



A G E N D A

ORDINARY MEETING

To Be Held

Wednesday, 21 November 2018
Commencing at 5.00pm

At

Shire of Dardanup
ADMINISTRATION CENTRE EATON
1 Council Drive - EATON

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NOTICE OF AN ORDINARY COUNCIL MEETING

Dear Council Member

The next Ordinary Meeting of the Shire of Dardanup will be held on Wednesday 21 November 2018 in the Council Chambers, Shire of Dardanup - Administration Centre Eaton, 1 Council Drive, Eaton - commencing at 5.00pm.



MR MARK L CHESTER
Chief Executive Officer

Date: 15 November 2018

Note: If interested persons would like to make comment on any items in this agenda, please email records@dardanup.wa.gov.au or hand deliver written comment to the Shire of Dardanup – Administration Centre Eaton, 1 Council Drive, Eaton. To be included in the meeting comments are to be delivered no later than 48 hours prior to the meeting.

The Chief Executive Officer will use his discretion as to whether the written comments are relevant and applicable to the meeting before approving their inclusion in the meeting.

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COUNCIL ROLE

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

DISCLAIMER

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

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

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

SHIRE OF DARDANUP

AGENDA FOR THE SHIRE OF DARDANUP ORDINARY MEETING OF COUNCIL TO BE HELD ON WEDNESDAY 21 NOVEMBER 2018, AT SHIRE OF DARDANUP – EATON ADMINISTRATION CENTRE, COMMENCING AT 5.00PM.

1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Member to declare the meeting open, welcome those in attendance and refer to the Disclaimer, Acknowledgement of Country, Emergency Procedure and the Affirmation of Civic Duty and Responsibility on behalf of Councillors and Officers:

Acknowledgement of Country

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

Affirmation of Civic Duty and Responsibility

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

Emergency Procedure

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

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

2.1 Attendance

2.2 Apologies

3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

None.

4 PUBLIC QUESTION TIME

5 APPLICATIONS FOR LEAVE OF ABSENCE

COUNCIL RESOLUTION

THAT be granted leave of absence for the meeting of 12 December 2018.

6 PETITIONS/DEPUTATIONS/PRESENTATIONS

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 Ordinary Meeting Held 31 October 2018

OFFICER RECOMMENDED RESOLUTION

THAT the Minutes of the Ordinary Meeting of Council held on 31 October 2018, be confirmed as true and correct subject to the following corrections:

The following correction to the minutes is required: - at Page 67, Item 12.13 – Roadwise Committee Meeting Minutes there is a correction to Resolution [359-18]. The Seconder and voting numbers were incorrect. Corrections are provided below.

359-18

MOVED -

Cr. P S Robinson

SECONDED -

Cr. J Dew

Cr. L Davies

THAT Council supports the proposed process for the implementation of a trial 40kph blanket speed zone for the Dardanup town.

CARRIED

~~5/2~~ 4/3

8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

9 ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED

None.

10 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

None.

11 DECLARATION OF INTEREST

"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 CP039.

12 REPORTS OF OFFICERS AND COMMITTEES

12.1 Title: Application To Keep Bees – Lot 221 (No. 13) Tognolini Road, Paradise (Tracee Snell)

Reporting Department: Engineering & Development Services
Reporting Officer: Mr Neil Nicholson - Principal Environmental Health Officer
Legislation: Shire of Dardanup Health Local Laws 2000 (As Amended)

Overview

Council is requested to consider an application to keep up to 20 bee hives at 13 Tognolini Road, Paradise. Officers are recommending approval subject to conditions.

Background

Environmental Health Services has received an application from the owner of Lot 221 (13) Tognolini Road, Paradise to keep up to 20 bee hives on the premises (Appendix ORD: 12.1A).

The subject property is at the intersection of Tognolini Road and Waterloo Road, is 8983m² in area, and is zoned 'General Farming':



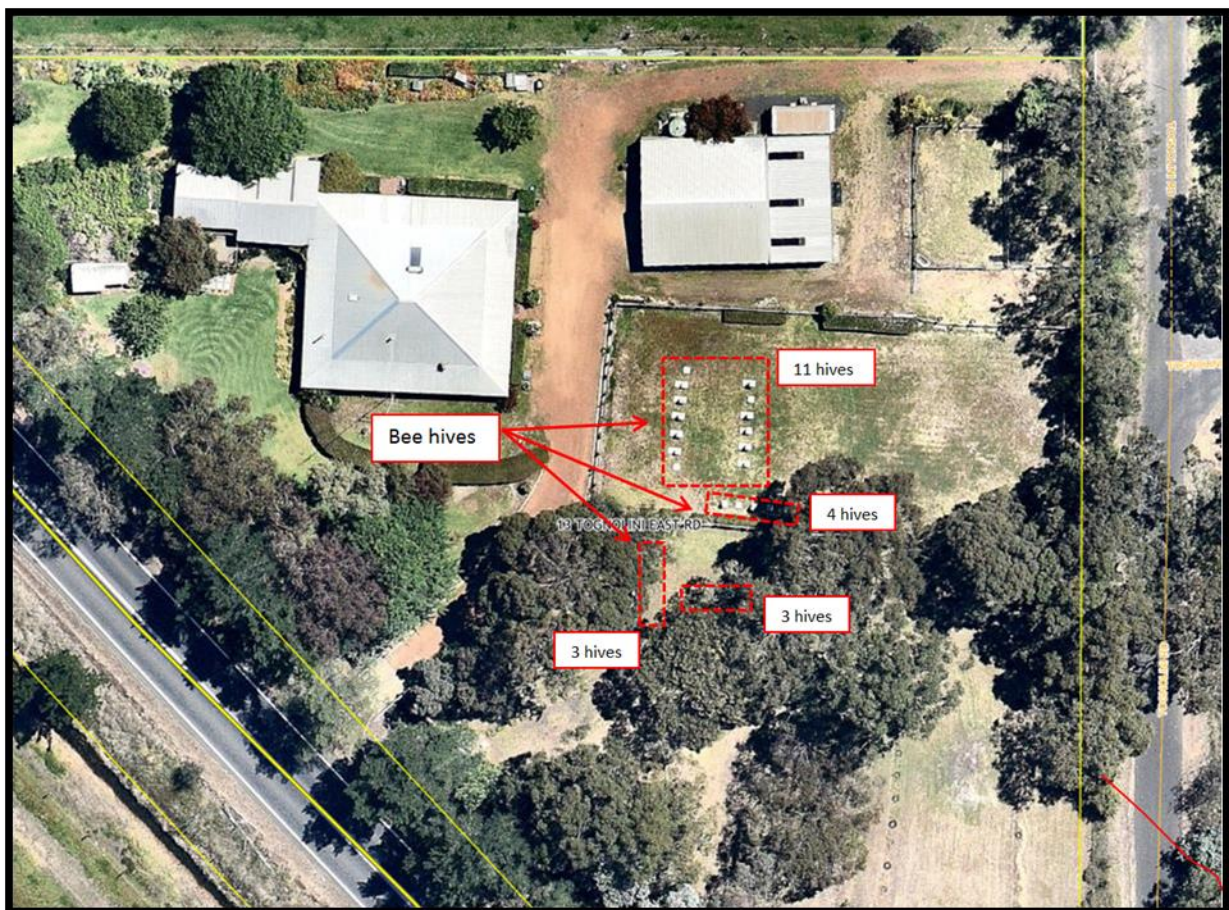
The applicant has indicated in her application:

- The hives are branded with a Department of Primary Industries and Regional Development brand – 'TW3';
- The applicant is registered with the West Australian Apiarist Society (WAAS); and
- The bee species is 'European Honey Bee (Italian sub-species)'.

The applicant notes that she may intend to sell honey in the future, however wished to first secure Council approval to keep the bees. As such, the processing and sale of honey was not considered as part of the assessment of this application.

The Shire's Principal Environmental Officer and Senior Planning Officer conducted an inspection of the premises on 13 August 2018. The following was observed:

- The majority of the hives (15 hives) were in a cleared yard located east of the house and south of the shed. The yard was rectangular and approximately 990m² in area (Appendix ORD: 12.1B);
- The hives were in two main rows. The rows were approximately 6m apart, and the hives within each row were approximately 0.8m to 1m apart.
- The hives were on stable bases made of square cement pavers on bricks. These bases were not cemented to the ground, and it appeared evident on historical aerial photography that the applicant moves the hives around the yard from time to time as needed.
- There were an additional six hives in the yard immediately south of the main group of hives.
- Bees were observed flying around the hives, however, they did not appear agitated or aggressive.



The applicant was queried as to whether there was a supply of water near the hives, as required by the *Biosecurity and Agriculture Movement (Identification and*

Movement of Stock and Apiaries) Regulations 2013 and confirmed there was a supply near the southern group of hives.

The application was advertised to surrounding residences immediately adjacent to the property on 6 September 2018 (Appendix ORD: 12.1C). The advertising radius was approximately 500m and only those properties with a residence notified. Applicants were provided 30 days to respond and no objections were received.

The West Australian Apiarist Society's '*Draft Urban Beekeeping Code*' recommends a maximum stocking rate of 16 hives for properties of between 2000m² to 4000m² in area (Appendix ORD:12.1D) and the proposed number of hives is compliant with this recommendation.

Legal Implications

Part 6, Division 7 of the Shire's Health Local Law is relevant to the application which stipulates that formal approval of Council is required for any beekeeping activities in the Shire of Dardanup. The Local Law also provides Environmental Health staff the authority to direct a person to remove bee hives, if bees are deemed to be causing a nuisance.

Strategic Community Plan

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

Environment - None.

Precedents - None.

Budget Implications - None.

Budget – Whole of Life Cost - None.

Council Policy Compliance None.

Risk Assessment - Medium.

The risk level is based on the applicant being able to satisfy Environmental Health Services that she has met state biosecurity requirements pertaining to beekeeping, and given indication she can comply with industry best practice. Also the number of hives on the property is below WAAS maximum recommended levels and there is a suitable separation distance from neighbouring residences.

Officer Comment

The primary consideration with bees is the potential for them to sting people. For those with an allergy, the consequences of a bee sting can be serious, even fatal. The proper management of bees, and compliance with state and local government legal requirements is therefore extremely important.

In assessing this application, consideration was given to the applicant's ability to comply with state biosecurity requirements, national best practice, and industry best

practice. The applicant has given Environmental Health Services a reasonable level of confidence that this is the case.

As such, Environmental Health Services is of the position that it is suitable for Council to approve the application subject to state biosecurity, industry best practice, and the condition that Council approval may be revoked should the applicant fail to comply with the conditions of approval.

- *Advertising to Surrounding Neighbours*

The application was advertised to immediate surrounding properties with an existing place of residence. It was determined that these properties were most likely to be impacted by the presence of bee hives.

The nearest of these residences is 220m north-west of the main group of hives at Lot 220 (No. 286) Waterloo Road, with the furthest being 500m east of the hives at Lot 5 (No. 39) Tognolini East Road.

The fact that no objections were received during advertising does not rule out objections or complaints being raised in the future. Should any objections and/or complaints be received, they will be considered on their merits, and inspection of the beekeeping operations may be undertaken to determine compliance with relevant state and local laws, and conditions of approval.

- *Referral to Other Departments*

The Shire's Town Planning Services and Building Services were notified of the applicant's possible future intention of establishing honey extraction and bottling rooms in the existing shed on her property (east of the house). The applicant has been advised of the Town Planning, Building and Health requirements to be met in order to obtain Shire approval for such activities. However, the applicant has not as yet submitted a Development Application or Building Permit Application.

The application was not referred to any state government departments as the applicant's hives are registered with the Department of Primary Industries and Regional Development (DPIRD). This was confirmed by Environmental Health Services via an online search of the DPIRD's only bee hive register.

Officer Comment

If Council is to approve this application, it is recommended that approval be subject to compliance with:

- a) The *Biosecurity and Agriculture Movement (Identification and Movement of Stock and Apiaries) Regulations 2013*;
- b) The *National Best Management Practice for Beekeeping in the Australian Environment* (Appendix ORD:12.1E) ; and
- c) The West Australian Apiarist Society's '*Draft Urban Beekeeping Code*'.

Council Role - Quasi-Judicial.

Voting Requirements - Simple Majority.

Change to Officer Recommendation

No Change. **OR:**

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

OFFICER RECOMMENDED RESOLUTION

THAT Council pursuant to Cl. 6.7.2 of the Shire of Dardanup Health Local Law approves the application to keep bees at Lot 221 (13) Tognolini Road, Paradise subject to the following conditions:

- 1) The applicant is permitted to keep a maximum of 20 hives.**
- 2) The approval only permits the keeping of the European Honey Bee (*Apis mellifera*) and the European Honey Bee - Italian sub-species (*Apis mellifera ligustica*).**
- 3) The applicant is to comply with the *Biosecurity and Agriculture Management (Identification and Movement of Stock and Apiaries) Regulations 2013*.**
- 4) The keeping of bees is to comply with the 'National Best Management Practice for Beekeeping in the Australian Environment'.**
- 5) The keeping of bees is to comply with the 'Draft Urban Beekeeping Code' Western Australian Apiarist Society (WAAS).**
- 6) This approval applies to the applicant only (Ms. Tracee Snell) and is not transferable to any other person.**
- 7) Council may revoke the approval should the applicant fail to comply with these conditions.**
- 8) Council may revoke the approval at any time should it be brought to Council's attention that the existence of hives has the potential to cause a health or safety hazard to a resident in the locality.**

12.2 Title: Dardanup Community Facilities Plan

Reporting Department: Engineering & Development Services
Reporting Officer: Mr Mick Saunders – Manager Assets
Legislation: Local Government Act 1995

Overview

Council is requested to consider the public submissions received following advertising of the Dardanup Community Facilities Plan (DCFP) and adopt the plan, either as is or amended as deemed necessary.

Background

At the Ordinary Council Meeting held 29 August 2018, Council was presented a Final Draft of the DCFP. Council made the following resolution [281-18]):

“THAT Council:

1. *Receives the draft Dardanup Community Facilities Plan (DCFP).*
2. *Endorses the DCFP to proceed to the formal comment period.”*

The public consultation period commenced on 6 September 2018, with the expected closing date being 5 October 2018. In response to several separate requests from the community, the public consultation period was extended to 7 November 2018.

All submissions received have been summarised in the Schedule of Submissions, under the Officer Comment section of this report.

The Dardanup Community Facilities Concept Plan and Summary Table are included at (Appendix ORD: 12.2A).

Legal Implications - None.

Strategic Community Plan

- Strategy 1.3.3 - Maximise Shire grant funding. (Service Priority: Flagship)
- Strategy 2.3.1 - Continue to implement integrated environmental, social and land use planning which meets diverse community needs. (Service Priority: Very High)
- Strategy 2.5.1 - Develop, review and implement Townscape Plans. (Service Priority: High)

Environment - None.

Precedents - None.

Budget Implications

Any facility, whether existing or proposed, imposes significant budget implications upon the Shire. It should be noted that any single facility that is provided, is done so at the expense of another, either within the Dardanup townsite, or elsewhere within the Shire.

The intent of the DCFP is to provide facilities that meet community expectations, serve multiple purposes and user groups and also have the greatest chance of attracting grant funding.

As such, although the DCFP has substantial budget implications, it has been created in order to assist the Shire manage and minimise the implications, whilst still delivering a high level of service to the community.

There is a budget allocation for the development of the Plan. Funds were initially allocated in the 2017-2018 budget and unspent funds have been carried forward to the 2018-2019 budget. It should be noted that the project is expected to be completed within the budget allocation.

Budget – Whole of Life Cost

Whole of life cost is a major consideration in the provision of new facilities. Subsequent to the construction of capital projects, the Shire must (generally) bear the cost of operation, maintenance, repair, upgrade and renewal.

The community and stakeholders have received guidance on Whole of Life Cost during the consultation period with the result being a plan that minimises where possible ongoing costs to Council.

Council Policy Compliance - None.

Risk Assessment - Low.

It is highly likely that some elements of the adopted DCFP will not be met with unanimous approval. This is the nature of a diverse community. However, due to the long consultation period and with due consideration of all feedback received, the risk can be mitigated as much as possible.

Officer Comment

All comments and feedback received during the public consultation period are summarised in the table below. Copies of submissions are included in (Appendix ORD: 12.2B).

	Submitter	Submitter Comment	Officer Comment
1.	Lisa Ferris	<p>1. The Depot shed and attached toilet facilities I feel should be repurposed insitu as an undercover area for use by Dardanup Community. The Shed itself is in keeping with our rural feel, a reason many residents come to Dardanup to live. Incorporating it with the park, a community garden, men's shed/women's shed and nature playground I feel would address recreation for all age groups. I have spoken with many residents who are appalled at the removal of the shed and transportable.</p> <p>With these thoughts in mind I would like the community to be given the opportunity to explore the possibilities for the Shed's repurposing and use of the toilet facility.</p>	To repurpose the existing depot shed would incur extensive costs. The building is outdated and in a poor state of repair.
		<p>2. I feel overnight caravan bays should either be sited outside the hall or sportsground where they are currently permitted. Or possibly a few bays near the information bay on Boyanup-Picton Road. They should not be on the old Depot site/Carramar Park. This area should be kept for local use only....a safe zone for our community.</p>	Overnight caravan bays are provided for in the layout plan outside the hall, adjacent Ferguson Road.
		<p>3. Public toilets in the central precinct I feel need to be listed as a short term requirement. Apart from keeping tourists in the commercial zone for obvious benefits, the hall toilets are definitely sub-standard and the ones at the Visitor's Centre are only available during opening hours 10-4, 6 days a week. Signage would also assist.</p>	Noted. It was a difficult decision between the toilets at Wells Recreation and the Civic Precinct as to which received short term and medium term priority. In order to integrate with other works in the area, the Civic Precinct toilets were ranked medium.
		<p>4. I feel removing the stage at the Hall is short sighted as may be required for future groups, entertainment etc.</p>	There is no indication of removing the stage at the hall in the DCFP.
		<p>5. With the ever increasing traffic volume, in particular trucks servicing the Waste Facility on Banksia Road and Depiazzi Road, I feel there should be a school crossing on Ferguson Road, manned by a Lollypop person or lights. This would also service the Visitor's Centre as parking is on the opposite side of the road to the centre.</p>	Roadworks on Ferguson Road (SLK 0 to 0.4) are currently being designed. This comprehensive design will address these issues.
		<p>6. Having an alternate route for trucks travelling through town would be beneficial.</p>	Noted. The design work mentioned above will discourage heavy vehicles. The alternate route is Waterloo Road.
		<p>7. I feel the Skate park would be better situated on the northern side of the Depot site. Here it would be accessible to the children of Dardanup without them having to cross the now very busy Ferguson Road. It would also be very visible from the carpark at the hall</p>	Noted.

	Submitter	Submitter Comment	Officer Comment
		<p>minimising any unsavoury behaviour. As it requires upgrading it would be a timely move.</p> <p>8. The dump point would be better suited sited adjacent to the information bay on Boyanup Picton Road. Easier for caravaners to find, use and minimising possibility of smell etc in town.</p>	<p>There is no indication of a dump point in the DCFP.</p>
2.	Fiona Moriarty	<p>Please find attached my scrappy sketch of the Dardanup town site (Appendix ORD: 12.2B).</p> <p>You will see I am keen to safely link the residential and school zones to the community areas and sports fields.</p> <p>I understand Dardanup has been attracting young families because of our two excellent Primary schools. The Shire probably feels it has a responsibility to make suitable adjustments for both their safety, and to limit social issues as children become adolescents.</p> <p>As such, responsible traffic calming needs to be planned to allow safe access from the residential zones to the school zones and the sports / recreation zones.</p> <p>I suggest three pedestrian crossings as indicated, which are on proper traffic calming chicanes, with bike paths and parallel parking reducing the amount of road width available to vehicles.</p> <p>Speed on Ferguson Rd between Hayward Street and Charlotte Street should be reduced year round to 40kpm.</p> <p>If my suggestions are used together with the proposed truck routes from the attached Strategy Planning map (Appendix ORD: 12.2B) from 2015, sending trucks down Dowdells Line, Banksia Road and out through Crooked Brook to Picton-Boyanup Road, there would be the opportunity to make the Ferguson Road (in the Dardanup townsite) a delightful semi pedestrian area, with bike paths and safe crossing areas with chicanes at three essential points on the town stretch. A temporary truck diversion down Waterloo Road would also work.</p> <p>Signage could be placed at the corner of Ferguson Road and Boyanup-Picton Road, and again at Waterloo Road junction on Ferguson Road (initially until Dowdells Line is sorted) which advises HGV drivers that Dardanup townsite is no longer suited to HGVs and they should use alternative routes. Ultimately the sign could also be placed at Dowdells Line junction.</p>	<p>Roadworks on Ferguson Road (SLK 0 to 0.4) are currently being designed. This comprehensive design will address these issues.</p> <p>Alternate truck route comments are noted. The Bunbury Outer Ring Road will have an enormous bearing on all traffic routes.</p> <p>Other comments re signage and gateway noted.</p> <p>Council is consulting with MRWA and trialling 40km/h in the Dardanup Townsite.</p>

	Submitter	Submitter Comment	Officer Comment
		This could open up the town to become a real “gateway” to the Ferguson Valley, encouraging tourist based businesses to open together with keeping the younger residents suitable occupied and as safe as possible.	
3.	Leila Cooper - Dardanup Community Centre	<p>After reading through the proposed plan I noticed the Dardanup Community Centre usage doesn't seem quite correct.</p> <p>The Dardanup Community Centre is the rear part of the building on Little street. The community centre is run by a voluntary committee, from this building we have the Dardanup Community Playgroup running for 2 hours each week. We no longer have a day care centre here as this has closed, we are looking for a new day care centre to come and set up and the local community are asking for one. We also hire our building out for meetings/children's parties and this does not include any part of the front part. We have no association with Montessori South West section at the front of the building.</p>	Noted. Usage will be amended in the DCFP.
4.	Brendan Putt – Dardanup Central Fire Brigade	<p>1. A correction to the DCFP is required: The Brigade <u>did not</u> and <u>does not</u> agree to relocation to the proposed site on Recreation Road</p> <p>2. The relocation of the Brigade to the Wells Recreation Park does not allow for the development of an Emergency Services Precinct that would meet the needs of the growing town and district population.</p> <p>The current station was built by volunteers with resources donated by local businesses in response to community identified need. The DCFP (page 11, paragraph 7) does not accurately describe the station and surrounding area's functionality:</p> <ul style="list-style-type: none"> • The station has two vehicle bays not one as described in the DCFP. • The DCFP does not acknowledge the large footprint surrounding the station that is areas on either side of and in front of the station used by the Brigade. • The areas in front and at the side of the station are used routinely for training (both internally and with other Brigades); maintenance; community demonstrations and education; and meetings. 	<p>At the Community Workshops there was support for both relocating to a new facility and to remain in the existing facility.</p> <p>Noted. The DCFP will be updated to reflect two vehicle bays.</p> <p>It is noted that the Brigade requires and routinely uses space around the building.</p>

	Submitter	Submitter Comment	Officer Comment
		<ul style="list-style-type: none"> • The large area in front of the station allows attendance at practical training by other Brigades with their fire appliances. • The knowledge and exposure of Brigade members within the District to the Fire Appliance available is important as at times they may be required to respond to a fire in an Appliance that is a different model to their Brigade Appliance. <p>The large area in front of the Brigade has been used as a briefing and staging point for other Appliances / resources during a fire and emergency response.</p>	
		<p>3. The DCFP does not accurately describe the current station and surrounding areas functionality.</p> <p>The location of the water stand pipe used by the Brigade is not accurately described in the DCFP page 11 paragraph 6. The water stand pipe used by the Brigade is not located in the fenced Depot area, but in the large area to the front of the station used by the Brigade for maintenance, training, education and meeting purposes. The water stand pipe is also used by other Brigades during and post a fire response and training.</p>	<p>The wording of Page 11, Paragraph 6 is ambiguous. The wording will be changed to state the stand pipe is not contained within the fenced area.</p>
		<p>4. The Brigade requires a large area at the front of the station for training, practical exercises, major incident response staging, to use the water stand pipe and community engagement and education.</p> <p>In recognition, of the value of the Brigade to the community, bequeathed funds have been made to enhance the functionality of the station, subject to Shire approval. The Brigade has identified enhancements that would strengthen the functionality of the station and comfort of members. The DCFP implies that the current station is not functional. This is not the case.</p>	<p>Requirement for a large area already noted.</p> <p>Any implication was not intentional.</p>
		<p>5. While a bequest has made funds available to expand the station to enhance functionally and Brigade member comfort, the station as it is, is functional.</p> <p><u><i>The Wells Recreation Park</i></u></p> <p>The DCFP identifies that population growth would increase the demand for sport and recreational facilities and playgrounds in the Townsite (page 9 paragraph 1); and the need to improve and expand the Wells Recreation Park facilities and foot print, including the development of a playground to better meet current and future community needs.</p>	<p>Noted.</p>

	Submitter	Submitter Comment	Officer Comment
		<p>Page 12 last paragraph dot point 2 of the DCFP reiterates the need to upgrade the Wells Park facilities and dot point 3 states that “<i>more parking is needed at the Well (sic) Park Recreation Centre</i>”.</p> <p>The development of a nature playground (page 14 row 1 under Sporting Precinct) will further create the need for greater space to accommodate more general parking and disability access and parking.</p> <p>Given the needs expressed by the community and identified by the planning consultants for greater space at the Wells Park Recreation Centre including for parking it is illogical and narrow sighted to propose the relocation of the Brigade to the Park.</p>	
		<p>6. The Wells Recreation Park facilities and parking require upgrading to meet the current and future needs of the Dardanup Townsite and surrounding communities.</p>	Noted.
		<p>7. The relocation of the Brigade to the Wells Recreation Park would inhibit the development of the sporting and recreation precinct and not enable the Shire to achieve the development of an emergency services hub that is described in the DCFP (page 18 Item 5 notes).</p> <p><u><i>Relocation to Recreation Road</i></u></p> <p>The DCFP (page 13, 14 and 15) provides a draft plan for three (3) of the four (4) Dardanup Townsite precincts (Civic, Sporting and Commercial) and community feedback related to the proposed initiatives. The brigade notes disappointment the absence of an Emergency Services Precinct despite this being discussed and promoted during the initial consultation process.</p> <p>While understandable as emergency services are generally only noticed when they are needed, it is disappointing.</p>	Noted but do not agree. Planning is required to ensure the use of space meets user's requirements.
		<p>8. The DCFP does not adequately address future emergency service requirements for the Townsite and district.</p> <p>Brigade members note the plans to retain the purpose built fire station for other purposes not disclosed (Page 14 row 2). The Brigade is concerned that the information on page 14, row 2 of the Table does not accurately reflect the Brigade's position regarding the relocation to Recreation Road.</p>	Noted.

	Submitter	Submitter Comment	Officer Comment
		<ul style="list-style-type: none"> • The Brigade members at the workshop did not agree to the proposal to move to Recreation Road. • Furthermore the comments <i>“Recreation Road was not opposed but concern had been raised about access during sporting fixtures. The upgrade and widening of Recreation Road addresses this concern.”</i> Does not reflect or address all of the Brigade’s concerns. • The widening of Recreation Road will further reduce the size of the Wells Park Recreation centre footprint. <p>Brigade members have reviewed the proposed site at the Wells Recreation Park and have found that the proposed site does not have the space to accommodate the functionality required by the Brigade (station and large external training, maintenance and staging area, and improved water source).</p> <p>The Brigade have met with Department of Fire and Emergency Services (DFES) and Shire representatives and determined the Wells Park site will not meet current and future Brigade needs and have voted unanimously to remain at the current site in the purpose built fire station.</p>	
		<p>9. Brigade members have unanimously determined the Wells Park site will not meet current and future Brigade needs and have voted unanimously to remain at the current site.</p> <p>Application of DFES funds.</p> <p>The Brigade notes the intention to apply for funds from DFES (DCFP pg 18 Item 5).</p>	Noted.
		<p>10. Brigade members will not support the application for funds from DFES for the proposed relocation to Recreation Road.</p> <p><u>Additional minor points for clarification within the DCFP</u></p> <ul style="list-style-type: none"> • Page 5, paragraph 2: <i>“Importantly, Dardanup has both road and rail transport corridors connecting to the City of Bunbury, providing future transport opportunity for improved connectivity and accessibility.”</i> 	Noted. Noted.

