



# **MINUTES**

FOR THE

## **ORDINARY COUNCIL MEETING**

Held

24<sup>th</sup> of April 2024

At

ADMINISTRATION CENTRE EATON  
1 Council Drive - EATON

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

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## VISION STATEMENT

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

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## COUNCIL ROLE

<b>Advocacy</b>	When Council advocates on its own behalf or on behalf of its community to another level of government / body /agency.
<b>Executive/Strategic</b>	The substantial direction setting and oversight role of the Council e.g. Adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
<b>Legislative</b>	Includes adopting local laws, town planning schemes and policies.
<b>Review</b>	When Council reviews decisions made by Officers.
<b>Quasi-Judicial</b>	<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 (e.g.: 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."

## RISK ASSESSMENT

<b>Inherent Risk</b>	The level of risk in place in order to achieve the objectives of the Council and before actions are taken to alter the risk's impact or likelihood.
<b>Residual Risk</b>	The remaining level of risk following the development and implementation of Council's response.
<b>Strategic Context</b>	These risks are associated with achieving Council's long term objectives.
<b>Operational Context</b>	These risks are associated with the day-to-day activities of the Council.
<b>Project Context</b>	<p>Project risk has two main components:</p> <ul style="list-style-type: none"> <li>• Direct refers to the risks that may arise as a result of project, which may prevent the Council from meeting its objectives.</li> <li>• Indirect refers to the risks which threaten the delivery of project outcomes.</li> </ul>

**SHIRE OF DARDANUP**

**MINUTES FOR THE SHIRE OF DARDANUP ORDINARY COUNCIL MEETING HELD ON WEDNESDAY, THE 24<sup>TH</sup> OF APRIL 2024, AT ADMINISTRATION CENTRE EATON, 1 COUNCIL DRIVE, EATON, COMMENCING AT 5.00PM.**

**1      DECLARATION OF OPENING/ANNOUNCEMENTS OF VISITORS**

The Presiding Member, Cr. T G Gardiner declared the meeting open at 5.00pm, welcomed those in attendance, referred to the Disclaimer, Acknowledgement of Country, Emergency Procedure and the Affirmation of Civic Duty and Responsibility on behalf of Councillors and Officers:

*Acknowledgement of Country*

*The Shire of Dardanup wishes to acknowledge that this meeting is being held on the traditional lands of the Noongar people. In doing this, we recognise and respect their continuing culture and the contribution they make to the life of this region and pay our respects to their elders, past, present and emerging. The Shire of Dardanup also respects and celebrates all cultures of all our residents and visitors to our Shire.*

*Emergency Procedure*

*In the event of an emergency, please follow the instructions of the Chairperson who will direct you to the safest exit route. Once outside, you will be directed to an appropriate Assembly Area where we will meet (and complete a roll call).*

*Affirmation of Civic Duty and Responsibility*

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

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

### 2.1 Attendance

Cr. Tyrrell Gardiner	-	Shire President
Cr. Taneta Bell	-	Elected Member
Cr. Annette Webster	-	Elected Member
Cr. Tony Jenour	-	Elected Member
Cr. Mark Hutchinson	-	Elected Member
Cr. Luke Davies	-	Elected Member
Mr André Schönfeldt	-	Chief Executive Officer
Mr Phil Anastasakis	-	Deputy Chief Executive Officer
Mr Ashwin Nair	-	Director Sustainable Development
Mr Theo Naudé	-	Director Infrastructure
Mrs Brooke Sudbury	-	Executive Support Officer
Mrs Natalie Hopkins	-	Manager Financial Services
Mrs Donna Bailye	-	Manager Governance
Ms Tahnia Creedon	-	Communications Officer

### 2.2 Apologies

None.

### 2.3 Leave of Absence

Cr. E P Lilly	-	Elected Member [Res:17-24]
Cr. J D Manoni	-	Elected Member [Res:44-24]
Cr. S L Gillespie	-	Elected Member [Res:44-24]

### 2.4 Previous Meetings

DATE	TYPE	CR. T BELL	CR. L W DAVIES	CR. T G GARDINER	CR. S L GILLESPIE	CR. A C JENOUR	CR. E P LILLY	CR. M R HUTCHINSON	CR. J D MANONI	CR. A L WEBSTER
<b>JANUARY 2024</b>										
24/01/24	AF	✓	NA	✓	✓	✓R	✓	✓	✓	✓
31/01/24	OCM	✓	✓	✓	✓	✓	✓	✓	✓	✓
31/01/24	SCM ANNUAL ELECTORS MEETING	✓	✓	✓	✓	✓	✓	✓	✓	✓
<b>FEBRUARY 2024</b>										
15/02/24	EATON COMMUNITY MEETING			✓			✓			
21/02/24	AF	✓	NA	✓	Ap	✓R	✓	✓	Ap	Ap
22/02/24	FERGUSON COMMUNITY MEETING	✓		✓			✓			
28/02/24	OCM	✓	✓	✓	Ap	✓	✓	✓	✓	✓
<b>MARCH 2024</b>										
06/03/24	CF	Ap	NA	✓	✓	✓R	✓	✓	✓	✓

DATE	TYPE	Cr. T BELL	Cr. L W DAVIES	Cr. T G GARDINER	Cr. S L GILLESPIE	Cr. A C JENOUR	Cr. E P LILLY	Cr. M R HUTCHINSON	Cr. J D MANONI	Cr. A L WEBSTER
07/03/24	DARDANUP COMMUNITY MEETING	✓		✓			✓	✓		✓
11/03/24	BUREKUP COMMUNITY MEETING	✓		✓		✓	✓	✓		
20/03/24	AF	✓	NA	✓	✓	✓R	✓	✓	Ap	Ap
27/03/24	OCM	✓	✓	✓	✓	✓	Ap	✓	✓	✓
<b>APRIL 2024</b>										
3/04/24	CF	Ap	✓	✓	✓	✓	LoA	✓	✓	✓
17/04/24	AF	✓	NA	✓	LoA	✓R	LoA	✓	LoA	✓
24/04/24	OCM	✓	✓	✓	LoA	✓	LoA	✓	LoA	✓

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

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

### 3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

None.



## 4 PUBLIC QUESTION TIME

### 4.1 Mr Winston Matthews – Dog Exercise Areas

Mr Winston Matthews introduced himself to Council and asked the following question:

*Can the Shire please consider reducing the amount of dog exercise areas in Eaton, mainly those with children's play equipment in them.*

Discussion:

Director Sustainable Development, Mr Ashwin Nair thanked Mr Matthews for the question and advised that the Shire can investigate the merits of reducing dog exercise areas in Eaton, however, this will ultimately be a decision of Council.

Director Sustainable Development Mr Ashwin Nair reported that Shire Rangers, as a result of previous complaints received, have increased patrols of the dog exercise areas to ensure owners are complying with the laws which require dogs to be held on a leash within playground areas. Rangers have also increased signage to ensure owners are aware of their responsibilities. Rangers will continue proactive patrols and will reach out to landowners via the Shire's website to inform them about their obligations when taking their dogs to a dog exercise area.

Mr Winston Matthews asked a further question:

*I have a concern regarding dogs around the children's play equipment which is leading to dogs approaching children, and an issue with dog urination in the same area children are playing... Mr Matthews asked if it was possible to have a dog exercise area away from children play areas, preferably a dedicated fenced area away from children?*

Director Sustainable Development, Mr Ashwin Nair replied that under the Shire of Dardanup Local Law, dogs are allowed to enter children's play areas, however, they must be on a lead at all times. Mr Ashwin Nair advised that Mr Matthews's second question would be taken on notice.

### 4.2 Mr Rowan Perry–Fenced Dog Exercise Areas

Mr Rowan Parry introduced himself to Council and the Shire President, Cr. T G Gardiner read aloud Mr Parry's question:

*'Dog exercise areas are being reduced, as the Eaton football fields and softball fields now being fenced areas, we used to be able to exercise our dogs safely, now we are being made to have them on lead. Where are we meant to let our dogs run off excess energy?*

Discussion:

Director Sustainable Development, Mr Ashwin Nair advised that whilst there were no signs previously, dogs were always required to be on leashes within the football and softball grounds. If any area is not a designated dog area, dogs should always be on a leash.

Shire President Cr. T G Gardiner requested that Mr Ashwin Nair provide further information regarding off leash areas?

Director Sustainable Development, Mr Ashwin Nair reported that the Shire of Dardanup has nine dog exercise areas in total, and that the Shire would look at putting more information on our website regarding these locations for residents.

Mr Rowan Parry responded that he was concerned that none of the nine areas are fenced and explained that his dog has poor recall, and he was concerned that he would lose his dog.

Chief Executive Officer, Mr André Schönfeldt briefed Mr Matthews and Mr Parry on the current progress of the Shires plans for a fenced dog exercise area. It was communicated that Council had identified a suitable area in the west of Parkridge Estate, based on extensive community input, however until the land transfer goes through, the Shire cannot move forward.

## 5 APPLICATIONS FOR LEAVE OF ABSENCE

None.

## 6 PETITIONS/DEPUTATIONS/PRESENTATIONS

### 6.1 Mr Ben Tan from Tesla Corporation Management Pty Ltd Item Lot 504 (No. 5) Hardisty Court, Picton East – Conversion of Diesel Generation Power Station to a Battery Energy Storage System (BESS)

Mr Ben Tan from Tesla Corporation read aloud the following:

*Thank you for the opportunity to present in favour for Item 12.2.2 - (No. 5) Hardisty Court, Picton East – Conversion of Diesel Generation Power Station to a Battery Energy Storage System (BESS). My name is Ben Tan, of Tesla Corporation Management Pty Ltd and my company operates the existing diesel generation power station, and will operate the BESS going forwards.*

*Our proposal in front of the Shire is one of several diesel generation power stations that we are converting to batteries (BESS). We recently got development approval in the Shire of Northam for a BESS. These are important projects for our State's efforts to decarbonize.*

*I would like to take this opportunity to thank the Shire officers for their efforts during the pre-lodgement consultation and in the assessment of this application. The responsible authority report covers all of the relevant matters and provides a fair and balanced assessment.*

*Firstly, we support the wording of conditions 1, 2, 6, and 8. The Deputation is in relation to our request for*

- 1. combining draft conditions 3 and 7, and*
- 2. deletion of conditions 4 and 5.*

*I will go through this in some detail: Conditions 3 and 7*

*We think that combining conditions 3 and 7 will be more beneficial, as these both address the Noise Assessment. We have existing acoustic walls and an extra wall segment will be constructed, as recommended. We submitted a suggested combined condition in our deputation request. We would respectfully request that the alternate wording be considered for replacing the draft conditions 3 and 8.*

*Suggested wording below:*

3. *Prior to operation of the development, all works must be carried out in accordance with the Environmental Noise Assessment prepared by Lloyd George Acoustics and dated 19 December 2023, including the noise wall as shown in Figure 5-1 of the Environmental Noise Assessment, shall be constructed to a height of 1.8m and have a minimum surface mass of 15kg/m<sup>2</sup>, to the satisfaction of the Shire of Dardanup.*

**Conditions 4 and 5**

*We would like to request that the conditions 4 and 5, relating to landscaping, be deleted. We have operated the power station since 2011. It has been deliberate that there is only grass on the verges, two small trees that need to be pruned, and no other vegetation.*

*The bushfire management plan requires us to keep an Asset Protection Zone for the battery, similar to the existing power station. While the existing power station did not have a formal asset protection zone, we are already effectively implementing the asset protection zone around the existing power station as it is best practice. This is a key reason why there is no landscaping on-site or in the existing verges adjacent to the site.*

*The original power station was not required to provide extensive landscaping when it was approved by the Shire of Dardanup. This proposal does not change the function or operation of the site, nor any requirement to alter the verges. The site continues to be used for a peaking power station, relying on batteries instead of diesel generators.*

*For the safe operation of the BESS, landscaping is not proposed within the site to minimise risks. This is an OSH matter. This is so we do not have to manage vegetation close to the site, to better protect the BESS from bushfire risk. Furthermore, tree roots may damage the protective earth grid below ground introducing electrical risk to workers on site. Implementing the Bushfire Management Plan would address the Asset Protection Zone for the batteries and maintaining low-threat vegetation around the site.*

*We would respectfully request deletion of Conditions 4 and 5.*

*Thank you again for the opportunity to present tonight. We look forward to working with the Shire for finalising conditions.*

**Discussion:**

*Elected members took the opportunity to ask Mr Tan questions of clarification on matters, including noise, potential for battery fires and the respective fire preventative measures.*

*Shire President, Cr. T G Gardiner thanked Mr Tan for his presentation.*

**7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING****7.1 Ordinary Council Meeting Held on the 27<sup>th</sup> of March 2024****OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION**

103-24                      MOVED -                      Cr. A C Jenour                      SECONDED –                      Cr. M R Hutchinson

**THAT the Minutes of the Ordinary Meeting of Council held on the 27<sup>th</sup> of March 2024, be confirmed as true and correct subject to no corrections.**

CARRIED

6/0

FOR THE MOTION	AGAINST THE MOTION
Cr. T G Gardiner Cr L W Davies Cr. A L Webster Cr. A C Jenour Cr. M R Hutchinson Cr. T Bell	

## 8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

### 8.1 Title: Shire President Monthly Report

**Reporting Department**

*Elected Members*

**Elected Member**

*Cr. T G Gardiner – Shire President*

The following meetings were held since my last report to Council:

<b>Event:</b>	<b>4/04/2024 – BGEA Board Meeting</b>
Report:	Held at Shire of Capel
<b>Event:</b>	<b>5/04/2024 – Youthfest -</b>
	Held at Dardanup Hall – It was a great success and thanks to the team
<b>Event</b>	<b>5/04/2024 - Meet with Jodie Hanns MLA and CEO</b>
<b>Event:</b>	<b>7/04/2024 - Dardanup Central Brigade AGM</b>
Report:	Dardanup Central Brigade AGM
<b>Event:</b>	<b>8/04/2024 – Regional Road Group elected members meeting</b>
Report:	Held in Bunbury
<b>Event</b>	<b>8/04/2024 – Lost and Found Presentation</b>
	Held by Ferguson Valley Marketing and Atelier
<b>Event:</b>	<b>12/04/2024 –Joshua Crooked Brook Brigade AGM</b>
Report:	AGM
<b>Event:</b>	<b>14/04/2024 – West Dardanup Brigade AGM &amp; Wellington Mills Brigade AGM</b>
Report:	Waterloo Brigade AGM
<b>Event</b>	<b>17/04/2024 Bush Adventure Camp post event presentation</b>
	MC'd by Cr Webster
<b>Event:</b>	<b>19/04/2024 – SW Zone Meeting</b>
Report:	Held at Shire of Donnybrook Balingup
<b>Event</b>	<b>22/04/2024 - Flotation Energy &amp; Shire of Dardanup</b>
	Attended by the Chief Executive Officer and Shire President
<b>Event</b>	<b>22/04/2024 -Burekup Community Precinct working group</b>
	Held at Burekup hall
<b>Event</b>	<b>23/04/2024 - Dardanup Heritage and Cultural Precinct working group</b>
	Held at Dardanup hall
<b>Event</b>	<b>24/04/2024 - Anzac service</b>
	Held at River Valley Primary School
<b>Event</b>	<b>24/04/2024 - Official opening of the Shire of Dardanup new building</b>
	Thanked staff for a successful ceremony

## 9 ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED

### 9.1 Title: Chief Executive Officer KPI Quarterly Report – January to March Quarter 2024

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

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

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

**Note:** Presiding Member, Cr. T G Gardiner advised that the meeting would go behind closed doors toward the end of the meeting to discuss S.5.23 section (2)(c) where a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.

## 10 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

None.

## 11 DECLARATION OF INTEREST

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

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

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

- *Chief Executive Officer, Mr André Schönfeldt declared an Impartiality Interest in item 12.5.1 – Resolution B - Integrated Planning Committee Meeting Minutes held on the 10th of April 2024 , as his son has attended Eaton Family Centre this financial year.*
- *Chief Executive Officer, Mr André Schönfeldt declared a Financial Interest in item 16.1 - Chief Executive Officer KPI Quarterly Report – January to March Quarter 2024 as it directly relates to his employment.*
- *Elected Member Cr. L W Davies declared a Financial Interest in item 12.2.1 - –Close Out Report New Shire of Dardanup Library, Administration and Community Building as he is employed by Coles which is a tenant of Citygate.*

## 12 REPORTS OF OFFICERS AND COMMITTEES

### 12.1 EXECUTIVE REPORTS

#### PROCESS

Shire President, Cr. T G Gardiner advised the meeting [5.22pm] that due to the public being in attendance, the first item of business to be dealt with would be Item “12.2.2 Title: Lot 504 (No. 5) Hardisty Court, Picton East – Conversion of Diesel Generation Power Station to a Battery Energy Storage System (BESS)” which could be found on Page 25 of the agenda.

#### 12.2.2 Title: Lot 504 (No. 5) Hardisty Court, Picton East – Conversion of Diesel Generation Power Station to a Battery Energy Storage System (BESS)

<b>Reporting Department</b>	<i>Sustainable Development Directorate</i>
<b>Responsible Officer</b>	<i>Ashwin Nair: Director Sustainable Development</i>
<b>Reporting Officer</b>	<i>Jan Strijdom Senior Planning Officer</i>
<b>Applicant</b>	<i>Taylor Burrell Barnett</i>
<b>Legislation</b>	<i>Planning and Development Act 2005</i>
<b>Council Role</b>	<i>Quasi-Judicial.</i>
<b>Voting Requirement</b>	<i>Simple Majority.</i>
<b>Attachments</b>	<i>Appendix 12.2.2A – Responsible Authority Report</i>
	<i>Appendix 12.2.2B - under separate E-cover – DA application (e-appendix under separate cover)</i>
	<i>Appendix 12.2.2C – Development Plans</i>
	<i>Appendix 12.2.2D – Copy of Submissions</i>
	<i>Appendix 12.2.2E – Schedule of Submissions</i>
	<i>Appendix 12.2.2F – Risk Assessment Tool</i>

#### **Overview**

The purpose of this report is for Council to consider endorsing a Responsible Authority Report (RAR) prepared for a development application for the conversion of a diesel generated peaking station to a battery energy storage system (BESS).

The applicant has opted in for the Joint Development Assessment Panel (JDAP) to determine the application. The JDAP will replace Council as the decision-making authority for the application in accordance with the *Planning and Development (Development Assessment Panels) Regulations 2011*. The report is presented to Council to consider the RAR to the JDAP, consistent with the established delegations.

The proposal is considered to be consistent with the existing and intended future planning framework and as a result, the RAR [Appendix ORD: 12.2.2A] recommends that the application be approved subject to conditions.



## OFFICER RECOMMENDED RESOLUTION

THAT Council:

1. Accept that the DAP Application reference DAP/24/02653 is appropriate for consideration as a "Use Not Listed (Power Station)" land use and compatible with the objectives of the zoning table in accordance with Clause 2.2 of the Shire of Dardanup Town Planning Scheme No. 3;
2. Approve DAP Application reference DAP/24/02653 and accompanying plans:
  - Drawing No. 8582-E-800, Rev A (Appendix ORD: 12.2.2C)
  - Drawing No. 8582-E-801, Rev A (Appendix ORD: 12.2.2C)

In accordance with the Greater Bunbury Region Scheme, Clause 68 of Schedule 2 (Deemed Provisions) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, and the provisions of Clause 7.3 of the Shire of Dardanup Town Planning Scheme No. 3, subject to the following conditions:  
Conditions

1. This decision constitutes planning approval only and is valid for a period of 4 years from the date of approval. If the subject development is not substantially commenced within the specified period, the approval shall lapse and be of no further effect.
2. Prior to the operation of the development Drawing No. 8582-E-800, Rev A (Appendix ORD: 12.2.2C) being amended and submitted to the satisfaction of the Shire of Dardanup showing the sealed crossover width to be 6m.
3. Prior to operation of the development, the noise wall as shown in Figure 5-1 of the Environmental Noise Assessment prepared by Lloyd George Acoustics (Appendix ORD: 12.2.2B) and dated 19<sup>th</sup> December 2023, shall be constructed to a height of 1.8m and have a minimum surface mass of 15kg/m<sup>2</sup>.
4. Within one (1) month of the date of this approval, a Landscape Plan for the development site and the adjoining road verge(s) is to be submitted to and approved by the Shire of Dardanup. The following details are to be included:
  - a) Existing street trees and other vegetation.
  - b) Vegetation to be retained on the site.
  - c) Landscape treatments such as lawn, mulch areas, and bin collection areas.
  - d) The location, species, quantity and pot size of proposed trees and shrubs.
  - e) Areas to be irrigated.
5. Within six (6) months of the date of this approval, the landscaping and irrigation of the development site and the adjoining verges is to be installed in accordance with an approved landscape plan and thereafter maintained in perpetuity to the satisfaction of the Shire of Dardanup.

6. Prior to the works commencing onsite, an amended Bushfire Management Plan must be submitted to the Shire of Dardanup for approval which must include the following:
  - a) An Emergency Evacuation Plan prepared in accordance with State Planning Policy 3.7;
  - b) Evidence to support the exclusion of Harris Road and Hardisty Road reserves as managed low threat vegetation;
  - c) Table 6.1 of should be amended to refer to 'prior to commencement of works' (Appendix ORD 12.2.2B);
  - d) Remove reference to residential dwellings in Table 6.3.

Once approved the Bushfire Management Plan is to be implemented in its entirety to the satisfaction of the Shire.

7. The development must be designed, operated, and all works must be carried out in accordance with all recommendations contained within the Environmental Noise Assessment prepared by Lloyd George Acoustics (Appendix ORD: 12.2.2B) and dated 19<sup>th</sup> December 2023, to the satisfaction of the Shire of Dardanup for the duration of development.
8. All stormwater generated by the development is to be retained on site, to the satisfaction of the Shire of Dardanup.

#### ***Change to Officer Recommendation***

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

- Amendment in wording in point two to ensure that Council is clear in its resolution.
  - Amendment of "approve" in point 2 to read "Recommends approval"

#### **COUNCIL RESOLUTION**

104-24                  MOVED -                  Cr. T G Gardiner                  SECONDED –                  Cr. M R Hutchinson

#### **THAT Council:**

1. **Accepts that the DAP Application reference DAP/24/02653 is appropriate for consideration as a "Use Not Listed (Power Station)" land use and compatible with the objectives of the zoning table in accordance with Clause 2.2 of the Shire of Dardanup Town Planning Scheme No. 3;**
2. **Recommends approval of DAP Application reference DAP/24/02653 and accompanying plans:**
  - **Drawing No. 8582-E-800, Rev A (Appendix ORD: 12.2.2C)**
  - **Drawing No. 8582-E-801, Rev A (Appendix ORD: 12.2.2C)**

**In accordance with the Greater Bunbury Region Scheme, Clause 68 of Schedule 2 (Deemed Provisions) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, and the provisions of Clause 7.3 of the Shire of Dardanup Town Planning Scheme No. 3, subject to the following conditions:**

### Conditions

1. This decision constitutes planning approval only and is valid for a period of 4 years from the date of approval. If the subject development is not substantially commenced within the specified period, the approval shall lapse and be of no further effect.
2. Prior to the operation of the development Drawing No. 8582-E-800, Rev A (Appendix ORD: 12.2.2C) being amended and submitted to the satisfaction of the Shire of Dardanup showing the sealed crossover width to be 6m.
3. Prior to operation of the development, the noise wall as shown in Figure 5-1 of the Environmental Noise Assessment prepared by Lloyd George Acoustics (Appendix ORD: 12.2.2B) and dated 19<sup>th</sup> December 2023, shall be constructed to a height of 1.8m and have a minimum surface mass of 15kg/m<sup>2</sup>.
4. Within one (1) month of the date of this approval, a Landscape Plan for the development site and the adjoining road verge(s) is to be submitted to and approved by the Shire of Dardanup. The following details are to be included:
  - a) Existing street trees and other vegetation.
  - b) Vegetation to be retained on the site.
  - c) Landscape treatments such as lawn, mulch areas, and bin collection areas.
  - d) The location, species, quantity and pot size of proposed trees and shrubs.
  - e) Areas to be irrigated.
5. Within six (6) months of the date of this approval, the landscaping and irrigation of the development site and the adjoining verges is to be installed in accordance with an approved landscape plan and thereafter maintained in perpetuity to the satisfaction of the Shire of Dardanup.
6. Prior to the works commencing onsite, an amended Bushfire Management Plan must be submitted to the Shire of Dardanup for approval which must include the following:
  - a) An Emergency Evacuation Plan prepared in accordance with State Planning Policy 3.7;
  - b) Evidence to support the exclusion of Harris Road and Hardisty Road reserves as managed low threat vegetation;
  - c) Table 6.1 of should be amended to refer to 'prior to commencement of works' (Appendix ORD 12.2.2B);
  - d) Remove reference to residential dwellings in Table 6.3.

