



A G E N D A

ORDINARY COUNCIL MEETING

To Be Held

Wednesday, 25th of May 2022

Commencing at 5.00pm

At

Shire of Dardanup
ADMINISTRATION CENTRE EATON
1 Council Drive - EATON

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NOTICE OF AN ORDINARY COUNCIL MEETING

Dear Council Member

The next Ordinary Meeting of the Shire of Dardanup Council will be held on Wednesday, the 25th of May 2022 in the Council Chambers, Shire of Dardanup – Administration Centre Eaton, 1 Council Drive, Eaton – Commencing at 5.00pm.

A handwritten signature in black ink, appearing to read "A. Schönfeldt".

MR ANDRÉ SCHÖNFELDT
Chief Executive Officer

Date: 20th of May 2022

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

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

VISION STATEMENT

“Provide effective leadership in encouraging balanced growth and development of the Shire while recognizing the diverse needs of our communities.”

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COUNCIL ROLE

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

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

RISK CATEGORY CONSEQUENCE TABLE - GUIDELINE

| Rating (Level) | Health | Financial Impact | Service Interruption | Legal and Compliance | Reputational | Environment |
|--------------------------|---------------------------------------|---------------------------|---|--|---|---|
| Insignificant (1) | Near miss Minor first aid injuries | Less than \$10,000 | No material service interruption - backlog cleared < 6 hours | Compliance - No noticeable regulatory or statutory impact. Legal - Threat of litigation requiring small compensation. Contract - No effect on contract performance. | Unsubstantiated, low impact, low profile or 'no news' item | Contained, reversible impact managed by on site response |
| Minor (2) | Medical type injuries | \$10,001 - \$50,000 | Short term temporary interruption – backlog cleared < 1 day | Compliance - Some temporary non compliances. Legal - Single minor litigation. Contract - Results in meeting between two parties in which one party expresses concern. | Substantiated, low impact, low news item | Contained, reversible impact managed by internal response |
| Moderate (3) | Lost time injury <30 days | \$50,001 - \$300,000 | Medium term temporary interruption – backlog cleared by additional resources < 1 week | Compliance - Short term non-compliance but with significant regulatory requirements imposed. Legal - Single moderate litigation or numerous minor litigations. Contract - Receive verbal advice that, if breaches continue, a default notice may be issued. | Substantiated, public embarrassment, moderate impact, moderate news profile | Contained, reversible impact managed by external agencies |
| Major (4) | Lost time injury >30 days | \$300,001 - \$1.5 million | Prolonged interruption of services – additional resources; performance affected < 1 month | Compliance - Non-compliance results in termination of services or imposed penalties. Legal - Single major litigation or numerous moderate litigations. Contract - Receive/issue written notice threatening termination if not rectified. | Substantiated, public embarrassment, high impact, high news profile, third party actions | Uncontained, reversible impact managed by a coordinated response from external agencies |
| Catastrophic (5) | Fatality, permanent disability | More than \$1.5 million | Indeterminate prolonged interruption of services – non-performance > 1 month | Compliance - Non-compliance results in litigation, criminal charges or significant damages or penalties. Legal - Numerous major litigations. Contract - Termination of contract for default. | Substantiated, public embarrassment, very high multiple impacts, high widespread multiple news profile, third party actions | Uncontained, irreversible impact |

RISK - LIKELIHOOD TABLE

| LEVEL | RATING | DESCRIPTION | FREQUENCY |
|-------|-----------------------|---|---|
| 5 | Almost Certain | The event is expected to occur in most circumstances | The event is expected to occur more than once per year |
| 4 | Likely | The event will probably occur in most circumstances | The event will probably occur at least once per year |
| 3 | Possible | The event should occur at some time | The event should occur at least once in 3 years |
| 2 | Unlikely | The event could occur at some time | The event could occur at least once in 10 years |
| 1 | Rare | The event may only occur in exceptional circumstances | The event is not expected to occur more than once in 15 years |

LEVEL OF RISK GUIDE

| CONSEQUENCE | | Insignificant | Minor | Moderate | Major | Catastrophic |
|----------------|---|---------------|---------------|--------------|--------------|---------------|
| LIKELIHOOD | | 1 | 2 | 3 | 4 | 5 |
| Almost Certain | 5 | Moderate (5) | Moderate (10) | High (15) | Extreme (20) | Extreme (25) |
| Likely | 4 | Low (4) | Moderate (8) | High (12) | High (16) | Extreme (20) |
| Possible | 3 | Low (3) | Moderate (6) | Moderate (9) | High (12) | High (15) |
| Unlikely | 2 | Low (2) | Low (4) | Moderate (6) | Moderate (8) | Moderate (10) |
| Rare | 1 | Low (1) | Low (2) | Low (3) | Low (4) | Moderate (5) |

SHIRE OF DARDANUP

AGENDA FOR THE SHIRE OF DARDANUP ORDINARY COUNCIL MEETING TO BE HELD ON WEDNESDAY, THE 25TH OF MAY 2022, AT SHIRE OF DARDANUP - ADMINISTRATION CENTRE EATON, COMMENCING AT 5.00PM.

1 DECLARATION OF OPENING/ANNOUNCEMENTS OF VISITORS

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

Acknowledgement of Country

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

2.2 Apologies

2.3 Leave of Absence

3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

None.

4 PUBLIC QUESTION TIME

5 APPLICATIONS FOR LEAVE OF ABSENCE

COUNCIL RESOLUTION

THAT be granted leave of absence for the Ordinary Council Meeting to be held on the 22nd of June 2022.

6 PETITIONS/DEPUTATIONS/PRESENTATIONS

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 Ordinary Council Meeting Held on the 27th of April 2022

OFFICER RECOMMENDED RESOLUTION

THAT the Minutes of the Ordinary Meeting of Council held on the 27th of April 2022, be confirmed as true and correct subject to no/the following corrections:

7.2 Special Council Meeting Held on the 5th of May 2022

OFFICER RECOMMENDED RESOLUTION

THAT the Minutes of the Special Meeting of Council held on the 5th of May 2022, be confirmed as true and correct subject to no/the following corrections:

8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

8.1 Title: Shire President Monthly Report

Reporting Department: Elected Members

Reporting Councillor: Cr. Michael T Bennett – Shire President

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

| | |
|---------------|---|
| Event: | 27/04/2022 – Bowling Club AGM |
| Report: | Attended the AGM and everyone is excited in working together at the multipurpose facility and look forward to using the new facility. |

| | |
|---------------|--|
| Event: | 28/04/2022 – Citizenship Ceremony |
| Report: | 8 Conferees were granted Citizenship. Nola Marino MP was in attendance and Federal Minister Alex Hawkes citizenship message. |

| | |
|---------------|---|
| Event: | 29/04/2022 – Driving High Performance with Dare to Lead Online Seminar |
| Report: | Attended online seminar with Deputy Shire President. |

| | |
|---------------|---|
| Event: | 02/04/2022 – Regional Road Group Elected Members Meeting |
| Report: | Everyone is having the same issue with the escalation of road prices. |

| | |
|---------------|---|
| Event: | 02/04/2022 – Meeting with Expedia re Short Stay Regional Accommodation |
| Report: | This was with regards to the changes to the air BnB legislation. |

| | |
|---------------|---|
| Event: | 04/04/2022 – State Council Meeting |
| Report: | I was a guest at the WALGA state council meeting and it was interesting outing. |

| | |
|---------------|--|
| Event: | 06/04/2022 – Heads of Agency Breakfast - Department of Transport Table |
| Report: | Discussed Eaton Drive issues between Main Roads and Council with the traffic lights at Glen Huon Blvd. |

| | |
|---------------|---|
| Event: | 06/04/2022 – Mayor and Presidents Forum |
| Report: | Around 60-70 Majors and presidents attended the Forum to discuss the issues around staffing issues in Local Government. The minister addressed the group. |

| | |
|---------------|--|
| Event: | 13/04/2022 – State Budget Breakfast |
| Report: | Attended presentation by Minister Whitbey on the State Budget. |