	Submitter	Submitter Comment	Officer Comment
		<ul style="list-style-type: none"> - While this is technically true, the statement may be somewhat misleading. Significant work and investment would likely be required to recommence the use of the train line. - This would likely be a barrier to the use of the train corridor. • Page 14 Table row 3 refers to Recreation Road. - This appears to be an error and should be Ferguson Road as there is no caravan parking currently on Recreation Road. 	<p>Noted. Both references to Recreation Road should read Ferguson Road. This will be amended.</p>
5.	Danny Harris	<p>1. I am generally happy with the report but must point out that the Dardanup Central Fire Station must stay where it is simply because there is no other Shire owned land available.</p> <p>The funds bequeath to Dardanup Red Cross by the late Alex Poad must be spent ASAP on the extensions requested by the Dardanup Fire group. I am sure the cost estimate will have escalated since the proposal was put forward. The Dardanup Red Cross Ladies have expressed a preferred option to spend the balance of the funds, after the Station upgrade on the area where the old Shire depot is, not the Wells Recreation Club House.</p> <p>Good luck with the outcome but please complete the Dardanup Central fire station extension promptly and also the removal of the old depot,</p>	<p>Noted, but land can be acquired.</p> <p>Noted, however the DCFP does not seek to allocate the bequeathed funds.</p> <p>Noted.</p>
		<p>2. The Old Shire site would be ideal for a new skate park. It would be easily accessed by children from the town they would not need to cross the busy Ferguson Road. To say it would not be visible from the road may be true, however it would be very visible by the towns people. The balance of the area could be grassed</p>	<p>Noted.</p>
		<p>3. If we require a play activity area for children attending Wells Recreation ground then I'm sure an area on the northern end could be found for play equipment, away from Ferguson Road. Mark, you are aware the Panizza family were not interested in selling an area requested by the Shire. One day this may happen and we would have all the scope needed.</p>	<p>Noted.</p>
	Danny Harris - Further	<p>4. I can't understand how the Wells Recreation Park became recommended for the fire station and believing it could fit the future emergency services. At the last community</p>	<p>The consultant is of the opinion the Wells Recreation is worthy of investigation.</p>

	Submitter	Submitter Comment	Officer Comment
	Submission	<p>consultation meeting, the consultant noted that they had looked for alternate locations for the Fire Station, including Wells Recreation Park. but found it to be not suitable. So where did this recommendation come from?</p> <p>The Fire Station should stay where it is and emergency services could be located where the old Shire Depot is. This would see all Shire services in the same precinct. Why would we construct a new Station costing \$400k when we have a bequest of \$150k committed to upgrade the existing station by the Dardanup Red Cross members.</p> <p>The executor for Alex Poads Will, Kingsley Palmer, has supported the Red Cross offer to fund the upgrade to honour the life of Alex Poad and his life time of fire control.</p>	<p>Noted.</p> <p>Noted, however the DCFP does not seek to allocate the bequeathed funds.</p>
		5. The existing outside toilets on Wells Recreation Park. could easily be upgraded. They are in a very suitable location.	Noted.
		6. The Hall car park has for some time been allocated for short term caravan parking, this should be sign posted and advertised in an appropriate caravaners guide.	Noted.
		7. Toilets are desperately needed on Carramar Park. If they are well sign posted they could service the community and visitors. Why would you put toilets on the Railway reserve lease near Charlotte St?	Noted. Toilets on the Railway Reserve were in response to community feedback
		8. I can't understand the recommendation to relocate the cricket nets to the North East corner of Wells Recreation Park. Please leave the nets where they are.	Noted. It is not the intent to relocate the cricket nets.
6.	Kim Wesley	1. As a volunteer at the Ferguson Valley Visitor Centre I noted the rapid and large increase of the truck traffic through this small townsite. This is a concern with the primary school, church, hall and post office being major use facilities. The road is being severely damaged between the highway and the school by this large amount of traffic too as the road wasn't built with as many trucks in mind. Many are heading to the tip and to Depiazzi. Both are big business. Most of the trucks are commercial and I feel there must be another direction they can go. There was talk of Dowdells Line, Banksia to Crooked Brook and onto Boyanup Picton Road. This should be explored further or at least an alternative.	Noted. Roadworks on Ferguson Road (SLK 0 to 0.4) are currently being designed. This design will rectify the damage to the pavement. The Shire does not allow multi combination vehicles on this section of Ferguson Road. However, 'semi trailers' are an as of right vehicle that we cannot prevent using this section of Ferguson Road. The works under design at the moment will discourage as of right vehicles, and encourage them to use Waterloo Road, as per other multi combination vehicles.

	Submitter	Submitter Comment	Officer Comment
		<p>2. Pedestrian zones should be explored to for the access to recreation zones. Three across Ferguson Road at least for safe access.....especially to the oval and school.</p>	Pedestrian zones will be explored in the current design works.
		<p>3. Dardanup townsite could be a real tourist town being the gateway to the very important tourist attraction of the Ferguson Valley. It could be made more colourful and vibrant but an attraction for more small business.</p>	Noted.
7	IL & J Trigwell	<p>1. We are most disappointed to see that the Number 1 item in the Short Term is to remove the depot buildings. We believe that these buildings should be left in place, at least for the time being, and available for use by the local Dardanup community. The Depot area could easily be incorporated within the Civic Precinct area concept plan, while at the same time providing a central and practical facility with the potential to enhance Dardanup's sense of community and build inclusiveness.</p> <p>There is an active and enthusiastic local gardening group in Dardanup. They may be interested in leading the creation of a landscaped community garden that visually integrates with Carramar Park and the Town Hall. Maybe hand-crafted sculpture pieces, a unique fire pit gathering area, or a solar powered water feature to add interest and attract visitors. The Over 55's housing development has very limited outside areas, and new subdivision block sizes are becoming smaller. A community garden area has the capacity to build camaraderie and inter-generational inclusiveness.</p> <p>The town has many retired and semi-retired people, no doubt with skills that could willingly be shared to others via a Men's Shed or similar group. Such social interaction has proven physical, mental and general health benefits. The shed could be a base used to create community projects, run skills and training workshops, even provide shelter for an outdoor community function. Recently a community book exchange scheme was an enthusiastically supported idea, but where to locate it is a problem.</p> <p>The Depot buildings were no doubt funded by our rates, and it is our belief that residents should be given the opportunity to more fully explore re-purposing of the area for maximum community benefit.</p>	Noted. It is acknowledged that the old Shire Depot could be repurposed to suit a range of uses, however to repurpose the existing depot shed would incur extensive costs. The building is outdated and in a poor state of repair. The Shire is bound by legislation to provide a certain level of service for public facilities and to upgrade the old facility to comply with current legislation would be cost prohibitive.
		<p>2. The building of public toilets at the Civic Precinct and the Commercial Precinct need to be short term objectives rather than medium and long term. They are needed now and will produce immediate benefits to our town.</p> <p>Carramar Park is a lovely play area for children and BBQ area, but the only nearby</p>	Noted. There is strong support for additional toilet facilities. The recommendations within the DCFP are made in consideration of limited funds and balancing priorities.

	Submitter	Submitter Comment	Officer Comment
		<p>toilets are sub-standard ones at the Hall. The Australia Day Breakfast and Christmas Carols are also held at Carramar Park and the Bull & Barrel Festival would benefit from additional nearby toilet facilities.</p> <p>Public toilets servicing the Commercial Precinct would encourage people to stop in our town and support the local businesses. We now have an award-winning bakery in Dardanup. At times there are so many customers that the shop is full. It is said that people drive from Bunbury to buy their lunch! Let's provide easily accessible toilet facilities for the benefit of locals and visitors. A nearby path from the Tourist Information Bay and Charlotte Street could provide a convenient link to the toilet area. Additional visitors to Dardanup may instigate new retail and service business start-ups.</p>	<p>Toilets near Charlotte Street and a pedestrian link from the 'tourist bay' are provided for in the DCFP.</p>
		<p>3. We question the need to remove the stage storage area at the back of the Dardanup Hall. It may have limited usage/value now, but if in reasonable condition, it could be of benefit to future groups that may utilize the hall as new residents come to Dardanup. For example, a repertory group or music club, or toy library.</p>	<p>Noted. There is no intent to remove the stage storage area.</p>
		<p>4. The provision of pedestrian crossings across Ferguson Road linking the townsite to the Catholic School and the Wells Recreation Ground are warranted in the short term, given the increase in heavy vehicles that now use Ferguson Road.</p>	<p>Noted.</p>
8	Gwen Wells	<p>1. I wholly agree to upgrade the Dardanup Community Sports club rooms. Extensions to building, kitchen, toilets and existing outdoor toilet. Ok but could have new roof and tiling. To beautify. As very central for patrons use.</p>	<p>Noted.</p>
		<p>2. Carramar Park definitely should be considered with toilet facilities As park is used by some major events and tourist stopovers.</p> <p>Old Shire Plant. Maybe. Upgraded to join Carramar Park. And maybe consider. Relocating. The Skate Park to that area. Keeping local children happy. Parents happy not worrying about Skate Park being so close to main traffic Safer all round. Parking facilities could be increased.</p>	<p>Noted.</p>
	Gwen Wells (Further submission on behalf of Australian Red	<p>3. On behalf of Australian Red Cross DARDANUP auxiliary unit. I wish to put on notice to the Dardanup townsite community facilities plan. Committee that we wholeheartedly support the submission put forward by Brendon Putt of DARDANUP Central fire Brigade which you would have received at the office by now.</p>	<p>Support for the current location of the Dardanup Volunteer Bushfire Brigade is noted.</p>

	Submitter	Submitter Comment	Officer Comment
	Cross Dardanup Auxiliary Unit)	<p>The Bequest from a local identity Mr Alex Poad was willed to Red Cross to use in the area as we saw fit. Said person concerned now 8 years deceased. In his life time was a leader of Fire Brigade DARDANUP for many years and because of his faithful commitment we chose to allocate the bequest finance. To DARDANUP Central Fire Brigade. In his honour Fire Brigade was to use on their existing premises. To upgrade their working areas, for training of new firemen and women, storage, unisex. washrooms, making all more comfortable to operate I believe the Fire Brigade have submitted plans. For the building. Over 2 years ago and Shire approval has not been approved DARDANUP Shire holds in Trust. The Bequest finance. Which was to be released when project was commenced There has been no thought that the Fire Brigade. Wished to relocate and have the support of the. Emergency. Services.</p> <p>The Executor of said person Whose. Bequest was received. Is also happy for the Central Fire Brigade to go ahead and update the Station</p> <p>At the recently held Bull and Barrell Festival the Fire Brigade had an amazing display presented to the general public. Much interest was shown. And very central as well.</p> <p>Please consider and act as soon as possible for DARDANUP Central Fire Brigade to receive the approval needed. As we want to see a result. Otherwise, the finance will be withdrawn and allocated elsewhere and DARDANUP would be worse off without this bequest.</p>	
9	Jill Cross on behalf of Dardanup Sporting and Community Clubs Committee	<p>The Dardanup Sporting and Community Clubs submit the following with regards to the Community Facilities Plan</p> <ol style="list-style-type: none"> 1. Short term - agreed Fire shed needs to be relocated from the civic precinct area for this area to develop into the future. It can't be sited at the Wells Recreation Park as there isn't the room. Parking and recreation space is currently at a premium on this site without further buildings added. The best site is on the northern side of Ferguson Road opposite the Hall on the Panizza land or opposite the Dardanup Vet on land where the CWA building was previously located (not sure of the area of this parcel of land but could be the emergency hub mentioned in the Plan). Therefore the purchase of this land from the Panizza family will need to be pursued for this purpose and to increase the land available for the future sporting needs of Dardanup in the long term. 2. Short Term - Clubroom upgrades – integrate public toilets into the Clubrooms. Change rooms and kitchen bar facilities, spectator viewing are desperately needed. Tennis / 	<p>Noted. The DCFP identifies the 'Panizza land' as a strategic purchase to enable the expansion of the Wells Recreation Facilities, however the acquisition of this land is not guaranteed.</p> <p>Noted.</p>

	Submitter	Submitter Comment	Officer Comment
		Basketball courts need upgrading. Despite recent work the surfaces are badly cracking so the subsurface needs work.	
		3. Don't agree with piping the Ferguson Road drain to provide spectator parking as too dangerous with cars entering and exiting these proposed parking areas along Ferguson Rd.	Noted.
		4. Not sure a pump track or nature play area is needed on Wells Recreation Park.	Noted.
		5. Long term – agree that additional playing fields will be needed.	Noted.
		6. Comment from Eaton/ Dardanup Soccer Club - South West Soccer Association demand a basic requirement from each club which is that we have to provide showers and change rooms for 22 players at one time. We have had soccer fixtures cancelled due to the lack of facilities so for us to continue and hopefully grow we are in desperate need of decent showers, toilets and change rooms. We are an up and running club in the present day who need Shire support! The cricket nets need to be on the same side as they currently are as we need maximum space to fill the current oval with junior and senior FIFA soccer pitches.	Requirement for showers and change rooms noted.
10	Robert Doherty	1. BFB facility- Serious consideration should be given to changing the Dardanup Central BFB to a Fire and Rescue Brigade so that it can respond to House Fires. This should be kept in mind in the planning of any new facility!	Noted. Fire and Rescue services are managed by a State Government agency.
		2. The Dardanup Townsite has no focus, theme or soul! There is very little within the town to encourage anyone to stop compared to a similar sized successful towns such as Balingup which has a thriving arts retail focus. Could the Shire look at providing some incentives for the very talented local artisan population to have some outlets in say Charlotte Street? Boyanup is another town that has managed to evolve successfully in this direction!	Noted. Creating a dedicated civic precinct presents opportunities for local art and artisans, as does welcome signage. Request for further incentives possibly on Charlotte Street is noted.
11	Katrina Davies	1. I am a member of the Eaton Dardanup Football Club which utilises the Wells Recreation area as our home ground. I submit the following comments in relation to the Community Facilities Plan: <ul style="list-style-type: none"> The Wells Recreation ground is well used year round by the soccer club and the Dardanup Cricket Club, so any upgrades would be appreciated and well utilised. 	Noted. Details of required upgrades to the Wells Recreation Clubrooms are appreciated. These will be considered when upgrades are designed.

	Submitter	Submitter Comment	Officer Comment
		<ul style="list-style-type: none"> • The canteen facilities are not up to standard. The area is not completely sealed allowing vermin to access, making major cleaning necessary prior to any food preparation. • Whilst the roof of the public toilets was repaired prior to winter, making it slightly more pleasant to use, the facility is difficult for people to locate. I think public toilets would be better located as part of clubroom building. • Fencing should be installed along the Ferguson Road boundary to stop balls/children getting onto the road. • The current clubroom/change room facilities are inadequate for sporting teams. The South West Soccer Association guidelines recommend change room and shower facilities for 22 people. Whilst this is probably excessive for our club rooms, we have had events cancelled or declined due to our inadequate facilities. • I would suggest closing in and extending the current verandah to the same width as the current club room to use as a club room/meeting room and utilising part of the existing meeting room to extend/upgrade the toilets/change rooms. A new verandah could be built along the front (playing field side) of the building to allow some under cover seating/spectating space. 	
		2. I disagree with parking being installed along Ferguson Road as I believe it would create an unnecessary traffic hazard along a main access road. I agree with the drainage along Recreation Road being covered to allow additional parking there.	Noted. Any parking facilities on Ferguson Road (or any other road) would be designed in conjunction with suitable traffic calming on the adjacent road. Preference for Recreation Road noted.
		3. Moving the cricket nets to the location indicated in the draft plans would significantly reduce the space available for FIFA sized soccer pitches. I believe a better location would be where the public toilets are currently. They would then be between the two playing fields should the purchase of the Panizza land be successful.	Noted. It is not the intent to relocate the cricket nets.
		4. I agree with sealing the current gravel area near the sheds to create more parking space.	Noted.

	Submitter	Submitter Comment	Officer Comment
12	Jill Cross on behalf of Dardanup & Districts Association	<p>1. We consider in the very short term that community consultation needs to take place about the future of the Shire Depot building before demolition is considered. This building has potential uses for community events, markets, museum, mens shed, etc. We would like the time for the community to consider these options.</p>	Noted. It is acknowledged that the old Shire Depot could be repurposed to suit a range of uses, however to repurpose the existing depot shed would incur extensive costs. The building is outdated and in a poor state of repair. The Shire is bound by legislation to provide a certain level of service for public facilities and to upgrade the old facility to comply with current legislation would be cost prohibitive.
		<p>2. Short term - Develop Civic precinct by linking with Carramar Park. Agree with landscape and improve picnic facilities in Carramar Park.</p>	Noted.
		<p>3. Short term – upgrade skate park with additional facilities. Parking in this area requires attention. Possibility of parking provided when the adjoining land is purchased from the Panizza family.</p>	Noted. Acquisition of the 'Panizza land' is a strategic purchase, however it cannot be guaranteed.
		<p>4. Short term - Toilets are required in or within easy walking distance of Carramar Park. Toilets at the rear of the Hall need improving. Many people frequently use these facilities that are in an unsatisfactory condition. Toilets required in the CBD.</p>	Noted.
		<p>5. Agreed Fire shed needs to be relocated from the civic precinct area for this area to develop into the future. It can't be sited at the Wells Recreation Park as there isn't the room. Parking and recreation area is currently at a premium on this site without further buildings added. The best site is on the northern side of Ferguson Road opposite the Hall on the Panizza land or opposite the Dardanup Vet on land where the CWA building was previously located (not sure of the area of this parcel of land but could be the emergency hub mentioned in the Plan). Therefore the purchase of this land from the Panizza family will need to be pursued for this purpose and to increase the land available for the future sporting needs.</p>	Noted.
		<p>6. Short term - Hall improvements – the Hall does need improving to attract users and improve versatility. Would like to see a rear courtyard (this space could also be used by fire brigades for activities), improvements to sound within the building, improvements to the stage, improved kitchen facilities. The Hall improvements need to be coordinated and planned along with the Shire office improvements as uses in common. The Shire office needs to be redeveloped to make more functional for community purposes other</p>	Noted. Details of upgrades to Shire Offices and Dardanup Hall are appreciated. These will be considered when upgrades are designed.

	Submitter	Submitter Comment	Officer Comment
		<p>than Shire use as currently a lot of office space not used. The offices could be extended onto the Hall with workshop spaces provided as currently the shire workshops are limited because of lack of suitable space available in the Shire office. Playgroup (currently operates out of the Community Centre) could be re located here, close to the library.</p>	
		<p>7. Marys Anglican Church – if this church is not going to be used in the future then the Shire and Community need to consider possible future uses for this site in consultation with the Anglican diocese.</p>	<p>Noted. Identified as an opportunity in the DCFP.</p>
		<p>8. More public seating required for the CBD, especially near the bakery</p>	<p>Noted. Not currently identified by the DCFP but can be incorporated. The Dardanup Bakery does provide seating on its premises.</p>

Officers are grateful for all feedback and comments received during the Public Consultation Period. Some comments raise objections to elements within the plan, some comments are in support of elements within plan and some comments provide further detail about planned upgrades.

The purpose of this report is to assist Council to determine the appropriate layout of the DCFP. In order to do so, the view and aspirations of the community must be balanced against limited Shire resources. It is reasonable, if not probable, to expect that the final layout of facilities will not be able to satisfy every individual or stakeholder, but be the best outcome for the community as a whole.

The intent of the DCFP is to create a master plan for the Dardanup townsite. This master plan will inform future decisions, designs and efforts of Shire Officers. The DCFP is integral to pursuing funding for facilities. DCFP is not intended to provide specific detail about individual facilities. These details will be addressed as facilities appear on future works programs.

In order to address some specific comments and feedback the following advice is provided.

- *Emergency Services Precinct*

State Government agencies are prescribed with the provision of emergency services. Local Governments act as support agencies. The DCFP has identified that there would be benefits in an emergency response hub (Page 12), however it is not possible to plan for services provided by other agencies beyond identifying possible locations. By comparison, the DCFP does not specify the location of future hospitals, as an example.

- *Dardanup Central Bush Fire Brigade*

The existing building is an aging facility and any upgrades would need to meet current legislative requirements, including but not limited to current building codes. This would result in any upgrades being expensive but not impossible.

The existing building is situated in the Civic Precinct and limits the ability to create public space and connectivity to Ferguson Road.

It is noted that the Bush Fire Brigade utilise a lot of space for various reasons including training and response to fires. Officers have investigated the possibility of locating the Bush Fire Brigade at Wells Recreation Ground, and despite assertions to the contrary, a facility with adequate space could be located in the north east corner of Wells Recreation Ground. This would reduce the space available at the ground and these impacts would need to be managed.

Adequate water supply and other services are not addressed in the DCFP. Services to any facility would be engineered and detailed at the appropriate time.

It is the Officer's opinion that the north east corner of Wells Recreation Ground is worthy of further investigation as a site for the Dardanup Central Bush Fire Brigade. This would balance community support for developing the Civic Precinct with the needs of the Brigade.

Further to this, further subdivisional development is proposed for the town in accordance with the Dardanup Townsite Expansion Strategy. This presents an opportunity to engage with developers to explore the provision of a suitable portion of land for a possible relocation of the brigade. The ability to attract DFES funding for new facilities, combined with the bequest currently held in trust by the Shire, would enable a new and modern facility to be provided.

- *Old Shire Depot*

Several comments have been received about the Old Shire Depot. It has been suggested that the shed could be repurposed for community use. The old Shire Depot has already been identified for decommissioning and removal during 2018 – 2019 (Job Number J12013). Even though Council has adopted the budget containing the proposed decommissioning, the Consultant was instructed to include comments about the facility in the DCFP. The alternate uses suggested are noted and well received, however it would be prohibitively expensive to bring the asset up to current standards.

OFFICER RECOMMENDED RESOLUTION “A”

THAT Council adopt the Dardanup Community Facilities Plan as presented with the following modifications:

1. **Dardanup Central Fire Station (No. 5 on the legend) be shown as “subject to further investigation;” and**
2. **The old Dardanup Depot site (No. 1 on the legend) be confirmed to be cleared including the demolition of the shed as adopted in the Asset Management Plan and the Corporate Business Plan.**

OR

OFFICER RECOMMENDED RESOLUTION “B”

THAT Council direct the Chief Executive Officer to facilitate a review of the future use of the old Dardanup Depot site, including consultation with the community, taking into account ideas submitted in response to the Dardanup Community Facilities Plan.

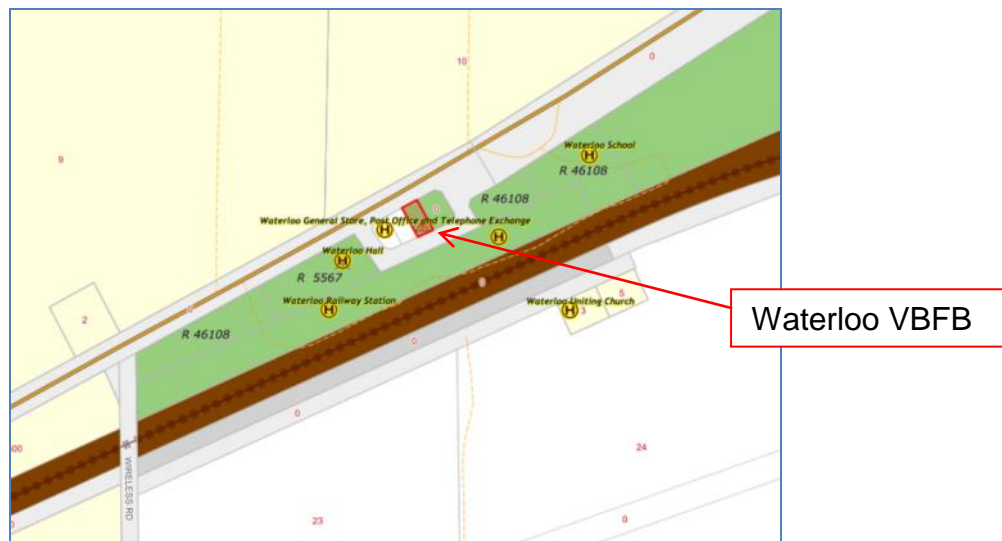
12.3 Title: Transfer of Management – Portion of Crown Reserve 46108 to Reserve 43011 to Facilitate New Station – Waterloo Volunteer Bushfire Brigade

Reporting Department: Engineering & Development Services
 Reporting Officer: Mr Steve Potter - Manager Development Services
 Legislation: Local Government Act 1995

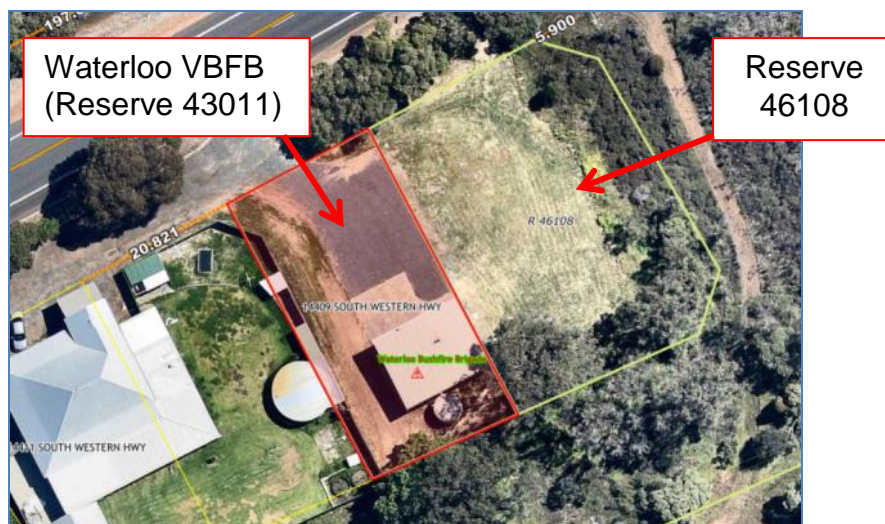
Overview

Council is requested to consider submitting a formal request to the Department of Planning, Lands and Heritage (DPLH) to amend the boundaries of Reserve 46108 and Reserve 43011, to facilitate the construction of the new Waterloo Volunteer Bushfire Brigade (Waterloo VBFB) building. Officers recommend Council support the proposal.

Location Plan



Site Plan



Background

Reserve 43011 (Lot 67) which is the location of the Waterloo VFBF, is zoned 'General Farming' under Town Planning Scheme No. 3 (TPS3) and is approximately 808m² in area. It abuts South Western Highway to the north, Reserve 46108 (Lot 97) to the east, a private residence to the west and a road reserve to the south.

Lot 97 is a Crown reserve which is vested in the Department of Biodiversity, Conservation and Attractions (DBCA) for the purpose of 'Conservation of flora and fauna'. Lot 97 is also zoned 'General Farming' under TPS3, is approximately 1240m² in area and has some fringing vegetation, however is otherwise largely cleared. Lot 97 is part of Reserve 46108 which is cumulatively made up of a number of separate lots in the locality.

Under the 2018/19 Local Government Grant Scheme (LGGS) administered by the Department of Fire and Emergency Services (DFES) the Shire of Dardanup was issued a capital grant of \$393,909 to replace the existing Waterloo station with a new facility. The existing premise is not fit for purpose and has largely reached the end of its useful life.

Upon receiving notice of the approved funding, the Shire received separate correspondence from Mr Chris Hynes (Shire of Dardanup Chief Bushfire Control Officer) and Mr Peter Norman (DFES, Superintendent, South West Region) requesting the Shire explore the opportunity of gaining ownership/management of neighbouring Lot 97 to create an increased land area to accommodate the new station. Copies of both requests are provided in (Appendix ORD: 12.3A) & (Appendix ORD: 12.3B).

Shire staff subsequently reviewed the status of the neighbouring property and identified that although it was reserved for conservation purposes, it was largely cleared of native vegetation. As such, it was considered that the responsible management authority for the property (Department of Biodiversity, Conservation and Attractions (DBCA)) may consider it acceptable to transfer management to the Shire for emergency service purposes.

Staff first contacted the Department of Planning, Lands and Heritage (DPLH) to determine the likelihood of the land being transferred and to clarify the process.

In response to the Shire's query, the DPLH advised the following:

- A written request would be required from the Shire to the DPLH for the inclusion of portion of Reserve 46108 (Lot 97) into the adjoining Reserve 43011;
- The request would need to include DBCA's written support for the proposal;
- The intended outcome would be to amend both reserves (i.e. exclude Lot 97 from Reserve 46108 and include it into Reserve 43011);
- There would not be a need for a change of purpose as Lot 97 would automatically become part of Reserve 43011;
- DPLH would create the relevant documentation to achieve the above and lodge at Landgate;

- If a building was proposed to be built across the boundaries of Lots 67 and 97, the lots should be amalgamated;
- DPLH would need to be advised in the request as to who would be the Shire's nominated surveyor; and
- All of the above being subject to the required internal approvals being in place.

Subsequent to receiving the DPLH's advice, staff contacted DBCA seeking its support. This resulted in several further exchanges between the Shire and the DBCA, with the final correspondence advising that the DBCA would have no objection to the proposed excision and future development for emergency services purposes on the portion of Lot 97 as indicated by the red line in the following plan, subject to appropriate buffers, fencing, suitable drainage management and formal development application referral. A copy of all correspondence between the Shire and the DBCA is contained in (Appendix ORD: 12.3C).



Legal Implications - None.

Strategic Community Plan

- Strategy 4.1.4 - To provide essential infrastructure: Facilitate the provision of essential services and infrastructure to support the growing community and local economy. (Service Priority: High)
- Strategy 2.6.1 - To provide a variety of places to live, work and play that meet the current and future needs of the community. (Service Priority: Very High)

Environment

The DBCA's support is subject to Council being willing to take measures to ensure there is no adverse environmental impact on neighbouring nature reserves.

Precedents - None.

