lilly	
Cr. J D Manoni	
Cr. A L Webster	
Cr. A C Jenour	
Cr. S L Gillespie	

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.

5 PUBLIC QUESTION TIME

None.

16 MATTERS BEHIND CLOSED DOORS

It is recommended that the following item be heard behind closed doors.

Shire of Dardanup Standing Orders & Local Government Act 1995 Section 5.23 - Matters for Which Meeting May Be Closed:

Standing Order and the Local Government Act 1995 provides for Council to resolve to close the meeting to the public and proceed behind closed doors for matters:

- S 5.23** (1) *Subject to subsection (2), the following are to be open to members of the public-*
- (a) *all Council meetings; and*
 - (b) *all meetings of any committee to which a local government power or duty has been delegated.*
- (2) *If a meeting is being held by a Council or by a committee referred to in subsection (1) (b), the Council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following -*
- (a) *a matter affecting an employee or employees;*
 - (b) *the personal affairs of any person;*
 - (c) *a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;*
 - (d) *legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting;*
 - (e) *a matter that if disclosed, would reveal -*
 - (i) *a trade secret;*
 - (ii) *information that has a commercial value to a person; or*
 - (iii) *information about the business, professional, commercial or financial affairs of a person,*
where the trade secret or information is held by, or is about, a person other than the local government;
 - (f) *a matter that if disclosed, could be reasonably expected to -*
 - (i) *impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law;*
 - (ii) *endanger the security of the local government's property; or*
 - (iii) *prejudice the maintenance or enforcement of a lawful measure for protecting public safety;*
 - (g) *information which is the subject of a direction given under section 23 (1a) of the Parliamentary Commissioner Act 1971; and*
 - (h) *such other matters as may be prescribed.*
- (3) *A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.*

OFFICER RECOMMENDED RESOLUTION

304-24

MOVED -

Cr S Gillespie

SECONDED –

Cr A C Jenour

THAT in accordance with the Local Government Act 1995, S 5.23, section (2)(a) and (2)(e)(ii) Council goes Behind Closed Doors [5.45pm] to discuss a matter affecting an employee and information that has a commercial value to a person; which relates to matters to be discussed at the meeting.

CARRIED

6/0

FOR THE MOTION	AGAINST THE MOTION
Cr. T G Gardiner	
Cr. E P Lilly	
Cr. J D Manoni	
Cr. A L Webster	
Cr. A C Jenour	
Cr. S L Gillespie	

16.1 Title: Australia Day Citizen of the Year Awards 2025

Reporting Department	Sustainable Development Directorate
Responsible Officer	Mr Ashwin Nair – Director Sustainable Development
Reporting Officer	Ms Melanie Ring – Manager Community Development
Legislation	Local Government Act 1995
Council Role	Executive/Strategic.
Voting Requirement	Simple Majority.

REPORT UNDER SEPARATE COVER

Note: In accordance with the Local Government Act 1995 5.23 (2) this report is not available to the public. The Shire President tables the confidential report on this matter and provides copies to each elected member. The report will be located in the Records Management System of the Council.

DECLARATION OF INTEREST

Elected Member Cr A L Webster declared an Impartiality Interest in this item.
Please refer to Part 11 'Declaration of Interest' for full details.

Change to Officer Recommendation No Change.

OFFICER RECOMMENDED RESOLUTION

305-24 MOVED - Cr S Gillespie SECONDED – Cr A L Webster

THAT Council:

1. **Select the following Recipients (as provided for in the Appendix ORD: 16.1B) for the applicable categories, for the following WA Community Citizen of the Year Awards;**

• Young Community Citizen of the Year Award	Recipient "A"
• Community Citizen of the Year Award	Recipient "C"
• Senior Community Citizen of the Year Award	Recipient "C"
• Active Citizenship (Group or Event) of the Year	Recipient "A"

to be presented on Australia Day 2025.

2. **Impose an embargo on the media for the above item until after the awards are presented at the Australia Day WA Citizen of the Year Awards being the 26th of January 2025.**

CARRIED

6/0

FOR THE MOTION	AGAINST THE MOTION
Cr. T G Gardiner Cr. E P Lilly Cr. J D Manoni Cr. A L Webster Cr. A C Jenour Cr. S L Gillespie	

16.2 Title: Chief Executive Officer KPI Quarterly Report

Reporting Department	<i>Executive</i>
Responsible Officer	<i>Mr André Schönfeldt - Chief Executive Officer</i>
Reporting Officer	<i>Mrs Teresa Partridge – Acting Manager Human Resources</i>
Legislation	<i>Local Government Act 1995</i>
Council Role	<i>Executive/Strategic</i>
Voting Requirement	<i>Simple Majority</i>

REPORT UNDER SEPARATE COVER

Note: In accordance with the Local Government Act 1995 5.23 (2) this report is not available to the public. The Shire President tables the confidential report on this matter and provides copies to each elected member. The report will be located in the Records Management System of the Council.

DECLARATION OF INTEREST

Chief Executive Officer, Mr André Schönfeldt declared a Financial Interest in this item.
 Chief Executive Officer, Mr André Schönfeldt left the room at 6.10pm
 Please refer to Part 11 'Declaration of Interest' for full details.

Note: *The following staff left the room at 6.10pm:*

Mr André Schönfeldt
Mrs Natalie Hopkins
Mr Theo Naudé
Mr Ashwin Nair
Ms Tahnia Creedon
Mrs Renee Thomson

Change to Officer Recommendation No Change

OFFICER RECOMMENDED RESOLUTION

306-24 MOVED - Cr T G Gardiner SECONDED – Cr E Lilly

THAT Council:

- 1. Receives the Confidential Attachment - CEO KPI Quarterly Report of 2024/25 (Tardis Ref: R0001667294) and notes that this report commences the first reporting for 2024/2025 financial year KPIs.**
- 2. Notes the achievement of the Chief Executive Officer KPI'S for the first quarter of the 2024/2025 financial year.**

CARRIED
 6/0

<i>FOR THE MOTION</i>	<i>AGAINST THE MOTION</i>
Cr. T G Gardiner	
Cr. E P Lilly	
Cr. J D Manoni	
Cr. A L Webster	
Cr. A C Jenour	
Cr. S L Gillespie	

Note: All staff that left the room returned to the room at 6.12pm.

OFFICER RECOMMENDED RESOLUTION

307-24

MOVED -

Cr E Lilly

SECONDED –

Cr S Gillespie

THAT Council return from Behind Closed Doors [6.13pm].

CARRIED

6/0

FOR THE MOTION	AGAINST THE MOTION
Cr. T G Gardiner	
Cr. E P Lilly	
Cr. J D Manoni	
Cr. A L Webster	
Cr. A C Jenour	
Cr. S L Gillespie	

Note: In accordance with Standing Order 5.2(6) the Presiding Officer, may cause the motion passed by Council whilst behind closed doors to be read out.

17 CLOSURE OF MEETING

The Presiding Officer Cr Ellen Lilly advised that the date of the next:


- Ordinary Meeting of Council will be Wednesday, the 18th of December 2024, 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 6.13pm.



CONFIRMATION OF MINUTES

"As the person presiding at the meeting at which these minutes were confirmed on 18th of December 2024, I certify that these minutes have been confirmed as a true and accurate record of proceedings.

Signed: 
 (Chairman or Shire President or Other Presiding Officer)
 Email: Tyrrell.gardiner@gardanup.wa.gov.au