9 ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED

- 9.1 Title: South West Regional Waste Group Pyrolysis Response
- 9.2 Title: New Shire of Dardanup Administration, Library and Community Building – Updated Pricing
- 9.3 Title: Determine Tender RFT – F0256462 Surveying Services
- 9.4 Title: Minutes of the CEO Review Committee Meeting held on the 17th of May 2022

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 to advise that the meeting will go behind closed doors toward the end of the meeting to discuss S.5.23 section (2)(a) a matter affecting an employee or employees; and (2)(e)(iii) information about the business, professional, commercial or financial affairs of a person.*

10 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

None.

11 DECLARATION OF INTEREST

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

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

- *Mr André Schönfeldt has declared a Financial Interest in Item “12.4.3 – Review of Policy Exec CP008 – Private Use of Council’s Motor Vehicle by the CEO” as the item relates to Mr Schönfeldt’s position as Chief Executive Officer of the Shire of Dardanup.*
- *Mr André Schönfeldt has declared a Financial Interest in Item “16.4– Minutes of the CEO Review Committee Meeting held on the 17th of May 2022” as the item relates to Mr Schönfeldt’s income and performance directly. Mr Schönfeldt declares that he has not been involved in the preparation of the report to Council.*

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

12 REPORTS OF OFFICERS AND COMMITTEES

12.1 EXECUTIVE REPORTS

None.

12.2 SUSTAINABLE DEVELOPMENT DIRECTORATE REPORTS

12.2.1 Title: Amendment to Local Development Plan – Lot 2 Banksia Road, Crooked Brook

| | |
|------------------------------|---|
| <i>Reporting Department:</i> | <i>Sustainable Development Directorate</i> |
| <i>Reporting Officer:</i> | <i>Mr Murray Connell - Manager Development Services</i> |
| <i>Legislation:</i> | <i>Planning and Development Act 2005</i> |
| <i>Applicant:</i> | <i>Cleanaway</i> |
| <i>Attachments:</i> | <i>Appendix ORD: 12.2.1A – Approved Local Development Plan</i> <i>Appendix ORD: 12.2.1B – Amended Local Development Plan</i> <i>Appendix ORD: 12.2.1C – Submissions</i> <i>Appendix ORD: 12.2.1D – Risk Assessment Tool</i> <i>Appendix ORD: 12.2.1E – Landscape and Visual Assessment</i> <i>Legal Advice (Confidential Under Separate Cover Document)</i> <i>Appendix ORD: 12.2.1F – Extract from Landscape and Visual Assessment</i> |

Overview

The purpose of this report is for Council to consider a request to amend the adopted Local Development Plan (LDP) for the Cleanaway landfill facility on Lot 2 Banksia Road, Crooked Brook.

The amendment essentially proposes to:

- Have more succinct notes and provisions on the expectations of the content of future applications for development approval; and
- Increase the maximum waste cell height to 149m AHD with an additional 2m for capping (151m AHD overall height).

Background

Council at its meeting held on the 16th of December 2020 (OCM: 339-20) resolved to prepare a LDP for the site and gave final approval to the LDP at its meeting held on the 26th of May 2021 (OCM: 124-21). Please refer to [Appendix ORD: 12.2.1A] for a copy of the current approved LDP.

The operators of the landfill facility, Cleanaway, have submitted a LDP which requests a number of amendments to the current LDP and have provided the following justification for the amendments:

1. The Cleanaway LDP has more succinct notes setting out the development context and statutory framework and omits background notes on past master planning that are irrelevant to the statutory form of a local development plan.
2. The Cleanaway LDP provides succinct provisions on the expectations of the content of future applications for development approval and that acknowledge any departure from the plan will require justification but does so without those provisions exceeding the scope of a local development plan. Extensive provisions specifying the content of future development applications, including management plans for stormwater, vegetation clearing, hydrogeological impacts, bushfire, dust, visual impacts, and acoustic issues, exceeds the scope of a local development plan. The broader planning framework is sufficiently effective in requiring development applications to

address these management matters, and any others, insofar as those matters are relevant to a particular proposal.

3. The Cleanaway LDP provides for a maximum cell height of 149 metres AHD (plus capping), which would extend consistently from existing approved cells currently being developed and also from the height of cells the subject of applications for approvals currently being assessed.
4. The Cleanaway LDP retains provision for Cleanaway's long held intent to develop future cells 11, 13, 14 and 18-20. This is consistent with approved waste disposal facility land use for Lot 2 and Cleanaway notes that any associated impacts are to be addressed as part of obtaining the required approvals before these cells are to be developed.
5. Please also note that with respect to the fencing of Lot 2, Cleanaway is already taking steps to fence all boundaries to 2 metres high and would welcome conditions making this a requirement as part of any relevant development approvals granted in the future. However, including wildlife egress points would need to be resolved between Cleanaway, the Shire and the Department of Water and Environmental Regulation, given there are conditions of existing approvals for Lot 2 prohibiting openings.

Please refer to [Appendix ORD: 12.2.1B] for a copy of the amended LDP.

Legal Implications

Planning and Development (Local Planning Schemes) Regulations 2015

The deemed provisions of the Regulations provides for the amendment to a local development plan as follows:

59. *Amendment of local development plan*
 - (1) *A local development plan may be amended by the local government.*
 - (2) *A person who owns land in the area covered by a local development plan may request the local government to amend the plan.*
 - (3) *The procedures for making a local development plan set out in this Part, with any necessary changes, are to be followed in relation to an amendment to a local development plan.*

The Regulations also prescribe the options the local government has when making a decision on a local development plan as follows:

52. *Decision of local government*
 - (1) *Following consideration of a proposed local development plan, including any amendments made to the plan to address matters raised in submissions, the local government must –*
 - (a) *approve the local development plan; or*
 - (b) *require the person who prepared the local development plan to –*
 - (i) *modify the plan in the manner specified by the local government; and*
 - (ii) *resubmit the modified plan to the local government for approval;*
 - or*
 - (c) *refuse to approve the plan.*

In addition the Regulations state that the local government is to be taken to have refused to approve a LDP it has not made a determination within 60 days after the advertising period has concluded (in this instance being the 11th of October 2021).

Environmental Protection Act 1986

In April 2021, Cleanaway referred an application for the construction of 3 new landfill cells to the Environmental Protection Authority (EPA) for assessment under the Act. The application proposed a maximum top of waste height of 149m AHD with a further 2m of capping. In August 2021, the EPA determined that the proposal should be assessed and one of the potential significant impacts cited by the EPA was 'Social Surroundings from interference with amenity values'.