Once approved the Bushfire Management Plan is to be implemented in its entirety to the satisfaction of the Shire.

7. The development must be designed, operated, and all works must be carried out in accordance with all recommendations contained within the Environmental Noise Assessment prepared by Lloyd George Acoustics (Appendix ORD: 12.2.2B) and dated 19<sup>th</sup> December 2023, to the satisfaction of the Shire of Dardanup for the duration of development.
8. All stormwater generated by the development is to be retained on site, to the satisfaction of the Shire of Dardanup.

CARRIED

5/1

FOR THE MOTION	AGAINST THE MOTION
Cr. T G Gardiner Cr L W Davies Cr. A L Webster Cr. M R Hutchinson Cr. T Bell	Cr. A C Jenour

### Background

The subject site is located approximately 8km east of the Bunbury city centre and is bound by Hardisty Court to the northern and eastern boundary. The existing vehicular access, to which is not proposed to change as part of this application, is from the northern boundary via a sealed crossover of approximately 6m. The site currently contains an existing diesel power storage facility and supporting infrastructure.

A plan showing the location of the subject site and its surrounds is contained in Figure 1 of the applicant's Development Application report, as at (Appendix ORD: 12.2.2B) and can be seen below:



Lot 504 (5) Hardisty Court, Picton east

### History:

The subject site currently hosts a 'Use Not Listed (Power Station)' land use. This land use was granted development approval by the Shire of Dardanup (Shire) in 2010.

In order to improve operations at the site, two (2) acoustic walls were approved at the site by the Shire in 2012. These acoustic walls decreased the amenity impacts on the neighbouring industrial properties.

In September 2015, the site was granted a licence by the Department of Water and Environmental Regulation under the *Environmental Protection Act 1986* for 'Electric Power Generation'.

This power station forms part of the South-West Interconnected System (SWIS) and ensures that the electricity network for much of Western Australia's population is able to meet key market demands.

In November 2023, the applicant sought advice from Shire officers in relation to the proposed works.

### Proposal

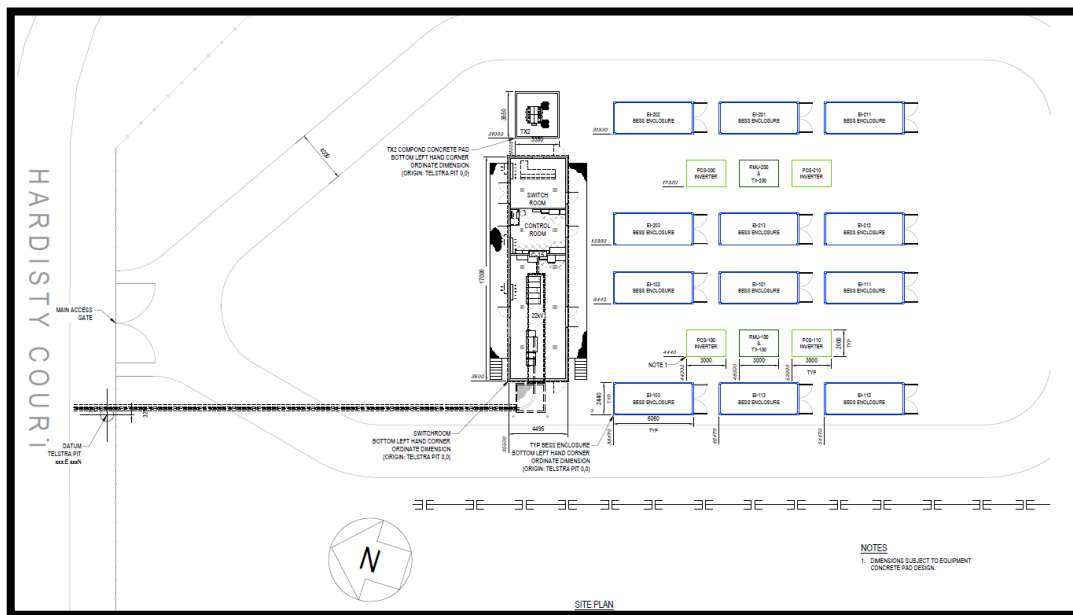
The outline of the proposal is as follows:

<b>Region Scheme</b>	Industrial
<b>Local Planning Scheme No.3 (LPS3)</b>	Town Planning Scheme No. 3
<b>Structure Plan/Precinct Plan</b>	Picton Industrial Park Southern Precinct District Structure Plan.
<b>Use Class and Permissibility in LPS3</b>	Use Not Listed
<b>Lot Size</b>	5,740m <sup>2</sup>
<b>Existing Land Use</b>	Use Not Listed (Power Station)
<b>State Heritage Register</b>	N/A
<b>Local Heritage</b>	N/A
<b>Bushfire Prone Area</b>	Yes

The development proposal at Lot 504 (No. 5) Hardisty Court, Picton East (subject site or site) is for the conversion of a diesel generated peaking station to a battery energy storage system (BESS), comprising of:

- Twelve (12) battery enclosures.
- Four (4) inverter stations.
- One (1) main transformer.
- The existing transformer, auxiliary transformer, operations centre (comprising of a control and switch room), acoustic walls, vehicular circulation driveways and the crossover will remain continue to be utilised. These developments are therefore not included as part of the proposed works or this application.

A copy of the development plans is contained in (Appendix ORD: 12.2.2C). Site plan and elevations provided below:



Site Plan



Elevations

## Legal Implications

The *Planning and Development (Development Assessment Panels) Regulations 2011* stipulates that the JDAP must determine mandatory applications and/or where applicants have opted into the process.

## Council Plan

- 11.1 - Support industry and business growth.
- 8.1 - Support responsible planning and development.
- 14.2 - Ensure equitable, inclusive and transparent engagement and decision- making.

**Environment** - None

## **Precedents**

The subject site currently hosts a 'Use Not Listed (Power Station)' land use. This land use was granted development approval by the Shire of Dardanup (Shire) in 2010.

In order to improve operations at the site, two (2) acoustic walls were approved at the site by the Shire in 2012. These acoustic walls decreased the amenity impacts on the neighbouring industrial properties.

In September 2015, the site was granted a licence by the Department of Water and Environmental Regulation under the *Environmental Protection Act 1986* for 'Electric Power Generation'.

This power station forms part of the South-West Interconnected System (SWIS) and ensures that the electricity network for much of Western Australia's population is able to meet key market demands.

## **Consultation**

### Public Consultation

Public consultation was undertaken as part of this application. Pursuant to the Shire's Public Consultation LPP, the application was advertised to properties located within a 500m radius of the subject site for a period of 28 days.

At the end of the consultation process eight (8) submission were received all from State Government Departments. A copy of the submissions (Appendix ORD: 12.2.2D) along with a schedule of the full submissions (Appendix ORD: 12.2.2E). Below is a summary of the most significant of those submissions received.

### Consultation with Government/Service Agencies

#### *Department of Planning, Lands and Heritage (DPLH):*

- Land is zoned Industrial under the GBRS.
- The subject site is not identified as within any of the GBRS policy areas or buffers.
- DPLH has no further comment on the proposal.

Officer Comment:

Noted.

#### *Department of Water and Environment Regulation (DWER):*

##### Submission 1:

As noise are matters delegated to the Shire's Environmental Health Officers, can you please confirm that the noise report in Appendix E is not required by DWER?

If an assessment of the noise report is required of DWER, the provision of this information may extend our response to the Shire past it's due date as the turnaround time for noise advice is around 6 weeks depending upon workloads.

Officer Comment:

Noted. The noise report was assessed by Shire Officers.

Submission 2:Issue 1: Prescribed Premises and the *Environmental Protection Regulations 1987*

- a) As the BESS on its own does not meet the description of any of the prescribed premises categories in Schedule 1 of the *Environmental Protection Regulations 1987* it would not be subject to the requirement to obtain a works approval prior to construction or to hold a licence to cause emissions or discharges provided it is established following the surrender of the existing licence.
- b) As such, the licence holder is advised to apply to surrender their licence following the removal of the generators on the premises – and once surrendered the premises would no longer be considered prescribed.
- c) However, if the existing power generation infrastructure is **not** removed and the licence surrendered **prior** to commencing works to establish the BESS, the provisions of section 53 of the *Environmental Protection Act 1986* (EP Act) apply, which may include a works approval or licence amendment.
- d) Further guidance on changes to prescribed premises can be found in DWER's Industry Regulation Guide to Licensing which can be accessed at: <https://www.wa.gov.au/system/files/2023-02/Guideline-Industry-regulation-guide-to-licensing.pdf>

Officer Comment:

Noted

**Issue 2:** Acid sulphate soils (ASS)

Acid sulfate soils (ASS) risk mapping indicates that the site is located within an area identified as representing a moderate to low risk of ASS occurring within 3 metres of the natural soil surface. DWER advises that a model ASS related condition is not considered necessary in this instance. However an advice note is recommended.

Officer Comment:

Noted

*Department of Fire and Emergency Services*

I refer to your email dated 29 February 2024 regarding the submission of a Bushfire Management Plan (BMP) (Version 1.0), prepared by Bushfire Prone Planning dated 24 January 2024, for the abovementioned development application. The BMP is accompanied by a Bushfire Risk Report (Version 1.0) prepared by Bushfire Prone Planning and a Development Application prepared by Taylor Burrell Barnett dated February 2024.

This advice relates only to State Planning Policy 3.7: Planning in Bushfire Prone Areas (SPP 3.7) and the Guidelines for Planning in Bushfire Prone Areas (Guidelines). Commentary is also provided regarding provisions set out in the Victorian Country Fire Association (CFA) Renewable Energy Facilities Design Guidelines and Model Requirements, Version 4, August 2023, which currently provides best practice guidance in relation to such facilities. It is the responsibility of the proponent to ensure the proposal complies with relevant planning policies and building regulations where necessary. This advice does not exempt the applicant/proponent from obtaining approvals that apply to the proposal including planning, building, health or any other approvals required by a relevant authority under written laws.

**Assessment**

- It is noted that the proposed development has been referred as a high-risk land use.



- An Emergency Evacuation Plan has not been submitted for the proposal in accordance with SPP 3.7 clause 6.6.1.
- BMP Table 6.1 describes developer responsibilities 'prior to issue of a certificate of title for new lots'. Table 6.1 should be amended to refer to works 'prior to commencement of the use'.
- References to residential dwellings in Table 6.3 should be removed.
- Further clarification is required within the BMP of the requirements of SPP 3.7, and the supporting Guidelines as outlined in our assessment below

Officer Comment:

A condition requiring an amended BMP and Emergency Evacuation Plan to be submitted in accordance with several of DFES comments is recommended by Officers. The amendments are minor in nature and do not impact the merits of the proposed development.

**Budget Implications** - None.

**Budget – Whole of Life Cost** - None

### **Council Policy Compliance**

Local Planning Policy CP093 – Sustainability (Sustainability LPP)

Local Planning Policy CP505 – Public Consultation – Planning Matters (Public Consultation LPP)

### **Risk Assessment**

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

<b>TIER 1 – No discernible Inherent Risk has been identified (no Risk Theme or Consequence).</b>		
Risk Event	[Lot 504 (No. 5) Hardisty Court, Picton East – Conversion of Diesel Generation Power Station to a Battery Energy Storage System (BESS	
Inherent Risk Rating (prior to treatment or control)	Moderate (5 - 11)	
Risk Action Plan (treatment or controls proposed)	An Environmental Noise Assessment Report has been prepared against prescribed standards of the <i>Environmental Protection (Noise) Regulations 1997</i> .	
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.	
Risk Category Assessed Against	Health	Excessive noise emissions from proposed BESS fans, inverter fans and transformers can affect the amenity of neighbouring properties
	Legal and Compliance	The <i>Planning and Development (Development Assessment Panels) Regulations 2011</i> stipulates that the JDAP must determine mandatory applications

### **Officer Comment**

The proposal has been assessed against all the relevant legislative requirements of the TPS3, and the relevant State and Local Planning Policies as outlined in the Legislation and Policy section of this report. The following matters have been identified as key considerations for the determination of this application:

- Land Use Definition and Permissibility
- Setbacks
- Traffic and Car Parking
- Landscaping
- Waste
- Bushfire Hazard
- Noise

These matters are detailed further in the attached RAR (Appendix ORD: 12.2.2A).

### **Conclusion**

The proposal is considered consistent with the existing and prevailing planning framework. Furthermore, considered consistent with the relevant State and Local Planning Policies as outlined in the RAR. It is therefore recommended that Council endorses the RAR.

END REPORT

### **PROCESS**

*Note: Shire President, Cr. T G Gardiner returned to the Order of Business [5.36pm] and advised Council that the next item for consideration would be Item 12.1.1.*

#### 12.1.1 Title: Australian Local Government Association Annual Assembly

<b>Reporting Department</b>	<i>Executive</i>
<b>Responsible Officer</b>	<i>Mr André Schönfeldt - Chief Executive Officer</i>
<b>Reporting Officer</b>	<i>Mrs Brooke Sudbury - Executive Support Officer</i>
<b>Legislation</b>	<i>Local Government Act 1995</i>
<b>Council Role</b>	<i>Executive/Strategic.</i>
<b>Voting Requirement</b>	<i>Simple Majority.</i>
<b>Attachments</b>	<i>12.1.1A – Conference Program 12.1.1B – Risk Assessment Tool</i>

### **Overview**

This report recommends that the Shire President, Deputy Shire President and Chief Executive Officer attend the Australian Local Government Association Annual Assembly, including the Regional Conference, which is scheduled to take place between 2<sup>nd</sup> and 5<sup>th</sup> July 2024. The estimated cost for the conference, flights, and accommodation is expected to be approximately \$9,000. The aim of this conference is to meet with relevant federal government officials and politicians, in addition to participating in an interesting program.

**OFFICER RECOMMENDED RESOLUTION**

THAT Council endorses the attendance of the Shire President, Deputy Shire President and Chief Executive Officer at the Australian Local Government Association Annual Assembly, including the Regional Conference, between 2nd to the 5th of July 2024.

*Discussion:*

*Cr. M R Hutchinson advised he would like to move an alternative motion to defer the item for one month in order for Council to workshop this item.*

**Change to Officer Recommendation**

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

- *Allow one month for Council to workshop the merits of attending the Australian Local Government Association Annual Assembly, including the Regional Conference.*

**COUNCIL RESOLUTION**

105-24      MOVED -      Cr. M R Hutchinson      SECONDED –      Cr. A L Webster

**THAT Council defer making a decision on the attendance of the Shire President, Deputy Shire President and Chief Executive Officer at the Australian Local Government Association Annual Assembly, including the Regional Conference, between 2<sup>nd</sup> to the 5<sup>th</sup> of July 2024 in order to workshop the merits of this conference**

CARRIED  
5/1

FOR THE MOTION	AGAINST THE MOTION
Cr L W Davies	Cr. T G Gardiner
Cr. A L Webster	
Cr. A C Jenour	
Cr. M R Hutchinson	
Cr. T Bell	

**Background**

The Australian Local Government Association Annual Assembly is a significant event that provides an opportunity for local government representatives to engage with federal government officials and politicians. The conference program will cover various topics such as infrastructure, governance, and environmental management [Appendix ORD: 12.1.1A]. This event is a great opportunity to network with other local governments across Australia and learn from their experiences.

**Legal Implications**

There are no legal implications associated with attending the conference.

**Council Plan**

- 8.1 - Support responsible planning and development.
- 8.2 - Advocate for adequate utility infrastructure to support a growing community and economy.
- 8.3 - Advocate for more affordable and diverse housing.
- 10.2 - Advocate for improved access to public and shared transport services.

## **Environment**

There are no significant environmental impacts associated with attending the conference.

## **Precedents**

It is common practice for local governments to send representatives to attend the Australian Local Government Association Annual Assembly. Many local governments see this conference as a valuable opportunity to meet with federal government officials and politicians and learn about best practices in other local government areas.

## **Budget Implications**

The estimated cost for attending the conference, including flights and accommodation, is around \$3,500 per person. This cost will be borne by the Shire of Dardanup, and it will be funded from the relevant 2023/2024 training budgets. The Councillor's training budget has a remaining total of \$14,801 and the overall Chief Executive Officer Professional Development Training budget has \$5,632.00 available.

At the 2023 ALGA Conference both the then Deputy Shire President and Chief Executive Officer attended. The cost for this in total was approximately \$7,500. This comprised of the following approximate costs:

- Accommodation at \$1,800,
- Flights at \$3,000 and
- Conference attendance \$2,700.

**Budget – Whole of Life Cost** - None.

## **Council Policy Compliance**

### **CnG CP112 – Councillors' Induction Training and Professional Development**

#### **4.5 Conferences & Training Courses**

d) *Examples of other conferences include:-*

- *National General Assembly of Local Government (Shire President and Chief Executive Officer);*
- *Annual Road Conference;*
- *Special "one off" conferences sponsored by WALGA or the Department of Local Government, Sport and Cultural Industries.*

#### **4.6 Restrictions and Exclusion on Travel**

*No more than two Elected Members may attend the same Interstate event and no more than three Elected Members exclusive of the President and Deputy President may attend the same intrastate event (authorised training and development courses excluded).*

*Travel Interstate is not permitted without the prior approval of Council; and within three months of being elected as an Elected Member and is not permitted within six months of the date of expiry of office, unless approved in advance by a resolution of Council. Attendance at any overseas conference, seminar or other development event requires the specific approval of Council.*

#### **4.7 Accommodation**

*Council staff will arrange and make payment for reasonable accommodation for the Councillor for a room at or in close proximity to the event venue.*

#### **4.11 Approval Process**

*Applications from Elected Members for attendance at interstate training, seminars and conferences will be considered by the President and Deputy President in consultation with the Chief Executive Officer with*

*regard to applicability of the development opportunity to the Councillor's role and budget availability, and a report to Council to seek approval.*

*The application can only be approved where the costs including registration fees, travel, accommodation and an estimation of other expenses can be accommodated within the approved allowance allocated to the Elected Representative for this purpose in accordance with the annual budget provision. The annual training budget determined by the Council will be equally allocated to each Elected Representative on a pro-rata basis in accordance with election dates. An individual's unspent funds can be carried forward for use within the biennial election cycle.*

*The Chief Executive Officer is authorised to approve requests from Elected Members for professional development training and conferences without referral to Council provided that:*

- a) The event is within the state*
- b) The cost does not exceed the annual allowance; and*
- c) The course of conference is organised by an identified, industry recognised training provider.*

*The Chief Executive Officer is to maintain a register of each Elected Members' training and professional development expenses.*

*Nothing in this policy provision prevents the Council from approving additional funds to be accessible or the Council from approving a specific application that is outside of the existing budget.*

*This Policy does not apply to meetings or workshops attended by an Elected Member, where they are the approved Council delegate or representative.*

### **Risk Assessment**

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to [Appendix ORD: 12.1.1B) for full assessment document.

<b>TIER 2 – 'Low' or 'Moderate' Inherent Risk.</b>		
Risk Event	Australian Local Government Association Annual Assembly	
Inherent Risk Rating (prior to treatment or control)	Low 1-4	
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.	
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.	
Risk Category Assessed Against	Reputational	Council's reputation may suffer if it is not involved with current issues affecting Local Government as a whole

### **Officer Comment**

Attending the Australian Local Government Association Annual Assembly, including the Regional Conference, presents a valuable opportunity for the Shire President, Deputy Shire President and Chief Executive Officer to network with other local government representatives across Australia and learn about best practices in other areas. In addition, the opportunity to meet with relevant federal government officials and politicians is highly valuable, as it allows the Shire of Dardanup to advocate for the local government area's interests.

In the recent Federal Budget announcements significant Federal Funding programs have been announced that aligns well with the Shire of Dardanup's projects and 2050 Vision Objectives. The National Assembly will provide an opportunity for the Shire's delegates to attend and learn firsthand how these programs are intended to be rolled out.

Overall, the benefits of attending the conference are significant, and it is recommended that the Shire President, Deputy Shire President, and Chief Executive Officer attend.

END REPORT

## 12.2 SUSTAINABLE DEVELOPMENT DIRECTORATE REPORTS

### 12.2.1 Title: Close Out Report New Shire of Dardanup Library, Administration and Community Building

<b>Reporting Department</b>	<i>Executive</i>
<b>Responsible Officer</b>	<i>Mr André Schönfeldt - Chief Executive Officer</i>
<b>Reporting Officer</b>	<i>Ms Susan Oosthuizen – Project Director</i>
<b>Legislation</b>	<i>Local Government Act 1995</i>
<b>Council Role</b>	<i>Executive/Strategic.</i>
<b>Voting Requirement</b>	<i>Simple Majority.</i>
<b>Attachments</b>	<i>Confidential Attachment A – Under Separate Cover Confidential Attachment B – Under Separate Cover 12.2.1 – Risk Assessment</i>

#### DECLARATION OF INTEREST

Elected member Cr. L W Davies declared a Financial Interest in 12.2.2 and left the room [5.40pm]  
Please refer to Part 11 'Declaration of Interest' for full details.

#### Overview

The new Shire of Dardanup Library, Administration and Community Building has reached practical completion, and this report provides Council with a project close out report. The report identifies the savings on the project and Council is requested to carry forward the unspent funds on the project for Financial Year 2024/25.

#### OFFICER RECOMMENDED RESOLUTION

THAT Council:

- Notes the construction contract undertaken through Perkins Builders for the new Shire of Dardanup Library, Administration and Community Building achieved practical completion on the 12<sup>th</sup> of March 2024.
- Carries forward the unspent project funds of \$503,445.80 into the 2024/25 Budget as J14322 during the 12-month defects period. To allow for minor works or identified defects to be undertaken within the building, with funding provided through the Building Maintenance Reserve.

**Change to Officer Recommendation –**

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

- *To ensure clarity regarding the use of project funds for a 12 month period. Defects are to be rectified through liaising with the builders, Perkins. These funds are for minor works or unforeseen improvements to the building.*

**COUNCIL RESOLUTION**

106-24                      MOVED -                      Cr. T Bell    SECONDED –                      Cr. M R Hutchinson

**THAT Council:**

- 1. Notes the construction contract undertaken through Perkins Builders for the new Shire of Dardanup Library, Administration and Community Building achieved practical completion on the 12<sup>th</sup> of March 2024.**
- 2. Carries forward the unspent project funds of \$503,445.80 into the 2024/25 Budget as J14322 for a 12-month period. To allow for minor works or improvements to be undertaken within the building, with funding provided through the Building Maintenance Reserve.**

CARRIED

5/0

FOR THE MOTION	AGAINST THE MOTION
Cr. T G Gardiner	
Cr. A L Webster	
Cr. A C Jenour	
Cr. M R Hutchinson	
Cr. T Bell	

**Background**

The Shire entered into a contract with Perkins, as the appointed Contractor for the Design and Construction works for the new Shire of Dardanup Library, Administration and Community Building project, for a Guaranteed Maximum Price (GMP) to the sum of \$15,521,825.00 (ex GST) and Fixed Contingency of \$1,175,000.00 (ex GST).

Since the 80% design was approved by Council in July 2022, subsequent drawings were issued for construction after a Value Management Process was undertaken, and various additional further amendments were made by the Shire to the design and scope of works which were treated as Variation Orders under the Design and Construct Contract (the Contract).

**Legal Implications**

Section 5.42 of the *Local Government Act 1995* authorises the Chief Executive Officer to negotiate changes to the contract to design and construct the new Shire of Dardanup Administration, Library and Community Building to allow for variations under Clause 3A of the Contract, in accordance with Regulation 20 of the *Local Government (Functions and General) Regulations 1996*.