Budget Implications

The LGGS funding is very specific and is applicable to the construction of the new building only, with any civil works (drainage, hardstand etc.) being the responsibility of the local authority.

The 2018/19 budget makes the following allocations for the project (J05006):

- LGGS Grant: \$393,909
- Building Reserve: \$ 32,198
- Total Expenditure: \$426,107

There may be other associated costs such as surveying, fencing and amalgamation costs which will also need to be factored into the above.

Budget – Whole of Life Cost

The ongoing maintenance of the new building will be the responsibility of the Shire, however works may be eligible for capital grant funding under the LGGS.

Council Policy Compliance - None.

Risk Assessment - Low.

Officer Comment

The support of the DBCA has made it possible for the Waterloo VBFB to further enhance the new facility, that will not only be fit for purpose, but will service their members and the wider community for many years to come.

Although there is some input of funds required from the Shire to facilitate the process, it is considered the transfer of management of the applicable land on Lot 97 represents a positive outcome for all concerned.

Subject to Council supporting the proposal, the following represents the path forward:

- Formal correspondence forwarded to the DPLH for further assessment and processing;
- Subject to DPLH approval, surveying of site to confirm boundaries as agreed;
- Preliminary plans to be prepared for new building;
- Development (planning) application (both TPS3 and GBRS) required to be submitted and determined by Shire (application will require advertising to Main Roads WA); and
- Building Permit required, prior to commencement of construction.

Council Role - Quasi-Judicial.

Voting Requirements - Simple Majority.

Change to Officer Recommendation

No Change. **OR:**

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

OFFICER RECOMMENDED RESOLUTION

THAT Council:

- 1. Resolves to formally request the Department of Planning, Lands and Heritage facilitate an amendment to Reserves 43011 and 46108 to achieve the following:**
 - a) The area hatched in red in (Appendix ORD: 12.3D) to be removed from Reserve 46108 and included in R43011 for the purpose of emergency services.**
 - b) The area hatched in blue in (Appendix ORD: 12.3D) to remain part of Reserve 46108 for the purpose of conservation of flora and fauna.**
- 2. Authorises the Chief Executive Officer to sign on behalf of the Council any documentation applicable to the land transfer the subject of this resolution.**

12.4 Title: Proposed Amendment 190 to Town Planning Scheme No. 3 – Lot 4580 Panizza Road, Crooked Brook (Calibre Professional Services Pty Ltd on behalf of Cristal Pigment Australia Ltd)

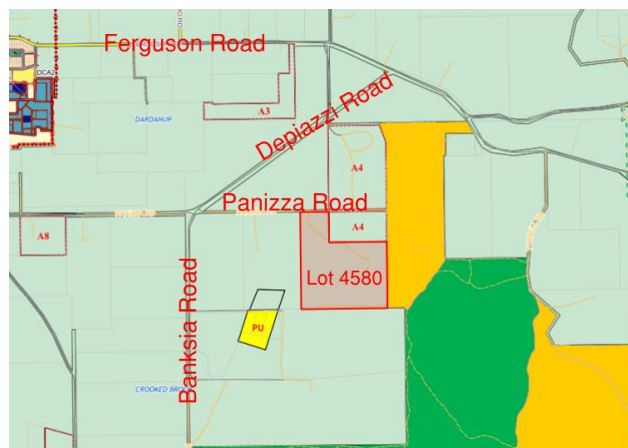
Reporting Department: Engineering & Development Services
 Reporting Officer: Mrs Cecilia Muller - Principal Planning Officer
 Legislation: Planning and Development Act 2005

Overview

Council is requested to consider a proposed scheme amendment (Amendment 190) to rezone Lot 4580 Panizza Road, Crooked Brook from “General Farming” to “Special Use Zone” with proposed permitted uses being ‘Waste Management Facility’ and ‘Industry - Extractive’.

It is recommended that Council advises the Western Australian Planning Commission that it supports the proposed scheme amendment subject to modifications.

Location Plan



Site Plan



Background

At its meeting held 1 April 2015, Council resolved to initiate Scheme Amendment 190 which was subsequently advertised for comment.

It is noted that considerable time has passed since Council first considered the proposal, however this is due to the existence of strategic minerals and basic raw materials on the site which resulted in the Department of Mines and Petroleum (DMP) raising concerns with the proposal during the advertising period and which required resolution, prior to the matter being further progressed.

The following represents a summary of the progress of this amendment, since first initiated by Council:

- August 2015 – closing date for public advertising with 10 submissions received.
- One of the submissions received was from the then Department of Mines and Petroleum (DMP) (now Department of Mines, Industry Regulation and Safety (DMIRS)) which assessed that the proposal did not give due consideration to the Greater Bunbury Region Scheme (GBRS) *Strategic Minerals and Basic Raw Materials Resource Policy* and expressed concerns that the proposal could potentially sterilise access to the minerals and basic raw materials on the subject site.
- 21 October 2015 – In response to the DMP's advice, the Shire sought further advice from the Department of Planning (DoP) which advised the Shire to contact the proponent to clarify the nature of the development and what measures would be undertaken so as not to sterilise the mineral sand and basic raw materials resource.
- 22 October 2015 – The applicant's consultant (Calibre) was contacted and queried whether the mineral resource was scheduled to be removed prior to the site being used for the intended use of a waste management facility.
- 19 April 2016 - Officers were informed by Calibre that the applicant (Cristal) had decided to place the proposal on hold, however at that stage Calibre was looking to negotiate further with their client and therefore did not wish to withdraw the application.
- 26 March 2018 – Officers requested Calibre provide an update as to progress made with their client and whether the concerns of the DMP had been addressed – no reply received.
- 22 May 2018 – Officers again requested Calibre to provide an update as to progress made with their client and whether the concerns of the DMP had been addressed.
- 18 July 2018 – Calibre made a formal request to the Shire / DPLH for an extension of time for a period of six months to enable them to liaise with their client.
- 9 August 2018 – Cristal provided further detail to address concerns raised by DMIRS.

- 16 August 2018 - DMIRS requested by Shire officers to review and respond to the further information received from Cristal with no reply being received.
- 7 November 2018 - DMIRS requested again by officers to provide a response to the further information received from Cristal.
- 9 November 2018 – DMIRS comment received indicating that it was supportive of the proposed scheme amendment subject to the inclusion of a scheme provision ensuring the extraction of the titanium-zircon mineral deposit, prior to development of the waste facility.
- 29 November 2018 – Closing date for extension of time previously granted by DPLH for the applicant to address the concerns of the Department of Mines, Industry Regulation and Safety.

In light of the above, the following is Council's initial resolution from its meeting on 1 April 2015.

THAT Council:

1. Pursuant to Section 75 of the Planning and Development Act 2005, initiate Amendment No. 190 to the Shire of Dardanup Town Planning Scheme No. 3 by:
 - a) Amending Clause 1.8.1 'General Definitions' of the Scheme text to include the following:

waste means any substance, by-product or material that is discarded, rejected, unwanted, surplus or abandoned, whether or not intended for sale or for recycling, reprocessing, recovery or purification by a separate operation from which produced the matter;
 - b) Amending Clause 1.8.2 'Land Use Definitions' of the Scheme text to include the following:

waste management facility means premises for the collection, removal, processing, disposal, managing or monitoring of waste.
 - c) Amending Clause 2.2 'Objectives of the Zones' of the Scheme text to include the following:

Special Use Zone.

To accommodate particular land uses or developments which the local government considers appropriate, but under circumstances where the location of the site and/or the nature of the particular use or development makes it impracticable for the use or development to be included within another zone.
 - d) Amending Clause 3.15 'Division 5 - Special Zones' of the Scheme text to include the following:

Special Use Zones

Those portions of the Scheme Area which are shown on the scheme map as SU with a number and included in Appendix XIII are special use zones.

A person must not use any land, or any structure or building on land, in a special use zone except for the purpose set out against that land in Appendix XIII and subject to compliance with any conditions set out in Appendix XIII with respect to that land.

- e) *Insert a new 'Appendix XIII - Special Use Zones' into the scheme text as follows:*

APPENDIX XIII -SPECIAL USE ZONES

<i>SPECIAL USE No (SU)</i>	<i>LAND DESCRIPTION</i>	<i>PERMITTED USE</i>	<i>CONDITIONS</i>

- f) *Amending the 'Special' zone on the Scheme Map legend as shown on the Amendment map.*
- g) *Rezoning Lot 4580 Panizza Road, Crooked Brook from 'General Farming' to 'Special Use' as shown on the Amendment map.*
- h) *Including Lot 4580 Panizza Road, Crooked Brook as 'SUI' and amending the scheme text as follows:*

APPENDIX XIII -SPECIAL USE ZONES

<i>SPECIAL USE No (SU)</i>	<i>LAND DESCRIPTION</i>	<i>PERMITTED USE</i>	<i>CONDITIONS</i>
<i>SUI</i>	<i>Lot 4580 Panizza Road, Crooked Brook</i>	<i>Waste Management Facility</i>	<p><i>1. All applications for development and/or land use shall be submitted to the Shire in accordance with the Town Planning Scheme;</i></p> <p><i>2. Panizza Road being upgraded from the intersection with Banksia and Depiazzi Roads to the property's access (minimum of 20m from western boundary) with all costs borne by the proponent to the satisfaction of the Shire;</i></p> <p><i>3. Inclusion of buffers in accordance with the EPA's 'Guidance for the Assessment of Environmental Factors — Separation Distances between Industrial and Sensitive Land Uses';</i></p> <p><i>Local Water Management Strategy being submitted to and approved by the Shire and Department of Water and implemented;</i></p>

			<p><i>Fire Management Plan being submitted to and approved by the Shire and Department of Fire and Emergency Services and implemented; and</i></p> <p><i>Remnant Vegetation Plan being submitted to and approved by the Shire and Department of Parks and Wildlife and implemented.</i></p>
		<p><i>Industry - Extractive</i></p>	<p><i>1. Applications for the development shall be submitted to the Shire in accordance with the Town Planning Scheme and the Shire's Extractive Industry Local Law 1996 (as amended).</i></p>

i) Amending the Scheme Map and Text accordingly.

2. Advertise Amendment No. 190 to the Shire of Dardanup Town Planning Scheme No. 3 in accordance with Town Planning Regulation 15.

3. Advise the proponent that:

Nothing herein shall constrain Council's discretion to require modifications to the amendment documentation following advertising of the amendment.

Any required environmental assessment and associated costs in regard to the amendment are to be met by the proponent.

A copy of proposed Scheme Amendment No. 190, as submitted by the applicant, is contained in (Appendix ORD: 12.4A).

- *Advertising*

The amendment was advertised from 18 June 2015 to 6 August 2015 and involved the following:

- Public Notice placed in the South Western Times on 18 June 2015;
- Plans and documents explaining the scheme amendment were displayed at Council Offices in Eaton and Dardanup for the duration of the advertising period;
- Letters sent to approximately 100 surrounding landowners; and
- Letters sent to the following agencies:
 - ~ Western Power;
 - ~ Water Corporation;
 - ~ Department of Aboriginal Affairs (now included with functions of Department of Planning, Lands and Heritage);
 - ~ Department of Lands (now Department of Planning, Lands and Heritage);
 - ~ Department of Fire and Emergency Services (DFES);

- ~ Department of Mines and Petroleum (now Department of Mines, Industry Regulation and Safety);
- ~ Department of Agriculture and Food (now Department of Primary Industries and Regional Development);
- ~ Department of Parks and Wildlife (now Department of Biodiversity, Conservation and Attractions);
- ~ Harvey Water;
- ~ Department of Water (now Department of Water and Environmental Regulation);
- ~ Department of Environment Regulation (now Department of Water and Environmental Regulation); and
- ~ Western Australian Planning Commission.

In response to the advertising, 11 submissions were received. Copies of each are provided in (Appendix ORD: 12.4B).

The submissions are summarised in the below Schedule of Submissions:

	Submitter	Submitter Comment	Officer Comment
1	Water Corporation	No objection.	Noted.
2	Department of Fire & Emergency Services (DFES)	No objection. DFES is content that the fire protection measures within the referred document, namely the requirement for a Fire Management Plan prior to the lodgement of any subdivision or development application is satisfactory.	Noted.
3	Department of Lands	No comment.	Noted.
4	Department of Aboriginal Affairs	There are no known heritage places within the proposed amendment, and no statutory approvals under the <i>Aboriginal Heritage Act 1972</i> (AHA) are required.	Noted.
5	Department of Agriculture and Food	No objection to the rezoning of the lot as this area has been previously identified for this purpose in the Shire of Dardanup Local Planning Strategy.	Noted.
6	Department of Water	Department of Water has identified risks to water resources associated with the proposal as being primarily: <ul style="list-style-type: none"> • Groundwater contamination from landfill leachate and/or site operations, e.g. industrial pollution (hydrocarbon spills or the like), and 	Noted.

	Submitter	Submitter Comment	Officer Comment
		<ul style="list-style-type: none"> Consequences form uncontrolled surface water (stormwater) runoff, e.g. turbidity, sediment. 	
		<p>A desk-top review of the site strongly indicates that the site represents a groundwater recharge zone for the resources of the Bunbury Groundwater Area.</p>	Noted.
		<p>Department of Water seeks to manage both groundwater and surface water resources while safeguarding the sustainability of the resource and protecting the water-dependent environment.</p>	Noted.
		<p>In this case, given the need to mitigate the potential risks to water resources associated with the proposal:</p> <p>Department of Water strongly recommends that a detailed Hydrogeological Assessment be completed prior to any TPS Amendment being finalised.</p>	<p>In response to the submission from DoW the applicant provided a Hydrological Assessment which the DoW has advised satisfies their concerns. This is further addressed in the submission below.</p>
		<p>In addition, the proponent should prepare a Water Management Plan, specifically addressing, inter alia, details of:</p> <ul style="list-style-type: none"> leachate collection, storage facilities, treatment and disposal; the water balance for the site and estimated volume of leachate to be generated; and stormwater diversion banks and/or cut-off drains and storage dams. <p>Department of Water recommends that a detailed Water Management Plan be completed prior to any Development Application for the proposed activity is approved.</p> <p>In context, the referral documentation states that the waste facility will be conditioned by the provision of a Local Water Management Strategy, being submitted to and approved by the Shire of Dardanup and Department of Water.</p>	As above.

	Submitter	Submitter Comment	Officer Comment
		<p>Irrespective of the terminology or description, Department of Water recommends that a strategy to address water management of the site should entail comprehensive site - specific documents in the form of:</p> <ul style="list-style-type: none"> • a Hydrogeological Assessment (prior to any TPS Amendment being finalised), and • Water Management Plan (upon the consideration of any Development Application). <p>These documents should be referred to Department of Water for comment prior to any approvals being decided.</p>	As above.
7	<p>Department of Water</p> <p><i>Note: In response to the original submission from the Department of Water the applicant provided a Hydrological Assessment and the Department of Water provided this revised submission on 1 October 2015.</i></p>	<p>The Department of Water has undertaken an assessment of the document 'Hydrological Investigation – Proposed Residue Disposal Area Panizza Road, Dardanup, WML Consulting Engineers, August 2014' (WML) completed for Cristal Pigments Australia.</p>	Noted.
		<p>The site investigation by WML and the mineral drilling carried out by Cristal Mining has enabled an ample understanding of the hydrology of the site.</p>	Noted.
		<p>The suggested engineering control measures projected to be incorporated into the design of the proposed Residue Disposal facility, if designed to the appropriate standard should reduce the risk of contamination migration.</p>	Noted.
		<p>With respect to the Victorian EPA 'Best Practice Environmental Management Guidelines for Siting, Design, Operation and Rehabilitation of Landfills' (BPEM), it is noted that the recommended depth to groundwater is at least 2m below the floor of the cell.</p> <p>WML alludes to a local seasonal perched artesian groundwater system beneath the site and suggests</p>	<p>WML Consulting Engineers has suggested engineering control measures to reduce the hydrological risk, which will be assessed at the development application stage.</p>

	Submitter	Submitter Comment	Officer Comment
		<p>engineering control measures to reduce recharge, with the apparent aim of eliminating the seasonal groundwater system.</p> <p>This will reduce hydrological risk from the landfill due to contamination and potentially ensure that the BPEM guideline condition is met.</p>	
		<p>The Department of Water acknowledges that groundwater recharge could be significantly reduced via stormwater diversion drains, cut off trenches and subsequent HDPE lining of the landfill storage area.</p> <p>Following these works, the seasonally perched groundwater should be eliminated and therefore any preferential pathway for offsite migration removed.</p> <p>This engineering solution is one requiring a radical solution to natural hydrological processes, which must be comprehensively scoped.</p> <p>It is expected that highly detailed designs will need to be delivered, prior to any future works approvals being granted by the Department of Water and Environmental Regulation.</p>	<p>Any future Waste Facility will be subject to a development application under TPS3 and a works approval from the Department of Water and Environmental Regulation at which stage further consideration will be given to the detail design of the facility.</p>
		<p>It appears that WML has captured the hydrological risk in the proposal and subsequently suggested an engineering solution to a problematic site.</p>	<p>Noted.</p>
		<p>It is strongly recommended that if there is any intent to lodge a Works Approval application with the Department of Water and Environmental Regulation (DWER) that a pre-application scoping meeting be held for further discussions between the proponent, DWER and the Shire of Dardanup.</p>	<p>Noted.</p>

	Submitter	Submitter Comment	Officer Comment
8	Department of Parks and Wildlife	Assumes that the proposed residue disposal facility will be located in the same area as the proposed extraction area depicted on the Strategen <i>“Environmental Gap Analysis – Dardanup 2018: Development of a Waste Disposal Facility”</i> dated February 2014, Figure 3.	Noted.
		Lot 4580 contains remnant vegetation. Remnant vegetation is important as a wildlife refuge and provides a corridor with nearby areas of remnant vegetation. The remnant vegetation on the property is identified in <i>Molly et al, 2009</i> , as being part of and contributing to a core regional ecological linkage i.e. the vegetation is part of a linkage axis line. Any development should aim to minimise impacts and fragmentation of the vegetation within the property and to adjoining areas.	Noted.
		The Environmental Protection Authority provided advice on the proposal dated 18 May 2015 (EPA 2015). EPA 2015 noted that Lot 4580 contains areas of the poorly reserved remnant vegetation Cartis, Kingia and Guildford vegetation complexes in good or better condition within the proposal area, but contained no Declared Rare Flora, Threatened Ecological Communities or Priority Ecological Communities (PEC), including Whicher Scarp floristic community types.	Noted.
		The application included a copy of the Eco Edge <i>“Level 2 Flora and Vegetation Survey – Lot 4580 Panizza Road Dardanup”</i> dated December 2013 (Flora survey) for the remnant vegetation along the southern boundary.	Noted.
		The Flora Survey Table 2 vegetation complex extents are incorrect and missing the features relating to the extent of the Whicher (WC) complex, which is the majority of the inspected vegetation (Figure 4).	Noted.

	Submitter	Submitter Comment	Officer Comment
		The inspected vegetation is of the Cartis and the Whicher vegetation complexes, of these the Cartis complex is regionally significant being well below national and state recommended levels of retention and reservation.	Noted.
		The Whicher complex, while at or slightly above recommended retention and reservation levels, is part of the Whicher Scarp Forest Ecosystem, which at the current level of ecosystem reservation is significant as a <u>poorly reserved forest ecosystem</u> .	Noted.
		The Floristic Community Type (FCT) determination in the flora report is considered to be accurate. FCT C2 is significant as it is a very restricted Priority 1 listed ecological community (PEC) given its association with particularly rich mineral sand deposits. The Flora report states that the extent of this community in the survey area is degraded however the vegetation condition map (Figure 8) clearly shows an area of vegetation Type "A" FCT C2 (Figure 7) as being of a Good condition.	Noted.
		The flora report notes the presence of <i>Hakea stenocarpa</i> in the vegetation. This species is significant within the Whicher Scarp being a disjunct area of occurrence and only known from the northern extent of the Which Scarp landform (Keighery et al. 2008).	Noted.
		While the inspected vegetation is only a small area and possibly not the best condition, it contains Whicher Scarp vegetation (Figure 7) and represents the very highly cleared and poorly reserved Cartis vegetation complex, an occurrence of the highly restricted Priority 1 PEC of which a significant extent is of Good condition (Figure 8), it is contiguous with upland Whicher Scarp vegetation and all the vegetation is within the	Noted.

	Submitter	Submitter Comment	Officer Comment
		poorly reserved Whicher Scarp forest ecosystem.	
		It is possible that with grazing exclusion and time that other significant species of the Whicher Scarp landform may return to this vegetation and its conservation significance only improve.	Noted.
		Parks and Wildlife advise that, as a minimum, the contiguous forest extent of the inspected vegetation represented by that mapped as being of a degraded or better condition has conservation value and should be protected from any clearing/degrading impact.	Noted.
		Parks and Wildlife datasets indicate that Lot 4580 may contain native vegetation which is potential habitat for Western Ringtail Possums (WRP) and Black Cockatoos. WRP and Black Cockatoos are listed as threatened species under the Commonwealth of Australia's <i>Environment Protection and Biodiversity Conservation Act 1999</i> (EPBC Act) and Western Australia's <i>Wildlife Conservation Act 1950</i> . Major threats to WRP and Black Cockatoos include habitat loss and fragmentation.	Noted.
		The application included a copy of a Greg Harewood " <i>Fauna Assessment – Lot 4580 Panizza Road Crooked Brook</i> " Version 2 dated August 2013 (Fauna survey) for the remnant vegetation along the southern boundary.	Noted.
		The Fauna survey confirmed that the site contained Black Cockatoo habitat and that WRP may utilize the site on an opportunistic basis. The Fauna survey recommended that the proponent prepare management plans to ensure potential fauna impacts are minimised.	Noted.
		The Fauna survey also recommended that the proponent should seek advice from the Federal Government to determine if the proposal	Noted.

	Submitter	Submitter Comment	Officer Comment
		<p>would require referral under the EPBC Act.</p>	
		<p>EPA 2015 states that the Federal Department of the Environment (DotE) advised that the proposal does not require further assessment and approval under the EPBC Act.</p> <p>However, Parks and Wildlife is unclear if the DotE advice was just for the northern Lot 4058 proposed extraction area or if the DotE advice also considered the remnant vegetation along the southern boundary which contains a significant number of Black Cockatoo habitat trees.</p>	<p>The Commonwealth Department of Environment advised the landowner that the proposed action is not a controlled action and does not require further assessment and approval under the Commonwealth Environmental Protection and Biodiversity Conservation Act 1999. Officers understand this relates to the entire site, including the vegetated portion.</p>
		<p>Lot 4580 is adjacent to an area of State forest proposed to become the Dardanup Conservation Park. The proposed Conservation Park is managed by Parks and Wildlife. Approval of the scheme amendment should not result in impositions being placed upon the management of the adjoining Parks and Wildlife lands by prospective lot purchasers.</p>	<p>Noted.</p>
		<p>Advice.</p> <p>Given the remnant vegetation along the southern boundary is poorly reserved, comprises Whicher Scarp Forest Ecosystem, contains a PEC, Black Cockatoo and WRP may utilise the site, Parks and Wildlife recommends that the proposed development avoids the need to clear vegetation within this portion of Lot 4580, especially vegetation in good or better condition.</p> <p>Any proposed development should have suitable buffers adjacent to remnant vegetation areas to protect the vegetation from development impacts.</p> <p>The proposal should include measures to protect the vegetation along the southern boundary and protect and enhance buffers to the adjacent proposed Dardanup</p>	<p>Scheme Amendment 190 includes a provision requiring a Remnant Vegetation Plan to be submitted to and approved by the Shire in consultation with the Department of Biodiversity Conservation and Attractions and implemented at the development stage.</p> <p>Buffers to remnant vegetation and the conservation park to the east of the site are matters that would need to be considered in the Remnant Vegetation Plan which will be referred to the DBCA at development stage.</p>

	Submitter	Submitter Comment	Officer Comment
		<p>Conservation Park reserve. Given this, Parks and Wildlife supports the proposed scheme amendment condition requiring the proponent to prepare and implement a Remnant Vegetation Plan in consultation with Parks and Wildlife.</p> <p>Given potential impacts to the adjacent proposed Dardanup Conservation Park reserve, Parks and Wildlife recommend the proposed scheme amendment include a condition requiring the proposed development to include appropriate buffers to the State forest along the eastern boundary to the satisfaction of Parks and Wildlife.</p>	
		<p>The vegetation on the adjacent proposed Conservation Park would be considered an extreme bushfire hazard.</p> <p>As a Fire Combat Authority for bushfire on the adjacent Parks and Wildlife managed lands, it is likely that Parks and Wildlife would be the lead agency for bushfire suppression in the event of a bushfire in the vicinity of the subject property. Approval of the development should not result in impositions being placed upon the management of the adjoining Parks and Wildlife managed lands.</p> <p>Given this, Parks and Wildlife support the proposed scheme amendment condition requiring a Fire Management Plan (FMP) being prepared and implemented and recommends that the FMP condition also include consultation with Parks and Wildlife.</p>	<p>Noted.</p> <p>A Fire Management Plan is required to be submitted with the lodgement of any subdivision or development application.</p> <p>It is proposed to amend this condition to include consultation with Department of Biodiversity Conservation and Attractions.</p> <p>In addition, any future development application would need to demonstrate that consideration has been given to the provisions of State Planning Policy 3.7- Planning in Bushfire Prone Areas; the Guidelines and Part 10A of the Regulations.</p>
		<p>Parks and Wildlife trusts that environmental planning issues including those not specifically referred to in this letter will be appropriately managed through the planning system.</p>	<p>Noted.</p>

	Submitter	Submitter Comment	Officer Comment
9a	Department of Mines and Petroleum (DMP)	<p>Objection.</p> <p>The proposal area is underlain by a Strategic Mineral Resource for titanium zircon mineralisation in the Greater Bunbury Region Scheme Strategic Minerals and Basic Raw Materials Resource Policy.</p> <p>The proposed rezoning could allow for earthworks such as landfills and infrastructure that may sterilise and/or remove portions of this resource.</p> <p>DMP requests a reduction in the 'Special Use' zone to that shown in blue cross hatch on the attached map. This will minimize the impact on this valuable resource.</p> <p>Rezoning on the balance of the lot and associated activities could occur after mining has been completed.</p> <p>DMP requests that the development of this site is done in close consultation with the operator of mining leases M70/669 and M70/83, Cristal Mining.</p>	<p>Noted.</p> <p>In response to the submission from DMIRS Cristal Pigment Australia Ltd has provided more detail on the development of the tailings dams, and a copy of it is contained in (Appendix ORD 12.4C).</p>
9b	<p>Department of Mines, Industry Regulation and Safety (DMIRS)</p> <p><i>Note: In response to the information received from Cristal Pigment Australia Ltd the Department of Mines, Industry Regulation and Safety provided amended comment on 9 November 2018.</i></p>	<p>The Geological Survey and Resource Strategy Division, on behalf of DMIRS has assessed this proposal with respect to access to mineral and petroleum resources, geothermal energy, and basic raw materials.</p> <p>In 2015, DMIRS raised a concern that the rezoning could allow for earthworks that may sterilise and/or remove portions of this resource. The new correspondence provided, highlighted that the proponent requesting the rezoning is also the mining tenement holder and the activity is to facilitate mining. Also provided was a detailed plan and schedule for sequential land use development, with cell construction to follow the extraction of the titanium-zircon mineral deposit.</p>	<p>In response to the submission from DMIRS the Scheme Amendment is to be modified to include the following condition:</p> <p><i>All applications for development approval need to demonstrate that consideration has been given to the Greater Bunbury Region Scheme Strategic Minerals and Basic Raw Materials Resource Policy and that extraction of the resource on the part of the lot that the development application relates to, is completed to the satisfaction of the Shire of Dardanup in consultation with the Department of Mines, Industry Regulation and Safety ahead of development.</i></p>

	Submitter	Submitter Comment	Officer Comment
		<p>In light of this new information, DMIRS is satisfied that sequential land use is planned and practical in this area. Therefore, DMIRS supports the rezoning of Lot 4850, Panizza Road to 'Special Use Zones' conditional upon a suitable additional scheme provision, modified below:</p> <p>"All applications for development approval need to demonstrate that consideration has been given to the Greater Bunbury Region Scheme Strategic Minerals and Basic Raw Materials Resource Policy and that extraction of the resource on the part of the lot that the development application relates to, is completed to the satisfaction of the Department of Mines, Industry Regulation and Safety ahead of development."</p>	
10	<p>Andrew and Valerie Brandstater</p> <p><i>Local residents</i></p>	<p>Objection.</p> <p>The property they own is in close proximity to the waste management facility.</p>	Noted.
		They are concerned with a larger area being approved and the environmental impact it may have on the immediate area in the event of seepage and contamination of ground water into the aquifer.	Any future Waste Facility will be subject to a works approval from the Department of Water and Environmental Regulation and further consideration will be given to the detail design of the facility and monitoring requirements.
		They and most other landowners in the area have a bore that supplies them with water.	Noted.
		They will be maintaining water quality checks now and in the future to register any change to their drawn water quality.	Noted.
		They hope that adequate measures will be taken to control vermin that breed in the waste facility, that could impact on their property.	Vermin need to be managed by the operator and any complaints regarding it will be controlled through the <i>Health Act 1991</i> and the <i>Shire of Dardanup Health Local Law 2000</i> .
11	<p>Sheila Ferguson</p> <p><i>Local resident (former)</i></p>	<p>Objection.</p> <p>Without leadership from all levels of government, as a society we will go on taking the easy way out and provide</p>	Noted.