Under s 41 of the Act a decision-making authority is not to make any decision that could have the effect of causing or allowing the proposal to be implemented. Officers considered that the Shire was therefore restricted from making any decision on the LDP as the LDP is proposing to apply site and development standards to the site (in particular the landfill waste cells with an overall height of 151m AHD).

State Administrative Tribunal Act 2004

On the 8th of April 2022 Cleanaway's lawyers applied to the State Administrative Tribunal (SAT) for a review of the decision of the Shire not to determine the LDP.

On the 29th of April 2022 a directions hearing was held and SAT determined that s 41 of the *Environmental Protection Act 1986* does not restrict the local government from making a decision on the LDP. Subsequently orders were made by SAT inviting the Shire to consider the LDP by the 30th of May 2022.

Strategic Community Plan

Strategy 2.3.1 - Delivery of a high level of Development & Regulatory Services that considers the environmental, social and land use planning requirements which meets the diverse community needs. (Service Priority: Flagship)

Environmental Implications

The LDP forms part of the statutory planning framework in which relevant environmental factors can be considered for the site.

Precedents

Council has previously considered the requirement for a LDP for the site at its meetings held on the 16th of December 2020 (OCM: 339-20) and the 26th of May 2021 (OCM: 124-21).

Also Council at its meeting held on the 27th of October 2021 (OCM: 320-21) resolved to not support a DAP application for 3 new landfill cells which proposed a maximum top of waste height of 149m AHD with a further 2m of capping.

Consultation

The LDP was advertised in accordance with the deemed provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* and Council Policy SDev CP505 – Public Consultation – Planning Matters.

The advertising period was for 14 days (concluding on Wednesday the 11th of August 2021) and involved the following:

- A notice was published in a newspaper circulating the area;
- A notice was displayed at both the Eaton and Dardanup Administration Buildings and also placed on the Shire's website;
- A written notice was sent to adjoining landowners within approximately 2km of the subject land; and
- A written notice was sent to the following agencies:
 - Department of Biodiversity, Conservation and Attractions (DBCA);
 - Department of Mines, Industry Regulation and Safety (DMIRS);
 - Department of Planning, Lands and Heritage (DPLH);
 - Department of Primary Industries and Regional Development (DPIRD);
 - Department of Water and Environmental Regulation (DWER);
 - Main Roads WA; and
 - Water Corporation.

In response to the advertising a total of 30 submissions were received (23 from the public and 7 from Government/service agencies). Please refer to [Appendix ORD: 12.2.1C] for a copy of each submission.

Public Consultation

A number of the public submissions raised issues regarding the unsuitability of the site for a landfill facility, the current management of the site, the current enforcement regime for compliance on the site, and the desire to have no further development approved. Whilst all of these issues are acknowledged the following table has only summarised the key issues raised that are of specific relevance to the amended LDP itself and Officer comments are provided in response to the matters raised.

| Issue Raised | Shire Officer Comments |
|--|--|
| Extra height should not be allowed. | <p>As height limits have been established for existing cells (as detailed in the legal advice), and given the fact that Council has historically accepted different height limits for the landfill facility, it is recommended that the 'Height' provision of the current LDP be modified to state a maximum waste height of 128m AHD in accordance with the current DWER licence and a maximum finished height level of 130m AHD (which includes 2m of capping on top of the waste cells).</p> <p>It is considered that the landscape and visual assessment has sufficiently addressed the visual effects of an increase in total height to 130m AHD (inclusive of capping) on the character of the immediate locality and the broader landscape.</p> |
| No southern entry to the site should be allowed. | <p>The amended LDP proposes to delete the following text from the 'Site Access and Circulation' section of the current LDP:</p> <p style="text-align: center;"><i>'No heavy vehicles associated with the landfill facility are permitted on Panizza Road and the unsealed portion of Banksia Road.'</i></p> <p>This requirement has been conditioned on previous development approvals for the site and therefore should remain.</p> |
| 2m high fence should surround the site. | <p>The amended LDP proposes that only the eastern and southern boundary be fenced and proposes to delete the current LDP requirement that all boundaries of the site are to be fenced.</p> |

| Issue Raised | Shire Officer Comments |
|---|--|
| | The textural change proposed by the amended LDP is not supported as fencing is considered appropriate for the entire site and has already been installed. |
| Expected increase to truck size will extend to Banksia Road. | Both the current and amended LDP require any development application that will result in additional traffic generation to be accompanied by a Traffic Impact Assessment. |
| Risk of lithium tailings being accepted. | As a prescribed premises, DWER is responsible for the sites waste classification and will be consulted as part of future development applications. |
| LDP should only apply to Lot 2 and no expansion onto Lot 81. | As illustrated on the legend on page 1, the amended LDP only applies to Lot 2. |
| All fences surrounding the facility should provide rubbish containment – e.g. 3m / 6m chainlink. | <p>The amended LDP proposes that only the eastern and southern boundary be fenced and removes the current LDP requirement that all boundaries of the site are to be fenced.</p> <p>The textural change proposed by the amended LDP is not supported as fencing is considered appropriate for the entire site and has already been installed.</p> <p>The 2m high fencing requirement is considered sufficient.</p> |
| All surfaces not in use should be sprayed with grasses and mulch to provide wind erosion protection. | Both the current and amended LDP require future development applications to be supported by a landscaping plan. |
| Odour sampling and soil / dust monitoring should be mandated. | <p>The amended LDP proposes to delete the entire 'Environmental Management' section from the current LDP.</p> <p>The textural changes proposed by the amended LDP are not supported as the nature of the development itself warrants further detail on the environmental issues (including any dust or odour impacts) to be appropriately addressed.</p> |
| All water from the property should be contained. | <p>The amended LDP proposes to delete the entire 'Environmental Management' section from the current LDP which includes the following text:</p> <p><i>'A stormwater management plan where the development will impact upon the management of stormwater on site and should address the mitigation of the off-site impacts of stormwater, including water erosion risk on neighbouring properties.'</i></p> <p>Cleanaway have recently undertaken considerable stormwater works on the southern boundary of the site and this requirement therefore should remain.</p> |
| Boundary setbacks are to be provided. | Both the current and amended LDP require future development applications to be setback 30m from Banksia Road and 20m to all other boundaries. |
| All groundwater should be protected with annual reporting and full disclosure of monitoring publicly available. | <p>The amended LDP proposes to delete the entire 'Environmental Management' section from the current LDP.</p> <p>The textural changes proposed by the amended LDP are not supported as the nature of the development itself warrants further detail on the environmental issues (including any impacts on groundwater) to be appropriately addressed.</p> <p>DWER are responsible for managing and regulating the state's water resources and groundwater monitoring will be considered as part of any environmental approvals required for the site and (if applicable) conditions may be placed on any</p> |