Under clause 36 of the Contract the Principal needs to confirm in writing if the Contractor is to perform the Variation.

Under Clause 37.8 – Share of Savings:

- (a) *Where the contract sum is less than the GMP (the difference being the “saving”) then the parties will share the saving as follows:*
- (i) *50% to the Principal; and*
  - (ii) *50% to the Contractor.*

*provided that the Principal will be entitled to retain 100% of any fixed contingency or provisional sum which remain unused.*

- (b) *Within:*
- (i) *1 month after the date of practical completion, the Superintendent must certify the amount of the saving; and*
  - (ii) *to the extent that there are any changes to the contract sum or GMP following the date specified in subclause 37.8 (b)(i), within 10 business days of the expiry date of the last defects liability period, the Superintendent must certify the amount of any additional saving,*

*and within 10 business days of such certifications being provided to the Principal, to the extent that the Principal agrees with the amounts certified, the Principal must promptly pay to the Contractor the Contractor’s share of the saving.*

- (c) *If either party does not agree with Superintendent’s certification, it may give the other party a notice of dispute under clause 43.1.*

### **Council Plan**

- 2.1 - Facilitate improved access to health and community services.
- 6.3 - Work towards net zero carbon emissions.
- 13.2 - Manage the Shire’s resources responsibly.

**Environment** - None

### **Precedents**

At the Special Council Meeting held on the 6<sup>th</sup> of July 2022 Council resolved under [Res: 171-22] to:

1. *Accepts the Guaranteed Maximum Price \$16,224,513 excluding GST and excluding fixed contingencies required for servicing the site received from Perkins Pty Ltd to design and construct the New Shire of Dardanup Administration, Library and Community Building.*
2. *Acknowledges that the expenditure for the 80% Design cost of \$643,000 (ex GST) has already been incurred which reduces the outstanding amount on the GMP to \$15,581,513 as per Perkins’ submission received 30 June 2022.*
3. *Accepts the submission received from Perkins Pty Ltd with regards to Infrastructure fixed contingencies of up to \$1,175,000 excluding GST to be included in the total contract Price but excluded from the Guaranteed Maximum Price.*
4. *Delegates, by Absolute Majority, in accordance with section 5.42 of the Local Government Act 1995, authority to the Chief Executive Officer to negotiate changes to the contract to design and construct the New Shire of Dardanup Administration, Library and Community Building to include the following:*



- i. *Minor variations under Clause 3A of the Contract, in accordance with Regulation 20 of the Local Government (Functions and General) Regulations 1996, to:*
    - a) *Update the Design & Construct Contract including Part A and F to allow for the inclusion of the expected escalation in trade costs to be included as a Contingency of \$586,478 ex GST (or 4.55% of direct costs);*
  - ii. *Variations, after the contract has been entered into, limited to variations which do not change the scope of the contract and which do not increase the contract value beyond 5%, in accordance with Regulation 21A of the Local Government (Functions and General) Regulations 1996.*
5. *Authorises the Chief Executive Officer to make an advance payment of up to \$1,200,000 (ex GST) under the Design and Construct Contract for the timber procurement.*
  6. *Authorises the additional budget expenditure of up to \$100,000 (ex GST) for re- routing of the Optic Fibre Cable out of the Building Assets Management reserve.*
  7. *Endorses the establishment of a Shire of Dardanup Administration, Library & Community Building Working Group consisting of the following 3 Councillors:*
    - *Cr. M T Bennett*
    - *Cr. T G Gardiner*
    - *Cr. P R Perks*

*(Please note that this Committee will not have any Delegated Authority).*

At the Ordinary Council Meeting held on the 26<sup>th</sup> of July 2023 Council resolved under [Res: 189-23] to:

1. *Notes the Variations approved on the 9 June 2023 by the Chief Executive Officer under delegation of \$158,619.99 (ex GST) and adjusted to \$137,527.60 (ex GST) (Appendix ORD: 12.2.GA -Approved Variations);*
2. *Notes the Variations approved on the 14th of July 2023 by the Chief Executive Officer under delegation of \$31,811.89 (ex GST) (Appendix ORD: 12.2.GE - Approved Variations);*
3. *Notes the Variations approved on the 19th of July 2023 by the Chief Executive Officer under delegation of \$108,041.63 (ex GST) (Appendix ORD: 12.2.GF - Approved Variations);*
4. *Approves the additional Variation Orders expenditure of \$246,199.70 (ex GST) as per (Appendix ORD: 12.2.GB - Potential Variations) on J14322 for the new Shire of Dardanup Library, Administration and Community Building to be funded from the Building Reserve.*
5. *Approves the additional Fit-out Variation Orders expenditure of \$288,761.00 (ex GST) as per (Appendix ORD: 12.2.GD - Separate Fit-out & Supply Project Costs) on J14322 for the new Shire of Dardanup Library, Administration and Community Building to be partly funded from Building Reserve.*
6. *Approves the additional 2023/24 Capital Budget Expenditure up to \$387,333.15 (ex GST) to be funded from the Building Reserve.*

### **Budget Implications**

The total project budget is \$19,341,911.04 (ex GST) – which is broken down in Table 1 below:

TABLE 1: PROJECT BUDGET	COMMENTS
<b>\$18,748,398.58</b>	<b>Original project budget approved</b>
\$183,179.30	Overheads and Labour
\$13,000.00	CCTV from Skateparks
\$387,333.15	Allocated from Building Reserve as resolved by Council July 2023 [189-23]
<b>\$19,331,911.03</b>	<b>Approved by Council July 2023 [189-23]</b>
\$10,000.00	J11902 Public Art Contribution for Window Decals
<b>\$19,341,911.03</b>	<b>Total funding allocated to project March 2024</b>

The Shire entered into a Contract with Perkins for the new Shire of Dardanup Library, Administration and Community Building project, for a GMP in the sum of \$15,521,825.00 (ex GST) and Fixed Contingencies of \$1,175,000.00 (ex GST). Council resolved in July 2023 [Res: 189-23] to allow savings under the fixed contingencies to be reallocated together with the additional funding allocated from Building Reserve in the amount of \$387,333.15 to fund any variations and proposed fit-out requirements for the new building.

In October 2023 the project team presented Council [Res: 249-23] with an explanation on process for expenditure approvals and acceptance of any variations as per below:

- Identify the need to a change of the scope of works or a change to Works Under Contract if required;
- A cost estimate is issued by the Contractor to the Principal for consideration;
- If the Principal proceeds with the cost estimate an indicative scope of work, this is then formalised through the Contractor and their design Team for pricing; and
- A formal variation is issued to the Principal once the design/professional team has finalised the scope and quotation.

Due to the process there is a high probability that the cost estimate can vary from the final quotation submitted to the Shire (to be either higher or lower) as the Quantity Surveyor appointed by Council (Rawlinsons) will vet the submitted documentation and make recommendations accordingly. As part of this Council report the project officers undertook to manage the project to remain within the overall approved budget with was \$19,331,911.04 (excl. GST). The Officers also recommended that the overall approved budget for the project be retained until the defects liability period concludes.

As at 16<sup>th</sup> April 2024 forecasted expenditure is estimated at \$19,331,322.78 (see breakdown in table 2 below):

Forecasted Budget Estimate	Forecasted Expenditure Estimate	Actual YTD Expenditure as at 16/04/2024	Remaining Forecasted Expenditure
Perkins D&C Contract	\$15,521,825.00	\$14,142,156.76	\$1,379,668.24
Fixed Contingencies - Attachment 3	\$927,340.39	\$852,295.26	\$75,045.13
Proven Project Management	\$168,620.00	\$159,865.00	\$8,755.00
Consultants (excl. PM)	\$341,192.17	\$315,609.34	\$25,582.83
Consultants (other - not WP)	\$5,500.00	\$5,500.00	\$0.00
Other (not budgeted)	\$16,300.14	\$16,300.14	\$0.00

Forecasted Budget Estimate	Forecasted Expenditure Estimate	Actual YTD Expenditure as at 16/04/2024	Remaining Forecasted Expenditure
Fit out approved by CEO	\$71,556.59	\$30,303.30	\$41,253.29
04/07/2023 Rev L –Previously Approved \$158,619.99 on 09.06.2023 by CEO	\$134,459.73	\$115,338.00	\$19,121.73
Approved by CEO	\$31,811.89	\$31,635.07	\$176.82
Approved by CEO	\$108,041.63	\$89,953.04	\$18,088.59
Variations as at 17/10/23 - Attachment 4 separate approval	\$71,556.59	\$58,580.86	\$12,975.73
Fit-out and relocation	\$354,887.56	\$258,253.36	\$96,634.20
New Variations	\$175,467.98	\$131,318.14	\$44,149.84
Overheads and labour	\$183,179.30	\$69,668.91	\$113,510.39
FY19/20	\$189,034.58	\$189,034.58	\$0.00
FY20/21	\$1,030,549.23	\$1,030,549.23	\$0.00
<b>TOTALS</b>	<b>\$19,331,322.78</b>	<b>\$17,496,360.99</b>	<b>\$1,834,961.79</b>

The actual expenditure is broken down in Table 3 below:

Table 3: Financial year	Expended
FY 20/21	\$189,034.58
FY 21/22	\$1,030,549.23
FY22/23	\$5,929,942.49
FY23/24 (as at 16/04/2024)	\$10,346,834.25
<b>TOTAL</b>	<b>\$17,496,360.55</b>

This is in line with YTD column 3 in Table 2 above of **\$17,496,360.99** (mismatch of \$0.44 cents) due to rounding.

TABLE 4: PROJECT BUDGET	COMMENTS
<b>\$19,341,911.03</b>	<b>Total funding allocated to project March 2024 – Table 1</b>
<b>\$17,496,360.55</b>	Expended – Table 3 breakdown
<b>\$1,845,550.49</b>	Remaining under project budget
<b>\$1,834,961.79</b>	Remaining forecasted expenditure
<b>\$10,588.70</b>	<b>Saving under project budget remaining</b>

This \$10,588.70 is a saving after all remaining expenditure is paid as per “remaining forecasted expenditure” column 4 – Table 2.

The final account GMP has now been agreed to between Project Officers, the QS, the Superintendent and Perkins and is broken down below:

<b>Table 5: FINAL Account</b>	<b>\$ (excl. GST)</b>
Original GMP price (D & C Contract)	\$15,521,825.00
Less: Principal entitled 100% saving (component will not be paid out by the Shire)	-\$36,780.69
Less actual value contract sum (after claim 22 is paid by Principal)	-\$14,572,891.50
Total Savings to be applied on 50/50 basis	\$912,152.81
50% payable to Principal	\$456,076.41
<b>50% payable to Perkins (Contractor)</b>	<b>\$456,076.41</b>

In accordance with Clause 37.8 of the Contract, this is a shared saving between the Shire and the Contractor on a 50/50% basis and Perkins will be entitled to claim \$456,076.41 (excl. GST). This is payable within 10 working days after a certificate is issued by the Superintendent (which must be paid no later than 30<sup>th</sup> April 2024).

The total savings returned on the project will amount to \$503,445.80 (which is made up of the \$10,588.70 + \$36,780.69 + \$456,076.41 savings above). Officer's recommend that the unspent funds be carried forward in FY2024/25 and that J14322 remain open for the 12-month defects period to allow for minor works or defects within the building.

### **Budget – Whole of Life Cost**

The whole of life costs for other buildings within the Shire constructed of traditional materials is estimated at 2% pa of the value of the project. In the Long-Term Financial Plan for FY 2024/25 an amount of \$311,039 has been allowed for maintenance. This has been increased from \$333, 125 in 2025/26 to \$447,638 in 2033/34 to maintain the timber structure and the level of Council and community usage.

The renewal cost is expressed as an annual average figure and is estimated at 2.5% similar to other buildings within the Shire of Dardanup.

### **Council Policy Compliance**

SDev CP032 – Wood Encouragement Policy

CnG CP034 – Procurement Policy

CnG CP306 – Capital Works Policy

CnG CP127 – Asset Capitalisation Policy

### **Risk Assessment**

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

<b>TIER 2 – 'Low' or 'Moderate' Inherent Risk.</b>	
Risk Event	Close Out report New Shire of Dardanup Library, Administration and Community Building
Inherent Risk Rating (prior to treatment or control)	Low (1 - 4)
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.		
Risk Category Assessed Against	Financial	Retaining the unspent funds for the 12-month defects period to address minor works that may be required otherwise these works will have no budget to be completed.
	Financial	Providing sufficient whole of life cost and replacement cost with the Long Term Financial Plan.

### Officer Comment

The Project has been delivered within the Contract timeframe with a three-week delay on Practical Completion which was mainly due to the Western Power installation of services, which the Contractor made up the time without a claim on extension of time under the Contract. The project was also delivered within the approved budget of \$19,341,911.04 with total savings returned on the project of \$503,445.80, Officers recommend that the unspent funds be carried forward in FY 2024/25 and that J14322 remain open for the 12-month defects period to allow for minor works or defects within the building.

END REPORT

Note: Cr L Davies returned to the room [5.47pm]

## PROCESS

Note: This item was dealt with earlier in the meeting [refer page 11 of these Minutes] due to the public being in attendance.

### 12.2.2 Title: Lot 504 (No. 5) Hardisty Court, Picton East – Conversion of Diesel Generation Power Station to a Battery Energy Storage System (BESS)

Reporting Department	Sustainable Development Directorate
Responsible Officer	Ashwin Nair: Director Sustainable Development
Reporting Officer	Jan Strijdom Senior Planning Officer
Applicant	Taylor Burrell Barnett
Legislation	Planning and Development Act 2005
Council Role	Quasi-Judicial.
Voting Requirement	Simple Majority.
Attachments	Appendix 12.2.2A – Responsible Authority Report
	Appendix 12.2.2B - under separate E-cover – DA application (e-appendix under separate cover)
	Appendix 12.2.2C – Development Plans
	Appendix 12.2.2D – Copy of Submissions
	Appendix 12.2.2E – Schedule of Submissions
	Appendix 12.2.2F – Risk Assessment Tool

### 12.3 INFRASTRUCTURE DIRECTORATE REPORTS

None.

### 12.4 CORPORATE & GOVERNANCE DIRECTORATE REPORTS

#### 12.4.1 Title: Strategic Community Plan 2024-2034 – Internal Review

Reporting Department	Executive
Responsible Officer	Mr Phil Anastasakis - Deputy CEO
Reporting Officer	Mr Phil Anastasakis - Deputy CEO
Legislation	Local Government Act 1995
Council Role	Executive/Strategic.
Voting Requirement	Simple Majority.
Attachments	12.4.1A – Strategic Community Plan 2024-2034 – Internal Review 12.4.1B – Council Plan 2022-2032 (Under E Separate Cover) 12.4.1C – Risk Assessment

#### Overview

Council is requested to consider the internal review conducted of the Strategic Community Plan 2024-2034 (Appendix ORD: 12.4.1A) and endorse the amendments noted within the review report, which forms part of Council's previous adopted "Council Plan 2022 – 2032" (Appendix ORD: 12.4.1B – Under E Separate Cover Document).

The updated "Council Plan 2024 – 2034" incorporates both the Strategic Community Plan and Corporate Business Plan required under legislation.

**Change to Officer Recommendation** - No Change.

#### OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

107-24      MOVED -      Cr. T G Gardiner      SECONDED –      Cr. A C Jenour

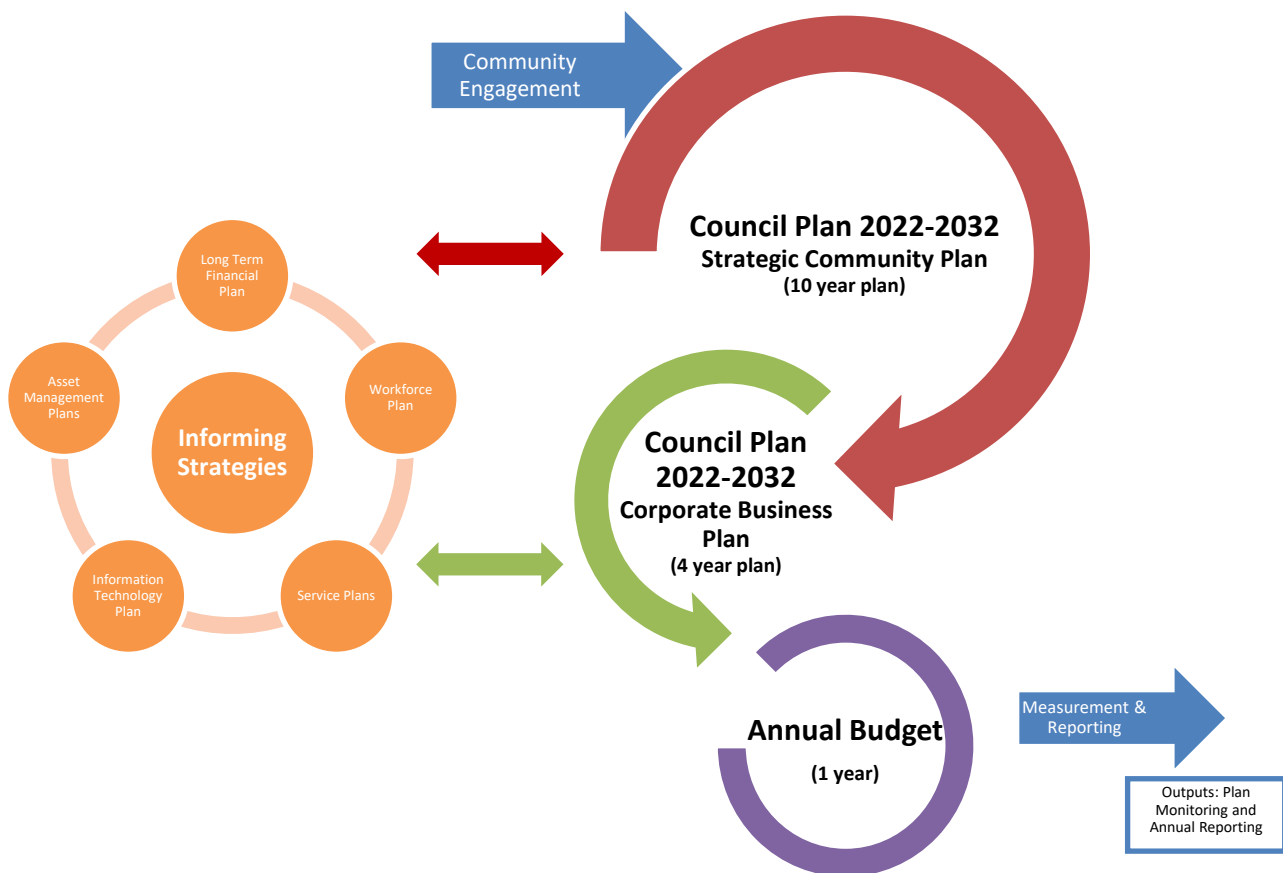
**THAT Council receives the Strategic Community Plan Internal Review report and endorses the noted amendments to the adopted Strategic Community Plan 2022-2032 contained within (Appendix ORD: 12.4.1A), which forms part of Council's updated "Council Plan 2024 – 2034".**

CARRIED  
6/0

FOR THE MOTION	AGAINST THE MOTION
Cr. T G Gardiner Cr. L W Davies Cr. A L Webster Cr. A C Jenour Cr. M R Hutchinson Cr. T Bell	

## Background

In 2012 the Western Australian State Government introduced the Integrated Planning and Reporting Framework, requiring each Local Government to have a Strategic Community Plan, a Corporate Business Plan and other informing strategies in place to ensure the future provision of services and facilities is sustainable for local communities. The Strategic Community Plan expresses the long term aspirations of the community and is the overarching document that sets out the community's vision, aspirations and values over the next 10 years.



### Elements of Integrated Planning and Reporting

Council adopted its reviewed and updated ten year “Council Plan 2022-2032” [Appendix ORD: 12.4.1B] in July 2022 [OCM Res:179-22] to fulfil the role of both the Strategic Community Plan and Corporate Business Plan. The Strategic Community Plan portion of the Council Plan 2022-2032 is contained in pages 1 – 10, with the Corporate Business Plan portion contain in pages 11 - 50 of the Council Plan 2022-2032.

This review was conducted four years after the development of Council’s second Strategic Community Plan and forms part of the Department of Local Government, Sport & Cultural Industries Integrated Planning and Reporting Framework and legislative requirements.

The Strategic Community Plan within the Council Plan 2022-2032 has been developed to meet the vision, values and aspirations of the Shire of Dardanup community, while reflecting the standards outlined in the Department of Local Government, Sport & Cultural Industries Integrated Planning and Reporting Framework and Guidelines.

The statutory requirement is for the Strategic Community Plan to be fully reviewed every 4 years (minimum), with a desktop review after 2 years. A Desktop Review of the Plan was last undertaken in early 2020 which was received and endorsed by Council on the 27 May 2020.

In accordance with statutory requirements, Council is now required to conduct an internal review of the Strategic Community Plan, as it has been two years since the full review last occurred in 2022.

This report recommends that Council receive the Strategic Community Plan internal review agenda report and endorses the updated elements of the Shire of Dardanup Strategic Community Plan contained within the Council Plan 2024-2034, which will form the basis for the generation of future prioritised Strategies and Actions within the four year Corporate Business Plan 2024-2028.

The Strategic Community Plan 2024-2034 – Internal Review Summary has been produced as a smaller easy to read document which can be used to guide Council over the next two years until the next complete review of the Council Plan and Strategic Community Plan, and as a support for promotional, marketing and business development initiatives of Council (refer to Appendix ORD: 12.4.1A).

- *Corporate Business Plan*

The Corporate Business Plan (CBP) contains details of the actions and resources (human and financial) to achieve each Objective. It is a four year plan which acts as an organisational guide to the Council and management.

The financial capacity to undertake these tasks is evidenced in the Long Term Financial Plan for the period. This long term financial planning provides an assurance that the actions contained in the Corporate Business Plan can be adequately resourced over the next four years and highlights the long term consequences of the application of human and financial resources to undertaking various projects.

The *Local Government Act 1995* requires the four year Corporate Business Plan to be reviewed and updated (if required) on an annual basis (refer to pages 11 to 50 of the “Council Plan 2022-2032”). In accordance with this requirement, the Corporate Business Plan is reviewed annually to assess the progress of projects and realign actions and priorities with current information and funding availability. The first year of the Corporate Business Plan and Long Term Financial Plan is usually ‘sliced off’ to form the basis of the draft annual budget for consideration by the Council.

- *Linkage with Informing Strategies and Service Plans*

The Corporate Business Plan is informed by three other major plans developed in response to the Department of Local Government’s Integrated Planning and Reporting Framework. The Asset Management Plans, Long Term Financial Plan, and Workforce Plan inform the Council as to its resource options and financial circumstances.

It should be noted that the Community Facilities Plans adopted by Council following significant consultation with the Community and relevant Place Based Advisory Groups, inform the Asset Management Plans and therefore indirectly informs the Corporate Business Plans.

- *Review process*

This report presents Council with the reviewed and proposed updated Strategic Community Plan [Appendix ORD: 12.4.1A], which will be updated within the “Council Plan 2024-2034” - refer to pages 1 to 10.

## **Legal Implications**

*Local Government (Administration) Regulations 1996:*

***Division 3 — Planning for the future***

*[Heading inserted: Gazette 26 Aug 2011 p. 3483.]*

***19C. Strategic community plans, requirements for (Act s. 5.56)***



- (1) *A local government is to ensure that a strategic community plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.*
- (2) *A strategic community plan for a district is to cover the period specified in the plan, which is to be at least 10 financial years.*
- (3) *A strategic community plan for a district is to set out the vision, aspirations and objectives of the community in the district.*
- (4) *A local government is to review the current strategic community plan for its district at least once every 4 years.*
- (5) *In making or reviewing a strategic community plan, a local government is to have regard to—*
  - (a) *the capacity of its current resources and the anticipated capacity of its future resources; and*
  - (b) *strategic performance indicators and the ways of measuring its strategic performance by the application of those indicators; and*
  - (c) *demographic trends.*
- (6) *Subject to subregulation (9), a local government may modify its strategic community plan, including extending the period the plan is made in respect of.*
- (7) *A council is to consider a strategic community plan, or modifications of such a plan, submitted to it and is to determine\* whether or not to adopt the plan or the modifications.*  
*\*Absolute majority required.*
- (8) *If a strategic community plan is, or modifications of a strategic community plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.*
- (9) *A local government is to ensure that the electors and ratepayers of its district are consulted during the development of a strategic community plan and when preparing modifications of a strategic community plan.*
- (10) *A strategic community plan for a district is to contain a description of the involvement of the electors and ratepayers of the district in the development of the plan or the preparation of modifications of the plan.*

[Regulation 19C inserted: Gazette 26 Aug 2011 p. 3483-4.]