	Submitter	Submitter Comment	Officer Comment
		<p>ever-larger land fill sites and not tackle the harder, and more expensive, problems of recycling our waste.</p>	
		<p>Believes the safety of the junction of Depiazzi Road and Ferguson Road needs to be addressed, particularly if the facility is to be expanded.</p> <p>Trucks heading towards Dardanup commonly come out of Depiazzi Road at speed, often swinging wide over the line dividing the slip lane from Ferguson Road. Then they pull into the slip lane, still travelling at speed, and after only a few yards, the slip lane merges with Ferguson Road.</p> <p>These are heavy vehicles and they don't slow down quickly.</p> <p>The only sign on Depiazzi Road is a T junction sign. Drivers know there is a slip lane and don't treat it as a normal T-junction where they would have to stop or give way.</p>	<p>It is noted that there are various business operations in the area including B&J Catalano, TJ Depiazzi & Sons, the Bunbury Harvey Regional Council composting facility and the Cleanaway landfill site that also use these roads. Upgrading of the intersection at Depiazzi Road and Ferguson Road is not the responsibility of any one single operator.</p>
		<p>She believes that two things would greatly improve the safety of this junction:</p> <ol style="list-style-type: none"> 1. The slip lane should be at least doubled in length. 2. There should be better warning signs on Depiazzi Road, for example, slow down, with a prescribed speed limit. 	<p>Noted.</p>

Legal Implications - None.

Strategic Community Plan

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

Environment

Scheme Amendment 190 was referred to the Environmental Protection Authority (EPA), which advised that the amendment was not required to be assessed under the *Environmental Protection Act 1986* and that it was not necessary for the authority to provide any advice or recommendations (Appendix ORD: 12.4D).

Any future Waste Facility will need to obtain a 'Works Approval' from the Department of Water and Environmental Regulation, which will ensure that the environmental impacts of the site including drainage and water management are adequately addressed and the development has sufficient separation from groundwater to avoid any environmental concerns.

Precedents

Council has previously approved waste disposal related developments in this locality consistent with the Shire's Local Planning Strategy, specifically on Lot 2 Banksia Road (Cleanaway Site).

Budget Implications - None.

Budget – Whole of Life Cost - None.

Council Policy Compliance - None.

Risk Assessment - Low.

The proposal is consistent with the Shire's Local Planning Strategy that identifies Lot 4580 for Waste Disposal/Processing. Environmental matters will be addressed at the development application and works approval stages.

Officer Comment

The following section provides an assessment of the proposed Scheme Amendment No. 190 under various planning documents relevant to the proposal:

- Shire of Dardanup Local Planning Strategy (the Strategy);
- Town Planning Scheme No. 3 (TPS3);
- Planning and Development (Local Planning Schemes) Regulations 2015; and
- Greater Bunbury Region Scheme (GBRS).

Each of the above and its relationship to Amendment 190 is summarised below:

- *Shire of Dardanup Local Planning Strategy*



The Shire of Dardanup Local Planning Strategy (LPS) was endorsed by the Western Australian Planning Commission (WAPC) on 4 May 2015 and provides strategic direction for the Shire from a land use planning perspective. Section 3.6.1 of the Shire's LPS identifies land located south-east of the Dardanup townsite which contains existing waste disposal sites as a 'Waste Disposal/Processing' area as indicated in the above plan. The LPS recommends this area be re-zoned to 'Waste Disposal/Processing' in the future Local Planning Scheme No. 9 with appropriate conditions.

In assessing the proposal in light of the above, it is considered that the subject proposal is consistent with the intended land use outlined in the LPS.

- *Shire of Dardanup Town Planning Scheme No. 3*

Amendment 190 will introduce:

- a new 'Special Use' zone into the Scheme
- objectives for the 'Special Use' zone
 - ~ *'To accommodate particular land uses or developments which the local government considers appropriate, but under circumstances where the location of the site and/or the nature of the particular use or development makes it impracticable for the use or development to be included within another zone.'*
- a new General Definition for 'waste' as follows:
 - ~ *'any substance, by-product or material that is discarded, rejected, unwanted, surplus or abandoned, whether or not intended for sale or for recycling, reprocessing, recovery or purification by a separate operation from which produced the matter.'*
- a new Land Use Definition for 'waste management facility' as follows:
 - ~ *'premises for the collection, removal, processing, disposal, managing or monitoring of waste.'*

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

The *Planning and Development (Local Planning Schemes) Regulations 2015* (Regulations) were gazetted on 19 October 2015 and therefore were not in force when Amendment 190 was adopted for advertising by Council in April 2015. However they are applicable to Council's final consideration of the matter, when determining whether to advise the WAPC if it is supportive of the amendment.

The Regulations contain 'model provisions' which are prescribed as the form to be used for new schemes.

Pursuant to the 'model provisions' the Objectives for the 'Special Use' zone are:

- *To facilitate special categories of land uses which do not sit comfortably within any other zone.*

- *To enable the Council to impose specific conditions associated with the special use.*

Pursuant to the 'model provisions' the following 'land use terms' are to be used in Schemes:

waste disposal facility

means premises used —

- (a) for the disposal of waste by landfill; or*
- (b) the incineration of hazardous, clinical or biomedical waste.*

waste storage facility

means premises used to collect, consolidate, temporarily store or sort waste before transfer to a waste disposal facility or a resource recovery facility on a commercial scale.

Officers recommend that Scheme Amendment No. 190 be amended to correspond with the Objectives for the 'Special Use' zone, and the land use terms for 'waste disposal facility' and 'waste storage facility' contained in the 'model provisions' of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

- *State Planning Policy 3.7 – Planning in Bushfire Prone Areas*

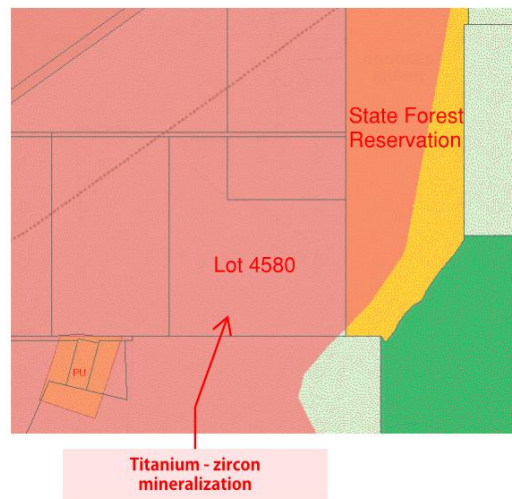
A package of reforms was introduced during December 2015 to help protect lives and property against the threat of bushfires throughout Western Australia. This included *State Planning Policy 3.7- Planning in Bushfire Prone Areas* (SPP 3.7); *Guidelines for Planning in Bushfire Prone Areas* (Guidelines); and the *Planning and Development (Local Planning Schemes) Regulations 2015 Part 10A – Bushfire risk management* which contains deemed provisions relating to bushfire risk management.

Amendment 190 was adopted for advertising by Council in April 2015, which was prior to bushfire reform.

Notwithstanding this, DFES raised no concerns during the submission period and indicated that it was satisfied with the fire protection measures within the referred document, namely the requirement for a Fire Management Plan prior to the lodgement of any subdivision or development application. In addition, any future development application would need to demonstrate that consideration has been given to the provisions of SPP 3.7, the Guidelines and Part 10A of the Regulations.

- *Greater Bunbury Region Scheme (GBRS)*

Area identified under the GBRS
Strategic Minerals and Basic Raw Materials Resource Policy



The GBRS *Strategic Minerals and Basic Raw Materials Resource Policy* applies to Lot 4580 and surrounding land (as indicated in the excerpt of the policy map above).

Comment received from the DoP indicated the proposed amendment would facilitate a land use that is not a sensitive land use, and therefore is not likely to have an impact upon any surrounding extractive industry/mineral operations. However, the land use could potentially sterilise access to the minerals and basic raw materials on the subject site.

In a response to the original concern received from the DMP, the DoP recommended the proponent be contacted by the Shire to determine how the resource would be removed so as not to sterilise the minerals and basic raw materials on the site. It was also later suggested by officers of the Department of Planning, Lands and Heritage (DPLH) that a requirement for removal of the resource prior to development could be included in the amendment or as a condition of development if required.

Cristal has provided further information to allay concerns raised by DMP / DMIRS, and a copy is contained in (Appendix ORD: 12.4C).

In response to the information received from Cristal, DMIRS provided amended comment on 9 November 2018 (Appendix ORD: 12.4E) indicating that it is supportive of the proposed scheme amendment subject to the inclusion of the following scheme provision:

All applications for development approval need to demonstrate that consideration has been given to the Greater Bunbury Region Scheme Strategic Minerals and Basic Raw Materials Resource Policy and that extraction of the resource on the part of the lot that the development application relates to, is completed to the satisfaction of the Department of Mines, Industry Regulation and Safety ahead of development.

- *Options*

Under the Regulations, Council has three options in considering this proposal as follows:

1. To support the amendment without modification; or
2. To support the amendment with proposed modifications to address issues raised in the submissions; or
3. Not to support the amendment.

Furthermore, the Regulations provide for Council to advertise a modification if the local government is of the opinion that the proposed modification is significant.

In light of the above, it is recommended that Council advises the Western Australian Planning Commission that it supports the proposed scheme amendment subject to modifications, however further advertising of the modifications is not required as they are of an insignificant nature that do not fundamentally amend the intent of the original amendment.

Council Role - Quasi-Judicial.

Voting Requirements - Simple Majority.

Change to Officer Recommendation

No Change. **OR:**

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

OFFICER RECOMMENDED RESOLUTION

THAT Council:

1. Pursuant to Part 5, Division 1, r.50(3)(b) of the Planning and Development (Local Planning Scheme) Regulations 2015 (Regulations) resolves to support Amendment 190 to the Shire of Dardanup Town Planning Scheme No. 3 subject to modifications (modifications underlined):

- a) Amending Clause 1.8.1 'General Definitions' of the Scheme text to include the following:

waste

means any substance, by-product or material that is discarded, rejected, unwanted, surplus or abandoned, whether or not intended for sale or for recycling, reprocessing, recovery or purification by a separate operation from which produced the matter;

- b) Amending Clause 1.8.2 'Land Use Definitions' of the Scheme text to include the following:

waste disposal facility

means premises used —

- (a) for the disposal of waste by landfill; or**
- (b) the incineration of hazardous, clinical or biomedical waste;**

waste storage facility

means premises used to collect, consolidate, temporarily store or sort waste before transfer to a waste disposal facility or a resource recovery facility on a commercial scale;

- c) Amending Clause 2.2 'Objectives of the Zones' of the Scheme text to include the following:

Special Use Zone

- **To facilitate special categories of land uses which do not sit comfortably within any other zone.**
- **To enable the Council to impose specific conditions associated with the special use.**

- d) Amending Clause 3.15 'Division 5 - Special Zones' of the Scheme text to include the following:

Special Use Zones

3.15.8.1 Those portions of the Scheme Area which are shown on the scheme map as SU with a number and included in Appendix XIV are special use zones.

3.15.8.2 A person must not use any land, or any structure or building on land, in a special use zone except for the purpose set out against that land in Appendix XIII and subject to compliance with any conditions set out in Appendix XIV with respect to that land.

- e) Inserting a new 'Appendix XIV - Special Use Zones' into the scheme text as follows:

APPENDIX XIV - SPECIAL USE ZONES

<i>SPECIAL USE No (SU)</i>	<i>LAND DESCRIPTION</i>	<i>PERMITTED USE</i>	<i>CONDITIONS</i>

- f) Amending the 'Special' zone on the Scheme Map legend as shown on the Amendment map.

- g) Rezoning Lot 4580 Panizza Road, Crooked Brook from 'General Farming' to 'Special Use' as shown on the Amendment map.
- h) Including Lot 4580 Panizza Road, Crooked Brook as 'SU1' and amending the scheme text as follows:

APPENDIX XIV -SPECIAL USE ZONES

SPECIAL USE No (SU)	LAND DESCRIPTION	PERMITTED USE	CONDITIONS
SU1	Lot 4580 Panizza Road, Crooked Brook	<u>Waste disposal facility</u> <u>Waste storage facility</u>	<ol style="list-style-type: none"> 1. All applications for development and/ or land use shall be submitted to the Shire in accordance with the Town Planning Scheme; 2. Panizza Road being upgraded from the intersection with Banksia and Depiazzi Roads to the property's access (minimum of 20m from western boundary) with all costs borne by the proponent to the satisfaction of the Shire; 3. Inclusion of buffers in accordance with the EPA's Guidance for the Assessment of Environmental Factors — Separation Distances between Industrial and Sensitive Land Uses; 4. Local Water Management Strategy being submitted to and approved by the Shire and <u>in consultation with the Department of Water and Environmental Regulation</u> and implemented; 5. Fire Management Plan being submitted to and approved by the Shire <u>in consultation with the Department of Biodiversity Conservation and Attractions</u> and the Department of Fire and Emergency Services and implemented; and 6. Remnant Vegetation Plan being submitted to and approved by the Shire and <u>in consultation with the Department of Biodiversity Conservation and Attractions of Parks and Wildlife</u> and implemented.

SPECIAL USE No (SU)	LAND DESCRIPTION	PERMITTED USE	CONDITIONS
			7. <u>All applications for development approval need to demonstrate that consideration has been given to the Greater Bunbury Region Scheme Strategic Minerals and Basic Raw Materials Resource Policy and that extraction of the resource on the part of the lot that the development application relates to, is completed to the satisfaction of the Shire of Dardanup in consultation with the Department of Mines, Industry Regulation and Safety ahead of development.</u>
		Industry - Extractive	1. Applications for the development shall be submitted to the Shire in accordance with the Town Planning Scheme and the Shire's Extractive Industry Local Law 1996 (as amended).

i) Amending the Scheme Map and Text accordingly.

2. Pursuant to Part 5, Div.3, s 51(b) of the Regulations resolves not to advertise modifications to the amendment which are considered an insignificant departure from the nature and intent of the advertised amendment; and
3. Pursuant to Pt. 5, Div. 3, r. 53 of the Regulations provides the Western Australian Planning Commission a copy of Amendment 190 and all relevant information with a request for final approval by the Minister for Planning.

12.5 Title: Proposed Road Names (Roseland) – Lot 9502 Macleay Street, Dardanup (Thomas Fields Pty Ltd)

Reporting Department: Engineering & Development Services
 Reporting Officer: Miss Alice Baldock - Planning Officer
 Legislation: Land Administration Act 1997

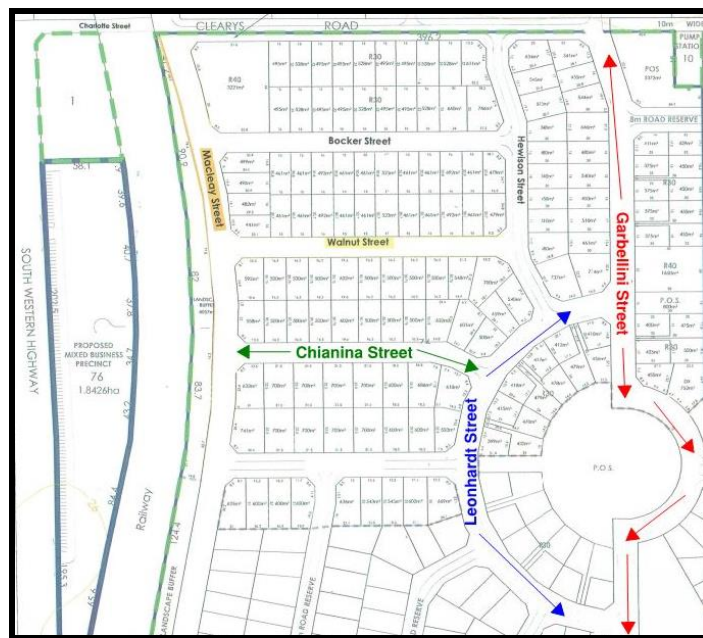
Overview

Council has received a request from the developer of Lot 9502 Macleay Street, Dardanup (Roseland Estate) for the approval for the road names of “Garbellini Street”, “Leonhardt Street” and “Chianina Street” to be applied to new roads within the residential subdivision. Officers are recommending approval of the names.

Location Plan



Structure/ Road Name Plan



Background

A request has been received from Thomas Fields Pty Ltd seeking Council approval for the following road names to be applied within the residential subdivision of Lot 9502 Macleay Street, Dardanup (Roseland Estate):

- Garbellini Street;
- Leonhardt Street; and
- Chianina Street.

A full copy of the request and Road Name Plan is provided in (Appendix ORD: 12.5). The 'Roseland at Dardanup' Structure Plan was endorsed by the Western Australian Planning Commission on 15 July 2016 to provide future detailed area planning for subdivision and development stages.

The three proposed names are contained within the Shire's pre-approved name register which contains a number of names that have been assessed and determined by the Geographic Names Committee (GNC) as being suitable for use in the Shire of Dardanup.

The relevance of each name to the Shire is as follows:

- Garbellini – Name of a long-standing Shire of Dardanup Councillor (25 years) and local resident.
- Leonhardt - name of long-standing family in the Dardanup locality (previously farmed on Phillips Road).
- Chianina – reference to the local pastoral industry (type of cattle breed).

It is noted that if Council is supportive of the proposed names, formal endorsement is still required to be obtained from the GNC.

Legal Implications - None.

Strategic Community Plan

Strategy 3.1.4 - To recognise and support the rich and varied heritage of the Shire. (Service Priority: Moderate)

Environment - None.

Precedents

Council has previously supported road names that have been pre-approved by the GNC for use in the Shire of Dardanup, at the request of developers.

Budget Implications - None.

Budget – Whole of Life Cost - None.

Council Policy Compliance

Local Planning Policy CP072 - *Naming of Parks, Reserves and Roads*

Risk Assessment - Low.

The proposed road names have been pre-approved by the GNC and are contained within the Shire's register of road names.

Officer Comment

The Shire currently has a register of road names that was granted preliminary approval by the GNC for use within the Shire. The register of road names was provided to the applicant to select road names relevant to the Dardanup area.

As the road register was created in 2008, it is the intention of staff to undertake a review in 2019 to ensure all names remain relevant and to identify other names that may be appropriate for use in particular town sites and localities.

As each of the proposed names the subject of this report are considered appropriate to the townsite of Dardanup, it is recommended that Council endorse the proposed names and requests formal approval from the GNC.

In the instance that Council resolves not to support one or more of the proposed road names, it is recommended that Council resolves to endorse two suitable alternatives which can be referred to the GNC for endorsement.

Council Role - Quasi-Judicial.

Voting Requirements - Simple Majority.

Change to Officer Recommendation

No Change. **OR:**

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

OFFICER RECOMMENDED RESOLUTION

THAT Council:

- 1. Approves the use of the road names "Garbellini Street", "Leonhardt Street" and "Chianina Street" in the locations identified in the 'Road Name Plan' contained in (Appendix ORD: 12.6).**
- 2. Advises the Geographic Names Committee of Council's Resolution and requests formal approval of the road names.**

12.6 Title: Western Australian Electoral Commission – Local Government Ordinary Election 2019

Reporting Department: Executive

Reporting Officer: Ms Cathy Lee - Manager Governance & HR

Legislation: Local Government Act 1995

Overview

Appoint the Electoral Commissioner to be responsible for the conduct of the 2019 ordinary elections and the method of conducting the election to be a postal election.

Background

The Shire of Dardanup resolved several years ago to conduct postal voting elections. Since introducing the postal voting process the elector numbers have increased, meaning more electors are getting involved in the process.

Each election the Electoral Commissioner of the Western Australian Electoral Commission (WAEC) provides local governments with an estimate of the costs associated with the conduct of the election, and requires each local government to appoint the WAEC and decide that the election will be by postal vote.

A copy of the correspondence is attached at (Appendix ORD: 12.6).

Legal Implications

Local Government Act 1995, section 4.20(4) and section 4.61(2)

4.20. CEO to be returning officer unless other arrangements made

- (4) *A local government may, having first obtained the written agreement of the Electoral Commissioner, declare* the Electoral Commissioner to be responsible for the conduct of an election, or all elections conducted within a particular period of time, and, if such a declaration is made, the Electoral Commissioner is to appoint a person to be the returning officer of the local government for the election or elections.*

4.61. Choice of methods of conducting election

- (2) The local government may decide* to conduct the election as a postal election.

** Absolute majority required.*

Strategic Community Plan

- Strategy 1.1.1 - To be equitable, inclusive and transparent in decision making. (Service Priority: High)
- Strategy 1.1.2 - Monitor and ensure compliance with the regulatory framework for local government governance and operations. (Service Priority: High)
- Strategy 1.1.3 - Maintain best practice governance systems and practices. (Service Priority: Moderate)

Environment - None.

Precedents

Council has used WAEC and postal voting since 2003.

Budget Implications - None.

Budget – Whole of Life Cost

The WAEC has estimated the 2019 election to be \$47,000 inclusive of GST.

The WAEC has estimated the cost for the 2019 election if conducted as a postal ballot to be \$47,000 (inc GST), which has been based on the following assumptions:

- 9,600 electors
- Response rate of approximately 35%
- 4 vacancies
- Count to be conducted at the offices of the Shire of Dardanup
- Appointment of a local returning officer
- Regular Australia Post delivery service to apply.

Council's cost may reduce if the elector turnout is less than the 35% that the estimate is quoted on, or alternatively, it may be higher if the turnout is above 35%.

YEAR	VACANCIES	TOTAL ELECTORS	TURNOUT RATE
2005	5 Councillors	6,557	35.70%
2007	6 Councillors	6,989	30.68%
2009	5 Councillors	7,621	30.63%
2011	6 Councillors	7,927	32.16%
2013	7 Councillors	8,538	27.95%
2015	4 Councillors	8,834	26.20%
2017	5 Councillors	9,542	33.10%
2018	4 Councillors Est.	9,600 Est.	35.00% Est

Council Policy Compliance - None.

Risk Assessment - Low.

Officer Comment

It is recommended that Council appoint the WAEC to conduct the 2019 ordinary election by postal vote, per the recommendation below. The recommendation is to also include any other elections or polls that may be required. This means that if there is a need for an extraordinary election due to a resignation of a Councillor or a lack of candidates then the WAEC can proceed under the agreement to conduct the extraordinary election without the need for another resolution of Council.

The 2019 local government ordinary election is to be held on 19 October 2019.

Council Role - Executive/Strategic.

Voting Requirements - Absolute Majority.

Change to Officer Recommendation

No Change. **OR:**

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

OFFICER RECOMMENDED RESOLUTION**THAT Council:**

1. **Declare, in accordance with section 4.20(4) of the Local Government Act 1995, the Electoral Commissioner to be responsible for the conduct of the 2019 ordinary elections together with any other elections or polls which may be required in the Shire of Dardanup; and**
2. **Decide, in accordance with section 4.61(2) of the Local Government Act 1995 that the method of conducting the election will be as a postal election.**

By Absolute Majority

12.7 Title: Ferguson Valley Marketing Inc – Lease Agreement – Don Hewison Centre, Dardanup

Reporting Department: Executive

Reporting Officer: Mrs Donna Bailye - Executive Governance Officer

Legislation: Local Government Act 1995

Overview

Council is requested to approve the renewal of the lease of the Don Hewison Centre and surrounding structures to the Ferguson Valley Marketing Inc

Location Plan



Background

Ferguson Valley Marketing and Promotions Association (Inc) entered into a Lease arrangement with the Shire in January 2008, leasing the Don Hewison Centre at Dardanup.

The first lease was for a period of 5 years, expiring in 2013. The lease was renewed in 2013 and expires in December 2018.

The Ferguson Valley Marketing and Promotions has undertaken a name change and is now Ferguson Valley Marketing Inc. (FVM).

Legal Implications

Leasing of Council property falls under Section 3.58 of the Local Government Act “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 under the Functions and General Regulations 1996 Section 30 (2)(b)(i).

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

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

Strategic Community Plan

Strategy 4.2.1 - To be a visitor destination: Become a choice destination for tourists, visitors and our own residents. (Service Priority: Very High)

Strategy 4.2.3 - Foster and promote the Ferguson Valley as a tourism destination. (Service Priority: Very High)

Environment - None.

Precedents -

An agreement has been in place with the Ferguson Valley Marketing Inc (formerly Ferguson Valley Marketing and Promotions Inc) since 2008. The term of this lease is for a five year period. The current Agreement commenced on 1 January 2013 and expires on 31 December 2018.

Budget Implications - None.

Budget – Whole of Life Cost - None.

Council Policy Compliance - None.

Risk Assessment - Low.

Officer Comment

Ferguson Valley Marketing Inc have formally requested to renew their lease with the Shire on 10 October 2018.

As the FVM fall under the provisions of the Section 30 of the Local Government Functions and General Regulations 1996 *'Dispositions of property to which section 3.58 of Act does not apply'*. There is no requirement for public notice to be given advising of the Shire's intention to renew the lease.

The Don Hewison Centre is a Heritage Listed building registered on the State Register of Heritage Places. As this is a building of significance, it has been identified in the lease that no works are permitted on any structures without the approval of the Shire and the State Heritage Office.

It is proposed that Council authorise the renewal of the lease to the FVM for a further period of five years.

Council Role - Executive/Strategic.

Voting Requirements - Simple Majority.

Change to Officer Recommendation

No Change. **OR:**

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

OFFICER RECOMMENDED RESOLUTION

THAT Council:

- 1. Approve the extension of the lease to the Ferguson Valley Marketing Inc. for the Don Hewison Centre located at Lot 5378 Ferguson Road, Dardanup; for a period of five years at a peppercorn rental.**
- 2. Authorise the Chief Executive Officer and Shire President to negotiate and execute the new lease.**

12.8 Title: Best of the West Stockman's Challenge - Minor Community Event Assistance Financial Request

Reporting Department: Corporate and Community Services
Reporting Officer: Ms Lee Holben - Manager Community Services
Legislation: Local Government Act 1995

Overview

The Best of the West Stockman's Challenge requests that the Shire of Dardanup consider the Minor Community Event Assistance application for financial support (\$5,000) for Community event "Best of the West Stockman's Challenge 2019".

Background

The aim of this event is to offer horse riders from around Australia a high quality Stockman's Challenge. This includes challenges in Stock handling, shoeing, pack horse, cross country, bareback obstacle and whip cracking.

The 2018 event was the first of its kind in Western Australia and was held at the Dardanup Equestrian Centre. The event is based on the very successful Victorian Man from Snowy River Bush Festival which was established in 1995.

Legal Implications

Local Government Act 1995
Local Government (Financial Management) 1996

Part 2, Regulation 5 (1) (g) of the *Local Government (Financial Management) 1996*
 Regulation states:

5. CEO's duties as to financial management

- (1) Efficient systems and procedures are to be established by the CEO of a local government —*
- (g) to assist in the preparation of budgets, budget reviews, accounts and reports required by the Act or these regulations.*

Strategic Community Plan

Strategy 3.2.1 - To encourage social connectedness in our community through participation in positive social networks, interaction and events.
 (Service Priority: Very High)

Environment - None.

Precedents - None.

Budget Implications

The 2018/2019 Budget allocation for Minor Community Event Assistance has a total allocation of \$32,252 with a current available balance of \$11,254.58. This financial request, if supported will be allocated from this budget allocation.

Budget – Whole of Life Cost - None.

Council Policy Compliance - None.

Risk Assessment - Low.

- *Reputational Risk*

If the request is not supported the Shire may be seen in a negative light.

Officer Comment

The Best of the West Stockman's Challenge is a community group based at the Dardanup Equestrian Centre that is supported by a volunteer management committee and approximately forty (40) local volunteers over the event period.

The first event held in 2018 at the Dardanup Equestrian Centre attracted over 100 entrants and 400 visitors to the area.

The 2019 event already has 150 participants registered with an expectation that over 500 visitors will attend the event. It is estimated that 50% of these visitors are from outside of the Shire of Dardanup area.

Entrants include a junior section (12 to 18 years of age), as well as Billy Lid's (8 to 12 years of age). The majority of these two age brackets are local youth.

The financial request is for the provision of transportable toilets (including disabled), portable fencing to keep the community safe during particular events and St John First aid costs over the three day event.

If this application is successful it will enable the organisers to have free entry, making it an opportunity for families to see first-hand events of this nature.

This is an opportunity to promote this new unique event to local residents and showcase the Dardanup Equestrian Centre.

Council Role - Executive/Strategic.

Voting Requirements - Simple Majority.

Change to Officer Recommendation

No Change. **OR:**

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

OFFICER RECOMMENDED RESOLUTION

THAT Council supports the request from the Best of the West Stockman's Challenge for a financial contribution of \$5,000 towards the free community event to be held on the 15 to 17 February 2019.