| Issue Raised | Shire Officer Comments |
|---|--|
| | development approval requiring that those monitoring results be made public. |
| Fauna assessments are required. | <p>The amended LDP proposes to delete the entire 'Environmental Management' section from the current LDP.</p> <p>The textural changes proposed by the amended LDP are not supported as the nature of the development itself warrants further detail on the environmental issues (including any impacts on fauna) to be appropriately addressed.</p> |
| A State managed bond to provide for future degradation of soils and groundwater and a State appointed Independent Reference Group is requested. | These are not matters that an LDP can address. |
| Licence review by DWER is still being conducted so any LDP amendment should be delayed. | DWER has completed its review of the licence and determined that 'the activities on the premises can be effectively controlled through amended and additional licence conditions to effectively mitigate risks to the environment and public health'. |
| Cumulative impacts are a significant issue and should be retained in the Statutory Framework section. | <p>The amended LDP proposes to delete the following text from the 'Statutory Framework' section from the current LDP:</p> <p><i>'Sufficient information should be provided with all development applications so that the local government can assess the cumulative impacts of previous/existing development.'</i></p> <p>The cumulative impacts from existing and future development should be considered in assessing each development application and therefore the removal of the text proposed by the amended LDP is not supported.</p> |
| 20m buffer is not adequate and should be 50m. | The 20m setback requirement is based on the current 'General Farming' zoning of the land as contained in Town Planning Scheme No. 3. |
| Areas that are currently 114m AHD should be capped and rehabilitated quickly and stipulations regarding minimum plant size and type for buffer zones should remain. | Both the current and amended LDP require future development applications to be supported by a landscaping plan. |
| Contamination should be investigated by DWER and a contamination plan should be required for future applications. | <p>The site is classified under section 13 of the <i>Contaminated Sites Act 2003</i> and DWER are responsible for administering the Act.</p> <p>The amended LDP proposes to delete the entire 'Environmental Management' section from the current LDP which includes the following text:</p> <p><i>'An environmental management plan that addresses the investigation and management of contamination or acid sulphate soils.'</i></p> <p>The textural changes proposed by the amended LDP are not supported as the nature of the development itself warrants further detail on the environmental issues (including any contamination issues) to be appropriately addressed.</p> |
| The amended LDP significantly dilutes the demands on Cleanaway to thoroughly justify any proposed future development through required reports, action plans and adherence to the principals of the Approved | The textural changes proposed by the amended LDP are not supported as the background notes provide some context and the nature of the development itself warrants further detail on the management plans and environmental issues to be addressed. |

| Issue Raised | Shire Officer Comments |
|---|--|
| LDP. As such, it diminishes the Statutory jurisdiction of the Shire. | |
| Cleanaway have removed the 'Environmental Management' section completely. Even small commercial developments are often required to provide stormwater, bushfire and noise management plans for example. The operation should adhere to what is good sound Governance and honest environmental responsibility. | The textural changes proposed by the amended LDP are not supported as the nature of the development itself warrants further detail on the management plans and environmental issues to be addressed. |
| Including the eastern cells will initiate the acceptance of development on this portion of land. It sets a precedence that this area will and can be developed. | <p>The amended LDP re-introduces the eastern proposed future cells 11, 13, 14, 18, 19 and 20. These cells were removed based on the comments from DBCA that the native vegetation on the eastern portion of Lot 2 is in excellent condition and provides habitat for threatened black cockatoos.</p> <p>In the absence of any approved clearing of this vegetation the proposed amendment is therefore not supported. Noting however that in future, if clearing is approved then the LDP can be updated at that time.</p> |
| The current LDP has been through correct due process and to consider any changes so early in its life is premature before the document has a chance to be tested. | Noted. |
| No approvals or changes to approvals, amendments or development applications should be considered by the Shire until the EPA have completed their assessments. | <p>The EPA has decided to assess the proposal for the construction and operation of 3 new landfill cells under s 41 of the <i>Environmental Protection Act 1986</i>.</p> <p>SAT has determined that s 41 of the Act does not restrict the local government from making a decision on the LDP. Therefore the LDP can be considered by Council and the SAT has made orders to that effect.</p> |

Consultation with Government/Service Agencies

- *Department of Planning, Lands and Heritage (DPLH)*

For this proposal the DPLH has no comments to offer.

- *Department of Mines, Industry Regulation and Safety (DMIRS)*

DMIRS has determined that the LDP raises no significant issues with respect to mineral and petroleum resources, geothermal energy, and basic raw materials.

- *Water Corporation*

The Water Corporation's Dardanup Waste Water Treatment Plant (WWTP) is located immediately to the north of the area and the odour buffer around the WWTP extends as a 500m radius around the WWTP ponds. The Water Corporation has no objections provided that it does not give rise to any odour sensitive developments or land uses within the odour buffer area.

The LDP addresses the use of the site as a landfill facility and no odour sensitive land uses are proposed for the site.

- *Department of Primary Industries and Regional Development (DPIRD)*

DPIRD does not object to the amendment to the LDP.

- *Department of Water and Environmental Regulation (DWER)*

DWER recommends the current statement under the Environmental Management section in the current LDP:

“An Environment Management Plan that addresses vegetation clearing, hydrogeological impacts on surrounding land uses and the investigation and management of contamination or acid sulphate soils”

Be revised to:

“An Environment Management Plan that addresses native vegetation clearing, hydrogeological impacts on surrounding land uses, the investigation and management of contamination or acid sulphate soils, a secure water supply, environmental license compliance and a closure plan.”

Under the Environmental Management section in the current LDP it states that development applications are to be supported by technical assessment and management plans including but not limited to... All the issues raised in the above statement are therefore covered in the current LDP and no change to the current LDP is considered necessary.

- *Main Roads WA (MRWA)*

MRWA has no objection to the proposed amendment to the LDP.

- *Department of Biodiversity, Conservation and Attractions (DBCA)*

The eastern portion of Lot 2 contains excellent quality vegetation which are known to support priority flora species and threatened fauna. Within the vicinity of the Lot 2 native vegetation DBCA has records of the following threatened species: black cockatoos, western ringtail possums, quenda and south-western brush-tailed phascogales.

The LDP amendment shows future waste cells 11, 13, 14 and 18 to 20 retained as areas for future development. It should also be noted that the native vegetation within the same eastern portion of Lot 2 would be subject to assessment under the native vegetation provisions of the *Environmental Protection Act 1986*.

Proposed future waste cells 11 to 14 and 18 to 20 are also located adjacent to the Dardanup Conservation Park and would be likely to increase the amount of wind-blown and fauna-spread litter, found within the Park. The proposal should ensure that there is no spread of waste material offsite by wind or fauna to the Park, and that fencing to assist this objective, is established and maintained in good condition.

The LDP amendment includes a proposal to remove provisions of the current LDP that refers to stormwater management on the southern boundary of Lot 2. DBCA's preference would be that the LDP recognises and includes a provision to ensure that Lot 2 drainage water management does not adversely impact the Park.

All the issues raised above are covered in the current LDP and therefore the proposed LDP amendment is not supported.

Budget Implications

To date Council has not incurred any legal costs through the SAT process. However it is highly likely that the proponent will seek a formal hearing from SAT should the 151m AHD increased height not be supported. Council would then need to engage legal representation and also the services of a landscape architect to provide specialist advice on the visual impact/assessment. The costs of these would be in the order of \$50,000 and allocated to GL1016017 – Town Planning Legal Expenses.

Budget – Whole of Life Cost - None.

Council Policy Compliance

- SDev CP505 – Public Consultation – Planning Matters

Risk Assessment

The Risk Management Governance Framework has been considered in arriving at the Officer Recommendation. Please refer to [Appendix ORD: 12.2.1D] for full assessment document.

| Tier 2 – ‘Low’ or ‘Moderate’ Inherent Risk. | |
|--|--|
| Risk Event | Amendment to Local Development Plan – Lot 2 Banksia Road, Crooked Brook |
| Inherent Risk Rating (prior to treatment or control) | Moderate (5 - 11) |
| Risk Action Plan (treatment or controls proposed) | Necessary budget allocation. |
| Residual Risk Rating (after treatment or controls) | Moderate (5 - 11) |
| Risk Category Assessed Against | Financial Financial impact through the State Administrative Tribunal process. |
| | Legal and Compliance Failing to comply with an order from the State Administrative Tribunal. |

Officer Comment

In essence there are 4 main amendments to the LDP that Cleanaway is proposing as follows:

1. More succinct notes setting out the development context and statutory framework and omitting background notes on past master planning that are irrelevant to the statutory form of a local development plan.