#### **19D. Adoption of plan, public notice of to be given**

- (1) *After the adoption of a strategic community plan, or modifications of a strategic community plan, under regulation 19C, the local government is to give local public notice in accordance with subregulation (2).*
- (2) *The local public notice is to contain —*
  - (a) *notification that —*
    - (i) *a strategic community plan for the district has been adopted by the council and is to apply to the district for the period specified in the plan; and*
    - (ii) *details of where and when the plan may be inspected;**Or*
  - (b) *where a strategic community plan for the district has been modified —*
    - (i) *notification that the modifications to the plan have been adopted by the council and the plan as modified is to apply to the district for the period specified in the plan; and*
    - (ii) *details of where and when the modified plan may be inspected.*

The Integrated Planning and Reporting - Framework and Guidelines 2016 produced by the Department of Local Government, Sport & Cultural Industries states that the following requirements need to be met in order to achieve the minimum standard when developing the Strategic Community Plan:

- Council has adopted a Strategic Community Plan that meets all the regulatory requirements:
  - i) minimum 10 year timeframe.
  - ii) States community aspirations – vision, outcomes and priorities.

- iii) Developed or modified through engagement with the community and this is documented.
  - iv) Has regard to current and future resource capacity, demographic trends and strategic performance measurement.
  - v) Is adopted, or modifications to it are adopted, by an Absolute Majority of Council.
  - vi) Is subject to a full review scheduled for 4 years from when it is adopted.
- The Local Government has a community engagement policy or strategy.
  - Community engagement involves at least 500 or 10% of community members, whichever is fewer, and is conducted by at least 2 documented mechanisms.
  - A Strategic Review is undertaken every two years, alternating between a Minor Strategic Review and a Major Strategic Review.

### **Council Plan**

13.1 - Adopt best practice governance

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

**Environment** - None.

### **Precedents**

The Shire of Dardanup ten year “Council Plan 2022 – 2032” was adopted in 2022 in accordance with legislative requirements, and incorporates both the ten year Strategic Community Plan and four year Corporate Business Plan.

### **Budget Implications**

The 2023/24 budget includes within “Other Governance” an expenditure line item for Consultants / Special Projects (GL#04112506) of \$76,550. Funding of \$2,000 is allocated within this area for the Strategic Community Plan internal review.

Revenue and expenditure forecasts for the next four years are incorporated within the current Long Term Financial Plan. Once this is adopted by Council the Council Plan will be updated to reflect relevant implications.

### **Budget – Whole of Life Cost**

As no assets have been created as part of this agenda item, there are no whole of life cost implications.

### **Council Policy Compliance**

Council Policy CP018 – *Corporate Business Plan & Long Term Financial Plan* notes that each year with the best endeavours Council aims to consider a draft budget for adoption by the end of June. To achieve this aim the Strategic Community Plan – Internal Review and draft Corporate Business Plan needs to be compiled by the last weeks of April or early May.

The Policy notes that *year 1 of the Corporate Business Plan shall inform the development of the draft Annual Budget utilising the forecast rate change, loan projections, asset management plans, capital works, operating income and expenditure and reserve transfers.*

While Council Policy Exec CP090 - *Community Engagement* sets out the basis for community engagement related to major plans, the annual Corporate Business Plan and Internal Strategic Community Plan review does not require community consultation. The next full review of the Council Plan in 2026 (incorporating both the Strategic Community Plan and Corporate Business Plan) will involve community engagement and consultation.

## Risk Assessment

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

Tier 2 – ‘Low’ or ‘Moderate’ Inherent Risk.		
Risk Event	Strategic Community Plan 2024-2034 – Internal Review	
Inherent Risk Rating (prior to treatment or control)	Moderate (5 - 11)	
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.	
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.	
Risk Category Assessed Against	Legal and Compliance	Legislative requirements and compliance determine the need for the production of Strategic Community Plan and Corporate Business Plan.
	Financial	The financial implications associated within the elements of the Council Plan can affect the financial sustainability of Council.
	Reputational	The inclusion of projects and works within the various plans within the Council Plan build community expectation.

## Officer Comment

Council’s Strategic Community Plan is the pinnacle of Council’s Corporate Planning documents. The Strategic Community Plan outlines the community’s long term vision, values, aspirations and priorities, with reference to other Local Government plans, information and resourcing capabilities. Resource allocation occurs through medium and long term financial projections based on the costing of services and assets, reviewed every two years and refined through each year’s Annual Budget.

These financial projections form the foundation of Council’s Corporate Business Plan, Long Term Financial Plan, Workforce Plan, Asset Management Plans and Service Strategies. The medium term priorities will be taken forward into the four year Corporate Business Plan.

As part of reviewing the existing Strategic Community Plan, the Executive Management team have considered the existing plan. The following topics have been considered with a series of conclusions formulated as follows:

- **Vision Statement**

A well-written Vision Statement should describe a future position or direction that the organisation wants to achieve over time, and is effectively the anchor point of a Strategic Plan. It should also be able to motivate and focus employees so that they are clear why the organisation exists, where they want to be in five to ten years, and how they can play an active role in the process.

Based on a review of Council’s existing Vision Statement, there are no changes proposed by management.

## Our Vision

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

- **Mission Statement**

A Mission Statement describes what your company does and how you are different from other organisations. It should define your “present business and purpose” - Who you are; What you do; and Why you are here, and should be regularly reviewed.

The Council does not currently have a separately defined Mission Statement, as its purpose, present business and future direction are rolled into a single Purpose Statement. This is partly a reflection of the not-for-profit Local Government sector that the organisation is placed within, and partly attributed to the regulated Integrated Planning and Reporting Framework. Council reviews and updates annually the Corporate Business Plan which effectively becomes the De-facto Mission.

As part of this Strategic Community Plan Internal Review, it is proposed that the current Purpose be split into a Purpose and Mission Statement that reflects: Who we are; What we do; and Why we are here. The change proposed is as follows:

### **Our Purpose**

*The Shire of Dardanup exists to meet the needs of current and future generations through an integration of environmental protection, social advancement and economic prosperity.*

### **Our Mission**

*The Shire aims to provide effective leadership in encouraging balanced growth and development of the shire while recognising diverse community needs.*

- **Values**

Values are the beliefs, traits and behavioural norms that personnel (Councillors and employees) are expected to display in conducting the organisation’s business and pursuing its strategic vision and mission. This means that when you start to implement the various organisational strategies and actions, the established values are acted out by Councillors, managers and staff in their daily activities.






The organisation needs to have a common set of core organisational values, as it enables unity and a shared understanding of what is needed and expected from each person associated with the business, ranging from the Councillors and Chief Executive Officer through to the operations staff. People may at times have their own desires, beliefs and values that differ from organisational values, hence the importance of establishing what is expected within the organisation. Establishing clear values also ensures that staff are attracted and recruited to the organisation knowing what the organisation stands for, including its ethical standards and level of corporate responsibility.

Council currently has the following TRACES as its Core Values, with no changes proposed other than presentation:



• **Strategic Objectives**

It is proposed that Council's Strategic Objective categories (Core Performance Areas) remain unchanged.

					
ASPIRATION	<b>Community</b> We have a safe and vibrant community that is inclusive and welcoming for all ages and interests.	<b>Environment</b> There is a healthy and balanced respect for the environment, while retaining our lifestyle values, community spirit and identity.	<b>Amenity</b> Our facilities and infrastructure make the shire an attractive and desirable place to live, work and visit.	<b>Prosperity</b> The shire has a vibrant, diversified economy built from our pillars of agriculture, forestry, manufacturing, mining and tourism.	<b>Leadership</b> We have strong civic leadership supported by responsible and transparent corporate governance.
OUTCOMES	1. A safe community. 2. A healthy and active community. 3. Art and culture are valued and celebrated. 4. A compassionate and inclusive community.	5. The natural environment is managed responsibly for the benefit of current and future generations. 6. Shared responsibility for climate action. 7. A resilient community equipped to respond to natural disasters.	8. Liveable neighbourhoods with diverse and more affordable housing. 9. Vibrant, attractive and welcoming towns and community spaces. 10. It is safe and easy to move around the shire.	11. A self-sufficient, fast growing and diverse economy with high local employment. 12. A destination of choice for visitors.	13. The Shire's leadership group is valued and respected for being visionary, professional, equitable and accountable. 14. The community is well informed and highly engaged.

The strategic direction of Council is translated into services and projects that are delivered to the community through the Corporate Business Plan. This ensures strategic priorities are translated into real actions. The Council's Corporate Business Plan is reviewed annually and reported to community through the Annual Report. The updated Corporate Business Plan and Long Term Financial Plan will continue to be developed to align with the Council Plan 2024-2034, and will be presented to Council in the coming month.

END REPORT

12.4.2 Title: Long Term Financial Plan 2024/2025 – 2033/34

<b>Reporting Department</b>	<i>Executive</i>
<b>Responsible Officer</b>	<i>Mr Phil Anastasakis - Deputy CEO</i>
<b>Reporting Officer</b>	<i>Mr Phil Anastasakis - Deputy CEO</i>
<b>Legislation</b>	<i>Local Government Act 1995</i>
<b>Council Role</b>	<i>Executive/Strategic.</i>
<b>Voting Requirement</b>	<i>Simple Majority.</i>
<b>Attachments</b>	<i>12.4.2A - Long Term Financial Plan 2024-2034 12.4.2B – Risk Assessment</i>

**Overview**

Council is requested to consider and endorse the final Long Term Financial Plan 2024/25 -2033/34, which has been updated as part of the annual review of Council's Corporate Business Plan, various Asset Management Plans and Workforce Plan.

A number of minor updates have been made to the draft Long Term Financial Plan – Summary Statement of Financial Activity provided to Council at the 27<sup>th</sup> of March 2024 Ordinary Council meeting, to maintain the Plan in a Surplus position over the entire ten year period. Year one of the Long Term Financial Plan will form the basis of the 2024/25 Annual Budget [Appendix ORD: 12.4.2A].

**Change to Officer Recommendation** - No Change.

**OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION**

108-24      MOVED -      Cr. T G Gardiner      SECONDED –      Cr. L W Davies

**THAT Council endorses the Shire of Dardanup Long Term Financial Plan 2024/25 – 2033/34 [Appendix ORD: 12.4.2A] which demonstrates a financially sustainable position over the next 10 year period.**

CARRIED

6/0

<i>FOR THE MOTION</i>	<i>AGAINST THE MOTION</i>
<i>Cr. T G Gardiner</i>	
<i>Cr L W Davies</i>	
<i>Cr. A L Webster</i>	
<i>Cr. A C Jenour</i>	
<i>Cr. M R Hutchinson</i>	
<i>Cr. T Bell</i>	

**Background**

As part of the Department of Local Government, Sport & Cultural Industries Integrated Planning and Reporting Framework and legislative requirements, Council is to develop a Long Term Financial Plan for a minimum period of ten years.

The Long Term Financial Plan (LTFP) is a ten year rolling plan that incorporates the four-year financial projections accompanying the Corporate Business Plan. It is a key tool in prioritising and ensuring the financial sustainability of the Local Government. Annual Budgets are directly aligned to the Corporate Business Plan and LTFP.

The LTFP identifies key assumptions such as demographic projections, rating base growth, consumer price index, local government cost index, interest rates, etc. Major capital and operational expenditure implications included in the Integrated Planning and Reporting suite are included and specifically referenced in the LTFP.

The LTFP includes strategies regarding:

- Rating Structure;
- Fees and Charges;
- Alternative Revenue Sources;
- Pursuit of Grants;
- Workforce;
- Reserves;
- Debt Funding;
- Asset Disposal; and
- Investment Policy.

For the purposes of the Long Term Financial Plan and based on Council's resolution to apply a 5.5% increase for 2024/25, the following rate increases have been forecast:

Year	24/25	25/26	26/27	27/28	28/29	29/30	30/31	31/32	31/32	32/33
Rate % Increase	5.5	5.10	5.05	5.0	4.8	3.5	3.5	3.5	3.5	3.5
Growth % **	1.45	1.92	1.80	1.91	1.72	1.81	2.22	2.10	2.14	2.19

\*\* Growth projections are based on forecast population growth projections produced by ID.Solutions in early 2023, which indicate a slower growth projection from 27/28 than previously forecast.

### **Legal Implications**

Local Government (Administration) Regulations 1996:

19C. *Strategic community plans, requirements for (Acts. 5.56)*

19DA. *Corporate business plans, requirements for (Acts. 5.56)*

- (1) *A local government is to ensure that a corporate business plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.*
- (2) *A corporate business plan for a district is to cover the period specified in the plan, which is to be at least 4 financial years.*
- (3) *A corporate business plan for a district is to —*
  - (a) *set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government's priorities for dealing with the objectives and aspirations of the community in the district; and*
  - (b) *govern a local government's internal business planning by expressing a local government's priorities by reference to operations that are within the capacity of the local government's resources; and*
  - (c) *develop and integrate matters relating to resources, including asset management, workforce planning and **long term financial planning**.*
- (4) *A local government is to review the current corporate business plan for its district every year.*
- (5) *A local government may modify a corporate business plan, including extending the period the plan is made in respect of and modifying the plan if required because of modification of the local government's strategic community plan.*

- (6) *A council is to consider a corporate business plan, or modifications of such a plan, submitted to it and is to determine\* whether or not to adopt the plan or the modifications.*  
*\*Absolute majority required.*
- (7) *If a corporate business plan is, or modifications of a corporate business plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.*

### **Council Plan**

13.1 - Adopt best practice governance

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

**Environment** - None.

### **Precedents**

The previous Shire of Dardanup Long Term Financial Plan 2023/24 - 2032/33 that was reviewed and adopted last year has formed the foundation of the current Long Term Financial Plan 2024/25 - 2033/34.

Council considered the draft Long Term Financial Plan – Summary Statement of Financial Activity at the 27<sup>th</sup> of March 2024 Ordinary Council meeting.

### **Budget Implications**

Revenue and expenditure forecasts for the next ten years are incorporated within the current Shire of Dardanup Long Term Financial Plan.

### **Budget – Whole of Life Cost**

Financial commitments made within the various plans that form part of the Long Term Financial Plan in the year of the planned activity. This financial commitment will be in the form of:

- a) Project Expenditure;
- b) Equipment acquisition / replacement;
- c) Annual Reserve allocations; and
- d) New borrowings and subsequent loan repayments.

Alteration to financial commitments can be changed by amendment to the relevant plans.

### **Council Policy Compliance**

Council Policy CP018 – *Corporate Business Plan & Long Term Financial Plan* notes that each year with the best endeavours Council aims to consider a budget for adoption by the end of June. To achieve this aim the Long Term Financial Plan (Year 1 = budget) needs to be compiled and finalised within the last weeks of April.

### **Risk Assessment**

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



Tier 2 – ‘Low’ or ‘Moderate’ Inherent Risk.	
Risk Event	Long Term Financial Plan 2024/25 – 2033/34
Inherent Risk Rating (prior to treatment or control)	Moderate (5 - 11)
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.
Risk Category Assessed Against	<div>Legal and Compliance</div> <div>Financial</div> <div>Reputational</div> <div>Legislative requirements and compliance determine the need for the production of a Long Term Financial Plan.</div> <div>The financial implications associated within the elements of the LTFP can affect the financial sustainability of Council.</div> <div>The inclusion of projects and works within the various plans within the LTFP build community expectation.</div>

### Officer Comment

The financial projections within the LTFP have been reviewed and updated based on Councillor and staff input, the 2023/24 mid-year budget review, updated forecasts and long term asset management works programs. The financial elements and plans integrated with the LTFP have been modelled to produce a ten year Rate Setting Statement [Appendix ORD: 12.4.2A], which identifies the projected rate income required to achieve a sustainable financial position.

A full copy of the final Long Term Financial Plan inclusive of the ten year Statement of Financial Position (Rate Setting Statement), detailed Schedules and Notes, is provided as part of the Strategic Financial Plan document, which is being presented to the 22<sup>nd</sup> of May 2024 Ordinary Council Meeting for adoption.

While Council has continued to incur increased costs in material and contract costs, through tight budgetary measures, cost control and additional revenue, an end of year surplus for 2023/24 of \$652,816 is currently forecast. The following table summarises the projected end of year financial position for the next 10 years:

Long Term Financial Plan – 10 Year Financial Forecast											
Year	23/24 Forecast	24/25	25/26	26/27	27/28	28/29	29/30	30/31	31/32	32/33	33/34
\$ Surplus / (Deficit)	652k	465k	316k	262k	391k	669k	1,128k	1,565k	2,169k	2,820k	3,581k

It is anticipated that in next year’s review of the various Asset Management Plans, the surpluses beyond 2027/28 will be allocated towards capital renewal and upgrade works, and increased asset maintenance.

Through the consideration and adoption by Council of the various elements making up the Long Term Financial Plan (ie: Rating Strategy, Debt Management Plan, Fees & Charges, Donations/Community Events, Councillor Fees & Allowances, Asset Management Plans, etc), together with management and staff recommendations, a Long Term Financial Plan has been produced that demonstrates a financially sustainable position for the Shire of Dardanup over the next 10-15 years.

END REPORT

### 12.4.3 Title: Enterprise Resource Planning (ERP) Software Replacement Program - Quarterly Update

<b>Reporting Department</b>	Corporate & Governance Directorate
<b>Responsible Officer</b>	Mr Phil Anastasakis - Deputy CEO
<b>Reporting Officer</b>	Mr Kieran O'Brien - ERP Project Manager
<b>Legislation</b>	Local Government Act 1995
<b>Council Role</b>	Executive/Strategic.
<b>Voting Requirement</b>	Simple Majority.
<b>Attachments</b>	12.4.3A – ERP Quarterly Update Report – Apr 24 12.4.3B – Risk Assessment Tool

#### **Overview**

This report provides Council with a quarterly update on the progression of the ERP Software Replacement Program since Council accepted the tender on the 26<sup>th</sup> of July 2023.

**Change to Officer Recommendation** - No Change.

#### **OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION**

109-24      MOVED -      Cr. M R Hutchinson      SECONDED –      Cr. L W Davies

**THAT Council receive the April 2024 quarterly update report (Appendix ORD: 12.4.3A) on the progression of the ERP Software Replacement Program.**

CARRIED  
6/0

FOR THE MOTION	AGAINST THE MOTION
Cr. T G Gardiner Cr L W Davies Cr. A L Webster Cr. A C Jenour Cr. M R Hutchinson Cr. T Bell	

#### **Background**

The Shire of Dardanup has been progressing the Enterprise Resource Planning (ERP) Software Replacement Program for some time now. Key milestones to date have included:

Date	Milestone Achieved
30 July 2020	Council endorsed the Information & Communication Technology (ICT) Strategic Plan 2020-2030, which identified as the third Priority Project under Objective 1.1 - Review existing and potential future Enterprise Resource Planning (ERP) system.
March 2021	Internal draft report prepared to provide an analysis of Council's existing ERP system (IT Vision SynergySoft), together with the mix of other software systems used to service Council's information management requirements.
May 2021	To provide additional assurance regarding the future direction proposed, an independent ICT consultancy firm (TANGO Information Technology) was engaged to: <ul style="list-style-type: none"> <li>- undertake an operational analysis and functionality audit of the Shire of Dardanup Business Solutions and IT teams to determine the most suitable staffing and resourcing structure required to meet the current and future ICT needs of the Shire as outlined in the ICT Strategic Plan.</li> </ul>

Date	Milestone Achieved
	<ul style="list-style-type: none"> <li>- To conduct a Peer Review of the draft “Assessment Report – Enterprise Resource Planning Software” to enable the new ERP Project Proposal to be presented to Council. This review will include validation of the report assumptions, recommendations, and financial assessment.</li> </ul>
23 August 2021	TANGO presented a summary of their assurance report and its outcomes to Council.
27 October 2021	Council endorsed the development of an EOI (including Procurement Plan) and ERP Business Case.
29 Jun -2022	EOI Submission close on Tenderlink.
22 February 2023	Council endorsed: <ul style="list-style-type: none"> <li>- The Enterprise Resource Planning (ERP) Business Case 2023.</li> <li>- The implementation of a new ERP system for the Shire of Dardanup.</li> <li>- Allocation of adequate increased financial and staffing resources.</li> <li>- Two (2) respondents from the EOI process to progress to a restricted Request for Tender (RFT).</li> </ul>
31-Mar-23	Restricted RFT for the ERP System Project released via Tenderlink to Datacom and Open Office
26 July 2023	Council accepted the tender submission RFT-F0317843 ERP Software Replacement Program, received from Open Office Holdings Pty Ltd.
7 Dec 2023	ERP Contract executed by CEO and Open Office, registered as a vital record.

Due to the significance and complexity of the ERP replacement program, Council has requested that the Chief Executive Officer provides a quarterly report to Council on the progression of the ERP Project [OCM 22-02-2023; Res:29-23]. This report has been compiled in direct response to this decision of Council – see Officer Comment section below.

### **Legal Implications**

Local Government Act 1995

### **Council Plan**

13.1 - Adopt best practice governance.

13.2 - Manage the Shire’s resources responsibly.

13.3 - Investigate and adopt innovative and SMART technologies to improve business efficiencies and the customer experience.

**Environment** - None.

### **Precedents**

This is the third quarterly report to be presented to Council on the progression of the ERP Software Replacement Program.

### **Budget Implications**

At the Ordinary Council Meeting of the 22<sup>nd</sup> of February 2023 Council endorsed the project budget as per the table below, based on the five-year costing.

	CAPITAL COST	Additional Licencing Costs	TOTAL COST OF OWNERSHIP over 5 years (excluding loan costs)
<b>Budget Amount</b> (excluding loan costs):	\$1,758,972 (Ex GST)	\$732,302 (Ex GST)	\$2,491,274 (Ex GST)
	CAPITAL COST	Additional Licencing and Loan Costs	TOTAL COST OF OWNERSHIP over 5 years

	CAPITAL COST	Additional Licencing Costs	TOTAL COST OF OWNERSHIP over 5 years (excluding loan costs)
<b>Budget Amount</b> (including loan costs):	\$1,758,972 (Ex GST)	\$1,602,634 (Ex GST)	\$3,361,606 (Ex GST)

### **Budget – Whole of Life Cost**

The ERP Project has an implementation cost with contingency of \$1,758,972. There is an existing budget of \$160,000 for a Project Manager. This means that the additional expenditure required for the implementation stage is \$1,598,972 over the three financial years.

	2024/25	2025/26	2026/27
Project Costs (Capex)	\$639,871	\$447,041	\$672,060
Less existing budget allocation	\$120,000	\$40,000	\$0
Additional required budget	\$519,871	\$407,041	\$672,660

The new ERP will have a licencing cost over ten years of \$2,768,017 and a loan repayment cost of \$1,818,130. There will be a saving in software licencing for replaced products from the 25/26 financial year of \$1,152,813. There is an existing budget for the ERP of \$1,887,079 over the ten years. The additional expenditure required to implement the new ERP system over the ten years is \$1,546,256.

### **Council Policy Compliance**

Information & Communication Technology (ICT) Strategic Plan 2020-2030.  
ERP Business Case.

### **Risk Assessment**

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

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.		
Risk Event	Enterprise Resource Planning (ERP) Software Replacement Program - Quarterly Update	
Inherent Risk Rating (prior to treatment or control)	Low (1 - 4)	
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.	
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.	
Risk Category Assessed Against	Legal and Compliance	Not adhering to the decision of Council to provide a quarterly report update on the progression of the ERP Project.
	Reputational	Council’s reputation could be viewed negatively if staff do not follow Council’s directive to provide a quarterly report update on the progression of the ERP Project.