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

Reporting Department: Corporate & Community Services

Reporting Officer: Mr Ray Pryce - Accountant

Legislation: Local Government Act 1995, Land Administration Act 1997

Overview

Note: This item was deferred from the 19 September 2018 meeting pending the Chief Executive Officer providing a report to Council on the cost to the budget of rate exemptions for all residential properties classified as “non-rateable land” in accordance with the Local Government Act 1995 section 6.26(g). Details of that cost to the budget are included in this report under the heading “Precedents”.

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

The following documents have been provided by Access Housing and are contained in (Appendix ORD: 12.9).

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

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

Background

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

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

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

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

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

The locations are:

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

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

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

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

The two properties leased from Housing Authority WA are:

- *Unit 1, 38 Cudliss Street, Eaton*

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

- *Unit 15, 44 Hamilton Road, Eaton*

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

Legal ImplicationsLocal Government Act 1995 - S6.26. Rateable land

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

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

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

Strategic Community Plan

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

Environment - None.

Precedents

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

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

At the Ordinary Meeting of Council held 27 April 2006, Activ Foundation was granted exemption from rates in accordance with s6.26(g) of the Act for two grouped dwellings used to provide permanent and respite accommodation for disadvantaged people [Res 110-06].

At the Ordinary Meeting of Council held 25 January 2006, exemption from rates was granted under s6.26(g) of the Act to Churches of Christ Homes for hostel and independent living units at Lot 7000 Eaton Drive, Eaton – otherwise known as Bethanie Fields [Res 007-06].

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

The total cost to the Shire budget for existing exemptions to rates under s6.26(g) of the Act for residential properties is detailed in the following table:

Property	Owner	Residential Status	Total Rates
111 Eaton Drive, Eaton	Bethanie Group Inc.	142 Independent living units	\$237,822
97 Illawarra Drive, Eaton	Bethanie Group Inc	82 Independent living units	\$115,125
20 Woodbine Ridge, Eaton	Alliance Housing WA (leased from Housing Authority)	1 Dwelling	\$1,604
19 Cleveland Bay Avenue, Eaton	Alliance Housing WA (leased from Housing Authority)	1 Dwelling	\$1,867
51 Lofthouse Avenue, Eaton	Alliance Housing WA (leased from Housing Authority)	1 Dwelling	\$1,525
6 Ash Court, Eaton	Activ Foundation Inc. (leased from Housing Authority)	2 Grouped Dwellings	\$2,893
Total			\$360,864

Note: Rates amounts shown in the table are based on 2018/19 rates and valuations and include general rates and specified area rates (SAR).

Budget Implications

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

Property	Rates	SAR Eaton Landscaping	SAR Bulk Waste	Total
6/76 Blue Wren Drive	\$1,488.00	\$35.38	\$17.77	\$1,541.15
7/76 Blue Wren Drive	\$1,488.00	\$35.38	\$17.77	\$1,541.15
22/76 Blue Wren Drive	\$1,488.00	\$35.38	\$17.77	\$1,541.15
23/76 Blue Wren Drive	\$1,488.00	\$35.38	\$17.77	\$1,541.15

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

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

Total cost to the 2018/19 budget of all rates exemptions under s6.26(g) of the Act for residential properties (including this application) is \$380,690. This equates to approximately 3% of total rates revenue.

Budget – Whole of Life Cost

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

Council Policy Compliance - None.

Risk Assessment - Low.

Officer Comment

This application by Access Housing is part of the growing sector of housing provision by not-for-profit charitable organisations for aged and disadvantaged (physically or financially) tenants. Increasingly, the properties are owned by the state government Housing Authority, leased to charitable organisations and subsequently rented to individual tenants.

There is some recognition of the shift to the provision of this type of housing and its impact on the remainder of ratepayers where exemption from rates is available to the housing provider. In 2017, the State Government announced a review of the Local Government Act and stage two of the review will include a review of rates, fees and charges – with specific focus on rates exemptions.

In December 2017, the State Council of the Western Australian Local Government Association adopted its revised policy position 'Rating Exemptions – Charitable Purposes: Section 6.26(2)(g)':

1. *Amend the Local Government Act to clarify that Independent Living Units should only be exempt from rates where they qualify under the Commonwealth Aged Care act 1997;*
2. *Either:*
 - a) *Amend the charitable organisations section of the Local Government act 1995 to eliminate exemptions for commercial (non-charitable) business activities of charitable organisations; or*
 - b) *Establish a compensatory fund for Local Governments, similar to the pensioner discount provisions, if the State Government believes charitable organisations remain exempt from payment of Local Government rates; and*
3. *Request a broad review be conducted into the justification and fairness of all rating exemption categories currently prescribed under Section 6.26 of the Local Government Act.*

Stage two of the State Government review of the Act is at the public consultation stage which is open until 31 March 2019.

In the meantime, requests for rate exemptions are determined in accordance with the current Act.

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

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

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

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

Two of the objectives of Access Housing are:

- to provide and manage reasonable quality, secure, affordable housing for people on low to moderate incomes; and
- to assist in the alleviation of poverty through the provision of affordable housing.

The properties are provided to tenants who are on low incomes and in the case of Blue Wren Drive and Trusty Place units, are also within residential developments for "over 55" retirement or semi-retirement tenants. Based on the outcomes of previous similar cases determined by the State Administrative Tribunal (SAT) and the Courts,

the land use purpose is likely to meet the requirements to be classified as “charitable” – being for the relief of poverty and relief for the aged.

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

If it is resolved to decline the application, Access Housing may apply to the SAT for a review of the decision.

Council Role - Quasi-Judicial.

Voting Requirements - Absolute Majority.

Change to Officer Recommendation

No Change. **OR:**

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

OFFICER RECOMMENDED RESOLUTION

THAT Council declares:

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

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

12.10 Title: Monthly Statement of Financial Activity for the Period Ended 31 October 2018

Reporting Department: Corporate & Community Services
 Reporting Officer: Mr Ray Pryce - Accountant
 Legislation: Local Government Act 1995

Overview

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

Background

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

Legal Implications

Local Government Act 1995 – Section 6.4

6.4. Financial Report

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

Local Government (Financial Management) Regulations 1996 r. 34

Part 4 — Financial Reports — s. 6.4

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

- (1A) *In this regulation —*
committed assets means revenue unspent but set aside under the annual budget for a specific purpose.
- (1) *A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —*
 - (a) *annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and*
 - (b) *budget estimates to the end of the month to which the statement relates; and*
 - (c) *actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; and*
 - (d) *material variances between the comparable amounts referred to in paragraphs (b) and (c); and*
 - (e) *the net current assets at the end of the month to which the statement relates.*

- (2) *Each statement of financial activity is to be accompanied by documents containing —*
- (a) *an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets; and*
 - (b) *an explanation of each of the material variances referred to in subregulation (1)(d); and*
 - (c) *such other supporting information as is considered relevant by the local government.*
- (3) *The information in a statement of financial activity may be shown —*
- (a) *according to nature and type classification; or*
 - (b) *by program; or*
 - (c) *by business unit.*
- (4) *A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be —*
- (a) *presented at an ordinary meeting of the Council within 2 months after the end of the month to which the statement relates; and*
 - (b) *recorded in the minutes of the meeting at which it is presented.*
- (5) *Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.*

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

Strategic Community Plan

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

Environment - None.

Precedents

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

Budget Implications

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

Budget – Whole of Life Cost - None.

Council Policy Compliance - None.

Risk Assessment - Low.

Officer Comment

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

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

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

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

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

Additional notes have been added to the statement of financial activities to describe in more detail, some of the key information of the monthly financial performance.

As at the reporting date, the end of year surplus for 2017/18 is estimated at \$303,456. The surplus is expected to be verified in late November, after completion of the annual audit of the 2017/18 financial statements.

After taking into account all operations for 2018/19 (including adopted budget amendments listed in Note 10 of the report), the anticipated surplus at 30 June 2019 is currently forecast at \$232,529.



Monthly Financial Report

For the Period

1 July 2018 to 30 October 2018

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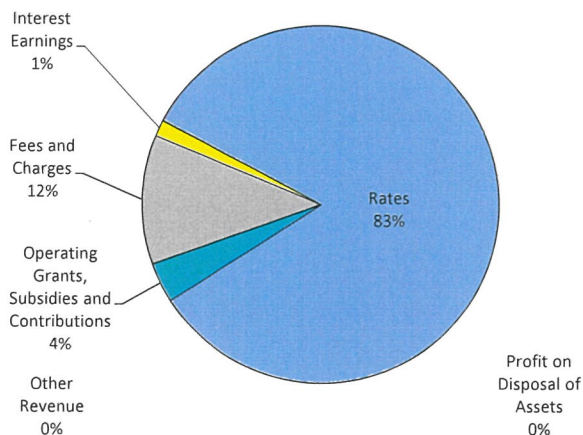
Note 10 Budget Amendments



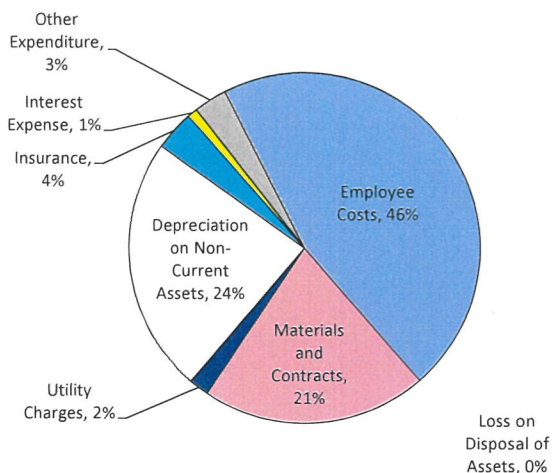
**Monthly Financial Report
For the Period Ended 31 October 2018**

SUMMARY GRAPHS

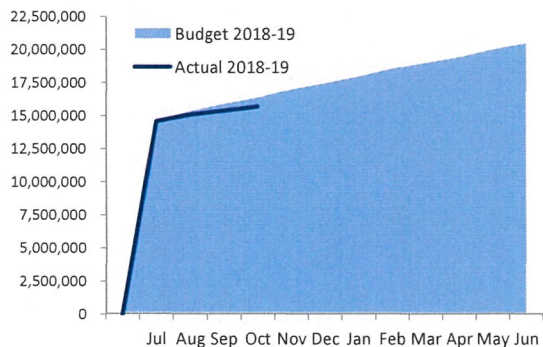
OPERATING REVENUE - ACTUAL YTD



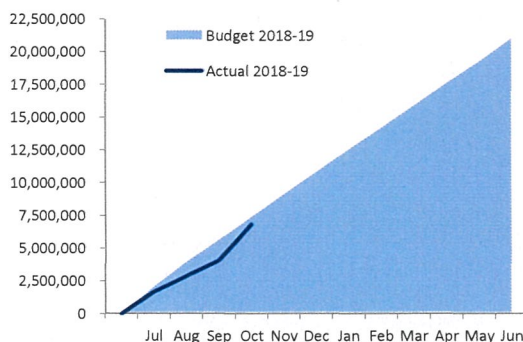
OPERATING EXPENSES - ACTUAL YTD



Total Operating Revenue - Budget - v - Actual

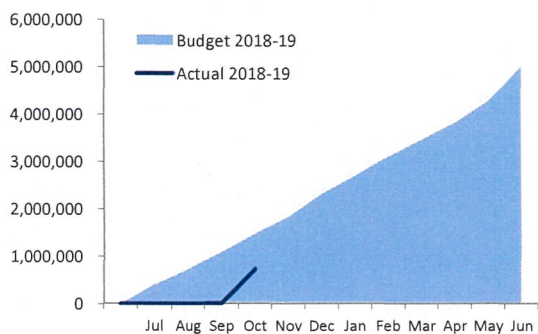


Total Operating Expenses - Budget - v - Actual



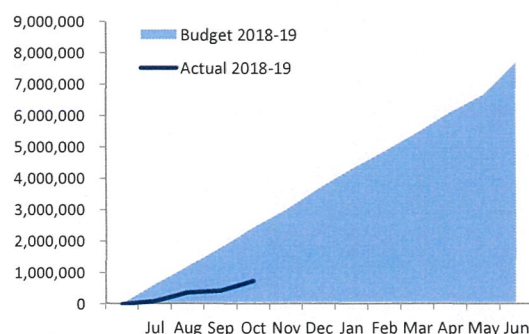
CAPITAL REVENUE

Capital Revenue - Budget - v - Actual



CAPITAL EXPENSES

Capital Expenses - Budget - v - Actual



This information is to be read in conjunction with the accompanying Financial Statements and Notes



Statement of Financial Activity by Program
For the Period Ended 31 October 2018
(Covering 4 Months or 33% of the Year)

	Sch	2018/19 Adopted Budget \$	2018/19 Revised Budget \$	2018/19 Y-T-D Revised Budget \$	2018/19 Y-T-D Actual \$	Variance Y-T-D \$	Variance Y-T-D %	2018/19 Forecast \$	2017/18 Last Year Actual \$
OPERATING ACTIVITIES									
Revenue									
General Purpose Funding	3	14,175,298	14,175,298	13,188,666	13,191,723	3,057	0.0%	14,158,014	14,380,792
Governance	4	1,550	1,550	508	3,004	2,496	491.4%	1,550	1,196
Law, Order, Public Safety	5	845,825	919,609	255,062	257,412	2,350	0.9%	919,609	255,471
Health	7	15,150	15,150	5,048	3,136	(1,912)	(37.9%)	15,150	19,176
Education and Welfare	8	8,000	8,000	2,664	5,095	2,431	91.3%	8,000	88,050
Community Amenities	10	1,425,754	1,432,420	1,302,197	1,267,051	(35,146)	(2.7%)	1,432,420	1,283,671
Recreation and Culture	11	3,345,954	3,433,753	1,274,213	730,962	(543,251)	(42.6%) ▼	3,433,753	2,677,921
Transport	12	1,948,594	1,948,594	815,879	815,751	(128)	(0.0%)	1,948,594	3,015,908
Economic Services	13	90,009	90,009	30,784	35,676	4,892	15.9%	90,009	72,065
Other Property and Services	14	1,310,322	1,310,322	436,760	56,288	(380,472)	(87.1%) ▼	1,310,322	108,165
Total Operating Revenue		23,166,456	23,334,705	17,311,781	16,366,098	(945,683)	(5.5%)	23,317,421	21,902,415
Operating Expenses									
General Purpose Funding	3	(370,229)	(370,229)	(131,916)	(128,514)	3,402	2.6%	(370,229)	(347,168)
Governance	4	(1,081,087)	(1,081,087)	(419,478)	(365,085)	54,393	13.0% ▲	(1,081,087)	(1,099,659)
Law, Order, Public Safety	5	(1,518,810)	(1,518,810)	(537,822)	(488,873)	48,949	9.1%	(1,518,810)	(1,245,176)
Health	7	(537,987)	(537,987)	(190,197)	(174,285)	15,912	8.4%	(537,987)	(494,287)
Education and Welfare	8	(855,970)	(855,970)	(309,561)	(279,743)	29,818	9.6%	(818,732)	(867,186)
Community Amenities	10	(2,571,348)	(2,578,014)	(834,087)	(629,275)	204,812	24.6% ▲	(2,578,014)	(2,059,288)
Recreation & Culture	11	(7,799,720)	(7,800,220)	(2,741,853)	(2,463,404)	278,449	10.2% ▲	(7,799,720)	(7,102,764)
Transport	12	(5,400,340)	(5,400,340)	(1,800,124)	(1,956,272)	(156,148)	(8.7%)	(5,400,340)	(7,999,776)
Economic Services	13	(552,475)	(552,475)	(198,638)	(214,123)	(15,485)	(7.8%)	(552,475)	(503,931)
Other Property and Services	14	(314,423)	(314,423)	(239,536)	(88,763)	150,773	62.9% ▲	(326,923)	(269,676)
Total Operating Expenditure		(21,002,390)	(21,009,556)	(7,403,212)	(6,788,337)	614,875	8.3%	(20,984,318)	(21,988,911)
Net Operating Activities		2,164,065	2,325,148	9,908,569	9,577,761	(330,808)	3.3%	2,333,103	(86,496)

(continued next page)



Statement of Financial Activity by Program
For the Period Ended 31 October 2018
(Covering 4 Months or 33% of the Year)

	2018/19 Adopted Budget \$	2018/19 Revised Budget \$	2018/19 Y-T-D Budget \$	2018/19 Y-T-D Actual \$	Variance Budget YTD to Actual YTD \$	Variance Budget YTD to Actual YTD %	2018/19 Forecast \$	2017/18 Last Year Actual \$
Net Operating Activities (from previous page)	2,164,065	2,325,148	9,908,569	9,577,761	(330,808)	(3.3%)	2,333,103	(86,496)
ADJUSTMENTS OF NON CASH ITEMS								
(Profit)/Loss on Asset Disposals	(1,165,000)	(1,165,000)	(388,332)	0	388,332	100.0%	(1,165,000)	62,814
Accruals	0	0	108,310	108,310	0	0.0%	0	60,431
Donated Assets Adjustments	0	0	0	0	0	0.0%	0	0
Contra Repayment of Prefunded Infrastructure	0	0	0	0	0	0.0%	0	0
Depreciation on Assets	4,815,600	4,815,600	1,604,012	1,604,032	20	(0.0%)	4,815,600	4,903,188
Adjusted Net Operating Activities	A 5,814,665	5,975,748	11,232,559	11,290,103	57,544	0.5%	5,983,703	4,939,937
CAPITAL ACTIVITIES								
Revenue								
Proceeds from Disposal of Assets	1,393,942	1,413,629	471,208	6,718	(464,490)	98.6% ▼	1,413,629	121,864
Total Capital Revenue	1,393,942	1,413,629	471,208	6,718	(464,490)	(98.6%)	1,413,629	121,864
Expenditure								
Land & Buildings	(1,456,479)	(1,555,262)	(355,856)	(84,014)	271,842	76.4% ▲	(1,555,262)	(743,319)
Infrastructure Assets - Road / Bridges / Paths	(4,427,271)	(4,462,271)	(1,487,256)	(552,994)	934,262	62.8% ▲	(4,462,271)	(4,107,510)
Infrastructure Assets - Parks & Gardens	(500,496)	(596,796)	(134,252)	(21,299)	112,953	84.1% ▲	(596,796)	(916,956)
Vehicles	(572,130)	(577,555)	(192,516)	(33,824)	158,692	82.4% ▲	(577,555)	(298,056)
Plant & Equipment	(26,000)	(40,262)	(13,420)	(4,417)	9,003	67.1%	(40,262)	(18,539)
Furniture & Fittings	(127,248)	(127,248)	(42,408)	(38,655)	3,753	8.9%	(127,248)	(155,479)
Total Capital Expenditure	(7,109,624)	(7,359,394)	(2,225,708)	(735,203)	1,490,505	67.0%	(7,359,394)	(6,239,859)
Net Capital Activities	B (5,715,682)	(5,945,765)	(1,754,500)	(728,485)	1,026,015	58.5%	(5,945,765)	(6,117,995)
FINANCING ACTIVITIES								
Revenue								
Proceeds from New Loans	750,000	750,000	250,000	0	(250,000)	(100.0%) ▼	750,000	0
Self Supporting Loans - Principal Recoups	32,936	32,936	32,936	32,936	(0)	(0.0%)	32,936	64,390
Transfers from Reserves	5,171,234	5,234,234	1,744,732	760,686	(984,046)	(56.4%) ▼	5,234,234	6,657,446
Total Financing Revenue	5,954,170	6,017,170	2,027,668	793,621	(1,234,047)	60.9%	6,017,170	6,721,836
Expenditure								
Repayment of Loans	(394,245)	(394,245)	(233,707)	(217,296)	16,411	7.0%	(394,245)	(418,802)
Transfers to Reserves	(5,731,789)	(5,731,789)	(1,910,512)	(108,464)	1,802,048	94.3% ▲	(5,731,789)	(5,256,774)
Total Financing Expenditure	(6,126,034)	(6,126,034)	(2,144,219)	(325,760)	1,818,459	84.8%	(6,126,034)	(5,675,576)
Net Financing Activities	C (171,865)	(108,865)	(116,551)	467,861	584,412	501.4%	(108,865)	1,046,260
FUNDING SOURCES								
Surplus/(Deficit) July 1 B/Fwd	D 199,000	303,456	303,456	303,456	0	0.0%	303,456	435,254
CLOSING FUNDS (A+B+C+D)	126,119	224,575	9,664,965	11,332,936	1,667,972	(17.3%)	232,529	303,456

KEY INFORMATION

▲ ▼ Indicates a variance between Year-to-Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

Refer to Note 2 for an explanation of the reasons for the variance.

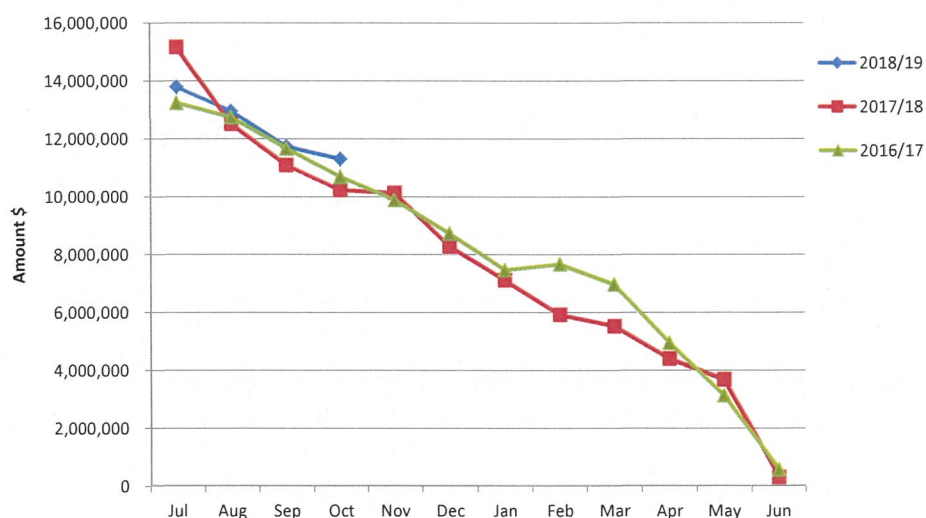
This statement to be read in conjunction with the accompanying Financial Statements and Notes



Statement of Financial Activity by Program
For the Period Ended 31 October 2018
NET CURRENT ASSETS

	Note	Year to Date Actual 31-Oct-2018 \$	This Time Last Year 31-Oct-2017 \$	Last Year Closing 30 June 2018 \$
Represented By:				
CURRENT ASSETS				
Cash and Cash Equivalents		22,443,854	22,361,476	17,832,573
Rates Debtors Outstanding		5,567,089	5,738,023	324,047
Pensioner Rates Rebate		4,637	8,508	15,101
Sundry Debtors		88,142	73,854	124,066
Self Supporting Loan Asset		32,936	64,390	32,936
Accrued Revenue	4	83,596	0	55,968
Prepaid Expenses		0	0	5,708
Goods & Services Tax / BAS Refund	4	90,680	173,237	177,471
Other Receivables / Insurance Claims		1,729	15,593	1,757
Inventories - Materials		2,166	2,637	2,166
Inventories- Trading Stock - Recreation Centre	6	11,857	14,022	11,857
Current Assets		28,326,686	28,451,740	18,583,650
LESS CURRENT LIABILITIES				
Payables:				
Sundry Creditors		(62,566)	(127,608)	(748,816)
Other Payables		(473,389)	(423,958)	(60,644)
Prepaid Revenue - Rates / PPL		(100,549)	(91,067)	(436,913)
Accrued Interest on Debentures		(42,740)	(48,804)	(42,740)
Accrued Salaries & Wages		0	0	(24,353)
Borrowings - Debentures		(144,992)	(211,986)	(362,288)
Provisions:				
Staff Leave Provisions		(1,190,807)	(968,558)	(1,190,807)
Current Liabilities		(2,015,043)	(1,871,981)	(2,866,561)
Net Current Assets		26,311,643	26,579,759	15,717,089
Less: Restricted Assets / Reserve Funds	4	(15,090,763)	(16,503,842)	(15,742,985)
Less: Self Supporting Loan Income		(32,936)	(64,390)	(32,936)
Add: Current - Borrowings		144,992	211,986	362,288
CLOSING FUNDS / NET CURRENT ASSETS (per previous page)		11,332,936	10,223,513	303,456

Liquidity Over The Year





Statement of Comprehensive Income by Nature or Type
For the Period Ended 31 October 2018
(Covering 4 Months or 33% of the Year)

	2018/19 Adopted Budget \$	2018/19 Revised Budget \$	2018/19 Y-T-D Budget \$	2018/19 Y-T-D Actual \$	Variance to Budget YTD \$	Variance to YTD Budget %	2018/19 Forecast \$	2017/18 Last Year Actual \$
Revenue								
Rates	13,230,724	13,230,724	13,080,724	13,035,127	(45,597)	0.3%	13,213,440	12,417,350
Grants, Subsidies & Contributions	2,556,611	2,563,777	975,707	571,230	(404,477)	41.5%	2,563,777	2,331,958
Profit on Asset Disposals	1,165,000	1,165,000	388,332	0	(388,332)	0.0%	1,165,000	0
Fees and Charges	3,046,478	3,046,478	1,828,357	1,833,069	4,712	(0.3%)	3,046,478	3,084,383
Interest Earnings	461,485	461,485	184,356	230,054	45,698	(24.8%)	461,485	453,070
Other Revenue	27,540	27,540	6,885	5,920	(965)	14.0%	27,540	21,158
	<u>20,487,838</u>	<u>20,495,004</u>	<u>16,464,361</u>	<u>15,675,398</u>	<u>(788,963)</u>	<u>4.8%</u>	<u>20,477,720</u>	<u>18,307,919</u>
Expenses								
Employee Costs	(10,405,885)	(10,405,885)	(3,561,189)	(3,139,678)	421,511	11.8%	(10,405,885)	(9,408,701)
Materials and Contracts	(4,453,924)	(4,461,090)	(1,630,481)	(1,415,056)	215,425	13.2%	(4,446,090)	(6,272,228)
Utility Charges	(526,745)	(526,745)	(175,464)	(125,239)	50,225	28.6%	(526,745)	(532,473)
Depreciation on Non-current Assets	(4,812,100)	(4,812,100)	(1,604,012)	(1,604,032)	(20)	(0.0%)	(4,812,100)	(4,903,188)
Loss on Asset Disposals	0	0	0	0	0	0.0%	0	(62,814)
Interest Expense	(147,890)	(147,890)	(64,423)	(60,511)	3,912	6.1%	(147,890)	(130,615)
Insurance	(268,756)	(268,756)	(194,706)	(251,032)	(56,326)	(28.9%)	(268,756)	(263,957)
Other	(387,090)	(387,090)	(172,938)	(192,790)	(19,852)	(11.5%)	(376,852)	(414,935)
	<u>(21,002,390)</u>	<u>(21,009,556)</u>	<u>(7,403,213)</u>	<u>(6,788,337)</u>	<u>614,876</u>	<u>8.3%</u>	<u>(20,984,318)</u>	<u>(21,988,911)</u>
Operational Surplus / (Deficit)	(514,553)	(514,553)	9,061,148	8,887,061	(174,087)	1.9%	(506,598)	(3,680,992)
Grants & Contributions for the Development of Assets								
	<u>2,678,618</u>	<u>2,839,701</u>	<u>847,420</u>	<u>690,700</u>	<u>(156,720)</u>	<u>18.5%</u>	<u>2,839,701</u>	<u>3,594,496</u>
	<u>2,678,618</u>	<u>2,839,701</u>	<u>847,420</u>	<u>690,700</u>	<u>(156,720)</u>	<u>18.5%</u>	<u>2,839,701</u>	<u>3,594,496</u>
NET RESULT	2,164,065	2,325,148	9,908,568	9,577,761	(330,807)	3.3%	2,333,103	(86,496)
Other Comprehensive Income								
Changes on Revaluation of Non-Current Assets	0	0	0	0	0	0.0%	0	0
TOTAL COMPREHENSIVE INCOME	<u>2,164,065</u>	<u>2,325,148</u>	<u>9,908,568</u>	<u>9,577,761</u>	<u>(330,807)</u>	<u>3.3%</u>	<u>2,333,103</u>	<u>(86,496)</u>



**Notes to the Statement of Financial Activity
For the Period Ended 31 October 2018**

1. STATEMENT OF OBJECTIVE

In order to discharge its responsibilities to the community, the Shire has developed a set of operational and financial objectives. These objectives have been established both on an overall basis and for each of its broad activities/programs.

Council operations as disclosed in this statement encompass the following service orientated activities/programs:

GENERAL PURPOSE FUNDING

Rates, general purpose government grants and interest revenue.

GOVERNANCE

Administration and operation of facilities and services to members of Council;
Other costs that relate to the tasks of assisting elected members and ratepayers on matters which do not concern specific Council services.

LAW, ORDER, PUBLIC SAFETY

Supervision of various local-laws, fire prevention, emergency services and animal control.

HEALTH

Food quality and pest control, immunisation services and operation of infant health clinic.