The LDP for Lot 2 is not considered to be a ‘typical’ LDP and the background notes provide some context to the development of the LDP. LDP’s are required to be in a manner and form as approved by the Commission and the DPLH had no comments on the current LDP when it was initially advertised.

The proposed amended wording is therefore not considered necessary.

2. Providing succinct provisions on the expectations of the content of future applications for development approval and acknowledge any departure from the plan will require justification, but does so without those provisions exceeding the scope of a local development plan. Extensive provisions specifying the content of future development applications, including management plans for stormwater, vegetation clearing, hydrogeological impacts, bushfire, dust, visual impacts, and acoustic issues, exceeds the scope of a local development plan. The broader planning framework is

sufficiently effective in requiring development applications to address these management matters, and any others, insofar as those matters are relevant to a particular proposal.

The current LDP does not exceed the scope of a local development plan as LDP's are required to be in a manner and form as approved by the Commission and the DPLH had no comments on the current LDP when it was initially advertised.

Given the nature of the development itself it is considered necessary to further detail management plans and environmental issues to be addressed. It must also be acknowledged that some of the provisions in the current LDP are a result of recommendations from Government agencies.

The proposed amended wording is therefore not considered necessary.

3. The Cleanaway LDP provides for a maximum cell height of 149 metres AHD (plus capping), which would extend consistently from existing approved cells currently being developed and also from the height of cells the subject of applications for approvals currently being assessed.

The current LDP contains a provision that any proposed variation to the height limit (of 114m AHD) will require consideration of the visual impact and a visual impact assessment may be required. Cleanaway have submitted a 'Landscape and Visual Assessment' based on the proposed height of 149m AHD waste cell height with an additional 2m for capping. Please refer to [Appendix ORD: 12.2.1E] for a copy of the landscape and visual assessment.

With regard to the proposed 149m AHD height increase, the landscape and visual assessment suggests:

that the existing works at the subject site are discrete. The surrounding vegetation and landforms combine to restrict views and the works do not currently adversely impact the broader landscape character. In the long term, the proposed 149m AHD top of cell height (excluding capping) will form a slightly higher skyline from some views. With the modelling suggesting this takes the form of a localised variation in topography which will be observed as an integral part of the rural landscape.

The landscape and visual assessment (section 3.4) contains images from key viewing locations of the existing landform and the proposed 149m AHD landform. From current observations and the information for key view locations 6, 11, 14, 17 and 19, it is apparent that the existing works are not considered to be discrete. The increase to 149m AHD is not considered to take the form of a slightly higher skyline but rather a noticeable hill that would break the strong horizontal panorama and adversely impact the broader landscape character.

The site is located at the entry to the Ferguson Valley which is a renowned tourism area well known for its rolling hills and clean/green produce including food and wine. The waste cell heights of 149m AHD will not be substantially landscaped for extensive periods of time and therefore will significantly impact the valued landscapes and views of the Dardanup area and Ferguson Valley.

It is important to note that the current DWER licence has a condition that the landfill cells must be constructed to ensure that the maximum height of waste placed within the cells will be no greater than 128m AHD.

Previously the Shire has received legal advice with regard to the height limit of 114m AHD as determined by Council at the 16th of December 2020 meeting [Confidential Under Separate Cover Document].

However the landscape and visual assessment has included (for key view locations 15 and 20) a comparison of the existing landform with the 128m AHD and 149m AHD heights. Please refer to [Appendix ORD: 12.2.1F] for an extract from the landscape and visual assessment.

It is considered that the 128m AHD landform could be viewed as a low broad hill and therefore reflect a natural undulation in the skyline that would not be inconsistent with the broader panorama.

As height limits have been established for existing cells, but not the landfill facility as a whole, Council can (and has) imposed a height limit for future cells. However for the reasons contained in the legal advice, and given the fact that Council has historically accepted higher height limits than the 114m AHD for the landfill facility, it is recommended that the 'Height' provision of the current LDP be modified to state a maximum waste height of 128m AHD in accordance with the current DWER licence and a maximum finished height level of 130m AHD (which includes 2m of capping on top of the waste cells).

It is considered that the landscape and visual assessment has sufficiently addressed the visual effects of an increase in height on the character of the immediate locality and the broader landscape.

4. The Cleanaway LDP retains provision for Cleanaway's long held intent to develop future cells 11, 13, 14 and 18-20. This is consistent with approved waste disposal facility land use for Lot 2 and Cleanaway notes that any associated impacts are to be addressed as part of obtaining the required approvals before these cells are to be developed.

DBCA has previously advised that the native vegetation within the eastern portion of Lot 2 is in excellent condition and provides habitat for threatened black cockatoos. The current LDP does acknowledge that 'any future development may require a clearing permit'.

In the absence of any approved clearing of this vegetation the proposed amendment is therefore not supported. Noting however that in future, if clearing is approved then the LDP can be updated at that time.

There are also two key State Planning Policies that are of relevance when dealing with rural landscapes as follows:

State Planning Policy 2.0 – Environment and natural resources policy

The policy advocates that there is a clear and explicit need to incorporate environmental considerations and resource management into the planning process to ensure that decisions are made in the context of potential impacts on the environment. The policy also places considerable emphasis on protecting landscapes that are valued by the community as follows:

5.9 *Landscape*

Planning strategies, schemes and decision-making should:

- (i) *Identify and safeguard landscapes with high geological, geomorphological or ecological values, as well as those of aesthetic, cultural or historical value to the community, and encourage the restoration of those that are degraded.*
- (ii) *In areas identified in 5.9(i) above, consider the level or capacity of the landscape to absorb new activities and incorporate appropriate planning and building design and siting criteria to ensure that new development is consistent and sensitive to the character and quality of the landscape.*
- (iii) *Consider the need for a landscape, cultural or visual impact assessment for land use or development proposals that may have a significant impact on sensitive landscapes.*

The impact of potential development to an overall height of 151m AHD on the landscape is considered significant and this has also been acknowledged by the EPA who have identified the interference with amenity values as one of the factors that requires further assessment with regard to the application for 3 new landfill cells. The amended LDP is proposing heights that would result in the waste mound being significantly higher than the surrounding hills, effectively creating a new hill within the surrounding landscape. As evidenced by the submissions received, the community places significant aesthetic value to the rolling green hills and therefore the rural/tourism landscape should be safeguarded. The amended LDP is therefore not considered to be consistent with SPP 2.0.

State Planning Policy 2.5 – Rural planning

The purpose of the policy is to protect and preserve rural land assets due to the importance of their economic, natural resource, food production, environmental and landscape values. Ensuring broad compatibility between land uses is essential to delivering this outcome.

Managing landscape attributes is also an important aspect of the policy which acknowledges waste facilities as a regional facility that can be accommodated in rural areas. However it also requires that the facility should not be visually dominant within key viewsheds and should be visually compatible with surrounding land uses. The amended LDP, proposing an overall height of 151m AHD is therefore not considered consistent with this aspect of the policy.