**Officer Comment**

Please see the attached ERP Quarterly Update Report in (Appendix ORD: 12.4.3A). This is the third quarterly report to be presented to Council in April 2024, on the progression of the ERP Software Replacement Program.

END REPORT

12.4.4 Title: Quarterly Corporate Performance Report

<b>Reporting Department</b>	Corporate & Governance Directorate
<b>Responsible Officer</b>	Mr Phil Anastasakis - Deputy CEO
<b>Reporting Officer</b>	Mr Phil Anastasakis - Deputy CEO
<b>Legislation</b>	Local Government Act 1995
<b>Council Role</b>	Executive/Strategic.
<b>Voting Requirement</b>	Simple Majority.
<b>Attachments</b>	Appendix ORD: 12.4.4A – Quarterly Corporate Performance Report – January to March 2024; Appendix ORD: 12.4.4B – Risk Assessment Tool

**Overview**

This report presents Council with the attached Quarterly Corporate Performance [QCP] Report for the period January to March 2024 [Appendix ORD: 12.4.4A] in relation to the organisation's performance against the Shire's Corporate Business Plan, Annual Budget, and Grants.

**Change to Officer Recommendation** - No Change.

**OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION**

110-24 MOVED - Cr. A L Webster SECONDED – Cr. A C Jenour

**THAT Council receives the Quarterly Corporate Performance Report for the period January to March 2024 as per [Appendix ORD: 12.4.4A].**

CARRIED

6/0

FOR THE MOTION	AGAINST THE MOTION
Cr. T G Gardiner	
Cr L W Davies	
Cr. A L Webster	
Cr. A C Jenour	
Cr. M R Hutchinson	
Cr. T Bell	

**Background**

The last Quarterly Corporate Performance Report was presented to Council on the 31<sup>st</sup> of January 2024 and covered the period of October 2023 to December 2023.

**Legal Implications** - None.

**Council Plan**

13.1 - Adopt best practice governance.

13.2 - Manage the Shire's resources responsibly.

**Environment** - None.

**Precedents** -

Quarterly Corporate Performance Reports [QCP] were first introduced and presented to Council in October 2021. Council endorses the report each Quarter. The QCP is provided in accordance with the

Chief Executive Officer Key Performance Indicators set by Council. The report details the delivery of initiatives contained within the Council plan; and delivery of the Capital Works Program contained within the Annual Budget.

**Budget Implications** - None.

#### **Budget – Whole of Life Cost**

As there is no asset being created as a result of this report, there will be no whole of life cost implications.

**Council Policy Compliance** - None.

#### **Risk Assessment**

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to [Appendix ORD: 12.4.4B] for full assessment document.

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.	
Risk Event	Chief Executive Officer Quarterly Corporate Performance Report
Inherent Risk Rating (prior to treatment or control)	Moderate (5 - 11)
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.
Risk Category Assessed Against	Reputational The Shire not achieving against the Corporate Plan could jeopardise the Shire’s brand.

#### **Officer Comment**

The Quarterly Corporate Performance Reports [QCP] is presented to Council for noting. Matters raised within the report that require further Council decisions will be presented to Council as part of a separate Council report.

END REPORT

## 12.4.5 Title: Monthly Statement of Financial Activity for the Period Ended on the 31<sup>st</sup> of March 2024

<b>Reporting Department:</b>	Corporate & Governance Directorate
<b>Responsible Officer</b>	Mrs Natalie Hopkins - Manager Financial Services
<b>Reporting Officer</b>	Mr Ricky Depillo - Accountant
<b>Legislation</b>	Local Government Act 1995
<b>Council Role</b>	Executive/Strategic.
<b>Voting Requirement</b>	Simple Majority.
<b>Attachments</b>	Appendix ORD: 12.4.5A – Monthly Financial Report – 31 <sup>st</sup> of March 2024 Appendix ORD: 12.4.5B – Risk Assessment

### **Overview**

This report presents the monthly Financial Statements for the period from the 1<sup>st</sup> of July 2022 to the 31<sup>st</sup> of March 2024 for Council endorsement.

**Change to Officer Recommendation** - No Change.

### **OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION**

111-24      MOVED -      Cr. M R Hutchinson      SECONDED –      Cr. A C Jenour

**THAT Council: receives the Monthly Statement of Financial Activity [Appendix ORD: 12.4.5A] for the period ended on the 31st of March 2024.**

CARRIED  
6/0

FOR THE MOTION	AGAINST THE MOTION
Cr. T G Gardiner Cr L W Davies Cr. A L Webster Cr. A C Jenour Cr. M R Hutchinson Cr. T Bell	

### **Background**

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

### **Legal Implications**

#### **Local Government Act 1995 – Section 6.4**

##### **6.4. Financial Report**

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



**Local Government (Financial Management) Regulations 1996 r. 34****Part 4 — Financial Reports — s. 6.4****34. Financial activity statement required each month (Act s. 6.4)****(1A) In this regulation—**

**committed assets** means revenue unspent but set aside under the annual budget for a specific purpose.

**(1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —**

- (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and**
- (b) budget estimates to the end of the month to which the statement relates; and**
- (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; and**
- (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and**
- (e) the net current assets at the end of the month to which the statement relates.**

**(2) Each statement of financial activity is to be accompanied by documents containing —**

- (a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets; and**
- (b) an explanation of each of the material variances referred to in subregulation (1)(d); and**
- (c) such other supporting information as is considered relevant by the local government.**

**(3) The information in a statement of financial activity may be shown —**

- (a) according to nature and type classification; or**
- (b) by program; or**
- (c) by business unit.**

**(4) A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be —**

- (a) presented at an ordinary meeting of the Council within 2 months after the end of the month to which the statement relates; and**
- (b) recorded in the minutes of the meeting at which it is presented.**

**(5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.**

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

**Council Plan****13.1 - Adopt best practice governance.**

**Environment** - None.

### **Precedents**

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

### **Budget Implications**

The financial activity statement compares budget estimates to actual expenditure and revenue to the end of the month to which the statement relates. Material variances and explanations of these are included in the notes that form part of the report. Although the statement has no direct budget implications, any identified permanent budget variances are adopted separately by the Council as part of specific project approval or periodic budget review reporting.

**Budget – Whole of Life Cost** - None.

### **Council Policy Compliance**

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

### **Risk Assessment**

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

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

### **Officer Comment**

The Monthly Financial Report for the period ended on the 31 of March 2024 is contained in [Appendix ORD: 12.4.5A] and consists of:

- Statement of Financial Activity by Nature – including Net Current Assets (liquidity)
- Statement of Comprehensive Income by Program

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

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

The statement includes the end-of-year surplus brought forward from 2022/23. When the 2023/24 Budget was adopted in June 2023, this surplus was estimated to be \$332,558. After completion of audited accounts, the actual surplus was reduced to \$278,067.

While the estimated surplus at 30 June 2024 in the adopted 2023/24 budget was \$179,736, as a result of a series of budget amendments and budget review adopted by Council since July 2023 to March 2024 the revised/amended 2023/24 budget will result in a surplus of \$103,425.

As at the time of preparation of this monthly report, officers forecast the surplus at the 30<sup>th</sup> of June 2024 will be \$652,816. This is an improved position from revised/amended 2023/24 budget surplus of \$103,425. This forecast is based on known variances in actual performance in the year to date and estimates for the remainder of the year based on current trends in revenue and expenses. The most significant contributors to this forecast surplus position include:

- Increase of \$185,000 net additional interest income from cash investments due to higher than anticipated interest rates;
- Increase of \$132,500 in the Retail Sales Café and Fees & Charges : Memberships and Court hire as per budget review adoption;
- Increase of \$153,379 in the following Cost Centres: Fitness and Retail Sales;
- Increase of \$112,554 in Salaries and Wages due to vacancies to be filled up during the current Financial Year.

*Note 2* – Contains explanations for items with a material variance. Actual values for the year-to-date are compared to the year-to-date budget to present a percentage variance as well as the variance amount. The minimum level adopted by Council to be used in the Statement of Financial Activity in 2023/24 for reporting material variances is 10% or \$50,000, whichever is greater.

The most significant reported material budget variances relate to:

- Timing of delivery of capital works program. Whilst costs incurred to date on major building projects (including the new Administration Centre & Library and Fishwick Pavilion) are ahead of the budgeted timing, construction on several roads, bridges and parks projects are yet to have any significant payments recorded;
- Changeover of motor vehicles due to ongoing delays in availability of specific models;

- Timing of New loan for Eaton administration/Library not yet raised;
- Timing of transfers to reserve account are made upon receipt of the interest whereas the budget of these transfer is to be made later in the year;
- Timing of Grants not yet received from CSRFF, RRG and DFES.

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

END REPORT

12.4.6 Title: Schedule of Paid Accounts as at the 31<sup>st</sup> of March 2024

<b>Reporting Department</b>	<i>Corporate &amp; Governance Directorate</i>
<b>Responsible Officer</b>	<i>Mrs Natalie Hopkins - Manager Financial Services</i>
<b>Reporting Officer</b>	<i>Ms Joanna Hanson</i>
<b>Council Role</b>	<i>Local Government (Financial Management) Regulations 1996</i>
<b>Voting Requirement</b>	<i>Executive/Strategic.</i>
<b>Attachments</b>	<i>Appendix ORD: 12.4.6 – Risk Assessment</i>

**Overview**

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

**Change to Officer Recommendation** - No Change.

**OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION**

112-24      MOVED -      Cr. L W Davies      SECONDED –      Cr. M R Hutchinson

**THAT Council receives the Schedule of Paid Accounts report from 01/03/2024 to 31/03/2024 as follows:**

**SHIRE OF DARDANUP**  
**31-03-2024 Schedule of Paid Accounts**

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
<b>ELECTRONIC FUNDS TRANSFER</b>					
EFT55178	07/03/2024	Amity Signs	Street Signs - 6 x Shire Locations	MUNI	1,905.20
EFT55179	07/03/2024	Ampol Australia Petroleum Pty Ltd	Shire Vehicles Fuel Usage - February 2024	MUNI	16,822.13
EFT55180	07/03/2024	Andrew White	Reimburse Starlink Internet Invoice 22/02-21/03/2024 - J/C Brook BFB - ESL Recurrent Exp	MUNI	139.00
EFT55181	07/03/2024	Austin Ietto	Refund Kerb Bond: Lot 454 (#153) Padbury Road, Dardanup West - A10880 - Ref 90268	MUNI	620.00
EFT55182	07/03/2024	Australia Post	Monthly Postage Cost - February 2024 & Final Rates Instalment Mailout	MUNI	2,889.63
EFT55183	07/03/2024	Australian Tax Office	PAYG - Payrun: 01/03/2024	MUNI	98,931.00
EFT55184	07/03/2024	B & B Street Sweeping Pty Ltd	Kerb & Parking Bay Sweeping: Swan Ave, Gascoyne Circle & Avon Gardens	MUNI	891.00
EFT55185	07/03/2024	Beilby Downing Teal Pty Ltd	Recruitment Fees for Manager Development Services	MUNI	4,675.00
EFT55186	07/03/2024	BOC Ltd	R400C Oxygen Medical C Size: February 2024 - ERC	MUNI	12.94
EFT55187	07/03/2024	Boyles Plumbing and Gas	Investigate and Repair Urinal - Dardanup Hall Public Toilet	MUNI	214.50
EFT55188	07/03/2024	Brett Hodgson	ERC Umpire Payment: 06/03/2024	MUNI	135.00
EFT55189	07/03/2024	Brownes Foods Operations Pty Ltd	ERC - Cafe Goods	MUNI	283.36
EFT55190	07/03/2024	Bunbury Auto Electrics	Check Beacon Failing Intermittently. Replace Faulty Switch & Test - DA648	MUNI	74.90
EFT55191	07/03/2024	Bunbury Stabilised Earth	War Service Personnel Memorial Project Dardanup - Supply Rammed Earth Wall for Plaques	MUNI	1,650.00
EFT55192	07/03/2024	Cameron Baker	ERC Umpire Payment: 06/03/2024	MUNI	108.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
EFT55193	07/03/2024	Carbone Brothers Pty Ltd	Gravel Delivered to Shire Pit for Road Maintenance - Henty Rd & Limestone - Hayward St Bus Bay	MUNI	7,915.30
EFT55194	07/03/2024	Cater Central Pty Ltd	10Lt Urn & 20Lt Urn - New SoD Admin/Library Building	MUNI	790.90
EFT55195	07/03/2024	Christine Worsfold	ERC Umpire Payment: 05/03/2024	MUNI	54.00
EFT55196	07/03/2024	Civil Projects Southwest	Bobcat Hire for Roadside Drain Cleaning & Install Hardstand: 26-28/02/2024 - Henty Road	MUNI	3,811.50
EFT55197	07/03/2024	Civilcon WA	Refund Kerb Bond: A10502	MUNI	1,703.00
EFT55198	07/03/2024	Cleanaway Solid Waste Pty Ltd	Waste Disposal - Crooked Brook Rd & Banksia Rd	MUNI	6,338.85
EFT55199	07/03/2024	CLPS Pty Ltd Atf The CLPS Unit Trust	Refund Partial BA1, BCITF & BSL Levy Due to Amendment on Building Application # 23240285 - Receipt # 153783	MUNI	1,174.25
EFT55200	07/03/2024	Coast Enterprises Pty Ltd	Refund Kerb Bond: A4100	MUNI	1,041.60
EFT55201	07/03/2024	Connectiv	Installation & Testing of Network Switching Devices & Wireless Access Points - New SoD Admin/Library Building	MUNI	4,394.50
EFT55202	07/03/2024	Country Water Solutions	Reticulation Maintenance & Repairs - Millbridge Verges	MUNI	77.81
EFT55203	07/03/2024	Craven Foods & Bidfood Bunbury	ERC - Cafe Goods	MUNI	577.90
EFT55204	07/03/2024	Dapco Tyre and Auto Centre	Service - DA994 & DA004	MUNI	1,154.24
EFT55205	07/03/2024	Dardanup Delights	Refund Duplicate Payment of Debtor 23157 Inv # 33925 - Receipt # 152613	MUNI	105.00
EFT55206	07/03/2024	De Coppi Developments	Refund Kerb Bond: A9533	MUNI	800.00
EFT55207	07/03/2024	Deputec Pty Ltd	ERC - Roster Scheduling: February 2024	MUNI	272.91
EFT55208	07/03/2024	Donna Bastow	ERC Umpire Payment: 06/03/2024	MUNI	135.00
EFT55209	07/03/2024	Eaton Trophies	Extrusion, Number Plates & Engraving, End Caps - New SoD Admin/Library Building	MUNI	2,328.20
EFT55210	07/03/2024	Ebony Gene Jones	ERC Umpire Payment: 05/03/2024	MUNI	44.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
EFT55211	07/03/2024	Farnell Constructions Pty Ltd	Refund Kerb Bond: A9611	MUNI	500.00
EFT55212	07/03/2024	Fit2Work	Monthly Invoice for Police Checks: February 2024	MUNI	81.18
EFT55213	07/03/2024	Hardhat Media Pty Ltd	Additional Charges for Additional 4 Months Rental & Removal Charges - Eaton Oval Clubrooms	MUNI	4,279.00
EFT55214	07/03/2024	Home Group WA South West Pty Ltd	Refund Kerb Bond: A10814	MUNI	600.00
EFT55215	07/03/2024	HP Financial Services (Australia) Pty Ltd	Repayment: Lease 19 - Sophos Firewalls x 2 2019 # 5485057843AUS2 - 01/04-30/06/2024	MUNI	1,963.50
EFT55216	07/03/2024	Jason Whoriskey	Refund of 11 x Unused Personal Training Sessions #16806	MUNI	440.00
EFT55217	07/03/2024	John Thompson	ERC Umpire Payment: 06/03/2024	MUNI	81.00
EFT55218	07/03/2024	Kate Louise Maloney	Early Year Workshop - Parental Art Program - Workshop 29/02/2024	MUNI	300.00
EFT55219	07/03/2024	Kenny Pomare	ERC Umpire Payment: 06/03/2024	MUNI	81.00
EFT55220	07/03/2024	Kent Lyon Architect	Superintendent's Representative Additional Fees - New SoD Admin/Library Building - February 2024	MUNI	9,438.00
EFT55221	07/03/2024	Kiara Shaddick	Reimburse Purchase of Items for Cafe - ERC	MUNI	35.67
EFT55222	07/03/2024	KMART	ERC - Vacation Care Items	MUNI	301.50
EFT55223	07/03/2024	Lachlan Burgess	Reimburse Working With Children's Check	MUNI	87.00
EFT55224	07/03/2024	Les Mills Asia Pacific	ERC - Group Fitness Program Monthly Subscription: March 2024	MUNI	1,568.34
EFT55225	07/03/2024	Leschenault Catchment Council Inc	Summer in Your Park Activity - 1 x Possum Night Walk	MUNI	756.25
EFT55226	07/03/2024	Lions Club of Eaton	Donation for Parking and Crossing at Movies by Moonlight	MUNI	200.00
EFT55227	07/03/2024	Little Birdie Bar	Collection of Vouchers Used at Summer Sounds Event - Burekup	MUNI	15.00
EFT55228	07/03/2024	M & J Essential Solutions Pty Ltd	EAP Consultations 2023-2024	MUNI	150.00
EFT55229	07/03/2024	Margery Ann Stevens	ERC Umpire Payment: 05/03/2024	MUNI	44.00



PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
EFT55230	07/03/2024	Mathew Barbetti	Crossover Rebate - A12086	MUNI	286.20
EFT55231	07/03/2024	Mckayhla Pomare	ERC Umpire Payment: 06/03/2024	MUNI	108.00
EFT55232	07/03/2024	MDC Legal	Industrial Relations Advice - Issuing Lawful & Reasonable Direction & Duty of Care	MUNI	1,446.50
EFT55233	07/03/2024	Onsite Rental Group	1 x Lighting Tower Hire for Eaton Movies by Moonlight Event - Site Delivery and Collection Included With Hire Fee	MUNI	457.19
EFT55234	07/03/2024	Perfect Landscapes	Mowing - 4 x Shire Locations	MUNI	550.00
EFT55235	07/03/2024	PFI Supplies	Cleaning Products - ERC, Dardanup Office, Don Hewison Public Toilets, Boyanup-Picton Rd Public Toilets	MUNI	1,279.80
EFT55236	07/03/2024	Phil Anastasakis	Reimburse Parking & Vehicle Windscreen Wipers Purchases	MUNI	80.52
EFT55237	07/03/2024	Proven Project Management	External Project Management Services - New SoD Administration Building/Library Project - January 2024	MUNI	10,327.90
EFT55238	07/03/2024	Red Ink Homes Southwest Pty Ltd	Refund Kerb Bond: A10724	MUNI	630.00
EFT55239	07/03/2024	Regional Media Specialists P/L	Advertising Space in Monthly Community News Page - Bunbury Herald Newspaper: February 2024	MUNI	1,001.00
EFT55240	07/03/2024	Robert's Tilt Tray and Hiab	Hiab Hire for Speed Monitor: 29/02/2024 - Hutchinson Road	MUNI	453.75
EFT55241	07/03/2024	Savanna Sky Bishop	Refund Upfront Gym Fees Paid - Membership Cancellation	MUNI	30.00
EFT55242	07/03/2024	Scope Business Imaging	Parts for Printer Maintenance - Admin OH	MUNI	2,935.90
EFT55243	07/03/2024	Securepay Pty Ltd	Bank Fees - 2023-2024 Securepay Web & IVR Merchant ID ZQA00 - February 2024	MUNI	3.65
EFT55244	07/03/2024	Security4Transit	Security Tags - ERC	MUNI	320.10
EFT55245	07/03/2024	Services Australia - Child Support Agency	Employee Payroll Deduction PPE	MUNI	502.62
EFT55246	07/03/2024	Shire of Dardanup	Refund Kerb Bond: A9360	MUNI	500.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
EFT55247	07/03/2024	Signs Plus	Staff Badges - ERC	MUNI	166.00
EFT55248	07/03/2024	South West Tree Safe	Property Clearance Pruning - Sindhi Park	MUNI	3,080.00
EFT55249	07/03/2024	Studio Milton	Council Chamber Meeting Tables With Pop up Power Outlet/Cable Aperture	MUNI	33,333.63
EFT55250	07/03/2024	Susan Taft Buckley	Rates Refund for Assessment A7309	MUNI	799.00
EFT55251	07/03/2024	Synergy	Electricity Account for 9 x Shire Locations	MUNI	15,858.72
EFT55252	07/03/2024	Te Wairimu Elinor Pomare	ERC Umpire Payment: 06/03/2024	MUNI	108.00
EFT55253	07/03/2024	Telair Pty Ltd	Library NBN Enterprise Ethernet Service - ECL: February 2024	MUNI	658.90
EFT55254	07/03/2024	Telstra	Telephone and Various Lines for Eaton Admin Centre & West Dardanup BFB	MUNI	4,214.43
EFT55255	07/03/2024	The Cafe Merchant	Lunch For Councillors FOGO Tour - 13/02/2024	MUNI	159.00
EFT55256	07/03/2024	The Trustee for AM2 & FM2 Trust	Monthly Subscription for Myosh Classic Plus: February 2024	MUNI	740.30
EFT55257	07/03/2024	Thompson Surveying Consultants	Feature & Topographic Survey & Service Locations: Moore Road - Busher Road Intersection Upgrade	MUNI	8,819.80
EFT55258	07/03/2024	TPG Network Pty Ltd	NBN EE 1Gbps IP Line: March 2024	MUNI	3,683.29
EFT55259	07/03/2024	Tutt Bryant Hire	Roller Hire - Dowdells Line & Bobcat Hire - Ferguson Rd	MUNI	2,716.67
EFT55260	07/03/2024	Veolia Recycling & Recovery Pty Ltd	Cardboard Recycling & Weekly Emptying of 3 x Commingled Recycling Skips for Waste Transfer Station: February 2024	MUNI	1,143.28
EFT55261	07/03/2024	WA Hospitality Supply	New Cutlery & Crockery - New SoD Admin/Library Building	MUNI	12,712.40
EFT55262	07/03/2024	West Oz Linemarking	Reinstate Car Park Line Marking - Eaton Oval Clubrooms	MUNI	2,178.00
EFT55263	07/03/2024	Western Power	Busher Rd - WP Design Fee as Per CORPB0708564	MUNI	1,320.00
EFT55264	07/03/2024	Woolworths Group Limited - Online Order Only		MUNI	1,780.88

*Eaton Office Staff Kitchen & Council Chambers*

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
			<i>Catering for Fishwick Pavilion Opening</i>	236.95	
			<i>Kitchen Supplies: Eaton Office, Council Chambers &amp; Dardanup Office</i>	101.14	
			<i>Kitchen Supplies: Eaton Office &amp; Council Chambers</i>	274.13	
			<i>ERC - Cafe Goods</i>	275.17	
			<i>ERC - Cafe Goods</i>	264.21	
			<i>ERC - Cafe Goods</i>	213.78	
			<i>CEO 15 Breakfast &amp; Kitchen Supplies - Depot</i>	186.36	
EFT55265	07/03/2024	Woolworths Group Limited - Openpay Portal		MUNI	1,335.58
			<i>Catering for Youth Advisory Group Meeting</i>	32.40	
			<i>Catering for Youth Advisory Group Meeting</i>	29.91	
			<i>Milk - Eaton Office Staff Kitchen</i>	23.00	
			<i>Milk - Eaton Office Staff Kitchen</i>	28.75	
			<i>Milk - Eaton Office Staff Kitchen</i>	34.50	
			<i>Milk - Eaton Office Staff Kitchen</i>	23.00	
			<i>Milk - Eaton Office Staff Kitchen</i>	28.75	
			<i>OCM Afternoon Tea</i>	6.66	
			<i>Soft Drink - Council Chambers &amp; Agenda Forum Snacks</i>	18.09	
			<i>Digital Connection Community Program Catering</i>	64.15	
			<i>Digital Connection Community Program Catering</i>	57.95	
			<i>ERC - Café Goods</i>	96.01	
			<i>ERC - Café Goods</i>	49.75	
			<i>Staff Leaving Gift Purchase</i>	100.00	
			<i>ERC - Café Goods</i>	70.10	
			<i>Staff Leaving Gift Purchase</i>	200.00	
			<i>ERC - Café Goods</i>	57.85	
			<i>Employee Recognition of Service Voucher</i>	250.00	
			<i>Staff Leaving Morning Tea</i>	121.81	
			<i>Staff Leaving Morning Tea</i>	42.90	
			<i>ERC - Café Goods</i>	125.54	
EFT55266	07/03/2024	Work Clobber	Uniform - Animal Control	MUNI	71.10
EFT55267	07/03/2024	Zipform Pty Ltd	2023-2024 Instalment Notices - Printing Collation and Lodgement	MUNI	1,428.12
EFT55268	14/03/2024	A1 Sign Shop	Hi-Vis Ranger Striping and Lettering to Canopy Windows - DA8222	MUNI	861.96
EFT55269	14/03/2024	Activ Foundation Inc	Maintenance Works - Primrose Vista Nature Playground & Softfall Sand - Eaton Foreshore	MUNI	6,898.92