EDUCATION AND WELFARE

Operation of senior citizens' centre, provision of assistance to pre-school facilities, playgroups and other voluntary services.
Provision of youth counselling services.

HOUSING

Aged person housing.

COMMUNITY AMENITIES

Rubbish collection services, operation of refuse site, administration of the town planning scheme and maintenance of cemeteries.

RECREATION AND CULTURE

Provision and maintenance of halls, recreation centres, public reserves and library services.

TRANSPORT

Construction and maintenance of streets, roads, bridges; street lighting, depot maintenance.

ECONOMIC SERVICES

The regulation and provision of tourism, area promotion, building control, noxious weeds and vermin control.

OTHER PROPERTY & SERVICES

Private works operations, plant repairs and operations costs.



Notes to the Statement of Financial Activity
For the Period Ended 31 October 2018

2. EXPLANATION OF MATERIAL VARIANCES IN THE STATEMENT OF FINANCIAL ACTIVITY BY PROGRAM

The material variances adopted by the Shire of Dardanup for the 2018/19 year is 10% or \$10,000, whichever is the greater.

Sch	2018/19		2018/19		Variance to		Timing / Permanent	Material Variance	Explanation
	Y-T-D Budget	Y-T-D Actual	Y-T-D	Y-T-D	Y-T-D	%			
	\$	\$	\$	\$					
OPERATING ACTIVITIES									
General Purpose Funding	3	13,188,666	13,191,723	3,057	0.0%				
Governance	4	508	3,004	2,496	491.4%				
Law, Order, Public Safety	5	255,062	257,412	2,350	0.9%				
Health	7	5,048	3,136	(1,912)	(37.9%)				
Education and Welfare	8	2,664	5,095	2,431	91.3%				
Community Amenities	10	1,302,197	1,267,051	(35,146)	(2.7%)				
Recreation and Culture	11	1,274,213	730,962	(543,251)	(42.6%)	▼ Timing			\$68,000 Library management system contributions from other councils, \$111,000 Gov't grants for hall and club facility construction not yet received, \$333,000 contributions to parks & reserves development to be transferred from Trust at time of construction of project works.
Transport	12	815,879	815,751	(128)	(0.0%)				
Economic Services	13	30,784	35,676	4,892	15.9%				
Other Property and Services	14	436,760	56,288	(380,472)	(87.1%)	▼ Timing			Profit on disposal of asset - land not yet sold.
Total Operating Revenue		17,311,781	16,366,098	(945,683)	(5.5%)				
Operating Expenses									
General Purpose Funding	3	(131,916)	(128,514)	3,402	2.6%				
Governance	4	(419,478)	(365,085)	54,393	13.0%	▲ Timing / Permanent			Timing - councillors' fees and allowances paid monthly in arrears, lower reception costs and legal expenses; Permanent - lower fees & allowance costs due to councillor resignation.
Law, Order, Public Safety	5	(537,822)	(488,873)	48,949	9.1%				
Health	7	(190,197)	(174,285)	15,912	8.4%				
Education and Welfare	8	(309,561)	(279,743)	29,818	9.6%				
Community Amenities	10	(834,087)	(629,275)	204,812	24.6%	▲ Timing			Lower costs to date for refuse collection, refuse site maintenance and public convenience maintenance, WANJU project management not yet commenced and land development costs not yet incurred.
Recreation & Culture	11	(2,741,853)	(2,463,404)	278,449	10.2%	▲ Timing			Library Management System annual software subscription cost \$100,000 not yet paid, lower parks & gardens maintenance costs.
Transport	12	(1,800,124)	(1,956,127)	(156,148)	(8.7%)				
Economic Services	13	(198,638)	(214,123)	(15,485)	(7.8%)				
Other Property and Services	14	(239,536)	(88,763)	150,773	62.9%	▲ Timing			Lower costs to date for software purchases, administration overheads and public works overhead costs.
Total Operating Expenditure		(7,403,212)	(6,788,337)	614,875	(8.3%)				
Net Operating Activities		9,908,569	9,577,761	(330,808)	(3.3%)				
ADJUSTMENTS OF NON CASH ITEMS									
(Profit)/Loss on Asset Disposals		(388,332)	0	388,332	100.0%				
Accruals		108,310	108,310	0	0.0%				
Depreciation on Assets		1,604,012	1,604,032	20	0.0%				
Adjusted Net Operating Activities		11,232,559	11,290,103	57,544	0.5%				

(continued next page)



Notes to the Statement of Financial Activity
For the Period Ended 31 October 2018

2. EXPLANATION OF MATERIAL VARIANCES IN THE STATEMENT OF FINANCIAL ACTIVITY BY PROGRAM (continued)

	2018/19 Y-T-D Budget \$	2018/19 Y-T-D Actual \$	Variance to Y-T-D Budget \$	Variance to Y-T-D Budget %	Timing / Permanent	Explanation of Material Variance
Adjusted Net Operating Activities (from previous page)	11,232,559	11,290,103	57,544	0.5%		
CAPITAL ACTIVITIES						
Revenue	471,208	6,718	(464,490)	(98.6%)	Timing	Assets disposals to occur later in the year.
Total Capital Revenue	471,208	6,718	(464,490)	(98.6%)		
Expenditure	(355,856)	(84,014)	271,842	76.4%	Timing	Acquisition of land and most construction of new, replacement or renovation of buildings not yet commenced.
Land & Buildings	(1,487,256)	(552,994)	934,262	62.8%	Timing	Budget is for even spread whereas most construction will occur later, during drier months.
Infrastructure Assets - Road / Bridges / Paths	(134,252)	(21,299)	112,953	84.1%	Timing	Major projects not yet commenced.
Infrastructure Assets - Parks & Gardens	(192,516)	(33,824)	158,692	82.4%	Timing	Most vehicle purchases and changeovers to occur later in the year.
Vehicles	(13,420)	(4,417)	9,003	(67.1%)		
Plant & Equipment	(42,408)	(38,655)	3,753	(8.9%)		
Furniture & Fittings						
Total Capital Expenditure	(2,225,708)	(735,203)	1,490,505	(67.0%)		
Net Capital Activities	(1,754,500)	(728,485)	1,026,015	(58.5%)		
FINANCING ACTIVITIES						
Revenue	250,000	0	(250,000)	(100.0%)	Timing	Loan to be taken out later in the year.
Proceeds from New Loans	32,936	32,936	(0)	0.0%		
Self Supporting Loans - Principal Reimbursement	1,744,732	760,686	(984,046)	(56.4%)	Timing	Prepaid LGGC financial assistance and local roads grants transferred in July for operations, remaining transfers to occur at completion of projects or at end of the year.
Transfers from Reserves						
Total Financing Revenue	2,027,668	793,621	(1,234,047)	(60.9%)		
Expenditure	(233,707)	(217,296)	16,411	7.0%		
Repayment of Loans	(1,910,512)	(108,464)	1,802,048	94.3%	Timing	Most transfers to Reserves will occur at year end.
Transfers to Reserves	(2,144,219)	(325,760)	1,818,459	(84.8%)		
Total Financing Expenditure	(116,551)	467,861	584,412	(501.4%)		
Net Financing Activities	303,456	303,456	0	0.0%		
FUNDING SOURCES	9,664,965	11,332,936	1,667,972	17.3%		
Surplus/(Deficit) July 1 B/Fwd						
CLOSING FUNDS (A+B+C+D)						



Notes to the Statement of Financial Activity
For the Period Ended 31 October 2018

3. TRUST FUNDS

Funds held at reporting date over which the Shire has no control and which are not included in the financial statements are as follows:

NAME	BALANCE 1 JULY	RECEIPTS	INTEREST	PAYMENTS	ADJUSTMENTS (TRANSFERS)	CLOSING BALANCE
	\$	\$	\$	\$	\$	\$
Retention Bonds	350,934.29	0.00	0.00	0.00	0.00	350,934.29
Nomination Deposits	0.00	0.00	0.00	0.00	0.00	0.00
Key Bond	192.68	280.00	0.00	280.00	0.00	192.68
Kerb Bond	91,733.54	0.00	0.00	9,336.49	0.00	82,397.05
Extractive Industries Bond	150,295.77	0.00	0.00	0.00	0.00	150,295.77
Unclaimed Monies	1,651.42	32.50	0.00	0.00	0.00	1,683.92
Bunbury Wellington Group of Councils	36,339.99	0.00	0.00	0.00	0.00	36,339.99
Hire Bonds	830.00	6,800.00	0.00	5,200.00	0.00	2,430.00
Public Open Space	860,426.86	0.00	0.00	0.00	0.00	860,426.86
Specified Projects - Various	169,170.04	25,000.00	0.00	0.00	0.00	194,170.04
Accrued Interest	0.00	269.19	0.00	0.00	0.00	269.19
Plus: Outstanding Creditors	0.00	0.00	0.00	0.00	0.00	0.00
Less: Outstanding Debtors	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL	1,661,574.59	32,381.69	0.00	14,816.49	0.00	1,679,139.79



Notes to the Statement of Financial Activity
For the Period Ended 31 October 2018

4. CASH BACKED RESERVES

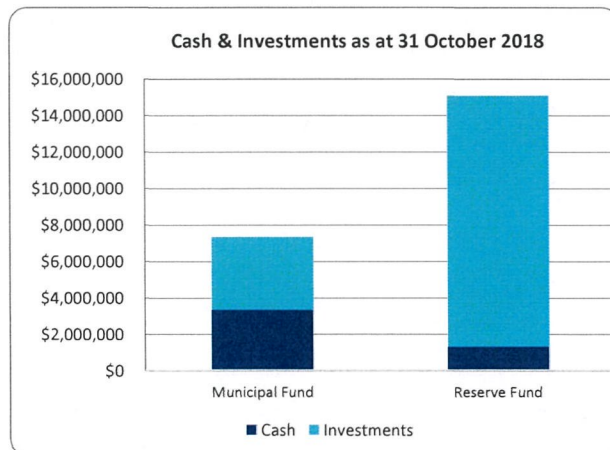
NAME	BALANCE 1 JULY	RECEIPTS	INTEREST	PAYMENTS	ADJUSTMENTS (TRANSFERS)	CLOSING BALANCE
	\$	\$	\$	\$	\$	\$
Un-Restricted						
Executive & Compliance Vehicles Reserve	291,095.36	0.00	0.00	0.00	0.00	291,095.36
Plant Reserve	768,934.23	0.00	0.00	0.00	0.00	768,934.23
Eaton Recreation Centre - Equipment Reserve	308,665.74	0.00	0.00	0.00	0.00	308,665.74
Buildings Reserve	1,363,901.57	0.00	0.00	0.00	0.00	1,363,901.57
Employee Relief Reserve	207,110.32	0.00	0.00	0.00	0.00	207,110.32
Refuse Site Environmental Works Reserve	81,202.83	0.00	0.00	0.00	0.00	81,202.83
Information Technology Reserve	275,043.29	0.00	0.00	0.00	0.00	275,043.29
Roadwork Construction & Major Maintenance Reserve	649,497.90	0.00	0.00	0.00	0.00	649,497.90
Meat Inspection Reserve	5,108.39	0.00	0.00	0.00	0.00	5,108.39
Accrued Salaries Reserve	328,499.78	0.00	0.00	0.00	0.00	328,499.78
Tourism Reserve	6,242.24	0.00	0.00	0.00	0.00	6,242.24
Recycling Education Reserve	80,589.84	0.00	0.00	0.00	0.00	80,589.84
Road Safety Programs Reserve	4,105.82	962.00	0.00	0.00	0.00	5,067.82
Council Land Development Reserve	5,714.90	0.00	0.00	0.00	0.00	5,714.90
Carried Forward Projects Reserve	2,968,544.04	0.00	0.00	0.00	0.00	2,968,544.04
Election Expenses Reserve	966.15	0.00	0.00	0.00	0.00	966.15
Town Planning Consultancy Reserve	84,902.85	0.00	0.00	0.00	0.00	84,902.85
Parks & Reserves Development Reserve	339,391.65	0.00	0.00	0.00	0.00	339,391.65
Strategic Planning Studies Reserve	209,414.40	0.00	0.00	0.00	0.00	209,414.40
Pathways Reserve	112,292.34	0.00	0.00	0.00	0.00	112,292.34
Asset / Rating Revaluation Reserve	228,922.42	0.00	0.00	0.00	0.00	228,922.42
Refuse & Recycling Bin Replacement Reserve	52,930.20	0.00	0.00	0.00	0.00	52,930.20
Sale of Land Reserve	2,255,132.46	0.00	0.00	0.00	0.00	2,255,132.46
Emergency Services Reserve	10,088.13	0.00	0.00	0.00	0.00	10,088.13
Small Plant & Equipment Reserve	10,044.06	0.00	0.00	0.00	0.00	10,044.06
Storm Water Reserve	50,000.00	0.00	0.00	0.00	0.00	50,000.00
	10,698,340.91	962.00	0.00	0.00	0.00	10,699,302.91
Restricted						
Contribution to Works Reserve	585,777.25	3,087.56	0.00	0.00	0.00	588,864.81
Eaton Drive - Access Reserve	163,737.56	0.00	0.00	0.00	0.00	163,737.56
Eaton Drive - Scheme Reserve	920,704.65	0.00	0.00	0.00	0.00	920,704.65
Eaton Drive - DUP Reserve		0.00	0.00	0.00	0.00	0.00
Fire Control Reserve	1,085.40	0.00	0.00	0.00	0.00	1,085.40
Collie River (Eaton Drive) Bridge Construction Reserve	1,627,719.18	0.00	0.00	0.00	0.00	1,627,719.18
Unexpended Grants Reserve	1,611,237.07	0.00	0.00	760,685.75	0.00	850,551.32
Swimming Pool Inspections Reserve	26,851.72	0.00	0.00	0.00	0.00	26,851.72
Unexpended Royalties for Regions Grants Reserve		0.00	0.00	0.00	0.00	0.00
Unspent Spec Area Rate - Bulk Waste Collection Reserve	67,617.29	0.00	0.00	0.00	0.00	67,617.29
Unspent Spec Area Rate - Eaton Landscaping Reserve		0.00	0.00	0.00	0.00	0.00
Unexpended Loan Funds Reserve		0.00	0.00	0.00	0.00	0.00
Dardanup Developer Contribution Scheme - Dardanup Community Centre Reserve	7,162.20	0.00	0.00	0.00	0.00	7,162.20
Dardanup Developer Contribution Scheme - Community Centre Design Reserve	1,102.24	0.00	0.00	0.00	0.00	1,102.24
Dardanup Developer Contribution Scheme - Dardanup Public Library Reserve	4,264.35	0.00	0.00	0.00	0.00	4,264.35
Dardanup Developer Contribution Scheme - Wells Park Hard Courts Reserve	4,002.73	0.00	0.00	0.00	0.00	4,002.73
Dardanup Developer Contribution Scheme - Wells Park Clubroom Reserve	9,519.89	0.00	0.00	0.00	0.00	9,519.89
Dardanup Developer Contribution Scheme - Wells Park Clubrooms Design Reserve	1,254.98	0.00	0.00	0.00	0.00	1,254.98
Dardanup Developer Contribution Scheme - Wells Park Car Park Reserve	12,607.16	0.00	0.00	0.00	0.00	12,607.16
	5,044,643.67	3,087.56	0.00	760,685.75	0.00	4,287,045.48
Interest	0.00	104,414.57	0.00	0.00	0.00	104,414.57
Less: Outstanding Debtors	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL	15,742,984.58	108,464.13	0.00	760,685.75	0.00	15,090,762.96



Notes to the Statement of Financial Activity
For the Period Ended 31 October 2018

5. STATEMENT OF INVESTMENTS

BANK	TYPE	AMOUNT	RATE	DAYS	FROM	MATURING	ESTIMATED INTEREST	INTEREST CREDITED
MUNICIPAL FUND								
Westpac	Municipal Fund Account - Reconciled	\$ 3,349,230.88	0.40%			N/A	\$1,116.41	\$502.97
AMP	Term Deposit	\$ 1,000,000.00	2.80%	183	30-Aug-18	1-Mar-19	\$14,038.36	\$0.00
Westpac	Term Deposit	\$ 1,000,000.00	2.65%	92	30-Aug-18	30-Nov-18	\$6,679.45	\$0.00
NAB	Term Deposit	\$ 2,000,000.00	2.68%	94	19-Oct-18	21-Jan-19	\$13,803.84	\$0.00
		<u>\$ 7,349,230.88</u>					<u>\$35,638.05</u>	<u>\$502.97</u>
TRUST FUND								
Westpac	Trust Fund Account - Reconciled	\$ 279,139.79				N/A	\$0.00	\$243.87
NAB	Term Deposit	\$ 1,000,000.00	2.68%	122	7-Aug-18	7-Dec-18	\$8,957.81	\$0.00
Members Equity	Term Deposit	\$ 400,000.00	2.70%	120	7-Aug-18	5-Dec-18	\$3,550.68	\$0.00
		<u>\$ 1,679,139.79</u>					<u>\$0.00</u>	<u>\$243.87</u>
RESERVE FUND								
Westpac	Reserve Account - Reconciled	\$ 1,311,604.60				N/A	\$0.00	\$721.77
Westpac	Coupon Select Deposit (Tailored Deposit)	\$ 5,000,000.00	2.94%	1098	22-Aug-17	24-Aug-20	\$445,485.16	\$37,052.05
Members Equity	Term Deposit	\$ 1,100,000.00	2.65%	730	19-Sep-17	19-Sep-19	\$59,844.95	\$29,150.00
NAB	Term Deposit	\$ 2,429,158.36	2.68%	92	18-Oct-18	18-Jan-19	\$16,409.13	\$26,030.65
AMP	Term Deposit	\$ 2,000,000.00	2.85%	215	5-Jul-18	5-Feb-19	\$33,575.34	\$11,342.47
NAB	Term Deposit	\$ 3,250,000.00	2.68%	122	7-Aug-18	7-Dec-18	\$29,112.88	\$0.00
		<u>\$ 15,090,762.96</u>					<u>\$555,314.59</u>	<u>\$104,296.94</u>
Total Interest Received								<u><u>\$105,043.78</u></u>





Notes to the Statement of Financial Activity
For the Period Ended 31 October 2018

5. STATEMENT OF INVESTMENTS (continued)

Total Funds Invested

Total Funds Invested as at Reporting Date -

Municipal Fund Investment Portfolio	\$ 4,000,000.00
Trust Fund Investment Portfolio	\$ 1,400,000.00
Reserve Fund Investment Portfolio	<u>\$ 13,779,158.36</u>
	<u>\$ 19,179,158.36</u>

Investment Policy - Portfolio Risk Exposure

Council's investment policy provides a framework to manage the risks associated with financial investments.

Portfolio - Terms of Maturity

Limits are placed on the term to maturity thereby reducing the impact of any significant change in interest rate markets and to provide liquidity.

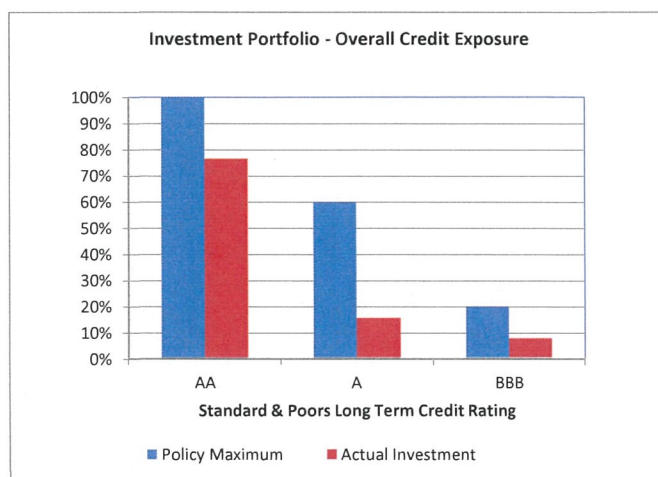
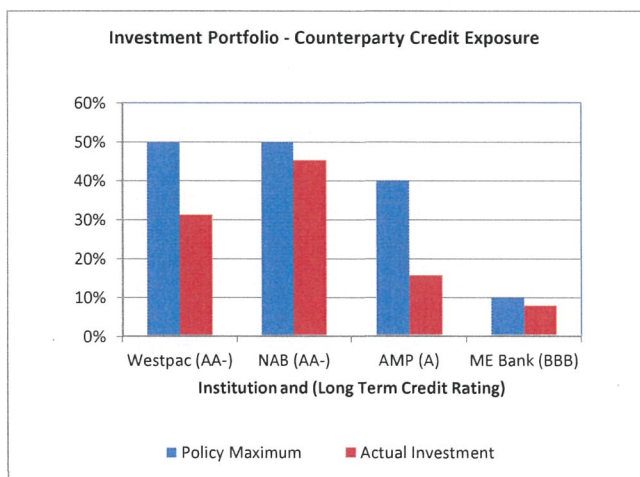
Counterparty Credit Exposure

Exposure to an individual Authorised Deposit Taking Institution counterparty will be restricted by their credit rating so that single entity exposure is limited.

Overall Credit Exposure

To control the credit quality on the entire portfolio, limits are placed on the percentage exposed to any particular credit rating category.

The following charts demonstrate the current portfolio diversity compliance with the policy framework.





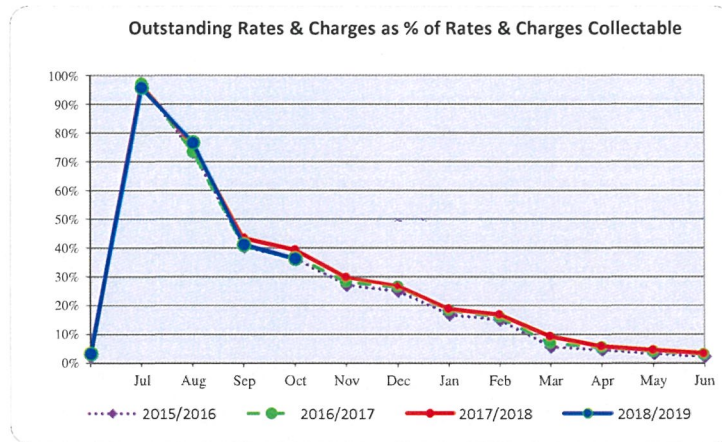
Notes to the Statement of Financial Activity
For the Period Ended 31 October 2018

6. DEBTORS as at 31 OCTOBER 2018

Rates and Charges Outstanding

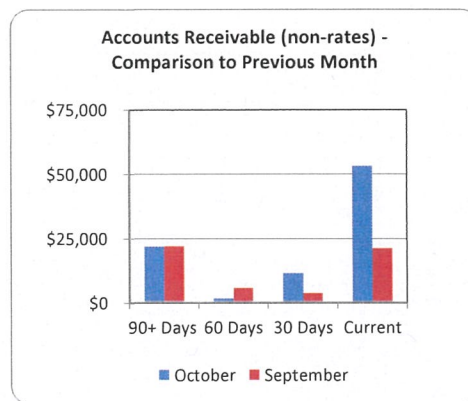
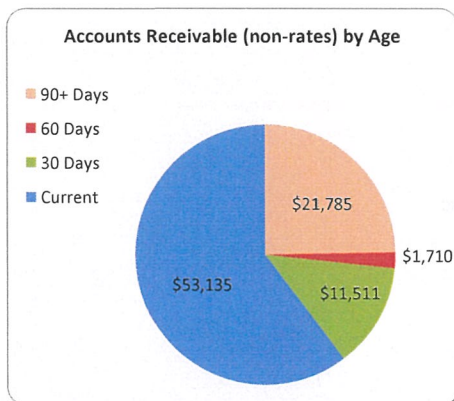
Rates were raised on 16 July 2018 and were due for payment by 12 September 2018. The 2nd instalment of rates are due for payment by 14 November 2018.

As at the reporting date, total outstanding rates and charges (including pensioner deferred rates) is \$5,594,185. This equates to 36.2% of rates and charges collectable and is at a similar ratio to recent years. It is the objective of management to achieve less than 4% of rates and charges outstanding by 30 June.



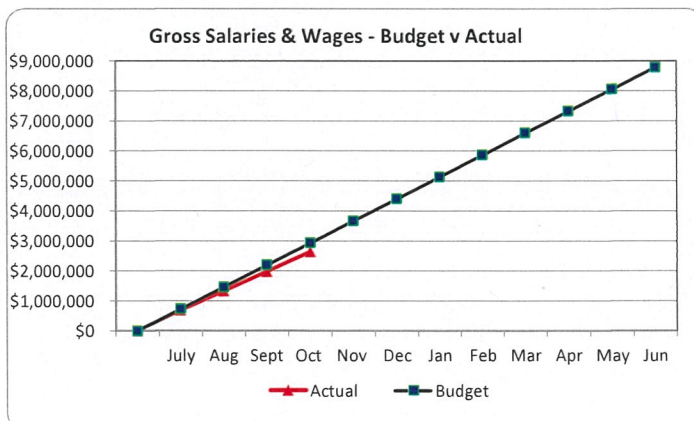
Sundry Debtors Outstanding (non-rates)

As at the reporting date, the total outstanding Sundry Debtors amounts to \$88,142.



7. SALARIES and WAGES TO 31 OCTOBER 2018

At the reporting date, total salaries and wages expenditure is \$2,630,046 against the revised annual budget of \$8,779,847 for the 2018/19 financial year.





Notes to the Statement of Financial Activity
For the Period Ended 31 October 2018

8 RATING INFORMATION

	Number of Properties	Rateable Value \$		Actual YTD \$	Revised Budget YTD \$
Gross Rental Value (GRV)					
General Rates - GRV					
			Rate in Dollar		
Residential	3,022	54,854,060	\$0.09679	5,309,324	5,309,324
Commercial	55	13,589,820	\$0.09679	1,315,359	1,315,359
Industrial	65	7,516,910	\$0.09679	727,562	727,562
Small Holding	355	7,865,780	\$0.09679	761,329	761,329
Interim & Back Rates			\$0.09679	46,515	230,000
Total Rates - GRV	3,497	83,826,570		8,160,089	8,343,574
Minimum Rates - GRV					
			Minimum		
Residential	1,670	21,490,806	\$1,488	2,484,960	2,484,960
Commercial	7	61,400	\$1,488	10,416	10,416
Industrial	52	629,150	\$1,488	77,376	77,376
Small Holding	70	603,240	\$1,488	104,160	104,160
Total Minimum Rates - GRV	1,799	22,784,596		2,676,912	2,676,912
Total GRV	5,296	106,611,166		10,837,001	11,020,486
Unimproved Value (UV)					
General Rates - UV					
			Rate in Dollar		
Rural	484	273,193,000	\$0.006019	1,644,349	1,644,349
Interim & Back Rates			\$0.006019	0	0
Total Rates - UV	484	273,193,000		1,644,349	1,644,349
Minimum Rates - UV					
			Minimum		
Rural	129	19,058,000	\$1,488	191,952	191,952
Mining	20	363,097	\$1,488	29,759	29,759
Total Minimum Rates - UV	149	19,421,097		221,711	221,711
Total UV	633	292,614,097		1,866,060	1,866,060
Total General Rates	5,929	399,225,263		12,703,061	12,886,546
Specified Area Rates					
Bulk Waste Collection - GRV				109,761	109,178
Eaton Landscaping - GRV				241,111	240,000
Total Rates Levied				13,053,933	13,235,724
Less: Rates Written Off				(1,523)	(5,000)
Net Rate Revenue				13,052,410	13,230,724



Notes to the Statement of Financial Activity
For the Period Ended 31 October 2018

9. INFORMATION ON BORROWINGS

Debtore Repayments

Particulars	Loan No.	Principal Opening Balance		New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		01 July 2018	\$	Actual	Amended Budget	Actual	Amended Budget	Actual	Amended Budget	Actual	Amended Budget
Community Amenities											
Wanjui/Waterloo Industrial Park Developer Contribution Plans	New	0	\$	0	750,000	0	31,958	0	718,042	0	15,379
Recreation and Culture											
Eaton Recreation Centre	59	442,109	\$	0	0	38,592	78,336	403,517	363,773	12,976	27,647
Eaton Recreation Centre Extensions	63	41,655	\$	0	0	9,959	20,215	31,696	21,440	1,243	2,518
Eaton Bowling Club (SSL)	67	32,935	\$	0	0	32,936	32,935	(1)	0	504	559
Fitness Equipment	68	62,191	\$	0	0	20,392	41,120	41,799	21,071	1,026	2,082
Glen Huon Oval Club Rooms	69	1,043,266	\$	0	0	18,898	38,158	1,024,368	1,005,108	20,031	46,809
Transport											
Depot Land	66	613,507	\$	0	0	26,772	54,089	586,735	559,418	12,485	28,387
Economic Services											
Gravel Pit Land - Panizza Road	61	134,131	\$	0	0	10,395	21,116	123,736	113,014	4,151	8,858
Other Property and Services											
Administration Building	49	42,964	\$	0	0	42,964	42,964	(0)	(0)	1,332	1,393
Administration Building Extensions	65	192,394	\$	0	0	16,389	33,353	176,006	159,041	6,763	14,258
		2,605,152	\$	0	750,000	217,296	394,245	2,387,856	2,960,907	60,511	147,890

All debenture repayments were financed by general purpose revenue.