Conclusion

It is acknowledged that there is strong community opposition to the landfill facility however it must also be accepted that the existence of facility is the result of a Ministerial decision, and this decision has been reinforced by the SAT. Council has also granted a number of development approvals over the site.

The textural changes proposed by the amended LDP are not supported as the background notes provide some context, and the nature of the development itself warrants further detail on the management plans and environmental issues to be addressed. In addition the LDP is required to be prepared in the manner and form approved by the Commission and the DPLH have no concerns with the content of the current LDP.

The landscape and visual assessment contains images from key viewing locations of the proposed 149m AHD landform. From current observations it is apparent that the existing works are not considered to be *discrete*. The substantial increase to 149m AHD is considered to take the form of a noticeable hill that would break the strong horizontal panorama and adversely impact the broader landscape character.

The amendment to the LDP is therefore not supported.

However, as height limits have been established for existing cells (as detailed in the legal advice), and given the fact that the Shire has historically accepted different height limits than the 114m AHD for the landfill facility, it is recommended that the 'Height' provision be modified to state a maximum waste height of 128m AHD in accordance with the current DWER licence and a maximum finished height level of 130m AHD (which includes 2m of capping on top of the waste cells).

It is considered that the landscape and visual assessment has sufficiently addressed the visual effects of an increase in height to 130m AHD on the character of the immediate locality and the broader landscape.

The SAT has made orders inviting Council to consider the LDP by the 30th of May 2022, and therefore deferring the matter is not recommended.

Council Role - Quasi-Judicial.

- Voting Requirements**
- Simple Majority for Officer Recommended Resolution A.
 - Absolute Majority for Officer Recommended Resolution B.

Change to Officer Recommendation

No Change. **OR:**

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

OFFICER RECOMMENDED RESOLUTION 'A'

THAT Council In respect of the State Administrative Tribunal matter number DR 64/2022, requires the applicant to:

1. **Modify the local development plan for Lot 2 Banksia Road, Crooked Brook by:**
 - a) **Retaining the current Context Plan, Site Plan and text provisions contained in the local development plan as adopted by Council on the 26th of May 2021.**
 - b) **Amending the 'Cross-Section A-A' to reflect a maximum waste cell height of 128m AHD and maximum finished height level of 130m AHD (which is inclusive of any capping on top of the waste cells).**

Modify the local development plan for the following reasons:

- a) ***The currently approved local development plan does not exceed the scope of a local development plan and given the nature of the development proposed on the site, it is considered necessary that further detailed management plans and environmental issues should be addressed with future development applications.***
- b) ***From current observations and the information for key view locations 6, 11, 14, 17 and 19, it is apparent that the existing works on site are not considered to be discrete. The increase to 151m AHD is not considered to take the form of a slightly higher skyline but rather a noticeable hill that would break the strong horizontal panorama and adversely impact the broader landscape character.***
- c) ***The site is located at the entry to the Ferguson Valley which is a renowned tourism area well known for its rolling hills and clean/green produce including food and wine. The total waste cell heights of 151m AHD will not be substantially landscaped for extensive periods of time and therefore will significantly impact the valued landscapes and views of the Dardanup area and Ferguson Valley.***
- d) ***The impact of potential development to an overall height of 151m AHD on the landscape is considered significant and this has also been acknowledged by the Environmental Protection Authority who have identified the interference with amenity values as one of the factors that requires further assessment with regard to the development application for 3 new landfill cells on the site. The amended local development plan is proposing heights that would result in the waste mound being significantly higher than the surrounding hills, effectively creating a new hill within the surrounding landscape. As evidenced by***

the submissions received, the community places significant aesthetic value to the rolling green hills and therefore the rural/tourism landscape should be safeguarded. The amended local development plan is therefore not considered to be consistent with State Planning Policy 2.0 – Environment and natural resources, which places considerable emphasis on protecting landscapes that are valued by the community.

- e) *Managing landscape attributes is also an important aspect of State Planning Policy 2.5 – Rural planning which acknowledges waste facilities are a regional facility that can be accommodated in rural areas. However it also requires that the facility should not be visually dominant within key view sheds and should be visually compatible with surrounding land uses. The amended local development plan, proposing an overall height of 151m AHD is therefore not considered consistent with this aspect of the policy.*

2. Resubmit the modified plan to the Shire of Dardanup for approval.

AND

OFFICER RECOMMENDED RESOLUTION 'B'

THAT Council:

1. Delegates to the Chief Executive Officer, by absolute majority, authority to approve the local development plan once modified in accordance with Part 1 of the above resolution.
2. Authorises additional expenditure of up to \$50,000 against GL1016017 – *Town Planning Legal Expenses* over the 2021/22 and 2022/23 financial years, for legal expenses that may be incurred through the SAT process.

By Absolute Majority

12.3 INFRASTRUCTURE DIRECTORATE REPORTS

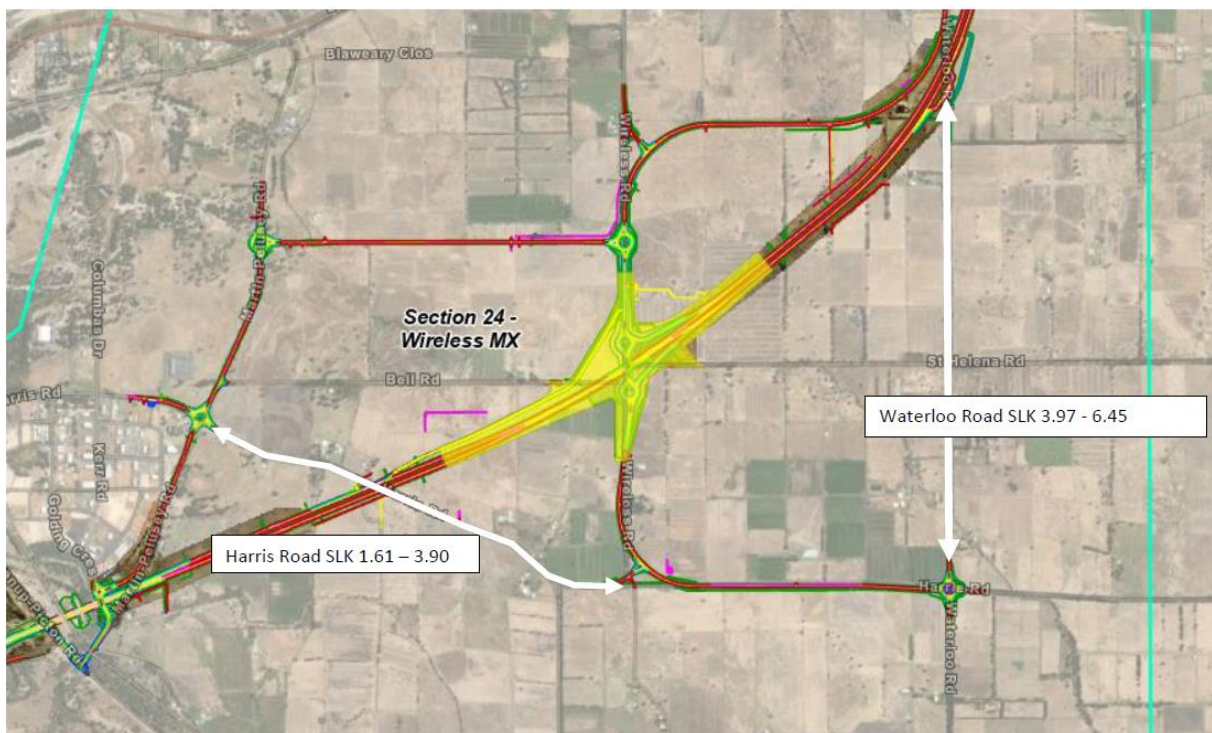
12.3.1 Title: Restricted Access Vehicle (RAV) Freight Routes - Harris Road & Waterloo Road

| | |
|------------------------------|---|
| Reporting Department: | <i>Infrastructure Directorate</i> |
| Reporting Officer: | <i>Ms Sonja Pienaar – Manager Assets</i> |
| Legislation: | <i>Local Government Act 1995</i> |
| Attachments: | <i>Appendix ORD: 12.3.1 – Risk Assessment</i> |