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
EFT55270	14/03/2024	Allen Edwin Harslett	Rates Refund for Assessment A2413	MUNI	799.00
EFT55271	14/03/2024	AMD Audit and Assurance Pty Ltd	2023-2024 Regulation 17 Review Audit - RFQ-F0346274	MUNI	13,200.00
EFT55272	14/03/2024	Andre Van Der Merwe	Reimburse Coffee Van Purchases - CEO 15 Breakfast @ Depot	MUNI	87.00
EFT55273	14/03/2024	Aquila Food Forest	Sustainable Living Workshop: 14/03/2024	MUNI	300.00
EFT55274	14/03/2024	Ashtyn Paterson	Refund Due to Change & Cancellation of Court Hire	MUNI	80.00
EFT55275	14/03/2024	BCE Surveying Pty Limited	BORR - Mark Out Centre Line for Repaired Section - Dowdells Line	MUNI	2,912.25
EFT55276	14/03/2024	Bluesteel Enterprises Pty Ltd	Polarised Safety Glasses - Ferguson & Waterloo BFB - ESL Recurrent Exp	MUNI	470.25
EFT55277	14/03/2024	Boyles Plumbing and Gas	Pump Replacement - Zip Water Heater - Depot	MUNI	806.03
EFT55278	14/03/2024	Brett Hodgson	ERC Umpire Payment - 13/03/2024	MUNI	162.00
EFT55279	14/03/2024	Bunbury Geographe Chamber of Commerce and Industry	14 x Tickets to International Women's Day Lunch	MUNI	980.00
EFT55280	14/03/2024	Bunbury Harvey Regional Council	Kerbside FOGO & Green Waste Processing: February 2024	MUNI	16,385.66
EFT55281	14/03/2024	Bunbury Mower Service	Hedge Trimmer Repair & 2 x Air Filters - Sundry Plant	MUNI	190.45
EFT55282	14/03/2024	Bunnings Group Limited	Repairs/Maintenance Items - Depot, ERC & Burekup Skate Park	MUNI	792.49
EFT55283	14/03/2024	Cameron Baker	ERC Umpire Payment - 13/03/2024	MUNI	108.00
EFT55284	14/03/2024	Christine Worsfold	ERC Umpire Payment - 12/03/2024	MUNI	54.00
EFT55285	14/03/2024	Citygate Properties Pty Ltd	Eaton Fair Vouchers for Promotions - ERC	MUNI	400.00
EFT55286	14/03/2024	Civil Projects Southwest	Bobcat Hire For Drain Cleaning - Henty Road & Digger Hire for Grave Preparation	MUNI	4,416.50
EFT55287	14/03/2024	Cleanaway Solid Waste Pty Ltd	Waste Disposal - Crooked Brook Road	MUNI	2,784.13
EFT55288	14/03/2024	Cobey Brown	ERC Umpire Payment - 13/03/2024	MUNI	81.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
EFT55289	14/03/2024	Construction Training Fund : BCITF	BCITF Remittance - February 2024	MUNI	485.25
EFT55290	14/03/2024	Country Landscaping Pty Ltd	Reticulation Maintenance & Repairs - Numerous Shire Locations	MUNI	14,169.78
EFT55291	14/03/2024	Cross Security Services	Alarm Monitoring 7 x Shire Buildings: January - March 2024	MUNI	1,001.00
EFT55292	14/03/2024	CS Legal	2023/2024 Debt Recovery - March 2024	MUNI	3,008.00
EFT55293	14/03/2024	Dapco Tyre and Auto Centre	Replace Tyres & Rims - VMB Trailer & Puncture Repair - DA993	MUNI	445.00
EFT55294	14/03/2024	Daryl Fishwick	ERC Umpire Payment - 13/03/2024	MUNI	27.00
EFT55295	14/03/2024	Data #3 Limited	WIFI & Licence - Admin OH	MUNI	3,435.26
EFT55296	14/03/2024	Department of Mines, Industry, Regulations & Safety (DMIRS) - BSL	BSL Remittance - February 2024	MUNI	5,088.82
EFT55297	14/03/2024	Department of Planning, Lands and Heritage	Refund DAP-F0361009 - Lot 504 (5) Hardisty Court, Picton East	MUNI	9,268.00
EFT55298	14/03/2024	Department of Water and Environmental Regulation	L8888 Licence Annual Fee - Banksia Road Site	MUNI	347.60
EFT55299	14/03/2024	Diesel Force	Service Grader & Replace Blade Slide Wear Strips - DA698, Repair Broom - DA2833	MUNI	9,986.11
EFT55300	14/03/2024	Donna Bastow	ERC Umpire Payment - 13/03/2024	MUNI	135.00
EFT55301	14/03/2024	Duxton Hotel Perth	Accommodation, Meal, Parking 22/02/2024 - Cr. Tony Jenour - WALGA Emergency Management for LG Leaders	MUNI	318.00
EFT55302	14/03/2024	Electrical Experts (WA) Pty Ltd	Maintenance on Lights - Glen Huon Oval	MUNI	1,371.70
EFT55303	14/03/2024	Ella Rafferty	Reimburse Uniform Purchase	MUNI	100.00
EFT55304	14/03/2024	Elliotts Irrigation Pty Ltd	Iron Filter Service - Millbridge Lakes & Watson Reserve - February 2024	MUNI	640.20
EFT55305	14/03/2024	Equans Mechanical Services Australia Pty Ltd	Repairs to Air Con Unit in Gym (Functional Training Area) - ERC	MUNI	1,894.20

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
EFT55306	14/03/2024	Fleet Network Pty Ltd	Payroll Clearing - Novated Lease Liability - Pre Tax	MUNI	682.79
EFT55307	14/03/2024	Fortus Group	Grader Blade - DA698	MUNI	1,677.37
EFT55308	14/03/2024	Glen Huon Primary School P & C Association	Quick Response Event Grant - School Fundraiser Movie Night	MUNI	500.00
EFT55309	14/03/2024	Grace Records Management	Records Management External - Storage, Destruction & Consumables	MUNI	194.72
EFT55310	14/03/2024	IPWEA - WA Division	Gala Dinner Ticket - 2 x Staff, 2 x Councillors	MUNI	990.00
EFT55311	14/03/2024	J A K Civil Pty Ltd	Hire Truck & Water Cart - Henty Road & Quadrio Road	MUNI	9,293.00
EFT55312	14/03/2024	Jennifer May Lang	Rates Refund for Assessment A3615	MUNI	799.00
EFT55313	14/03/2024	Jessica Forsyth	Reimburse Uniform Purchase	MUNI	50.00
EFT55314	14/03/2024	John Thompson	ERC Umpire Payment - 13/03/2024	MUNI	81.00
EFT55315	14/03/2024	Judith Franks	Reimburse Uniform Purchase	MUNI	269.85
EFT55316	14/03/2024	Just Property Management	Rates Refund for Assessment A3003	MUNI	610.65
EFT55317	14/03/2024	Kenny Pomare	ERC Umpire Payment - 13/03/2024	MUNI	54.00
EFT55318	14/03/2024	Krystle Harrison	Reimburse Uniform Purchase	MUNI	50.00
EFT55319	14/03/2024	Lauren Kenyon	Refund Vacation Care Fees Due to CCS Error - ERC	MUNI	279.87
EFT55320	14/03/2024	Luke Wilkinson	ERC Umpire Payment - 13/03/2024	MUNI	162.00
EFT55321	14/03/2024	Malatesta Road Paving and Hotmix	Emulsion - Martin Pelusey Road	MUNI	320.00
EFT55322	14/03/2024	Mantrac	Vegetation to be Cleared Prior to Fence Reinstatement - Dardanup Cemetery	MUNI	2,420.00
EFT55323	14/03/2024	Margery Ann Stevens	ERC Umpire Payment - 12/03/2024	MUNI	44.00
EFT55324	14/03/2024	MCG Architects Pty Ltd	Architectural Services - Burekup Hall & Civic Precinct, Dardanup Hall & New SoD Admin/Library Building	MUNI	11,330.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
EFT55325	14/03/2024	Melanie May Ring	Reimburse Uniform Purchase	MUNI	10.00
EFT55326	14/03/2024	Melissa's Artistic Scope	Final Payment for Artist - Reconciliation Action Plan Mural	MUNI	2,000.00
EFT55327	14/03/2024	Miranda Sue Lydon	Refund Partial Dog Registration Fee Due to Sterilisation	MUNI	25.83
EFT55328	14/03/2024	Moore Australia (WA) Pty Ltd	Audit of 22/23 Roads to Recovery & LRCI Programs	MUNI	6,600.00
EFT55329	14/03/2024	Naturaliste Hygiene	Sharps Disposal Service March 2024 - Eaton Foreshore & Watson Reserve Public Toilets	MUNI	176.55
EFT55330	14/03/2024	Nightguard Security Service SW	Alarm Monitoring - February 2024: Eaton Administration Building & Eaton Football Club Pavilion	MUNI	418.00
EFT55331	14/03/2024	Officeworks Superstores Pty Ltd	Stationery Expense - Admin O/H	MUNI	126.59
EFT55332	14/03/2024	Perfect Landscapes	Weekly Reserves & Lawn Mowing Week Commencing 05/03/2024	MUNI	9,597.51
EFT55333	14/03/2024	PFI Supplies	ERC - Cleaning Products	MUNI	188.70
EFT55334	14/03/2024	Rain Bird Australia Pty Ltd	Rain Bird Global Service Plan - 3 Year Agreement - 3 x Shire Locations	MUNI	1,316.70
EFT55335	14/03/2024	Rosalie Margaret Fox	Rates Refund for Assessment A3791 38 Murdoch Crescent Eaton WA 6232	MUNI	799.00
EFT55336	14/03/2024	RTV Computers Pty Ltd	Network Cables for New SoD Admin/Library Building	MUNI	2,353.73
EFT55337	14/03/2024	Sharon Peta Howell	Refund Upfront Gym Membership Fees Due to Cancellation	MUNI	259.19
EFT55338	14/03/2024	Shire of Dardanup	BA1 - BSL Levy - Building Application # 23240302	MUNI	123.30
EFT55339	14/03/2024	SJ Traffic Management	Traffic Control - Henty Road & St Helena Road	MUNI	9,169.05
EFT55340	14/03/2024	Smartech Systems Oceania Pty Ltd	Children's Area: Interactive Touch Table Green 32" & Interactive Touch Table Blue 32" - BB Grant Funded - ECL	MUNI	6,979.99
EFT55341	14/03/2024	SMR Psychology	Employee Assistance Consultations	MUNI	203.50
EFT55342	14/03/2024	South West Tree Safe	Tree Pruning - St Helena Road & Dowdells Line	MUNI	7,700.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
EFT55343	14/03/2024	Stacey Gillespie	Reimburse Childcare Costs: 27/09/2023 - Ordinary Council Meeting	MUNI	367.50
EFT55344	14/03/2024	Summit Homes Group Trust	Refund Kerb Bonds: A10247, A10059, A11172 & A1120	MUNI	3,377.18
EFT55345	14/03/2024	Synergy	Electricity Account - 28 x Shire Locations	MUNI	8,598.83
EFT55346	14/03/2024	Telstra	Staff Mobiles & Tablets & Dardanup Office Fax	MUNI	3,578.76
EFT55347	14/03/2024	Therese Price	ERC Umpire Payment - 12/03/2024	MUNI	54.00
EFT55348	14/03/2024	Tiana Fraser	ERC Umpire Payment - 12/03/2024	MUNI	44.00
EFT55349	14/03/2024	Total Hygiene	Fortnightly Sanitary Disposal Service (Annual) - Burekup Tennis Toilets	MUNI	385.00
EFT55350	14/03/2024	Traffic Force	Traffic Control: 06-08/03/2024 - Henty Road	MUNI	6,496.40
EFT55351	14/03/2024	WA Carpet Supermarket	Remove & Dispose of Old Carpet. Supply & Re-Lay New Commercial Carpet in Main Clubroom - Ins Claim - Storm Damage to Wells Rec Ground Hall	MUNI	5,900.00
EFT55352	14/03/2024	WALGA	Emergency Management for Local Government Leaders 23/02/2024 - Cr Tony Jenour, Theo Naude & Stephen Loiterton	MUNI	1,298.00
EFT55353	14/03/2024	Wayne Malcolm Howell	Refund Upfront Gym Membership Fees Due to Cancellation	MUNI	259.19
EFT55354	14/03/2024	Wheel Easy Australia Pty Ltd	Delivery, Collection & 2 Weeks Hire of Small Office Crates - Office Relocation - New SoD Admin/Library Building	MUNI	1,050.00
EFT55355	14/03/2024	Woodlands	Bin Retainer Unit: 4 x Shire Locations	MUNI	3,364.24
EFT55356	14/03/2024	Work Clobber	Protective Clothing - Public Works	MUNI	634.50
EFT55357	14/03/2024	Workwise Australia	Detailed Design Fees - Multiple Shire Locations	MUNI	21,330.65
EFT55358	14/03/2024	Zipform Pty Ltd	500 A4 Base Stock - Rate Notice (Delivery Included)	MUNI	586.66
EFT55359	21/03/2024	Access Wellbeing Services	Employee Assistance Consultations and Services	MUNI	594.00
EFT55360	21/03/2024	Acumentis South West (WA)	Market Valuation - 35 Martin Pelusey Road	MUNI	1,500.00
EFT55361	21/03/2024	Andrea Strapp	Reimburse Uniform Purchase	MUNI	142.00



PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
EFT55362	21/03/2024	Angela Jayne Brooke	CPR Refresher - 14 x Students	MUNI	700.00
EFT55363	21/03/2024	Australian Institute of Building Surveyors	Webinar Training Event - Trent Bulman	MUNI	77.00
EFT55364	21/03/2024	Australian Tax Office	PAYG - Payrun: 15/03/2024	MUNI	84,006.00
EFT55365	21/03/2024	Belinda Jansen Van Vuuren	Reimbursement of TV Installation Kit for New SoD Admin/Library Building	MUNI	190.00
EFT55366	21/03/2024	Bluesteel Enterprises Pty Ltd	Firefighter Uniforms & Items - 5 x BFB's - ESL Recurrent Exp	MUNI	10,060.63
EFT55367	21/03/2024	Brett Hodgson	ERC Umpire Payment - 20/03/2024	MUNI	108.00
EFT55368	21/03/2024	Brownes Foods Operations Pty Ltd	ERC - Cafe Goods	MUNI	1,299.13
EFT55369	21/03/2024	Bunnings Group Limited	Items and Materials for Parks & Gardens & New SoD Admin/Library Building Finishings	MUNI	2,134.80
EFT55370	21/03/2024	Cameron Baker	ERC Umpire Payment - 20/03/2024	MUNI	54.00
EFT55371	21/03/2024	Chemcert Training Group Pty Ltd	2 x Chemcert Reaccreditation - Works Staff	MUNI	680.00
EFT55372	21/03/2024	Christine Worsfold	ERC Umpire Payment - 19/03/2024	MUNI	81.00
EFT55373	21/03/2024	Ciphertel Pty Ltd T/as Gateway Internet Services	Monthly Account for Point to Point Microwave Service Depot and Dardanup - February 2024	MUNI	2,893.00
EFT55374	21/03/2024	City of Bunbury	Dog Pound - Impound & Sustenance Fees - February 2024	MUNI	315.00
EFT55375	21/03/2024	Civil Projects Southwest	Machine Hire for Maintenance - Henty Rd & Lennard Rd, Offer Rd & Sykes Ave	MUNI	8,651.50
EFT55376	21/03/2024	Clark Rubber Bunbury	ERC - Mats for Courts	MUNI	299.70
EFT55377	21/03/2024	Cleanaway Solid Waste Pty Ltd	Waste Disposal - Crooked Brook Rd	MUNI	2,673.32
EFT55378	21/03/2024	Cobey Brown	ERC Umpire Payment - 20/03/2024	MUNI	108.00
EFT55379	21/03/2024	Connect Call Centre Services	After Hours SoD Call Centre Service - February 2024	MUNI	450.45

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
EFT55380	21/03/2024	Country Landscaping Pty Ltd	Landscaping Works - New SoD Admin/Library Building & Reticulation Repairs - Gary Engel Oval & Glen Huon Oval	MUNI	4,747.35
EFT55381	21/03/2024	Cynthia Leigh-Anne Barbetti	Reimburse Uniform Purchase & Items Purchased for Business Process Mapping Workshops	MUNI	364.98
EFT55382	21/03/2024	Dapco Tyre and Auto Centre	Vehicle Service & 4 x Tyres - DA993	MUNI	1,633.95
EFT55383	21/03/2024	Dardanup Tavern	Councillors Annual Assets Tour Lunch: 09/03/2024	MUNI	95.00
EFT55384	21/03/2024	Daryl Fishwick	ERC Umpire Payment - 20/03/2024	MUNI	81.00
EFT55385	21/03/2024	Dell Financial Services Pty Ltd	Repayment: Lease # 23 - Quarterly Leasing For Councillor Laptops (x7) Contract 009-0141985-005	MUNI	1,265.12
EFT55386	21/03/2024	Donna Bailye	Reimburse Catering for LPC Meeting 13/03/2024	MUNI	133.60
EFT55387	21/03/2024	Donna Bastow	ERC Umpire Payment - 20/03/2024	MUNI	108.00
EFT55388	21/03/2024	Drooleys Pizza Eaton	Catering for New SoD Building Move - 18/03/2024	MUNI	241.00
EFT55389	21/03/2024	Dynamite Dan's Cleaning Services	Remove Cobwebs - Dardanup Hall	MUNI	550.00
EFT55390	21/03/2024	Earth 2 Ocean Communications	Install Radios & Additional Vehicle Equipment - DA8222	MUNI	4,260.00
EFT55391	21/03/2024	Eaton Primary School P & C Association	Refund Reserve Bond - Receipt # 154030	MUNI	1,040.00
EFT55392	21/03/2024	Elliotts Irrigation Pty Ltd	Iron Filter Services - Watson Reserve - March 2024	MUNI	320.10
EFT55393	21/03/2024	Envirodry Towels Pty Ltd	ERC - Cafe Goods - Other	MUNI	103.18
EFT55394	21/03/2024	Eve Yoga	Yoga Classes: 02-13/03/2024 - ERC	MUNI	240.00
EFT55395	21/03/2024	Hanson Construction Materials Pty Ltd	Graded Aggregate - Giumelli Road	MUNI	1,930.78
EFT55396	21/03/2024	Hatch Home & Style	2 x Iznik Moss Celadon Linen Cushion - New SoD Admin/Library Building	MUNI	304.00
EFT55397	21/03/2024	Interia Systems	Furniture Fit-Out for New SoD Admin/Library Building	MUNI	59,360.40

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
EFT55398	21/03/2024	J A K Civil Pty Ltd	Hire Water Cart:12-14/03/2024 - Lennard Road	MUNI	3,861.00
EFT55399	21/03/2024	Jasmine Sillifant	Reimburse Purchase of 50 x ID Holders - New SoD Admin/Library Building	MUNI	59.73
EFT55400	21/03/2024	John Thompson	ERC Umpire Payment - 20/03/2024	MUNI	81.00
EFT55401	21/03/2024	Josh Thomas Webb	Rates Refund for Assessment A11635	MUNI	1,822.88
EFT55402	21/03/2024	Kate Louise Maloney	Early Year Workshop - Parental Art Program - 14/03/2024	MUNI	300.00
EFT55403	21/03/2024	Katie Marie Clayton	ERC Umpire Payment - 19/03/2024	MUNI	54.00
EFT55404	21/03/2024	Kingsteel	Drain Gate - Bryant Street, Truck Tailgate Repair - DA9513 & Broom Repair - DA2833	MUNI	1,034.00
EFT55405	21/03/2024	Lily Knight	ERC Umpire Payment - 19/03/2024	MUNI	54.00
EFT55406	21/03/2024	M & J Essential Solutions Pty Ltd	EAP Consultations 2023-2024	MUNI	150.00
EFT55407	21/03/2024	Main Roads Western Australia	Refund 30000341/641/270109 - Ferguson Road State Black Spot Funds - Project Withdrawn	MUNI	503,066.30
EFT55408	21/03/2024	MDC Legal	Legal Advice - Employee Relations	MUNI	1,295.25
EFT55409	21/03/2024	Microcom Pty Ltd T/as Metrocount	Vehicle Classifier 6v Welded Battery Pack - Public Works	MUNI	222.20
EFT55410	21/03/2024	MJ Goods	Cleaning Items - ERC	MUNI	781.10
EFT55411	21/03/2024	Officeworks Superstores Pty Ltd	Office Stationary - ERC & New SoD Admin/Library Building Welcome Cards	MUNI	553.79
EFT55412	21/03/2024	One Eleven (WA) Pty Ltd - Roofwest	Graffiti Removal - Eaton Skate Park	MUNI	1,120.00
EFT55413	21/03/2024	Perfect Landscapes	Weekly Reserves & Lawn Mowing Commencing 11/03/2024	MUNI	5,222.14
EFT55414	21/03/2024	Perkins WA Pty Ltd	SoD - Design & Construct Contract - New Admin, Library & Community Building - Progress Claim # 21	MUNI	1,216,416.73
EFT55415	21/03/2024	PFD Food Services Pty Ltd	ERC - Cafe Goods	MUNI	2,552.55
EFT55416	21/03/2024	Promote You	4 x Polo Shirts - Ranger Services	MUNI	275.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
EFT55417	21/03/2024	QM Airconditioning	Fridge De-Gassing for Scrap & Office Airconditioning Servicing - Banksia Road Site	MUNI	1,160.00
EFT55418	21/03/2024	R & S Co Pty Ltd T/as Fresh Floral Studio	Condolence Flowers - ERC	MUNI	70.00
EFT55419	21/03/2024	Rentokil Initial Pty Ltd	Commercial Pestnet Service - Dardanup Central BFB - ESL Recurrent Exp	MUNI	165.00
EFT55420	21/03/2024	Schweppes Australia Pty Ltd	ERC - Cafe Goods - Packaged Drinks	MUNI	3,855.41
EFT55421	21/03/2024	Services Australia - Child Support Agency	Employee Payroll Deduction PPE	MUNI	502.62
EFT55422	21/03/2024	Signs Plus	6 x Name Badges for Shire Staff	MUNI	106.00
EFT55423	21/03/2024	South West Tree Safe	Tree Pruning - Gravel Pit Road & Taverner Road	MUNI	6,930.00
EFT55424	21/03/2024	Stacey Patterson	Reimburse Purchase of Plastic Storage Containers for Community Meetings	MUNI	12.90
EFT55425	21/03/2024	Stratagreen	Fertiliser & Weed Control - Various Shire Locations	MUNI	3,863.57
EFT55426	21/03/2024	Susan Oosthuizen	Reimburse Food Purchased Whilst Attending IPWEA Conference	MUNI	128.80
EFT55427	21/03/2024	Synergy	Electricity Supply - 10 x Shire Locations	MUNI	6,668.38
EFT55428	21/03/2024	T J Depiazzi & Sons	Lawn Mix - Eaton Foreshore	MUNI	10,410.44
EFT55429	21/03/2024	Team Global Express - Toll	Brigade, New SoD Admin, Depot & Environmental Health Postage 2023/2024	MUNI	373.80
EFT55430	21/03/2024	Telstra	Phone Lines - Eaton Admin Centre, Dardanup Central BFB & Internet - Waterloo BFB	MUNI	3,613.68
EFT55431	21/03/2024	The Strategic Directions Group Pty Ltd	Business Process Mapping Support - Phase 3	MUNI	13,200.00
EFT55432	21/03/2024	Therese Price	ERC Umpire Payment - 19/03/2024	MUNI	81.00
EFT55433	21/03/2024	Total Eden Pty Ltd	Reticulation Maintenance & Repairs - Eaton Oval, Eaton Foreshore & Lofthouse Ave	MUNI	1,381.79