Notes to the Statement of Financial Activity
For the Period Ended 31 October 2018

10 BUDGET AMENDMENTS

Amendments to the original budget since budget adoption. Surplus/(Deficit)

GL/JOB Code	Description	Council Resolution	Classification	Non Cash Adjustment \$	Increase in Available Cash \$	Decrease in Available Cash \$	Amended Budget Running Balance \$
Budget Adoption							
Permanent Changes							
	Opening surplus adjustment		Opening Surplus				126,119
J11594	Eaton Foreshore Stage 2	29/08/2018 - 278-18	Capital Expenses		104,456	(82,300)	230,575
1123501	Grant Revenue - Parks & Gardens	29/08/2018 - 278-18	Capital Revenue		82,300	(7,300)	148,275
J05006	New Waterloo BFB Building	29/08/2018 - 279-18	Capital Expenses			(26,684)	230,575
J05007	Upper Ferguson BFB Building Improvements	29/08/2018 - 279-18	Capital Expenses			(39,800)	223,275
J05008	West Dardanup BFB Building Renovations	29/08/2018 - 279-18	Capital Expenses			(25,000)	196,591
0522501	Grant Revenue - Capital ESL	29/08/2018 - 279-18	Capital Revenue		73,784	(5,000)	156,791
J11711	Building Construction - Eaton Hall	29/08/2018 - 280-18	Capital Expenses			(25,000)	230,575
1141001	Transfer from Reserve - Building Maintenance	29/08/2018 - 280-18	Capital Revenue		20,000		205,575
1121502	Contributions - Public Halls/Buildings	29/08/2018 - 280-18	Capital Revenue		5,000		225,575
J12744	Martin Pelusey Road	19/09/2018 - 312-18	Capital Expenses			(5,000)	230,575
1241002	Transfer from Reserve - Roads	19/09/2018 - 312-18	Capital Revenue		5,000		225,575
J12663	Millars Creek Walkway - major repairs	19/09/2018 - 313-18	Capital Expenses			(30,000)	200,575
1241006	Transfer from Reserve - Pathways	19/09/2018 - 313-18	Capital Revenue		30,000		230,575
1116503	Grant Expenditure Library - Smart TV & Books	10/10/2018 - 329-18	Operating Expense			(500)	230,075
1126501	Grants Revenue Library - "Be Connected"	10/10/2018 - 329-18	Operating Revenue		500		230,575
1232003	Replacement Tip Truck - DA9513	31/10/2018 - 337-18	Capital Expenses			(31,050)	199,525
1242001	Delete - Purchase of Replacement Mobile Speed Trailer	31/10/2018 - 337-18	Capital Revenue		24,732		224,257
1232003	Delete - Disposal of Existing Tip Truck - DA9513	31/10/2018 - 337-18	Capital Expenses			(5,045)	249,882
1242001	Delete - Disposal of Mobile Speed Trailer	31/10/2018 - 337-18	Capital Revenue		25,625		244,837
1232006	New - 2 Courtesy Speed Display Signs	31/10/2018 - 337-18	Capital Expenses			(14,262)	230,575
J11631	Burekup Oval - Soccer and Football Goals	31/10/2018 - 350-18	Capital Expenses			(8,000)	222,575
1143001	Transfer from Parks and Reserves Development Reserve	31/10/2018 - 350-18	Capital Revenue		8,000		230,575
J11513	Gardiner Reserve - New Barbeque	31/10/2018 - 351-18	Capital Expenses			(6,000)	224,575
				379,397		(280,941)	

Council Role - Executive/Strategic.

Voting Requirements - Simple Majority.

Change to Officer Recommendation

No Change. **OR:**

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

OFFICER RECOMMENDED RESOLUTION

THAT Council adopts the Monthly Statement of Financial Activity for the period ended 31 October 2018.

12.11 Title: Schedule of Paid Accounts as at 21 November 2018

Reporting Department: Corporate & Community Services
Reporting Officer: Mrs Renée Thomson– Accounts Payable Officer
 Mr Ray Pryce – Accountant Financial Services
Legislation: Local Government (Financial Management) Regulations 1996

Overview

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

Background

Council delegates authority to the Chief Executive Officer annually:

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

Legal Implications*Local Government Act 1995*

S6.5. Accounts and records

Local Government (Financial Management) Regulations 1996

R11. Payments, procedures for making etc.

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

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

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

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

- (ii) *the amount of the payment; and*
 - (iii) *sufficient information to identify the transaction;*
and
 - (b) *the date of the meeting of the council to which the list is to be presented.*
- (3) *A list prepared under subregulation (1) or (2) is to be —*
- (a) *presented to the council at the next ordinary meeting of the council after the list is prepared; and*
 - (b) *recorded in the minutes of that meeting.*

Strategic Community Plan

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

Environment - None.

Precedents

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

Budget Implications

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

Budget – Whole of Life Cost - None.

Council Policy Compliance

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

Risk Assessment - Low.

Officer Comment

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

Council Role - Executive/Strategic.

Voting Requirements - Simple Majority.

Change to Officer Recommendation

No Change. **OR:**

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

OFFICER RECOMMENDED RESOLUTION

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

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
ELECTRONIC FUNDS TRANSFER					
EFT31050	25/10/2018	Rachel Norman	Refund Of Reserve Bond - Women's Cricket Event	TRUST	540.00
EFT31051	26/10/2018	ABC Filter Exchange	ERC - Cleaning Filter Change	MUNI	49.50
EFT31052	26/10/2018	Access Wellbeing Services	EAP Consultations - Staff	MUNI	737.00
EFT31053	26/10/2018	Adelphi Tailoring	JB6EJ - Jumper - Size Large	MUNI	111.10
EFT31054	26/10/2018	Alma Renee Thomson	Uniform Reimbursement	MUNI	29.99
EFT31055	26/10/2018	Amelia Kaitani	Umpire Recoup Netball 23-10-18	MUNI	66.00
EFT31056	26/10/2018	Amity Signs	MM Signs	MUNI	5,100.70
EFT31057	26/10/2018	Archie Hall	Umpire Recoup Basketball 24-10-18	MUNI	132.00
EFT31058	26/10/2018	Aurecon Australia Pty Ltd	JTPS Shire Of Harvey/ Shire Of Dardanup For Services to 12-10 -18	MUNI	614.46
EFT31059	26/10/2018	Bell Peppas Fish & Chips	Reimbursement For Power Used By Shire Car Park Floodlight	MUNI	113.52
EFT31060	26/10/2018	Blair Street Veterinary Hospital	Replacement Of Dog Leads	MUNI	45.00
EFT31061	26/10/2018	Brody England	Umpire Recoup Basketball 24-10-18	MUNI	110.00
EFT31062	26/10/2018	Brownes Foods Operations Pty Ltd	ERC - Cafe Stock Purchases	MUNI	141.51
EFT31063	26/10/2018	Bunbury Coffee Machines	ERC - Cafe Stock Purchases	MUNI	726.00
EFT31064	26/10/2018	Bunbury Harvey Regional Council	Hook Bin Hire And Servicing	MUNI	414.85

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT31065	26/10/2018	Bunbury Machinery	Hire Of 1.5 Tonne Digger	MUNI	2,474.93
EFT31066	26/10/2018	Bunbury Swimming Club	Kidsport - Jessica Smith - KS026318	MUNI	150.00
EFT31067	26/10/2018	Bunnings Group Limited	Post Hole Shovel	MUNI	652.31
EFT31068	26/10/2018	Cardno (WA) Pty Ltd	Traffic Impact Assessment - Eaton Drive , Pratt Road	MUNI	8,800.00
EFT31069	26/10/2018	Caroline Mears	Chair Yoga - October	MUNI	60.00
EFT31070	26/10/2018	CB Traffic Solutions	Pruning And Resheeting Shoulders Traffic Control	MUNI	11,440.00
EFT31071	26/10/2018	Cecilia Muller	Uniform Reimbursement	MUNI	37.46
EFT31072	26/10/2018	Chantel Brown	Reimbursement For First Aid Training	MUNI	60.00
EFT31073	26/10/2018	Cindy Barbetti	Refund Of Overpayment To Debtor 21810	MUNI	241.63
EFT31074	26/10/2018	City Of Bunbury Surf Life Saving Club	Kidsport - Brayden Cole - KS026188	MUNI	225.50
EFT31075	26/10/2018	Coca-Cola Amatil Australia Pty Ltd	ERC - Cafe Stock Purchases	MUNI	131.31
EFT31076	26/10/2018	Codee-Lee Down	Live Music In The Library – July - August - September	MUNI	450.00
EFT31077	26/10/2018	Collins Booksellers	Australian Native Plants- Kings Park Experience	MUNI	80.00
EFT31078	26/10/2018	Connect Call Centre Services	After Hours Call Centre Service	MUNI	964.54
EFT31079	26/10/2018	Courier Australia	Postage And Freight - Health	MUNI	68.87
EFT31080	26/10/2018	Craven Foods	ERC - Cafe Stock	MUNI	121.22

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT31081	26/10/2018	CS Legal	Legal Costs Incurred - Recovery Of Unpaid Rates	MUNI	234.55
EFT31082	26/10/2018	Darby Sidebotham	Umpire Recoup Netball 23-10-18	MUNI	90.00
EFT31083	26/10/2018	Dardanup Garage & Service Station	Remove Abandoned Vehicle From Martin Pelusey Ro To Shire Depot.	MUNI	92.40
EFT31084	26/10/2018	Dardanup Senior Citizens	Community Grant Project Funded: Seniors Trip 2018.	MUNI	1,909.50
EFT31085	26/10/2018	Donna Bastow	Umpire Recoup Basketball 24-10-18	MUNI	132.00
EFT31086	26/10/2018	Eaton Basketball Association	Kidsport - KS026170	MUNI	860.00
EFT31087	26/10/2018	Eaton Family Centre	Financial Contribution- Eaton Family Centre 30th Birthday Celebration	MUNI	2,000.00
EFT31088	26/10/2018	Eaton Laser Engraving	Asset ID Plaque Including Drive Screws	MUNI	2,125.75
EFT31089	26/10/2018	Eaton Pet Vet	30 Cats In 30 Days Promotion - Invoice #422218	MUNI	533.50
EFT31090	26/10/2018	Eaton Vet Clinic	30 Cats In 30 Days Promotion - Invoice 1/256709	MUNI	405.00
EFT31091	26/10/2018	Emma Woollams	Umpire Recoup Netball 22-10-18	MUNI	88.00
EFT31092	26/10/2018	Fernihough Pty Ltd T/A Brick Mortar Restoration	Inspect/Report On Exterior Brickwork Condition - Don Hewison Centre	MUNI	385.00
EFT31093	26/10/2018	First Class Training	Introduction To Computers - Kevin Bird – 25-10-2018	MUNI	335.00
EFT31094	26/10/2018	Fresh Floral Studio	Wreath For Diggers Club Vietnam Veterans Day Service – 18-10-18	MUNI	60.00
EFT31095	26/10/2018	Gaylene Godfrey	Uniform Reimbursement	MUNI	25.00
EFT31096	26/10/2018	Grand Cinemas - Grand Theatre Company Pty Ltd	ERC - Vacation Care Excursion On 3-10-18 To Bunbury Cinemas	MUNI	323.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT31097	26/10/2018	Hynes Contracting	Replace x4 Side Entry Pit Lids - Golding Crescent	MUNI	8,300.00
EFT31098	26/10/2018	Jaycar Electronics	Wi-Fi HDMI Miracase Dongle	MUNI	119.80
EFT31099	26/10/2018	Jim's Test And Tag	Exit And Emergency Lighting Test - Burekup Hall	MUNI	187.00
EFT31100	26/10/2018	Josie Phillips	Umpire Recoup Netball 22-10-18	MUNI	157.50
EFT31101	26/10/2018	Justine Eichner	Umpire Recoup Basketball 24-10-18	MUNI	132.00
EFT31102	26/10/2018	Joseph Adrian Northover	Indigenous Consultation Fees	MUNI	750.00
EFT31103	26/10/2018	Karyn Rowe	Umpire Recoup Netball 23-10-18	MUNI	187.50
EFT31104	26/10/2018	Kmart	ERC - Crèche And Vac Care Toys And Activities	MUNI	236.50
EFT31105	26/10/2018	Kyle Jones	Umpire Recoup Basketball 24-10-18	MUNI	22.00
EFT31106	26/10/2018	Keen's Truck Driver Training	Keens Driver Training (\$500 Per Person X 2)	MUNI	500.00
EFT31107	26/10/2018	Lee Holben	Uniform Reimbursement	MUNI	25.00
EFT31108	26/10/2018	Leonie Kaye Waters	Rates Refund For Assessment A2564	MUNI	1,047.12
EFT31109	26/10/2018	Local Government Professionals Australia WA	Attendance Asset Management Workshop 26/10/2018 Natalie Hopkins	MUNI	395.00
EFT31110	26/10/2018	Malatesta Road Paving And Hot mix	Crooked Brook Road	MUNI	11,099.05
EFT31111	26/10/2018	Malcolm Thomas Harold Hamilton	Rates Refund For Assessment A3295	MUNI	791.53
EFT31112	26/10/2018	Marie Wilkinson	Felt Birdies Workshop - October	MUNI	195.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT31113	26/10/2018	Melanie Serra	Refund Of Overpayment To Debtor 22735	MUNI	373.08
EFT31114	26/10/2018	Nayax	ERC- License Fee	MUNI	2.60
EFT31115	26/10/2018	Nites Electrical	Investigate And Repair Faulty Light On Millbridge Bridge	MUNI	1,529.17
EFT31116	26/10/2018	Our Community Pty Ltd	Annual Membership To Our Community - Culture & Community Staff	MUNI	400.00
EFT31117	26/10/2018	Paige Vincent	Umpire Recoup Basketball 24-10-18	MUNI	88.00
EFT31118	26/10/2018	Partyhire People WA Pty Ltd	Bubble Soccer - September School Holidays	MUNI	630.00
EFT31119	26/10/2018	Perfect Landscapes	Mowing - Various Parks & Oval Facilities	MUNI	4,108.50
EFT31120	26/10/2018	PFD Food Services Pty Ltd	ERC- Cafe Stock	MUNI	456.30
EFT31121	26/10/2018	PFI Supplies	Various Consumable Supplies - Eaton Office	MUNI	204.10
EFT31122	26/10/2018	Polylink Piping Systems Pty Ltd	Plastic Ribbed Pipes For Driveway Crossovers	MUNI	721.60
EFT31123	26/10/2018	Promote You	Embroidery Of Staff Uniforms x 4	MUNI	30.80
EFT31124	26/10/2018	Public Sector Training Solutions Pty Ltd	Professional Services As Required	MUNI	5,981.25
EFT31125	26/10/2018	Peter Jackson	Uniform Reimbursement	MUNI	100.00
EFT31126	26/10/2018	Quality Press	Bushfire Brigade Expenditure - Vehicle Identifier Stickers 2018/2020	MUNI	55.99
EFT31127	26/10/2018	RJ Pestell Family Trust TA Subway	2 x Food Platters - BFAC Meeting	MUNI	107.30
EFT31128	26/10/2018	Ross Princi	Rates Early Payment Prize	MUNI	1,500.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT31129	26/10/2018	Ryan Baker	Umpire Recoup Basketball 24-10-18	MUNI	132.00
EFT31130	26/10/2018	Schweppes Australia Pty Ltd	ERC Café Stock Purchase - Cool Ridge Water (600ml, 750ml, 1l)	MUNI	122.15
EFT31131	26/10/2018	Signs Plus	Name Badge For Teresa Partridge	MUNI	18.50
EFT31132	26/10/2018	SJ Traffic Management	Traffic Management Plan 2018 Bull And Barrel Festival	MUNI	5,924.60
EFT31133	26/10/2018	SMR Psychology	Employee Assistance Program - Admin	MUNI	187.00
EFT31134	26/10/2018	Sophie Docker	Umpire Recoup Netball 22-10-18	MUNI	67.50
EFT31135	26/10/2018	Southern Lock And Security	Repair Key Locking Mechanism On Rear Gate At Admin Building.	MUNI	105.00
EFT31136	26/10/2018	Southwest Ventures T/A Geographe Ford	Supply & Fit Tonneau Cover To 1GPA705 As Per Quote 26754B	MUNI	921.00
EFT31137	26/10/2018	Susan Merrill Screech	Rates Refund For Assessment A2289	MUNI	625.00
EFT31138	26/10/2018	Susannah Plumb - Zumba With Susie	Instruction For Strong Class: August - September - October	MUNI	650.00
EFT31139	26/10/2018	Synergy	Electricity Account For Eaton Admin Centre	MUNI	6,416.15
EFT31140	26/10/2018	Therese Price	Umpire Recoup Netball 19-10-18	MUNI	30.00
EFT31141	26/10/2018	Tony Thornhill	Umpire Recoup Basketball 24-10-18	MUNI	44.00
EFT31142	26/10/2018	Tracey Tupaea	Umpire Recoup Netball 22-10-18	MUNI	154.00
EFT31143	26/10/2018	Tutt Bryant Hire	August Hire Of Multi Roller.	MUNI	5,844.30
EFT31144	26/10/2018	Vanessa Black	Umpire Recoup Netball 23-10-18	MUNI	67.50

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT31145	26/10/2018	Visimax Safety Products	Ranger Epaulettes	MUNI	57.50
EFT31146	26/10/2018	Vogue Furniture	Corner Desks x 2 Plus Set Of Chair Casters	MUNI	1,918.00
EFT31147	26/10/2018	Winc Australia Pty Ltd	ERC - Stationary Order	MUNI	198.86
EFT31148	26/10/2018	Woolworths Group Limited	Purchase Items For General Meetings/Staff Meetings	MUNI	606.79
EFT31149	26/10/2018	Work Clobber	Various Safety Wear & Equipment - Staff	MUNI	1,215.76
EFT31150	26/10/2018	Zipform Pty Ltd	Printing Collation And Lodgement Of 2018/2019 Rate Notices	MUNI	1,477.27
EFT31151	26/10/2018	Peter Jackson	Reimbursement For Accommodation - Crown Metropol	MUNI	980.00
EFT31153	02/11/2018	21 Graphic Design Pty Ltd	October Events Calendar Design	MUNI	173.25
EFT31154	02/11/2018	Alinta	Electricity Accounts ERC	MUNI	2,702.74
EFT31155	02/11/2018	AUSQ Training	Traffic Management For BJ Richards - 5 November 2018	MUNI	766.00
EFT31156	02/11/2018	Australian Tax Office	PAYG Withholding 02-11-18	MUNI	72,342.00
EFT31157	02/11/2018	Australian Tree Contractors	Crooked Brook Rd Tree Removal	MUNI	28,628.60
EFT31158	02/11/2018	Big W	Book Stock For Eaton Community Library	MUNI	805.00
EFT31159	02/11/2018	BOC Ltd	ERC - Monthly Hire Of Oxygen Bottle	MUNI	11.66
EFT31160	02/11/2018	Bodhi Alliance Pty Ltd	Lump Sum As Tendered For The Dardanup Townsite Community Facilities Plan	MUNI	5,500.00
EFT31161	02/11/2018	Bunbury Mower Service	10L Plastic Fuel Can	MUNI	24.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT31162	02/11/2018	Bunbury Psychological Services	Counselling Services - EAP	MUNI	154.00
EFT31163	02/11/2018	Bunbury Repertory Club	Community Grant Scheme 2018 - 2019 Replace Chairs For The Repertory Club	MUNI	2,860.00
EFT31164	02/11/2018	Bunbury Tyrepower - Picton	Repair Tyre On Grader	MUNI	109.00
EFT31165	02/11/2018	Bunnings Group Limited	Gas Bottle And Parts For Trailer Repairs	MUNI	310.69
EFT31166	02/11/2018	Burekup Bush Fire Brigade	Community Grant Scheme Funding 2018 - 2019 Dash Camera For Firetruck	MUNI	1,000.00
EFT31167	02/11/2018	Bunbury Catholic College	Team Building Exercise - Engineering	MUNI	330.00
EFT31168	02/11/2018	Carmel Boyce	Councillor Fees	MUNI	1,149.50
EFT31169	02/11/2018	Claire Lee	Uniform Reimbursement	MUNI	60.00
EFT31170	02/11/2018	Cleanaway Solid Waste Pty Ltd	Kerbside Waste Collection	MUNI	5,399.21
EFT31171	02/11/2018	Clinipath Pathology	Q Fever Pathology For Brihony Dean	MUNI	58.00
EFT31172	02/11/2018	Cohen Thompson	Umpire Recoup Basketball 31-10-18	MUNI	22.00
EFT31173	02/11/2018	Combined Team Services	OSH Rep Five Day Training Course	MUNI	1,900.00
EFT31174	02/11/2018	Country Landscaping Pty Ltd	Replacement And Renewal Of Cable Joints, Re-Instate Line Surge Protection	MUNI	7,625.80
EFT31175	02/11/2018	Cross Security Services	ERC Security Monitoring - 1/10/2018 - 31/12/2018	MUNI	143.00
EFT31176	02/11/2018	Csstech Group Pty Ltd	Shoretel Annual Maintenance	MUNI	2,130.70
EFT31177	02/11/2018	Comfort Inn Grange On Farrelly	Ben Anderson To Attend BRMO-BRPC Forum 24-26 October	MUNI	232.20

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT31178	02/11/2018	Darby Sidebotham	Umpire Recoup Netball 29-10-18	MUNI	157.50
EFT31179	02/11/2018	Dardanup General Store	Supply Of Milk (And General Goods As Required)	MUNI	12.00
EFT31180	02/11/2018	Debra Rodden	Yoga Instruction 17-10-18 & 24-10-18	MUNI	120.00
EFT31181	02/11/2018	Donna Bastow	Umpire Recoup Basketball 31-10-18	MUNI	132.00
EFT31182	02/11/2018	Eaton Basketball Association	Community Grants Scheme 2018 - 2019 - Misc Minor Equipment For Club	MUNI	1,000.00
EFT31183	02/11/2018	Eaton Eagles Hockey Club	Community Grant Scheme 2018 - 2019 Junior Hockey Equipment	MUNI	550.00
EFT31184	02/11/2018	Eaton Junior Football Club	Community Grant Scheme 2018 - 2019 Upgrade Lighting At Oval (Pratt Road)	MUNI	5,000.00
EFT31185	02/11/2018	Elliotts Irrigation Pty Ltd	Service To The Iron Filter At Millbridge Lake For October 2018 - Various Works	MUNI	279.40
EFT31186	02/11/2018	Evelyn Butchart	Team Building Exercise - Engineering	MUNI	170.00
EFT31187	02/11/2018	Ferguson Building Pty Ltd	West Dardanup Building Renovations - Amenities Upgrade	MUNI	43,000.00
EFT31188	02/11/2018	Fire Protection Association Australia	Building And Planning Awareness Course For G Webber & S Occhipinti	MUNI	1,660.00
EFT31189	02/11/2018	Force Projects Pty Ltd	ERC CCTV Software Upgrade	MUNI	594.00
EFT31190	02/11/2018	Fuji Xerox Australia Pty Ltd	Lease For Various Photocopiers	MUNI	4,785.00
EFT31191	02/11/2018	Fulton Hogan Industries WA	Patch Where New Pipe Was Put In Across Rd	MUNI	209.00
EFT31192	02/11/2018	Gaylene Godfrey	Uniform Reimbursement	MUNI	37.94
EFT31193	02/11/2018	GHD Pty Ltd	Banksia Rd Landfill - Groundwater Monitoring October 2018 And February 2019	MUNI	4,900.50

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT31194	02/11/2018	Graeme Hay	Refund Of Joining Fee As Membership Renewal ERC	MUNI	45.00
EFT31195	02/11/2018	Health Insurance Fund Of WA	Payroll Deductions	MUNI	205.70
EFT31196	02/11/2018	Helen Elizabeth Frame	Dog Sterilisation Refund	MUNI	100.00
EFT31197	02/11/2018	Hynes Contracting	Remove Grass Clipping From Oval Renovations	MUNI	467.50
EFT31198	02/11/2018	ICTC Society	ICTC Conference - Optional Activity - Steve Potter	MUNI	35.00
EFT31199	02/11/2018	Isabel Cody	Uniform Reimbursement	MUNI	81.94
EFT31200	02/11/2018	J & P Group Pty Limited	Rates Refund For Assessment A3124	MUNI	17,283.75
EFT31201	02/11/2018	James Lee	Councillor Fees	MUNI	1,149.50
EFT31202	02/11/2018	Janice Dow	Councillor Fees	MUNI	1,149.50
EFT31203	02/11/2018	Jasmine Sillifant	Uniform Reimbursement	MUNI	79.42
EFT31204	02/11/2018	Josie Phillips	Umpire Recoup Netball 30-10-18	MUNI	67.50
EFT31205	02/11/2018	Jotoc Pty Ltd T/A Turfcare NSW	Various Herbicides - Parks & Gardens	MUNI	2,585.00
EFT31206	02/11/2018	Justine Eichner	Umpire Recoup Basketball 31-10-18	MUNI	110.00
EFT31207	02/11/2018	Karyn Rowe	Umpire Recoup Netball 30-10-18	MUNI	112.50
EFT31208	02/11/2018	Kings Tree Care	Gnomesville Arborist Report On Risk Mitigation And Tree Health	MUNI	2,840.00
EFT31209	02/11/2018	Kmart	Containers For Duplo Storage ECL	MUNI	16.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT31210	02/11/2018	Knitted Knockers Bunbury	Community Grants Funding 2018 - 2019 Purchase Items For Knitted Knockers.	MUNI	1,078.00
EFT31211	02/11/2018	Keen's Truck Driver Training	Keens Driver Training (\$500 Per Person X 2)	MUNI	500.00
EFT31212	02/11/2018	Lantzke Jaxon	Umpire Recoup Basketball 31-10-18	MUNI	66.00
EFT31213	02/11/2018	Larry Price	Service And Repairs - Toro 360 - DA10175	MUNI	1,127.55
EFT31214	02/11/2018	Lauren Vincent	Umpire Recoup Basketball 31.10.18	MUNI	66.00
EFT31215	02/11/2018	Lions Club Of Eaton Inc	Grant Funding - Purchase Of BBQ	MUNI	1,000.00
EFT31216	02/11/2018	Lonsdale Party Hire	Spring Out Family Festival 2018 Equipment Hire	MUNI	460.52
EFT31217	02/11/2018	Luke Davies	Councillor Fees	MUNI	1,149.50
EFT31218	02/11/2018	Malatesta Road Paving And Hotmix	Emulsion For Maintenance Various Locations	MUNI	400.00
EFT31219	02/11/2018	Mantrac	Slash The Area Between The Boyanup Picton Road And River	MUNI	1,320.00
EFT31220	02/11/2018	Michael Bennett	Councillor Fees	MUNI	4,057.34
EFT31221	02/11/2018	Michelle Winwood	Pilates Instruction For 28 July, 11 August, 25 August And 29 September 2018	MUNI	210.00
EFT31222	02/11/2018	Midalia Steel Pty Limited	G225 Weldmesh - Parks & Gardens	MUNI	419.17
EFT31223	02/11/2018	Natalie Robertson	Uniform Reimbursement	MUNI	66.46
EFT31224	02/11/2018	Nathan Stacey	Umpire Recoup Basketball 31-10-18	MUNI	44.00
EFT31225	02/11/2018	Opposite Lock 4Wd & Vehicle Accessories	Cargo Nets - Various - Parks & Gardens	MUNI	655.50

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT31226	02/11/2018	Paige Vincent	Umpire Recoup Basketball 31-10-18	MUNI	132.00
EFT31227	02/11/2018	Patricia Perks	Councillor Fees	MUNI	1,149.50
EFT31228	02/11/2018	Perfect Landscapes	Mowing - Various Parks & Oval Facilities	MUNI	4,191.00
EFT31229	02/11/2018	Peter Robinson	Councillor Fees	MUNI	1,683.08
EFT31230	02/11/2018	Pollen Nation	Herbariums - October Workshop	MUNI	280.00
EFT31231	02/11/2018	Polylink Piping Systems Pty Ltd	6 Lengths Of Plastic Pipe - Depot	MUNI	1,504.80
EFT31232	02/11/2018	Promote You	Embroidery Of Staff Uniforms	MUNI	61.60
EFT31233	02/11/2018	Robert Dempster	Umpire Recoup Basketball 31.10.18	MUNI	66.00
EFT31234	02/11/2018	Ryan Baker	Umpire Recoup Basketball 31.10.18	MUNI	110.00
EFT31235	02/11/2018	Reface Industries	Buffy - Packing Material ECL	MUNI	90.78
EFT31236	02/11/2018	Sanity Bunbury	DVD Stock Eaton Community Library	MUNI	50.00
EFT31237	02/11/2018	Signs Plus	Badges For M Halden - Senior Ranger And N Robertson - Emergency Officer	MUNI	32.00
EFT31238	02/11/2018	Snaggolf WA	Entertainment - Spring Out Festival - Balance Paid On Week After 29th October	MUNI	330.00
EFT31239	02/11/2018	Sophie Docker	Umpire Recoup Netball 30-10-18	MUNI	180.00
EFT31240	02/11/2018	St John Ambulance Western Australia Ltd	First Aid Kits - Manager Operations, Bushfire Risk Planning Coordinator Vehicles	MUNI	130.00
EFT31241	02/11/2018	Steann Pty Ltd	Bi-Annual Bulk Greenwaste Collection. 15-10-2018 To 20-10-2018.	MUNI	23,250.65