Overview

Council is requested to consider the approval for the South West Gateway Alliance to operate Restricted Access Vehicles (RAV 4) - Accredited Mass Management Scheme (AMMS) Level 3 vehicle combinations on Harris Rd 1.61- 3.9 (Martin Pelusey to Damien Italiano/Wireless Road) and Waterloo Road from mid May 2022 to mid-2023 subject to conditions.

The final approval for Harris Road to be added to the RAV network is with MRWA, however requires the Shire's endorsement. Waterloo Road has MRWA approval for RAV 4 AMMS Level 3, but requires operators to carry a letter of approval from the road owner for the duration of their operations.



Background


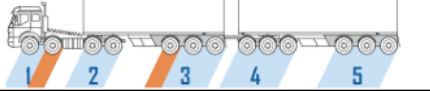
At the Ordinary Council Meeting held on the 28th of October 2020 Council resolved (OCM: 292-20) to approve additional heavy vehicle routes to the RAV network and gave the Chief Executive Officer delegation to support RAV applications in accordance with these endorsed routes and the adopted Infrastructure policy CP401 – Heavy Vehicle – Road Contribution.

This report has been brought to Council as the delegation provided at the 28th of October 2020 meeting does not include RAV 4 AMMS Level 3 for Harris Road or Waterloo Road.

A vehicle or vehicle combination exceeding any of the following limits is a RAV and must be operated in accordance with a permit or order on an approved RAV Network route:

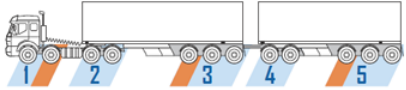
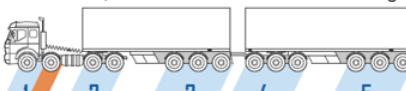
| | | |
|---|---|--|
| 2.5m in width 4.3m in height 12.5m in length for a rigid vehicle 19m in length for a combination | 42.5t gross mass 6t on a single steer axle 10t on a twin steer axle group (non-load sharing suspension) 11t on a twin steer axle group (load sharing suspension) | 9t on a single axle 16.5t on a tandem axle group 20t on a tri or quad axle group |
|---|---|--|

The following shows the Standard Prime Mover, Trailer Combinations and Truck, Trailer Combinations for RAV 3 and RAV 4 vehicle combinations.

| Category 3 RAVs | | | | |
|-----------------|---|---------|-----------|------------------|
| Category | Vehicle Description | Length | Max. Mass | Approved Network |
| 3A | A-Double (Prime Mover, Semi Trailer & Dog Trailer)  | ≤27.5 m | 85 t | RAV Network 3 |
| Category 4 RAVs | | | | |
| Category | Vehicle Description | Length | Max. Mass | Approved Network |
| 4A | A-Double (Prime Mover, Semi Trailer & Dog Trailer)  | ≤27.5 m | 88.5 t | RAV Network 4 |

The Accredited Mass Management Scheme (AMMS) is a concessional loading scheme introduced by Main Roads Western Australia (MRWA). The AMMS provides a more flexible concessional loading scheme for operators. MRWA advise that road safety is increased and road damage is reduced due to the reduced potential for overloading.

The AMMS is applied to RAVs and effectively means the vehicles will have a higher axle loading under the scheme. There are three approved mass levels under the AMMS. Typically, Council is asked to approve the highest allowable loading, that being AMMS Level 3.

| Category 3 RAVs | | | | | | |
|-----------------|---|---------|------------|-----------------|--------------------|------------------|
| Cat. | Vehicle Description | Length | AMMS Level | Max. Gross Mass | Max. Modified Mass | Approved Network |
| 3A | A-Double (Prime Mover, Semi Trailer & Dog Trailer)  | ≤27.5 m | Level 1 | 89 t | 4 t | N3.1 |
| | | | Level 2 | 91 t | 6 t | N3.2 |
| | | | Level 3 | 94 t | 9 t | N3.3 |
| Category 4 RAVs | | | | | | |
| Cat. | Vehicle Description | Length | AMMS Level | Max. Gross Mass | Max. Modified Mass | Approved Network |
| 4A | A-Double (Prime Mover, Semi Trailer & Dog Trailer)  | ≤27.5 m | Level 1 | 93.5 t | 5 t | N4.1 |
| | | | Level 2 | 96.5 t | 8 t | N4.2 |
| | | | Level 3 | 100 t | 12 t | N4.3 |

Legal Implications

Road Traffic (Vehicles) Act 2012
Road Traffic (Vehicles) Regulations 2014

Strategic Community Plan

Strategy 4.1.4 - Facilitate the provision of essential services and infrastructure to support the growing community and local economy. (Service Priority: High)
Strategy 5.1.1 - Provide an efficient road network for the efficient movement of people and goods by road. (Service Priority: Very High)
Strategy 5.1.2 - Advocate for transport choices by increasing the availability of safe, affordable and viable transport options. (Service Priority: High)

Environment

A higher productivity vehicle as prescribed under the Accredited Mass Management Scheme or Performance Based Standards are able to perform a transport task in fewer journeys than a conventional heavy vehicle, which results in fewer carbon emissions.

Precedents

Council has previously endorsed heavy vehicle routes as depicted in the Shire's Heavy Vehicle Master Plans and the maximum RAV access.

Currently the Southwest Gateway Alliance do have permission to use RAV 4 level 3 vehicles on Waterloo Road and have agreed to be monitoring the Waterloo Road condition and repair it at the completion of the works.

Budget Implications

Currently the only successful mechanism for cost recovery is by agreement with operations that generate the extra ordinary load (such as extractive industries) and not with transport operators themselves.

After some negotiations between Shire staff and the Southwest Gateway Alliance (SGA), it was agreed that SGA will provide proof of road condition prior to works, monitor the road condition and take appropriate actions on completion of the BORR works to reinstate the roads. NO monies will be paid as part of a cost recovery agreement.

Budget – Whole of Life Cost

Increasing the load and traffic volume on roads may also alter the expected useful life of the road where the requirement to renew the road may occur sooner than currently scheduled. This has the potential to increase road construction costs and reduce the expected longevity of the road.

This is why it was agreed that SGA assess the reduction of road condition once work has been completed and undertake the appropriate works.