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
EFT55434	21/03/2024	Traffic Force	Traffic Control - Dowdells Line & Millars Creek	MUNI	4,259.42
EFT55435	21/03/2024	Veolia Recycling & Recovery Pty Ltd	Shire Bin Collection - February 2024	MUNI	87,389.80
EFT55436	21/03/2024	Vestone Capital Pty Limited	Repayment: Lease # 20 - Executive Laptops - Schedule DAR01072020	MUNI	1,505.24
EFT55437	21/03/2024	WA Automotive Pty Ltd - Lane Ford & Mandurah Mitsubishi	Purchase of New 23 Mitsubishi Utility (Ranger Vehicle) - DA8222 - Less Trade-In	MUNI	32,589.10
EFT55438	21/03/2024	WA Distributors Pty Ltd	ERC - Cafe Goods - Confectionary	MUNI	815.95
EFT55439	21/03/2024	Water Corporation	Water Use & Service Charges - 21 x Shire Locations	MUNI	18,192.44
EFT55440	21/03/2024	Winc Australia Pty Ltd	Stationery Order - Admin O/H	MUNI	397.05
EFT55441	21/03/2024	Woodlands	Compostable Dog Waste Bags - Townsites	MUNI	4,026.00
EFT55442	21/03/2024	Work Clobber	Protective Clothing - Public Works	MUNI	2,544.82
EFT55443	22/03/2024	Interia Systems	50% Deposit for New SoD Admin/Library Fitout	MUNI	1,312.30
EFT55444	28/03/2024	Amity Signs	"No Vehicles" Signs for Millars Creek Pathway - Millbridge Blvd - Hunter Park	MUNI	323.40
EFT55445	28/03/2024	Anthony Patrick Scully	Refund Cat Cage Hire Bond - Receipt # 154016	MUNI	150.00
EFT55446	28/03/2024	Australind Landscaping Supplies	Karri & Peat Mulch - New SoD Admin/Library Building Planters	MUNI	324.00
EFT55447	28/03/2024	B L & R J Putt	FCO Allowance	MUNI	500.00
EFT55448	28/03/2024	Brendon John Williams	Rates Refund for Assessment A9035	MUNI	480.00
EFT55449	28/03/2024	Bunbury Coffee Machines	ERC - Cafe Goods - Hot Drinks	MUNI	310.00
EFT55450	28/03/2024	Bunbury Subaru	Service - DA9605	MUNI	1,194.61
EFT55451	28/03/2024	Bunnings Group Limited	Poles and Holders, Plugs, Bolts & Vacuum for New SoD Admin/Library Building	MUNI	173.21
EFT55452	28/03/2024	Cameron Baker	ERC Umpire Payment: 27/03/2024	MUNI	54.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
EFT55453	28/03/2024	Caroline Mears	1 Hour Chair Yoga - Eaton Sessions: 16/01-20/02/2024	MUNI	350.00
EFT55454	28/03/2024	Cassandra Budge	Reimburse Catering - Library Move Into New SoD Building	MUNI	113.20
EFT55455	28/03/2024	Catered by Jacqueline	Ordinary Council Meeting Catering: 27/03/2024	MUNI	1,072.50
EFT55456	28/03/2024	Christine Worsfold	ERC Umpire Payment: 26/03/2024	MUNI	81.00
EFT55457	28/03/2024	Christopher Hynes	Chief FCO Honorarium Allowance	MUNI	850.00
EFT55458	28/03/2024	CJ & JL Hazelden	Entertainment (Music, Band And Choir) for Dardanup Australia Day Breakfast Event 2024. NADC Grant Funding	MUNI	1,980.00
EFT55459	28/03/2024	Clay Rose	Deputy FCO Honorarium Allowance	MUNI	680.00
EFT55460	28/03/2024	Cleanaway Solid Waste Pty Ltd	Waste Disposal - Crooked Brook Road	MUNI	2,620.94
EFT55461	28/03/2024	Country Landscaping Pty Ltd	Millbridge Estate - Irrigation Water Supply Investigative Works	MUNI	18,154.51
EFT55462	28/03/2024	Craven Foods & Bidfood Bunbury	ERC - Cafe Goods	MUNI	987.99
EFT55463	28/03/2024	Cross Security Services	Alarm Battery Replacement & Service - Glen Huon Club Rooms	MUNI	201.30
EFT55464	28/03/2024	CS Legal	2023/2024 Debt Recovery - Legal Fees	MUNI	4,693.55
EFT55465	28/03/2024	Dapco Tyre and Auto Centre	Service - DA9668 & DA997	MUNI	798.34
EFT55466	28/03/2024	Daryl Fishwick	ERC Umpire Payment: 27/03/2024	MUNI	54.00
EFT55467	28/03/2024	David Wells Builder	War Service Personnel Memorial Project - Install Memorial Boards to Rammed Earth Wall	MUNI	93.50
EFT55468	28/03/2024	Dell Australia Pty Ltd	8 x Dell Latitude 7440 XCTO Laptop - Admin OH	MUNI	14,784.00
EFT55469	28/03/2024	Donna Bastow	ERC Umpire Payment: 27/03/2024	MUNI	54.00
EFT55470	28/03/2024	Eaton Community Pharmacy	ERC - Cafe Goods & Vacation Care First Aid Supplies	MUNI	712.96
EFT55471	28/03/2024	Eaton Environmental Services	Active Termite Treatment - 2 Trees - Eaton Verge	MUNI	220.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
EFT55472	28/03/2024	Eaton Pet Vet	Veterinary Consultation & Supply Fees/Charges	MUNI	209.00
EFT55473	28/03/2024	Edith Cowan University - Joondalup	Leading Champions Masterclass - C Budge, M Gibbings & A Nair	MUNI	7,649.99
EFT55474	28/03/2024	Eurofins ARL Pty Ltd	Analysis for Foreign Object - Metal Fragment in Meat Pie (Coles)	MUNI	165.00
EFT55475	28/03/2024	Ferguson Bushfire Brigade	Reimbursement for Payment of Starlink Invoices: 22/01-21/02/2024 & 22/02-21/03/2024 - Ferguson BFB - ESL Recurrent Exp	MUNI	278.00
EFT55476	28/03/2024	Fleet Network Pty Ltd	Payroll Clearing - Novated Lease Liability - Pre Tax	MUNI	682.79
EFT55477	28/03/2024	Fremantle Esplanade Hotel Ltd	Accommodation for Susan Oosthuizen - IPWEA 2024 Conference 07-09/03/2024	MUNI	2,294.00
EFT55478	28/03/2024	Insight Enterprises Australia Pty Ltd	Azure Hosting for Valo and Councillor Portal - Nov 2023	MUNI	178.40
EFT55479	28/03/2024	Interia Systems	Design Change Fee for New SoD Admin/Library Building	MUNI	3,489.20
EFT55480	28/03/2024	James Lawrence Sutton	Rates Refund for Assessment A4011	MUNI	1,805.60
EFT55481	28/03/2024	Jeffrey Robert Duncombe	FCO Honorarium Allowance	MUNI	500.00
EFT55482	28/03/2024	Jo Jingles South West	Jo Jingles Sessions for Early Learning Program at Eaton, Dardanup & Burekup - March 2024	MUNI	1,375.00
EFT55483	28/03/2024	Jodie Nicole Clifford	Refund Cat Cage Hire Bond - Receipt # 154271	MUNI	150.00
EFT55484	28/03/2024	John Thompson	ERC Umpire Payment: 27/03/2024	MUNI	54.00
EFT55485	28/03/2024	John Toomey	Reimburse Working With Children Check	MUNI	87.00
EFT55486	28/03/2024	Katie Marie Clayton	ERC Umpire Payment: 26/03/2024	MUNI	81.00
EFT55487	28/03/2024	Keith Geoffrey Higham	FCO Honorarium Allowance	MUNI	500.00
EFT55488	28/03/2024	Krystle Harrison	Reimburse Purchase of Staff Kitchen Cannisters	MUNI	162.97
EFT55489	28/03/2024	Lyndon Damien Skeers	FCO Honorarium Allowance	MUNI	500.00
EFT55490	28/03/2024	M & J Essential Solutions Pty Ltd	EAP Consultations 2023-2024	MUNI	150.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
EFT55491	28/03/2024	Malatesta Road Paving And Hotmix	Crack Sealing & Reseal Works - Pile Road	MUNI	56,030.79
EFT55492	28/03/2024	Market Creations Agency Pty Ltd	Copy Editing and Design Work for Council's Advocacy Plan and Strategic Projects 2024 Update	MUNI	8,800.00
EFT55493	28/03/2024	McDonald Fencing	Glen Huon Reserve Fencing Reinstatement	MUNI	38,387.80
EFT55494	28/03/2024	MDC Legal	Industrial Relations Advice	MUNI	3,353.63
EFT55495	28/03/2024	Neil W Dyer	FCO Honorarium Allowance	MUNI	500.00
EFT55496	28/03/2024	On2It Graphics	Dardanup War Service Personnel Memorial Project - Design and Concept of Boards, Artwork and Production of Name Boards	MUNI	946.00
EFT55497	28/03/2024	Onsite Rental Group	Repayment: Lease 26: Hire of Office & Ablution Block - February 2024	MUNI	4,423.23
EFT55498	28/03/2024	Perfect Landscapes	Top-dress Soil (170m3) - Eaton Oval, Weed Control - Eaton Islands & Weekly Lawn/Reserves Mowing Commencing 18/03/2024	MUNI	12,434.87
EFT55499	28/03/2024	PFI Supplies	Cleaning Items - 4 x Shire Locations	MUNI	417.60
EFT55500	28/03/2024	Planning Institute of Australia	Planning Institute Australia Conference 13/06/2024 - CEO	MUNI	415.00
EFT55501	28/03/2024	Promote You	50 x Podium Cool Polo Shirts Embroidered With Shire Logo - Admin OH	MUNI	1,927.20
EFT55502	28/03/2024	Rawlinsons (W.A.)	Quantity Survey to Assess Perkins Construction Variation Schedule for the New SoD Admin/Library Building Project	MUNI	8,211.50
EFT55503	28/03/2024	Rebecca Jayne Hobby	Reimburse Uniform Purchase	MUNI	149.88
EFT55504	28/03/2024	Robert Drennan	Deputy FCO Honorarium Allowance	MUNI	680.00
EFT55505	28/03/2024	Scope Rentals Pty Ltd	Managed Print Contract - Rental - March 2024	MUNI	2,675.20
EFT55506	28/03/2024	Shire of Dardanup	Bunbury Geographe Group of Councils Contribution Per 23/24 Annual Budget	MUNI	500.00
EFT55507	28/03/2024	SJ Traffic Management	Traffic Control: 5 x Shire Locations	MUNI	15,148.10
EFT55508	28/03/2024	South West Isuzu	Fix Mechanical Issue With Burekup BFB 1.4 Fire Appliance - ESL Recurrent Exp	MUNI	1,542.04



PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
EFT55509	28/03/2024	South West Screens & Doors	Cover Half Canopy Windows - Mill Finish & Brackets - DA8222	MUNI	240.00
EFT55510	28/03/2024	South West Tree Safe	Roadside Clearing: 22/03/2024 - Garvey Road	MUNI	3,850.00
EFT55511	28/03/2024	Southern Lock and Security	Reconnect NVR & Get All Cameras Back Online Due to Storm Damage - Wells Rec Ground Hall	MUNI	375.00
EFT55512	28/03/2024	Studio Milton	Wall Cladding - New SoD Amin/Library Building	MUNI	35,510.20
EFT55513	28/03/2024	Surveying South	Surveying Services for Car Park Set Out - Pratt Road	MUNI	1,320.00
EFT55514	28/03/2024	Susan Oosthuizen	Reimburse Purchase of 2 x Cushions for New SoD Admin/Library Building	MUNI	185.85
EFT55515	28/03/2024	Synergy	Electricity Usage: 7 x Shire Locations	MUNI	21,764.89
EFT55516	28/03/2024	Telstra	Nighthawk Internet Account for Wellington Mills BFB - ESL Recurrent Exp	MUNI	35.66
EFT55517	28/03/2024	Territory Concrete Pty Ltd	Concrete Works Glen Huon Clubrooms 50% Deposit	MUNI	6,325.00
EFT55518	28/03/2024	The Cafe Merchant	Catering for WARA SW Zone Meeting at Dardanup	MUNI	177.00
EFT55519	28/03/2024	The Estate of the Late Ruth Irene Lawrence	Rates Refund for Assessment A3843	MUNI	124.50
EFT55520	28/03/2024	Therese Price	ERC Umpire Payment: 26/03/2024	MUNI	54.00
EFT55521	28/03/2024	Tiana Fraser	ERC Umpire Payment: 26/03/2024	MUNI	44.00
EFT55522	28/03/2024	Total Eden Pty Ltd	Reticulation Maintenance & Repairs - Lusitano Park	MUNI	220.90
EFT55523	28/03/2024	Tecon WA Unit Trust	E-Waste Infrastructure Grant - Waste Transfer Station - Licenced Building Surveyor	MUNI	1,408.00
EFT55524	28/03/2024	WALGA	Various Training Courses for Councillors & Accountant	MUNI	2,904.00
EFT55525	28/03/2024	Water Corporation	Water Use: 3 Shire Locations	MUNI	417.46
EFT55526	28/03/2024	Western Australian Treasury Corporation	Repayment - Loan 73 - Eaton Administration Building	MUNI	227,400.20

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
EFT55527	28/03/2024	Western Power	Vegetation Encroachment - Powerline Clearing - 8 Carinya Road Dardanup West	MUNI	553.36
EFT55528	28/03/2024	Winc Australia Pty Ltd	Stationery Expense - Admin O/H & ECL	MUNI	393.71
EFT55529	28/03/2024	WML Consultants	Burekup Tennis Court - Pavement Investigation Three	MUNI	5,115.00
EFT55530	28/03/2024	Workwise Australia	Glen Huon Boulevard Signalised Intersection - Detailed Design and Documentation	MUNI	13,803.90
EFT55531	28/03/2024	Zbigniew Anastazjew	Rates Refund for Assessment A1729	MUNI	399.50
DIRECT DEBIT					
INTERNATIONAL					
BPAY					
DD17864.1	14/03/2024	Department of Transport	Vehicle Owner Details Searches	MUNI	24.25
DD17878.1	21/03/2024	linet Ltd	Monthly Charge for NBN Wireless 4 Service & Business NBN100 Value - April 2024	MUNI	174.94
DEBIT CARD					
CREDIT CARD					
DD17894.1	27/03/2024	Facebook Ireland Limited	Facebook Advertising for Events & Programs	MUNI	130.62
DD17894.2	27/03/2024	Mailchimp	Monthly Subscription & Charge for Email Newsletters - February 2024	MUNI	204.47
DD17894.3	27/03/2024	Department of Mines, Industry, Regulations & Safety (DMIRS) - BSL	Registration of Passenger & Goods Lift With WorkSafe - New SoD Library, Administration & Community Building	MUNI	691.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
DD17894.4	27/03/2024	Office of the Appeals Convenor	Fee for Lodgement of Appeal to Appeals Convenor - Public Comment Period for Works Approval W6855/2023/1 (Cleanaway Putrescible Waste Facility, Banksia Rd)	MUNI	50.00
DD17894.5	27/03/2024	Eventbrite	Eventbrite - Capacity Increase	MUNI	9.99
DD17897.1	27/03/2024	Facebook Ireland Limited	Refund of Disputed Transactions	MUNI	-15.00
<b>CHEQUE</b>					
53	11/03/2024	Shire of Dardanup - Please Pay Cash	Petty Cash Recoup - Eaton Admin	MUNI	204.85
<b>TRUST</b>					
<b>FUEL PURCHASING CARD</b>					
	31/01/2024	DA588	Fuel		52.71
	31/01/2024	DA9774	Fuel		429.34
	31/01/2024	DA10091	Fuel		71.74
	1/02/2024	DA004	Fuel		114.66
	1/02/2024	DA628	Fuel		231.49
	1/02/2024	DA9513	Fuel		235.6
	1/02/2024	DA9287	Fuel		105.91
	1/02/2024	DA9376	Fuel		125.87
	1/02/2024	DA993	Fuel		108.41
	1/02/2024	DA995	Fuel		108.27
	1/02/2024	DA10817	Fuel		97.47
	2/02/2024	DA8457	Fuel		154.77
	2/02/2024	DA698	Fuel		519.09
	2/02/2024	DA1314	Fuel		29.38
	2/02/2024	DA8673	Fuel		79.94
	2/02/2024	DA429	Fuel		91.35
	2/02/2024	DA648	Fuel		110.32
	2/02/2024	008DA	Fuel		95.64
	2/02/2024	DA017	Fuel		115.49
	2/02/2024	DA9781	Fuel		42.23
	2/02/2024	DA613	Fuel		120.61
	4/02/2024	DA563	Fuel		83.56
	5/02/2024	DA0	Fuel		77.61
	5/02/2024	DA955	Fuel		92.32
	5/02/2024	DA873	Fuel		80.16
	5/02/2024	DA997	Fuel		92.9

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND
	5/02/2024	DA996	Fuel	136.46
	6/02/2024	DA9513	Fuel	213.75
	6/02/2024	DA017	Fuel	101.3
	6/02/2024	DA994	Fuel	116.03
	7/02/2024	DA588	Fuel	90.91
	7/02/2024	DA9781	Fuel	52.14
	7/02/2024	DA9781	Fuel	47.19
	8/02/2024	DA8457	Fuel	122.33
	8/02/2024	DA004	Fuel	125.04
	8/02/2024	DA9287	Fuel	114.68
	8/02/2024	008DA	Fuel	70.31
	8/02/2024	DA10091	Fuel	80.92
	8/02/2024	DA10181	Fuel	57.97
	8/02/2024	DA10105	Fuel	77.49
	8/02/2024	DA9605	Fuel	94.74
	8/02/2024	DA993	Fuel	112.61
	8/02/2024	DA995	Fuel	105.89
	9/02/2024	DA628	Fuel	208.79
	9/02/2024	DA0	Fuel	84.35
	9/02/2024	DA1314	Fuel	45.12
	9/02/2024	SUNDRY 1	Fuel	146.72
	9/02/2024	DA994	Fuel	68.88
	9/02/2024	DA988	Fuel	105.28
	9/02/2024	DA613	Fuel	145.67
	10/02/2024	2WATERLOO	Fuel	86.84
	10/02/2024	DA017	Fuel	108.91
	11/02/2024	DA997	Fuel	101.41
	12/02/2024	DA1314	Fuel	99.81
	12/02/2024	SUNDRY 1	Fuel	146.74
	12/02/2024	DA996	Fuel	140.04
	13/02/2024	DA8200	Fuel	98.2
	13/02/2024	DA8457	Fuel	146.66
	13/02/2024	DA004	Fuel	106.84
	13/02/2024	DA588	Fuel	55.17
	13/02/2024	DA955	Fuel	87.74
	13/02/2024	ODA	Fuel	239.2
	13/02/2024	DA648	Fuel	134.07
	13/02/2024	DA9581	Fuel	202.97
	13/02/2024	DA10105	Fuel	65.82
	13/02/2024	DA9605	Fuel	47.68
	13/02/2024	DA994	Fuel	114.98
	14/02/2024	DA9287	Fuel	91.27
	14/02/2024	DA9376	Fuel	118.52

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND
	15/02/2024	DA0	Fuel	43.52
	15/02/2024	DA563	Fuel	92.8
	15/02/2024	DA10091	Fuel	77.84
	15/02/2024	DA017	Fuel	109.09
	15/02/2024	DA993	Fuel	112.71
	15/02/2024	DA613	Fuel	138.27
	16/02/2024	DA1314	Fuel	34.63
	16/02/2024	DA8673	Fuel	108.33
	16/02/2024	DA429	Fuel	104.03
	16/02/2024	DA9219	Fuel	248.65
	16/02/2024	DA997	Fuel	97.01
	16/02/2024	DA995	Fuel	126.69
	16/02/2024	DA9668	Fuel	121.13
	19/02/2024	DA004	Fuel	110.59
	19/02/2024	DA588	Fuel	75.01
	19/02/2024	DA9287	Fuel	97.1
	19/02/2024	DA9605	Fuel	69.08
	19/02/2024	HIRE PLANT	Fuel	103.47
	19/02/2024	HIRE PLANT	Fuel	94.16
	20/02/2024	SUNDRY 1	Fuel	152.9
	20/02/2024	1WATERLOO	Fuel	172.81
	20/02/2024	DA017	Fuel	114.73
	20/02/2024	DA996	Fuel	141.59
	20/02/2024	DA988	Fuel	107.27
	21/02/2024	DA8457	Fuel	120.34
	21/02/2024	DA698	Fuel	550.79
	21/02/2024	DA648	Fuel	119.61
	21/02/2024	DA563	Fuel	100.62
	21/02/2024	008DA	Fuel	93.59
	21/02/2024	DA10181	Fuel	155.39
	21/02/2024	DA10105	Fuel	95.66
	21/02/2024	DA613	Fuel	132.04
	22/02/2024	DA8673	Fuel	72.15
	22/02/2024	DA9513	Fuel	332
	22/02/2024	DA9287	Fuel	109.02
	22/02/2024	DA997	Fuel	83.41
	22/02/2024	DA993	Fuel	127.07
	22/02/2024	DA995	Fuel	126.39
	23/02/2024	DA004	Fuel	109.85
	23/02/2024	DA955	Fuel	96.51
	23/02/2024	DA1314	Fuel	67.48
	23/02/2024	ODA	Fuel	178.94
	23/02/2024	DA10091	Fuel	82.73

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND
	23/02/2024	DA994	Fuel	118.25
	23/02/2024	DA613	Fuel	113.12
	26/02/2024	DA588	Fuel	59.22
	27/02/2024	DA005	Fuel	92.46
	27/02/2024	DA8457	Fuel	203.28
	27/02/2024	1BYC846	Fuel	22.79
	27/02/2024	1BYC846	Fuel	71.35
	27/02/2024	DA9287	Fuel	97.35
	27/02/2024	DA196	Fuel	124.64
	27/02/2024	1WATERLOO	Fuel	161.03
	27/02/2024	DA10105	Fuel	95.58
	27/02/2024	DA9605	Fuel	92.72
	27/02/2024	DA997	Fuel	74.53
	27/02/2024	DA988	Fuel	114.99
	28/02/2024	DA1314	Fuel	92.55
	28/02/2024	DA9376	Fuel	115.11
	28/02/2024	DA995	Fuel	125.38
	28/02/2024	HIRE PLANT	Fuel	926.76
	29/02/2024	DA9219	Fuel	258.96
	29/02/2024	DA993	Fuel	131.27
	29/02/2024	DA996	Fuel	139.51
		EFT55179		16,822.13

PAYROLL					
DD17837.1	01/03/2024	Aware Super Pty Limited	Superannuation Contributions	MUNI	115.00
DD17838.1	01/03/2024	Aware Super Pty Limited	Payroll Deductions	MUNI	31,740.45
DD17838.2	01/03/2024	Diamond Sea Superannuation Fund	Payroll Deductions	MUNI	466.26
DD17838.3	01/03/2024	Hostplus	Payroll Deductions	MUNI	1,224.57
DD17838.4	01/03/2024	Brighter Super	Superannuation Contributions	MUNI	287.11
DD17838.5	01/03/2024	Hesta Super Fund	Payroll Deductions	MUNI	1,578.94
DD17838.6	01/03/2024	MIML - Macquarie Super Accumulator	Payroll Deductions	MUNI	1,277.54
DD17838.7	01/03/2024	Australian Retirement Trust	Superannuation Contributions	MUNI	314.49
DD17838.8	01/03/2024	Australian Ethical Superannuation	Payroll Deductions	MUNI	282.14