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT31242	02/11/2018	Synergy	Electricity Account For Dardanup Office	MUNI	1,895.50
EFT31243	02/11/2018	Technology One Ltd	Technology One Spatial Consulting Work - 4 Hrs To Migrate Slip Data Changes	MUNI	902.00
EFT31244	02/11/2018	The Australian Stock Horse Society SW	Community Grant Scheme 2018 - 2019 Purchase Of Marquee For Club	MUNI	1,185.03
EFT31245	02/11/2018	Therese Price	Umpire Recoup Netball 26-10-18	MUNI	202.50
EFT31246	02/11/2018	Tracey Tupaea	Umpire Recoup Netball 30-10-18	MUNI	176.00
EFT31247	02/11/2018	Tyrrell Gardiner	Councillor Fees	MUNI	1,149.50
EFT31248	02/11/2018	Upbeat Party Solutions	Hire Of Photo Booth For 2018 EOY Function	MUNI	683.00
EFT31249	02/11/2018	Vanessa Black	Umpire Recoup Netball 29-10-18	MUNI	90.00
EFT31250	02/11/2018	Vogue Furniture	Desk Mounted Screens x 3	MUNI	989.00
EFT31251	02/11/2018	Westbooks	Book Stock - Eaton Community Library	MUNI	289.92
EFT31252	02/11/2018	Woolworths Group Limited	General Items Purchased (Grocery Milk Etc)	MUNI	126.80
EFT31253	02/11/2018	Work Clobber	Hats For Engineering And Development Services Staff	MUNI	138.01
EFT31254	02/11/2018	Wren Oil	Collection Of Waste Oil	MUNI	16.50
EFT31255	02/11/2018	Xtreme Bounce Party Hire	Hire - Operators And Generators - Spring Out Family Festival 2018	MUNI	3,450.00
EFT31256	09/11/2018	Steve Tootell	Refund Key Bond Eaton Foreshore	TRUST	40.00
EFT31257	09/11/2018	Tobias Michael Harrold	Refund For Cat Cage Hire	TRUST	150.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT31258	09/11/2018	Christopher David Baker	Refund Of Cat Cage Hire	TRUST	150.00
EFT31259	09/11/2018	21 Graphic Design Pty Ltd	Layout Of October 2018 Community News Newspaper Advertisement.	MUNI	198.00
EFT31260	09/11/2018	All Aussie Truck And Bobcat Services	Slashing Of Bridal Paths Dardanup West	MUNI	3,300.00
EFT31261	09/11/2018	Amelia Kaitani	Umpire Recoup Netball 06-11-2018	MUNI	88.00
EFT31262	09/11/2018	Amity Signs	Signs For Shier Rise x 6	MUNI	950.40
EFT31263	09/11/2018	Aurecon Australia Pty Ltd	JTPS Shire Of Harvey/Dardanup - Professional Services Rendered	MUNI	913.66
EFT31264	09/11/2018	Australia Post	Monthly Invoice For Mail And Postage October 2018	MUNI	3,030.79
EFT31265	09/11/2018	Australind/Eaton Medical Centre	Q Fever Consult & Skin Test And Vaccination - Brihony Dean	MUNI	308.00
EFT31266	09/11/2018	Anton Manning	Uniform Reimbursement	MUNI	140.20
EFT31267	09/11/2018	Australind HBL Auskick	Kidsport- Jay Hinsey, Jake Hone And Oliver Hone - KS026600	MUNI	255.00
EFT31268	09/11/2018	Ben Anderson	Reimbursement For BRPC/BRMO Forum 24/10/2018	MUNI	147.85
EFT31269	09/11/2018	Brownes Foods Operations Pty Ltd	ERC - Milk Order	MUNI	159.03
EFT31270	09/11/2018	Bubble Soccer South West	Bubble Soccer - Spring Out Family Festival 2018	MUNI	1,200.00
EFT31271	09/11/2018	Bunbury Basketball Association	Kidsport - Isiah Winder & Michael Winder - KS026469	MUNI	330.00
EFT31272	09/11/2018	Bunbury Coffee Machines	ERC- Cafe Stock	MUNI	215.00
EFT31273	09/11/2018	Bunbury Harvey Regional Council	Banksia Road - Organics Disposal - Bulk Greenwaste Collection	MUNI	5,000.78

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT31274	09/11/2018	Bunnings Group Limited	Pipe And Fittings For Trailer Tool Storage Parks And Gardens	MUNI	293.53
EFT31275	09/11/2018	Bunbury Paint Place	Burekup Hall Paint And Accessories	MUNI	1,566.58
EFT31276	09/11/2018	CFM - Myzone	Annual Myzone License Fee Jan - Dec 2019	MUNI	2,079.00
EFT31277	09/11/2018	Cleanaway	Kerbside Refuse Removal - Main Contract	MUNI	51,544.70
EFT31278	09/11/2018	Cleanaway Solid Waste Pty Ltd	Kerbside Waste Collection	MUNI	5,312.71
EFT31279	09/11/2018	Coates Hire Ltd	Hire Of Toilet For Prison Program 03-11-2018 To 03-03-2019	MUNI	869.39
EFT31280	09/11/2018	Cohen Thompson	Umpire Recoup Basketball 07-11-2018	MUNI	132.00
EFT31281	09/11/2018	Courier Australia	Postage And Freight - Signs	MUNI	30.37
EFT31282	09/11/2018	Craven Foods	ERC - Cafe Stock	MUNI	200.47
EFT31283	09/11/2018	CS Legal	Legal Costs Incurred - Recovery Of Unpaid Rates	MUNI	30.00
EFT31284	09/11/2018	Donna Bastow	Umpire Recoup Basketball 07-11-2018	MUNI	154.00
EFT31285	09/11/2018	Dorsogna Limited	ERC - Cafe Stock Purchases	MUNI	212.52
EFT31286	09/11/2018	Darryl Fishwick	Umpire Recoup Basketball 07-11-2018	MUNI	132.00
EFT31287	09/11/2018	Dominos Eaton	Pizza For ERC 3x3 Finals	MUNI	45.00
EFT31288	09/11/2018	Eaton Community Pharmacy	ERC - Stock Purchases	MUNI	592.04
EFT31289	09/11/2018	Eaton Junior Cricket Club	Kidsport - Ashlyn, Blake & Jaxon Lever - KS026362	MUNI	130.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT31290	09/11/2018	Eaton Pet Vet	Feline Euth & Burial 161152	MUNI	150.00
EFT31291	09/11/2018	Emily Goyder	Umpire Recoup Netball 05-11-2018	MUNI	157.50
EFT31292	09/11/2018	Fit2Work	Monthly Invoice For Australian Employee Police Checks October 2018	MUNI	38.39
EFT31293	09/11/2018	Fulton Hogan Industries WA	Patching	MUNI	1,254.00
EFT31294	09/11/2018	Garage Doors South West	ERC - Service Court Roller Door, Reset Stop Marks, Realign Vac Care Door	MUNI	165.00
EFT31295	09/11/2018	Gareth Webber	Uniform Reimbursement	MUNI	49.95
EFT31296	09/11/2018	Glanbia Performance Nutrition Pty Ltd	ERC- Cafe Order	MUNI	501.19
EFT31297	09/11/2018	Go Electrical Contracting	ERC- Repairs To Electrical Switch On Basketball Dial	MUNI	99.00
EFT31298	09/11/2018	Grace Records Management	Bin Exchange And Records Management	MUNI	694.31
EFT31299	09/11/2018	Greg Harewood	Crooked Brook Rd Fauna Inspections	MUNI	1,256.20
EFT31300	09/11/2018	Guardians Of Happiness	Pumpkin Carving Workshop - 29 October	MUNI	660.00
EFT31301	09/11/2018	Harvey Basketball	Kidsport - Regan Luxford - KS026491	MUNI	140.00
EFT31302	09/11/2018	Harvey Norman	Various Cables	MUNI	399.85
EFT31303	09/11/2018	Heatleys	Disposable Overalls For Application Of Glyphosate	MUNI	1,061.47
EFT31304	09/11/2018	Holcim Australia Pty Ltd	10 Tonne Of 5Mm Blue metal.	MUNI	506.37
EFT31305	09/11/2018	Hynes Contracting	Clean Up Off Laneway	MUNI	275.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT31306	09/11/2018	Jackie Nichol	Uniform Reimbursement	MUNI	95.99
EFT31307	09/11/2018	Jason Carroll Naturopath	ERC - Ideal Breakfast Shakes - Various	MUNI	603.90
EFT31308	09/11/2018	Jason Signmakers	"Remember 50 In Built Up Areas" Sign Inc. Post And Brackets	MUNI	180.18
EFT31309	09/11/2018	Jaycar Electronics	Display Port To HDMI Adapter	MUNI	29.95
EFT31310	09/11/2018	Jim's Test And Tag	Electrical Test And Tag - Various Locations	MUNI	1,460.80
EFT31311	09/11/2018	Josie Phillips	Umpire Recoup Netball 05-11-2018	MUNI	90.00
EFT31312	09/11/2018	Karyn Rowe	Umpire Recoup Netball 05-11-2018	MUNI	202.50
EFT31313	09/11/2018	Katie Tilbee	Uniform Reimbursement	MUNI	89.92
EFT31314	09/11/2018	Kings Tree Care	Remove 2 Dead London Planes - Includes Stump Grinding	MUNI	1,210.00
EFT31315	09/11/2018	Kmart	November Display Items	MUNI	17.00
EFT31316	09/11/2018	Kyle Jones	Umpire Recoup Basketball 07-11-2018	MUNI	44.00
EFT31317	09/11/2018	Landgate	Rural Unimproved Valuation	MUNI	178.28
EFT31318	09/11/2018	Landmark Operations Ltd	20 L Drum Of Wetting Agent	MUNI	378.29
EFT31319	09/11/2018	Leschenault Steelers Softball Club	Kidsport - Torin Werth - KS026360	MUNI	60.00
EFT31320	09/11/2018	Lightplan	Eaton Drive - Street Lighting Compliance Study	MUNI	2,258.11
EFT31321	09/11/2018	M & G Poletti	Dog Registration Refund - Dog Now Sterilised	MUNI	75.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT31322	09/11/2018	Marketforce	Standing Order FY 18/19 - Recruitment Advertising	MUNI	1,523.22
EFT31323	09/11/2018	Nightguard Security Service	Security Call-Out Service For Dardanup Office	MUNI	220.00
EFT31324	09/11/2018	Officeworks Superstores Pty Ltd	Urn For Dardanup Coffee Cart	MUNI	88.98
EFT31325	09/11/2018	Onsite Rental Group	Monthly Hire Of Ablution Block At Banksia Refuse Site	MUNI	2,118.48
EFT31326	09/11/2018	P E Civil	Remove Wooden Bollards And Dispose-Approx 35	MUNI	1,630.50
EFT31327	09/11/2018	Paige Vincent	Umpire Recoup Basketball 07-11-2018	MUNI	154.00
EFT31328	09/11/2018	Parks And Leisure Australia	Event Risk Management Training Workshop	MUNI	242.00
EFT31329	09/11/2018	Perfect Landscapes	Mowing - Various Parks & Oval Facilities	MUNI	4,152.50
EFT31330	09/11/2018	PFD Food Services Pty Ltd	ERC - Cafe Stock	MUNI	392.20
EFT31331	09/11/2018	PFI Supplies	ERC - Cleaning Supplies	MUNI	925.06
EFT31332	09/11/2018	Phillippa Laskowski	Uniform Reimbursement	MUNI	55.00
EFT31333	09/11/2018	Picton Tyre Centre Pty Ltd	Four Replacement Tyres	MUNI	1,596.00
EFT31334	09/11/2018	Prestige Products	ERC - Cleaning Supplies	MUNI	607.42
EFT31335	09/11/2018	Prime Supplies	Diphoterine 100 Ml Spray Bottle	MUNI	465.00
EFT31336	09/11/2018	Quest Conveyancing Pty Ltd	Rates Refund For Assessment A10073	MUNI	2,534.83
EFT31337	09/11/2018	Radrock Adventures	Childrens Amusements- Spring Out Festival 2018	MUNI	2,035.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT31338	09/11/2018	Robert Dempster	Umpire Recoup Basketball 07-11-2018	MUNI	44.00
EFT31339	09/11/2018	Robert Green	Umpire Recoup Basketball 07-11-2018	MUNI	132.00
EFT31340	09/11/2018	Renouf Fitness Equipment	Sticky Finders Liquid Chalk 5 X 250MI	MUNI	74.75
EFT31341	09/11/2018	Safetcard Australia	Monitoring Fees For Safetcards - Various	MUNI	264.00
EFT31342	09/11/2018	Schweppes Australia Pty Ltd	ERC - Cafe Stock	MUNI	299.91
EFT31343	09/11/2018	SMR Psychology	Employee Assistance Program - Admin O/H Mun	MUNI	187.00
EFT31344	09/11/2018	Sophie Docker	Umpire Recoup Netball 05-11-2018	MUNI	90.00
EFT31345	09/11/2018	SOS Office Equipment	Photocopier Meter Reading - Various Machines	MUNI	2,418.11
EFT31346	09/11/2018	South Regional TAFE	Auschem Re-Accreditation For Kristie Rice	MUNI	864.80
EFT31347	09/11/2018	Sportspower Bunbury	ERC - Netball Equipment	MUNI	27.99
EFT31348	09/11/2018	St John Ambulance Western Australia Ltd	Spring Out Family Festival 2018 - First Aid Post	MUNI	277.20
EFT31349	09/11/2018	Suez Recycling And Recovery	Kerbside Recycling Processing	MUNI	3,332.90
EFT31350	09/11/2018	Suitcase Circus	Entertainment For Spring Out Festival 2018	MUNI	925.00
EFT31351	09/11/2018	T J Depiazzi & Sons	Bushland Mulch	MUNI	654.06
EFT31352	09/11/2018	Telstra	Telephone Use For West Dardanup BFB	MUNI	31.49
EFT31353	09/11/2018	Therese Price	Umpire Recoup Netball 06-11-2018	MUNI	112.50

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT31354	09/11/2018	Tracey Tupaea	Umpire Recoup Netball 06-11-2018	MUNI	66.00
EFT31355	09/11/2018	Tutt Bryant Hire	Hire Of 3.5 Tonne Digger For October	MUNI	10,786.60
EFT31356	09/11/2018	Undercover SW	Laser Tag- Spring Out Family Festival 2018	MUNI	650.00
EFT31357	09/11/2018	Vanessa Black	Umpire Recoup Netball 06-11-2018	MUNI	180.00
EFT31358	09/11/2018	Vogue Furniture	Bookcase 900H X 900W Light Grey	MUNI	246.00
EFT31359	09/11/2018	WALGA	Attendance At Sustainability And Behaviour Change Workshop WALGA 8-10-18	MUNI	88.00
EFT31360	09/11/2018	West Australian Mechanical Services Pty Ltd	Aircon - Replace Fan Motor Assembly	MUNI	2,035.00
EFT31361	09/11/2018	Winc Australia Pty Ltd	Wireless Headset - Suzanne Occhipinti	MUNI	881.84
EFT31362	09/11/2018	Woolworths Group Limited	Stock For Staff Kitchen	MUNI	304.12
EFT31363	09/11/2018	Work Clobber	M Harnett Gum Boots For Chemical Spraying	MUNI	241.91
CHEQUES					
44864	23/10/2018	Shire Of Dardanup - Please Pay Cash	ERC Petty cash Recoup - Various Minor Expenditure	MUNI	229.65
44865	07/11/2018	Shire Of Dardanup - Please Pay Cash	Eaton Admin Centre Petty cash Recoup - Various Minor Expenditure	MUNI	355.10
CREDIT CARD					
DD13920.1	25/10/2018	Eventbrite	Managing Project Scope, Stakeholders And Communications, Mrs S Botte	MUNI	1,900.00
DD13920.2	25/10/2018	Facebook Ireland Limited	Facebook Advertising Campaigns - Vacation Care October 2018	MUNI	103.02

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
DD13920.3	25/10/2018	Mailchimp	Monthly Subscription And Charge For Electronic Newsletter - September 2018	MUNI	108.10
DD13920.4	25/10/2018	City Of Perth	Parking Expenses – 12-09-18 (WALGA Meeting With CEO & Shire President)	MUNI	23.22
DD13920.5	25/10/2018	Adobe Systems Software Ireland Ltd	Adobe Creative Cloud Annual Subscription	MUNI	353.36
PAYROLL					
DD13935.1	02/11/2018	WA Super	Payroll Deductions	MUNI	38,519.18
DD13935.2	02/11/2018	MLC Super Fund	Superannuation Contributions	MUNI	717.67
DD13935.3	02/11/2018	Loof Portfolio Service Superannuation Fund	Superannuation Contributions	MUNI	87.49
DD13935.4	02/11/2018	Perpetual Wealth Focus Super Plan	Superannuation Contributions	MUNI	75.28
DD13935.5	02/11/2018	Colonial First State First Choice Wholesale Personal Super	Superannuation Contributions	MUNI	255.77
DD13935.6	02/11/2018	Diamond Sea Superannuation Fund	Payroll Deductions	MUNI	175.01
DD13935.7	02/11/2018	Rest Superannuation	Payroll Deductions	MUNI	659.17
DD13935.8	02/11/2018	ANZ Smart Choice Super (Onepath Masterfund)	Superannuation Contributions	MUNI	617.18
DD13935.9	02/11/2018	Media Super	Superannuation Contributions	MUNI	476.26
DD13935.10	02/11/2018	Construction & Building Industry Super	Superannuation Contributions	MUNI	467.43
DD13935.11	02/11/2018	Asgard Infinity E Wrap Super	Superannuation Contributions	MUNI	256.69
DD13935.12	02/11/2018	Australiansuper	Superannuation Contributions	MUNI	1,100.88

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
DD13935.13	02/11/2018	Burton Superannuation Fund	Superannuation Contributions	MUNI	252.87
DD13935.14	02/11/2018	Hostplus	Superannuation Contributions	MUNI	275.11

REPORT TOTALS

EFT	31050-31363	531,451.42
Muni Cheque	44864-44865	584.75
Payroll		43,935.99
Credit Card		2,487.70
International BPAY		
TOTAL		578,459.86

CERTIFICATE OF Chief Executive Officer

578,459.86

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



MR MARK L CHESTER
Chief Executive Officer

12.12 Local Emergency Management Committee Meeting Minutes Held 1/11/2018

MINUTES OF THE LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING HELD ON THURSDAY 1 NOVEMBER 2018, AT SHIRE OF DARDANUP – EATON ADMINISTRATION CENTRE, COMMENCING AT 10.00AM.

Officer Comment

The minutes of the Local Emergency Management Committee meeting are attached (Appendix ORD: 12.12A).

OFFICER RECOMMENDED RESOLUTION

THAT Council receives the minutes of the Local Emergency Management Committee meeting held 1 November 2018.

**OFFICER RECOMMENDED RESOLUTION
& LOCAL EMERGENCY MANAGEMENT COMMITTEE RESOLUTION**

THAT Council endorse the 2018-2019 LEMC Annual Business Plan as appended (Appendix ORD: 12.12B).

12.13 Disability Advisory Committee Meeting Minutes Held 13/11/18

MINUTES OF THE DISABILITY ADVISORY COMMITTEE MEETING HELD ON TUESDAY 13 NOVEMBER 2018, AT SHIRE OF DARDANUP – EATON ADMINISTRATION CENTRE, COMMENCING AT 2.15PM.

Officer Comment

The minutes of the Disability Advisory Committee meeting are attached (Appendix ORD: 12.13A).

OFFICER RECOMMENDED RESOLUTION

THAT Council receives the minutes of the Disability Advisory Committee meeting held 13 November 2018.

**OFFICER RECOMMENDED RESOLUTION
& DISABILITY ADVISORY COMMITTEE MEETING RESOLUTION**

THAT Council:

- 1. Receive and endorse the Shire of Dardanup Disability Access and Inclusion Plan 2018 – 2023 as provided in (Appendix ORD: 12.13B).**
- 2. Endorse advertising of the availability of the Plan in accordance with legislative requirements.**

13 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

13.1 Title: Potential for Provision of Data Cabling for Subdivisions and Residential Construction in the Shire of Dardanup

Reporting Department: Elected Member

Reporting Officer: Cr. M T Bennett – Elected Member

Legislation: Local Government Act 1995

Overview

Two proposals are provided for Council's consideration regarding the mandatory provision for developers and builders to install data cabling conduit in subdivision developments and residential construction to facilitate the future provision of data cabling.

Background

I request that Council consider the following:

- *Part 1. - Data cabling for the future*

I believe we need conditions placed on all new subdivisions within the Dardanup Shire that developers lay a for purpose conduit for later installation of data cabling in order that everything that happens in future is capable of carrying data of all types CCTV, vehicle counting and movements, pedestrian movements, cyclists, school drop off pick up movements, wifi to parks and other areas where our communities gather.

This condition would also apply to council capital works including roadworks, buildings and refurbishment of roads and structures.

This will be another example of how I see the future of the DSC advancing to a smart city of the future.

- *Part 2 - Conduits for future cabling in all new homes in the Shire of Dardanup.*

This is similar to above, so that people building today have no need to retrofit data cabling conduits to their solid brick homes as the use of more high tech appliances become available to be installed in houses.

This includes Smart Lighting and Siri controlled appliances, taps and more yet to be invented.

I accept this may well carry a cost for new home owners initially but should not be unaffordable. Again a smart city initiative.

By the time Wanju is ready to be smart so will the DSC.

Legal Implications

- Subdivision of land is administered by the Western Australian Planning Commission (WAPC) under the provisions of the Planning and Development Act 2005.
- Residential construction is subject to the Building Code of Australia (BCA), Building Act 2011 and Building Regulations 2012.

Strategic Community Plan

Strategy 4.1.4 - To provide essential infrastructure: Facilitate the provision of essential services and infrastructure to support the growing community and local economy. (Service Priority: High)

Environment - None.

Precedents - None.

Budget Implications - None.

Budget – Whole of Life Cost - None.

Council Policy Compliance - None.

Risk Assessment - Low.

Officer Comment

- *Manager Development Services Comment*

Whilst officers fully support the principle of making provision for the future when undertaking developments, there are some technical challenges that this proposal may encounter and therefore Council will need to consider how to best proceed. For clarity each of the two parts of the proposal will be dealt with separately.

Part 1 - Data cabling for the future

The Western Australian Planning Commission (WAPC) determines all freehold, vacant and survey strata subdivisions in Western Australia with the exception of built strata subdivisions which are generally determined by Local Government.

Under Section 142 of the Planning and Development Act, the WAPC may refer a subdivision application to any local government, utility provider or public agency, for objections and recommendations. In reality, almost all subdivision applications are referred. The Act provides referral agencies with 42 days to respond, unless otherwise agreed.

To ensure consistency in the application of subdivision conditions across Western Australia, the WAPC has prepared a document entitled “*Model Subdivision Conditions Schedule*” (October 2017) which states the following:

Model subdivision conditions and associated advice notes are an essential tool used by the WAPC to ensure compliance with its statutory and policy responsibilities.

Model conditions reduce the assessing time of subdivision applications by providing a standardised set of tested and agreed conditions, as well as providing advice for the Department of Planning, Lands and Heritage (the Department) in its role supporting the WAPC.

Model subdivision conditions should also be used by referral agencies as the basis for referral advice.

Further, the document notes:

In general, the WAPC will not support the use of a non-standard condition when the circumstance is adequately covered by a model condition included in this document. There may however be site conditions or specific circumstances that warrant the use of a non-standard condition.

In such cases, the referral agency must provide the WAPC with adequate justification to support the requested condition.

This must take into account the context of the application proposed, the WAPC planning framework and the validity tests applied by the State Administrative Tribunal.

Advice notes can be used to provide supplementary information to inform conditions, but have no legal status and should be used sparingly.

As a general principle, it is not the role of subdivision conditions or advice notes to advise of requirements under other legislation, or requirements applying at the (later) development approval stage.

Conditions should be used sparingly, having regard to the regulatory burden imposed by excessive numbers of conditions.

The document categorises standard conditions into 13 sections as follows:

- AD - Administrative*
- AM - Amenity*
- B - Buildings And Use*
- D - Drainage And Site Works*
- E - Electricity And Gas Pipelines*
- EN - Environment*
- F - Fire And Emergency*
- H - Heritage (Indigenous, State, Local)*
- L - Lot Design*
- S - School Sites*
- R - Reserves*
- T - Transport, Roads And Access*
- W - Water And Sewer*

As can be observed from the above list, there is no section relevant to the provision of telecommunications infrastructure, with the reason being that from a land subdivision perspective the provision of telecommunications is not treated as a utility in the same way water, sewer, gas and electricity are.

This does not mean that developers are not required to provide telecommunications infrastructure to new developments, however it is currently administered under separate legislation being the Federal Government's *Telecommunications Act 1997* and associated policy '*Telecommunications infrastructure in new developments: a new approach to competition*', which attempts to achieve the best delivery of service at the lowest cost through adopting a market approach to the provision of telecommunication services.

Officers have verbally contacted officers at the DPLH to seek some preliminary comments regarding the possibility of a condition of subdivision requiring the installation of data cable conduit as proposed, with the advice provided being that the DPLH would be unlikely to impose it, even if Council had a policy or similar requiring it.

It was further advised that as there is no statutory basis for the provision of telecommunications infrastructure in the standard subdivision conditions, the imposition of such a condition would not likely to be successfully defended at the State Administrative Tribunal (SAT) if appealed. As the WAPC (as decision maker) would be the respondent for any appeal, they would be reluctant to risk having to defend a condition that had no statutory basis at a State Planning Policy level.

In light of the above, officers consider that Council has two options in taking the matter further as follows:

1. Draft a Local Planning Policy requiring the installation of data cable conduit in new residential developments. The draft policy would likely need to be referred to the DPLH for comment prior to adoption, which may determine that it is at odds with State Policy and therefore the DPLH may issue a direction preventing Council from adopting it. If the draft policy made it through to final adoption, Council may need to accept that even though it is local policy, the DPLH may be reluctant to include it in the final subdivision approval due to it not being a standard subdivision condition.
 2. Council may choose as an alternative to resolve to make formal representation to the Western Australian Planning Commission and/or the Minister for Planning, Heritage and Lands to consider the inclusion of telecommunications infrastructure including the installation of conduit for the future provision of data cabling as outlined in Cr. Bennett's proposal in any future review of the model subdivision conditions.
- *Part 2 - Conduits for future cabling in all new homes in the Shire of Dardanup*

Similarly to the first set of comments above, the standard of building required in Western Australia is governed by three separate pieces of legislation which are:

- Building Act 2011;
- Building Regulations 2012; and
- Building Code of Australia (BCA).

The Shire's Principal Building Surveyor has advised that there is no ability for the Shire to impose local conditions over and above those required under the legislated documents which apply to all residential buildings in Western Australia. The Shire's Building staff would have no ability to hold up an application that was certified as being compliant, due to a local policy requiring additional measures be undertaken.

It is noted the Shire's Policy Manual contains no policies relevant to the Building section and this is because the Shire has no discretion to introduce new measures over and above the requirements under State legislation and the BCA.

Another aspect that may need to be considered with regards to making provision for the future data cabling of houses is the rise of wireless devices and wireless internet speeds with the 5G wireless network due to commence rolling out in Australia in 2020. In terms of data speeds the current maximum speed on the 4G network is about 20 megabits per second, however the 5G network will theoretically be capable of up to one gigabit per second, although it is understood that download speeds of around 100mbps are more likely.

In light of the above, it is considered that there would need to be a change in building legislation for this measure to be implemented. It may be an option for the Shire to make formal representation to the Building Commission to consider the inclusion of such a requirement in future reviews of the Building Regulations if desirable.

Council Role - Quasi-Judicial.

Voting Requirements - Simple Majority.

Change to Councillor Recommendation

No Change. **OR:**

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

ELECTED MEMBER RECOMMENDED RESOLUTION

THAT Council:

- 1. Resolves to make formal representation to the Western Australian Planning Commission and the Minister for Planning, Heritage and Lands to consider the inclusion of telecommunications infrastructure (inclusive of the installation of conduit for the future provision of data cabling) for new residential developments, in any future review of the model subdivision conditions.**
- 2. Resolves to make formal representation to the Building Commission to consider the inclusion of a mandatory requirement for all new homes to make provision for future data cabling through the installation of appropriately located conduit, in any future review of the Building Regulations.**

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

15 PUBLIC QUESTION TIME

16 MATTERS BEHIND CLOSED DOORS

None.

17 CLOSURE OF MEETING

The Presiding Officer advises that the date of the next Ordinary Meeting of Council will be Wednesday 12 December 2018, commencing at 5.00pm at the Shire of Dardanup - Administration Centre Eaton.

There being no further business the Presiding Officer to declare the meeting closed.