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
DD17838.9	01/03/2024	Australian Super	Superannuation Contributions	MUNI	292.23
DD17838.10	01/03/2024	AMP Flexible Super - Super Account	Payroll Deductions	MUNI	794.42
DD17838.11	01/03/2024	Colonial First State First Choice Wholesale Personal Super	Payroll Deductions	MUNI	1,118.01
DD17838.12	01/03/2024	Asgard Infinity E Wrap Super	Payroll Deductions	MUNI	899.87
DD17838.13	01/03/2024	Mercer Super Trust	Superannuation Contributions	MUNI	379.56
DD17838.14	01/03/2024	Kaurin Family Superannuation Fund	Payroll Deductions	MUNI	225.02
DD17838.15	01/03/2024	Plum Superannuation Fund	Superannuation Contributions	MUNI	168.51
DD17838.16	01/03/2024	Public Sector Superannuation Accumulation Plan	Payroll Deductions	MUNI	633.99
DD17838.17	01/03/2024	Spirit Super	Superannuation Contributions	MUNI	319.50
DD17838.18	01/03/2024	Local Government Super	Superannuation Contributions	MUNI	317.63
DD17838.19	01/03/2024	UniSuper	Payroll Deductions	MUNI	836.69
DD17838.20	01/03/2024	Rest Superannuation	Payroll Deductions	MUNI	1,633.83
DD17838.21	01/03/2024	The Bro Code Super Fund	Superannuation Contributions	MUNI	59.52
DD17838.22	01/03/2024	Thomson Family Superannuation Fund	Superannuation Contributions	MUNI	1,079.13
DD17838.23	01/03/2024	Australiansuper	Payroll Deductions	MUNI	9,262.10
DD17838.24	01/03/2024	Hub24 Superannuation Fund	Superannuation Contributions	MUNI	321.56
DD17838.25	01/03/2024	Hughes Superannuation Fund	Superannuation Contributions	MUNI	81.85
DD17838.26	01/03/2024	MLC Super Fund	Superannuation Contributions	MUNI	1,656.96
DD17867.1	15/03/2024	Aware Super Pty Limited	Payroll Deductions	MUNI	30,474.29

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
DD17867.2	15/03/2024	MLC Super Fund	Superannuation Contributions	MUNI	1,707.43
DD17867.3	15/03/2024	Diamond Sea Superannuation Fund	Payroll Deductions	MUNI	504.33
DD17867.4	15/03/2024	Hostplus	Payroll Deductions	MUNI	1,132.30
DD17867.5	15/03/2024	Brighter Super	Superannuation Contributions	MUNI	287.11
DD17867.6	15/03/2024	Hesta Super Fund	Payroll Deductions	MUNI	1,868.48
DD17867.7	15/03/2024	MIML - Macquarie Super Accumulator	Payroll Deductions	MUNI	1,295.21
DD17867.8	15/03/2024	Australian Retirement Trust	Superannuation Contributions	MUNI	302.69
DD17867.9	15/03/2024	Australian Ethical Superannuation	Payroll Deductions	MUNI	296.99
DD17867.10	15/03/2024	Australian Super	Superannuation Contributions	MUNI	292.45
DD17867.11	15/03/2024	AMP Flexible Super - Super Account	Payroll Deductions	MUNI	794.42
DD17867.12	15/03/2024	Asgard Infinity E Wrap Super	Payroll Deductions	MUNI	899.87
DD17867.13	15/03/2024	Colonial First State First Choice Wholesale Personal Super	Payroll Deductions	MUNI	1,056.17
DD17867.14	15/03/2024	Mercer Super Trust	Superannuation Contributions	MUNI	372.21
DD17867.15	15/03/2024	Kaurin Family Superannuation Fund	Payroll Deductions	MUNI	312.92
DD17867.16	15/03/2024	Plum Superannuation Fund	Superannuation Contributions	MUNI	126.84
DD17867.17	15/03/2024	Public Sector Superannuation Accumulation Plan	Payroll Deductions	MUNI	633.99
DD17867.18	15/03/2024	Spirit Super	Superannuation Contributions	MUNI	319.50
DD17867.19	15/03/2024	Local Government Super	Superannuation Contributions	MUNI	140.25
DD17867.20	15/03/2024	UniSuper	Payroll Deductions	MUNI	836.69



PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
DD17867.21	15/03/2024	Rest Superannuation	Payroll Deductions	MUNI	1,628.95
DD17867.22	15/03/2024	The Bro Code Super Fund	Superannuation Contributions	MUNI	44.64
DD17867.23	15/03/2024	Thomson Family Superannuation Fund	Superannuation Contributions	MUNI	1,079.13
DD17867.24	15/03/2024	Australiansuper	Payroll Deductions	MUNI	9,308.20
DD17867.25	15/03/2024	The Templeman Family Superannuation Fund	Superannuation Contributions	MUNI	17.36
DD17867.26	15/03/2024	Hub24 Superannuation Fund	Superannuation Contributions	MUNI	321.56
DD17867.27	15/03/2024	Hughes Superannuation Fund	Superannuation Contributions	MUNI	68.21
DD17900.1	29/03/2024	Aware Super Pty Limited	Payroll Deductions	MUNI	30,904.98
DD17900.2	29/03/2024	MLC Super Fund	Superannuation Contributions	MUNI	1,653.80
DD17900.3	29/03/2024	Diamond Sea Superannuation Fund	Payroll Deductions	MUNI	515.95
DD17900.4	29/03/2024	AMG Super	Superannuation Contributions	MUNI	105.53
DD17900.5	29/03/2024	Brighter Super	Superannuation Contributions	MUNI	287.11
DD17900.6	29/03/2024	Hostplus	Payroll Deductions	MUNI	1,028.89
DD17900.7	29/03/2024	Hesta Super Fund	Payroll Deductions	MUNI	1,763.23
DD17900.8	29/03/2024	MIML - Macquarie Super Accumulator	Payroll Deductions	MUNI	1,208.33
DD17900.9	29/03/2024	Australian Retirement Trust	Superannuation Contributions	MUNI	275.75
DD17900.10	29/03/2024	Australian Ethical Superannuation	Payroll Deductions	MUNI	308.11
DD17900.11	29/03/2024	Australian Super	Superannuation Contributions	MUNI	292.02
DD17900.12	29/03/2024	Asgard Infinity E Wrap Super	Payroll Deductions	MUNI	899.87

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
DD17900.13	29/03/2024	AMP Flexible Super - Super Account	Payroll Deductions	MUNI	794.42
DD17900.14	29/03/2024	Colonial First State First Choice Wholesale Personal Super	Payroll Deductions	MUNI	1,132.70
DD17900.15	29/03/2024	Mercer Super Trust	Superannuation Contributions	MUNI	380.72
DD17900.16	29/03/2024	Kaurin Family Superannuation Fund	Payroll Deductions	MUNI	267.22
DD17900.17	29/03/2024	Plum Superannuation Fund	Superannuation Contributions	MUNI	161.98
DD17900.18	29/03/2024	Public Sector Superannuation Accumulation Plan	Payroll Deductions	MUNI	633.99
DD17900.19	29/03/2024	Spirit Super	Superannuation Contributions	MUNI	324.33
DD17900.20	29/03/2024	UniSuper	Payroll Deductions	MUNI	836.69
DD17900.21	29/03/2024	Rest Superannuation	Payroll Deductions	MUNI	1,595.91
DD17900.22	29/03/2024	The Bro Code Super Fund	Superannuation Contributions	MUNI	74.42
DD17900.23	29/03/2024	Thomson Family Superannuation Fund	Superannuation Contributions	MUNI	1,079.13
DD17900.24	29/03/2024	Australiansuper	Payroll Deductions	MUNI	10,972.45
DD17900.25	29/03/2024	The Templeman Family Superannuation Fund	Superannuation Contributions	MUNI	52.09
DD17900.26	29/03/2024	Hub24 Superannuation Fund	Superannuation Contributions	MUNI	321.56
DD17900.27	29/03/2024	Hughes Superannuation Fund	Superannuation Contributions	MUNI	88.67
					<b>3,402,568.79</b>

#### REPORT TOTALS

EFT	\$3,229,644.75
Muni Cheque	\$204.85
Trust	\$-

Payroll	\$171,448.92
Credit Card	\$1,071.08
Debit Card	\$-
Direct Debit	\$-
International	\$-
BPAY	\$199.19

TOTAL	<u><u>\$3,402,568.79</u></u>
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## CERTIFICATE of Chief Executive Officer

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

MR ANDRÉ SCHÖNFELDT



Chief Executive Officer

CARRIED

6/0

FOR THE MOTION	AGAINST THE MOTION
Cr. T G Gardiner Cr L W Davies Cr. A L Webster Cr. A C Jenour Cr. M R Hutchinson Cr. T Bell	

## Background

Council delegates authority to the Chief Executive Officer annually through Delegation 1.2.16 To Purchase Goods and Services to a Specified Value, 1.2.31 Payments from the Municipal or Trust Funds and 1.2.35 Authorise Electronic Funds Transfers:

- Authority to make payments from Trust and Municipal Funds (1.2.31);
- To purchase goods and services to a value of not more than \$250,000 (1.2.16);
- To purchase goods and services for the Australian Tax Office and other Australian or Western Australian Government Departments, agencies, utility providers (ie electricity, water, gas) or Insurance up to the value of \$500,000 (1.2.16);
- To purchase goods and services for Creditors where an executed agreement or legal obligation exists which has prior Council endorsement (1.2.16);
- To authorise Electronic Funds Transfer (EFT) (1.2.35).

## Legal Implications

### Local Government Act 1995

*S6.5. Accounts and records*

*Local Government (Financial Management) Regulations 1996*

*R11. Payments, procedures for making etc.*

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

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

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

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

**S13A. Payments by employees via purchasing cards**

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

- (a) the payee's name;*
- (b) the amount of the payment;*
- (c) the date of the payment;*
- (d) sufficient information to identify the payment.*
- (2) A list prepared under subregulation (1) must be —*
  - (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and*
  - (b) recorded in the minutes of that meeting.*

**Council Plan**

13.1 - Adopt best practice governance.

13.2 - Manage the Shire's resources responsibly.

**Environment** - None.

**Precedents**

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

**Budget Implications**

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

**Budget – Whole of Life Cost** - None.

**Council Policy Compliance**

Payments are checked to ensure compliance with Council's *Purchasing Policy CngCP034 – Procurement Policy* and processed in accordance with *Policy CngCP035 – Payment of Accounts*.

**Risk Assessment**

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

TIER 2 – 'Low' or 'Moderate' Inherent Risk.	
Risk Event	Schedule of Paid Accounts as at the 31 <sup>st</sup> March 2024
Inherent Risk Rating (prior to treatment or control)	Moderate (5 - 11)
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.
Risk Category Assessed Against	Financial Not monitoring ongoing financial performance would increase the risk of a negative impact on the financial position.

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.		
	Reputational	Non-compliance that results in a qualified audit can lead stakeholders to question the Council’s ability to manage finances effectively

**Officer Comment**

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

END REPORT

## 12.5 COMMITTEES

### 12.5.1 Title: Integrated Planning Committee Meeting Minutes held on the 10<sup>th</sup> of April 2024

<b>Reporting Department</b>	Corporate & Governance Directorate
<b>Responsible Officer</b>	Mr Phil Anastasakis - Deputy CEO
<b>Reporting Officer</b>	Mrs Rebecca Hobby - Personal Assistant to D/CEO
<b>Legislation</b>	Local Government Act 1995
<b>Attachments</b>	Minutes of IPC meeting - Appendix ORD: 12.5.1A Shire of Dardanup Workforce Plan 2024/25 - 2033/34 - Appendix ORD: 12.5.1B 10 year Road Program of Works 2024/25-2033/34 - Appendix ORD: 12.5.1C

#### DECLARATION OF INTEREST

Chief Executive Officer, Mr André Schönfeldt declared an Impartiality Interest in 12.5.1 – Resolution B. Please refer to Part 11 'Declaration of Interest' for full details.

### **MINUTES OF THE SHIRE OF DARDANUP INTEGRATED PLANNING COMMITTEE MEETING HELD ON WEDNESDAY, 10<sup>th</sup> OF APRIL 2024, AT SHIRE OF DARDANUP - ADMINISTRATION CENTRE EATON, COMMENCING AT 1.00PM.**

#### **Officer Comment**

The Minutes of the Integrated Planning Committee Meeting held on the 10th of April 2024 [Appendix ORD: 12.5.1] are attached.

**Change to Officer Recommendation** - No Change.

#### PROCESS

*In accordance with Shire of Dardanup Standing Orders Local Law 2014, Part 9, s9.2, 'Adoption of Recommendations En Bloc'; A member may move a motion to adopt by one resolution, all the recommendations or a group of recommendations from a Committee or several reports, without amendment or qualification after having first identified those recommendations, if any—*

- (a) which require adoption by an absolute or special majority vote;*
- (b) in which an interest has been disclosed;*
- (c) that has been subject of a petition or deputation;*
- (d) which any member has indicated the wish to debate; and*
- (e) in which any member has indicated the wish to ask a question or to raise a point of clarification,*

*and, each of those recommendations referred to in paragraphs (a), (b), (c), (d) and (e) must be considered separately.*

*Note: Cr. T G Gardiner and Cr. T Bell moved and seconded Resolutions A, B, C and D of Item 12.5.1.en bloc.*

**INTEGRATED PLANNING COMMITTEE RECOMMENDED RESOLUTION & COUNCIL RESOLUTION "A"**

113-24                  MOVED -                  Cr. T G Gardiner                  SECONDED –                  Cr. T Bell

**THAT Council receives the Minutes (Appendix ORD: 12.5.1A) of the Integrated Planning Committee Meeting held on the 10<sup>th</sup> of April 2024.**

CARRIED  
6/0

FOR THE MOTION	AGAINST THE MOTION
Cr. T G Gardiner	
Cr L W Davies	
Cr. A L Webster	
Cr. A C Jenour	
Cr. M R Hutchinson	
Cr. T Bell	

**INTEGRATED PLANNING COMMITTEE RECOMMENDED RESOLUTION & COUNCIL RESOLUTION "B"**

114-24                  MOVED -                  Cr. T G Gardiner                  SECONDED –                  Cr. T Bell

**THAT Council endorses the following 2024/25 Community Events, Library Programs and Donations and allocate funds within the 2024/25 draft budget and Long Term Financial Plan for these activities:**

GL OR JOB #	EVENT OR PROGRAM	2024/25 PROPOSED BUDGET: EXPENDITURE	2024/25 PROPOSED BUDGET: REVENUE
0817010	Personal Development Grants	\$4,000	
0817010	Seniors Christmas Dinner (Eaton \$1,500, Burekup \$1,250, Dardanup \$2,000)	\$4,750	
0817010	Crooked Brook Forrest Assoc	\$1,000	
0817010	Eaton Lions Club Christmas Hampers	\$1,000	
0817010	Dardanup & District Times	\$1,100	
0817010	Eaton Family Centre (Contribution to Eaton Child Health Clinic Operating Costs)	\$9,000	
0817010	In-town Centre support of \$2,500 - (3 year commitment - 2021/22, 2022/23, 2023/24)	\$2,500	
0817010	Glen Huon Primary School P&C - Breakfast Club	\$3,605	
J11902	Public Art Projects	\$20,000	
J11903	Donation – City of Bunbury for Regional Events – Skyfest Australia Day	\$5,500	
J11905	SW Group Affiliated Agricultural Associations	\$250	
J11906	Australia Day Breakfast – Eaton	\$9,963	
J11907	Australia Day Breakfast – Burekup	\$1,339	
J11908	Australia Day Breakfast – Dardanup	\$3,214	
0812001	Annual School Awards	\$1,350	
0812003	School Chaplaincy	\$6,445	
J08712	Youth Development Programs (CR 318-20)	\$5,000	
J08714	Minor/Community Event Assistance	\$10,000	
J11925	Community and Club Capacity Building Workshops & Activities	\$3,000	
J08713	School Holiday Workshops & Activities	\$4,500	



GL OR JOB #	EVENT OR PROGRAM	2024/25 PROPOSED BUDGET: EXPENDITURE	2024/25 PROPOSED BUDGET: REVENUE
J11921	Community Events - Seniors Workshop & Activities	\$3,000	
J11922	Community Events - Youth Workshops & Activities	\$2,500	
J11923	Creative Workshops	\$1,500	
1116012	Library Programs Early Learning <ul style="list-style-type: none"> <li>Jo Jingles</li> <li>Better Beginnings Program</li> </ul> Children and Youth <ul style="list-style-type: none"> <li>Storytime</li> <li>School Holidays Program</li> <li>STEAM Workshops</li> </ul> Adult Programming <ul style="list-style-type: none"> <li>Skills development workshops</li> <li>Technology and digital literacy</li> <li>Inclusive workshops</li> <li>Local and Family History</li> <li></li> </ul> Authors & Events <ul style="list-style-type: none"> <li>Author visits</li> <li>Children's book week</li> <li>Summer Reading Challenge</li> </ul>	\$33,000	
J11927	Place-making activities & Engagement <ul style="list-style-type: none"> <li>Summer Sounds in the Park</li> <li>Outdoor wellness programs</li> <li>Place activation initiatives</li> <li>Night stalks</li> <li>Sustainably Living Workshops</li> </ul>	\$25,000	\$10,000
J11928	Events & Festivals - Walk on the Wild Side	\$12,000	
J11929	Events & Festivals - Summer in Your Park Series	\$18,000	
J11930	Events & Festivals - Youth Events	\$5,000	
J11931	Events & Festivals - Children & Family Events	\$2,000	
J11932	Events & Festivals - Seniors Celebration Day	\$3,000	
J11933	Events & Festivals - Spring Out Festival	\$20,000	
1119501	Donation – Bunbury Regional Entertainment Centre	\$15,000	
1119504	Community Grants Scheme	\$27,429	
1113501	South West Academy of Sports	\$5,100	
<b>TOTAL</b>		<b>\$270,045</b>	<b>\$10,000</b>

CARRIED

6/0

FOR THE MOTION	AGAINST THE MOTION
Cr. T G Gardiner Cr L W Davies Cr. A L Webster Cr. A C Jenour Cr. M R Hutchinson Cr. T Bell	

## INTEGRATED PLANNING COMMITTEE RECOMMENDED RESOLUTION & COUNCIL RESOLUTION "C"

115-24                  MOVED -                  Cr. T G Gardiner                  SECONDED –                  Cr. T Bell

**THAT Council:**

1.                  **Endorses the Shire of Dardanup Workforce Plan 2024/25 - 2033/34 as per (Appendix ORD: 12.5.1B).**
2.                  **Requests the Chief Executive Officer investigate potential traineeship, apprenticeship, workplace experience and career development opportunities across the organisation.**

CARRIED

6/0

FOR THE MOTION	AGAINST THE MOTION
Cr. T G Gardiner Cr L W Davies Cr. A L Webster Cr. A C Jenour Cr. M R Hutchinson Cr. T Bell	

## INTEGRATED PLANNING COMMITTEE RECOMMENDED RESOLUTION & COUNCIL RESOLUTION "D"

116-24                  MOVED -                  Cr. T G Gardiner                  SECONDED –                  Cr. T Bell

**THAT Council:**

1.                  **Adopts the following Annual Transfers to the Road Construction & Major Maintenance Reserve for the delivery of the 10 Year Road Works Program:**

	24-25	25-26	26-27	27-28	28-29	29-30	30-31	31-32	32-33	33-34
	<b>Annual Transfer ( x \$1,000)</b>									
2024/2025 Draft LTFP	0	0	550	550	800	900	1,000	1,100	1,150	1,000

2.                  **Endorses the 10 year Road Program of Works 2024/25-2033/34 (Appendix ORD: 12.5.1C).**

CARRIED

6/0

FOR THE MOTION	AGAINST THE MOTION
Cr. T G Gardiner Cr L W Davies Cr. A L Webster Cr. A C Jenour Cr. M R Hutchinson Cr. T Bell	

### 13 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

None.

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

None.

### 15 PUBLIC QUESTION TIME

None.

### 16 MATTERS BEHIND CLOSED DOORS

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

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

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

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

- (g) information which is the subject of a direction given under section 23 (1a) of the Parliamentary Commissioner Act 1971; and
- (h) such other matters as may be prescribed.
- (3) A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.

#### OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

117-24                      MOVED -                      Cr. T G Gardiner                      SECONDED –                      Cr. A C Jenour

**THAT in accordance with the Local Government Act 1995, S 5.23, section (2)(a) Council goes Behind Closed Doors [5.52pm] where a matter affecting an employee or employees which relates to a matter to be discussed at the meeting.**

CARRIED

6/0

FOR THE MOTION	AGAINST THE MOTION
Cr. T G Gardiner	
Cr L W Davies	
Cr. A L Webster	
Cr. A C Jenour	
Cr. M R Hutchinson	
Cr. T Bell	

*Note: The following staff left the meeting [5.52pm]:*

*Mr Phil Anastasakis – Deputy Chief Executive Officer*

*Mr Theo Naudé – Director Infrastructure*

*Mr Ashwin Nair – Director Sustainable Development*

*Mrs Donna Bailye – Manager Governance*

*MsTahniah Creedon – Communications Officer - Media*

*Mrs Natalie Hopkins – Manager Finance*

**16.1** Title: Chief Executive Officer KPI Quarterly Report – January to March Quarter 2024

<b>Reporting Department</b>	<i>Executive</i>
<b>Responsible Officer</b>	<i>Mr André Schönfeldt - Chief Executive Officer</i>
<b>Reporting Officer</b>	<i>Ms Cathy Lee - Manager Human Resources</i>
<b>Legislation</b>	<i>Local Government Act 1995</i>
<b>Council Role</b>	<i>Executive/Strategic</i>
<b>Voting Requirement</b>	<i>Simple Majority</i>

**REPORT UNDER SEPARATE COVER**

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

**DECLARATION OF INTEREST**

Chief Executive Officer, Mr André Schönfeldt declared a Financial Interest in this item and left the room [5.52pm].  
Please refer to Part 11 'Declaration of Interest' for full details.

**Change to Officer Recommendation** - No Change.

**OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION**

118-24      MOVED -      Cr. T G Gardiner      SECONDED –      Cr. L W Davies

**THAT Council:**

- 1. Receives the Confidential Attachment - CEO KPI Quarterly Report of 2023/24" (Tardis Ref: R0001537495).**
- 2. Notes the achievement of the Chief Executive Officer KPI'S for the third quarter of the 2023/2024 financial year.**

CARRIED

6/0

<i>FOR THE MOTION</i>	<i>AGAINST THE MOTION</i>
Cr. T G Gardiner	
Cr L W Davies	
Cr. A L Webster	
Cr. M R Hutchinson	
Cr. T Bell	
Cr. A C Jenour	

*Note: The following staff returned to the meeting [5.55pm]:*

*Mr Phil Anastasakis – Deputy Chief Executive Officer  
Mr Theo Naudé – Director Infrastructure  
Mr Ashwin Nair – Director Sustainable Development  
Mrs Donna Bailie – Manager Governance  
Ms Tahnia Creedon – Communications Officer - Media  
Mrs Natalie Hopkins – Manager Finance*

## OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

119-24                  MOVED -                  Cr. T G Gardiner                  SECONDED –                  Cr. A C Jenour

**THAT Council return from Behind Closed Doors [5.55pm].**

CARRIED  
6/0

FOR THE MOTION	AGAINST THE MOTION
Cr. J D Manoni Cr. T G Gardiner Cr L W Davies Cr. A L Webster Cr. M R Hutchinson Cr. T Bell	

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

## 17 CLOSURE OF MEETING

The Presiding Officer advised that the date of the next:

- Ordinary Meeting of Council will be Wednesday, the 22<sup>nd</sup> of May 2024, commencing at 5.00pm at the Shire of Dardanup - Administration Centre Eaton.

There being no further business the Presiding Officer declared the meeting closed [5.56pm].



## CONFIRMATION OF MINUTES

**"As the person presiding at the meeting at which these minutes were confirmed on the  
22<sup>nd</sup> of May 2024, I certify that these minutes have been confirmed as a true and  
accurate record of proceedings".**

**Signature:**

A handwritten signature in black ink, appearing to read "Tyrrell Gardiner", written over a horizontal line.

**Email:** tyrrell.gardiner@dardanup.wa.gov.au