Council Policy Compliance

- Infrastructure policy CP401 – Heavy Vehicle – Road Contribution

The principal of this policy is that freight generators such as extractive industries (not freight haulage operators) should be responsible for upgrades and/or road contributions required that are identified as being the result of their operations in the Shire where the freight task represents an increase in heavy

vehicle numbers beyond what is expected within the range of reasonable traffic growth. The proposed policy aims to seek upgrades and/or contributions that can be conditioned as part of the Development Approval Process.

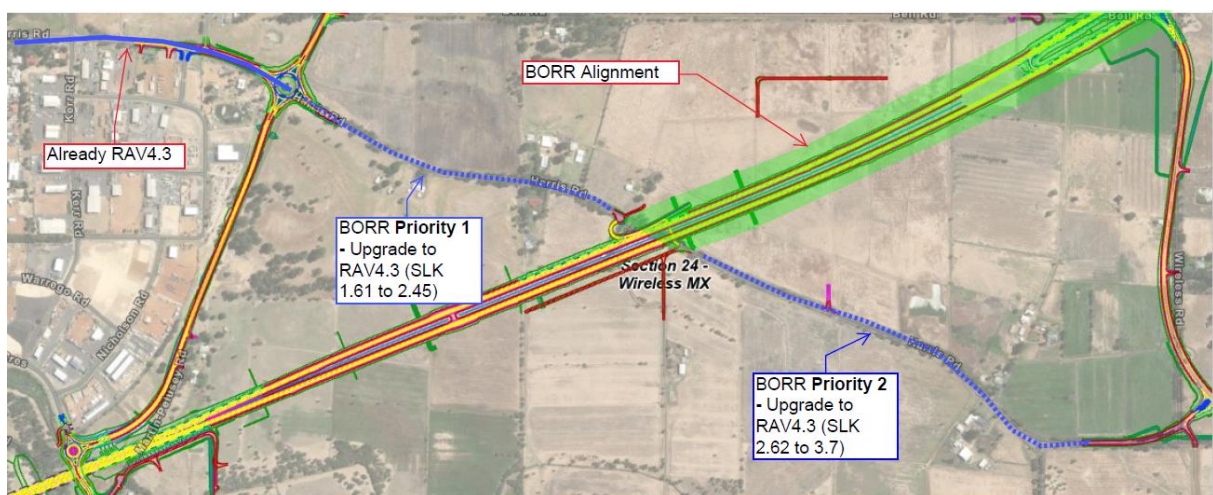
Risk Assessment

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to [Appendix ORD: 12.3.1] for full assessment document.

| TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk. | |
|--|---|
| Risk Event | Increased Heavy Haulage Restricted Access Vehicles (RAV) on Shire Road Network |
| Inherent Risk Rating (prior to treatment or control) | Moderate (5 - 11) |
| Risk Action Plan (treatment or controls proposed) | Not required |
| Residual Risk Rating (after treatment or controls) | As the Inherent Risk Rating is below 12, this is not applicable. |
| Risk Category Assessed Against | Financial Existing Roads identified as RAV routes may reach the end of its useful life sooner than anticipated due to haulage activity. |
| | Financial The Shire will have limited ability to raise funds due to extraordinary load on road. |
| | Reputational Customer levels of service may be reduced if assets are not maintained or renewed to meet user demand. |

Officer Comment

Due to BORR road construction activity Harris Road SLK 3.9 to SLK 5.45 (Damien Italiano Road to Waterloo Road) will be closed from mid May 2022 and become a construction site as road upgrades are undertaken on Harris Road and Wireless Road as connection roads to the BORR. The upgrades to these Shire roads are at no cost to the Shire.



The Southwest Gateway Alliance (SGA) is required to seek the Shire’s permission to use Waterloo Road and Harris Road to operate RAV 4 Level 3 vehicle combinations on Harris Rd 1.61- 3.9 (Martin Pelusey to Damien Italiano/Wireless Road) from mid May 2022 to mid-2023 subject to conditions.

Waterloo Road already has MRWA RAV 4 level 3 approval, but due to a condition of this approval operators are required to carry a letter from the road owner for the duration of their operations. This allows the Shire to monitor activities on their roads.

Harris Road SLK 1.61 to SLK 3.9 does not have MRWA RAV approval and therefore Council has been requested to consider approving Harris Road SLK 1.61 to SLK 3.9 for RAV 4 level 3 access. As this will only be required for the duration of the BORR construction, the Shire may request MRWA to withdraw the approval on completion of the SGA activities estimated to be mid - 2023.

Cost recovery

In line with the Shire's policy CP401 – Heavy Vehicle – Road Contribution the issues of cost recovery for extra ordinary haulages was addressed as part of BORR development application. The BORR development approval did not provide for cost recovery according to the WALGA cost recovery agreement. Instead, the BORR development approval granted by WAPC in December 2020 required that "Prior to commencement of bulk material haulage along a route and immediate following completion, Haulage Route Condition Surveys shall be prepared and submitted to the local authority for review and dilapidation identified shall be suitably remediated to the satisfaction of the WAPC anon the advice of the LG."

On the issues of road cost recovery due to extraordinary loads on local roads, SGA has committed to extend the arrangement for Waterloo Road to Harris Road:

- Arranging road condition surveys prior to haulage works commencing and at completion (pre and post surveys). In addition a road condition survey will be arranged approximately midway through the haulage task to highlight any unexpected deterioration.
- Ensure the road is maintained to a functional standard throughout the course of the project:
 - For small works SWGA's preference is for the works to be carried out by Shire of Dardanup maintenance team directly at SWGA's cost.
 - For larger works, SWGA will agree the nature and extent of remedial works with Shire of Dardanup and will arrange for the works to be undertaken by a suitably qualified and experienced subcontractor to Council's satisfaction.
- At the end of the project and based on the comparison between the pre and post surveys, SWGA will agree with the Shire of Dardanup any works required to return the road to an satisfactory condition taking account of the impact of external factors such as unrelated haulage activity.

Road Safety

To ensure road safety, a recent assessment of Harris Road from Martin Pelusey Road to Damien Italiano Road by an external contractor according to MRWA Heavy Vehicle RAV route assessment guidelines has noted the following:

- Harris Road is a very low volume rural road;
- Harris Road is very narrow 6.1m to 6.5m in width;
- Harris Road has some tight curves along the alignment; and
- Harris Road appears to have a derestricted speed limit. (Not sign posted – 110km/hr)

Harris Road SLK 1.61 – SLK 3.9 is also not a school bus route.

The assessor has recommended the following conditions should the RAV 4 level 3 approval be supported for Harris Road to address safety concerns:

- Implementing a 60km/h speed limit;
- Installing long vehicle route signage at either end of the length of Harris Road for each direction;
- Installing centreline pavement marking along the alignment (No RRPM required) noting Double Barrier assessment through corners for line of sight and sufficient line of sight for overtaking;
- Whilst turning movements could occur at Martin Pelusey Road and Harris Road for RAV vehicles, suggestion to the BORR Project is to use a route that does not require turning at Martin Pelusey Road and Harris Road due to the high number and frequency of movements.

On Waterloo Road, the assessor commented that some works to the Harris Road/Waterloo Road intersection will be required to accommodate turning movements as per submitted swept paths.

Consultation with the affected residents

SGA has indicated that an average of 8 double road trains completing 8 round trips per day, each truck carries a payload of approximately 55 Tonne can be expected along Harris Road. Haulage hours will be between 6.30am and 5:30pm. This will have not only result in extra load on the road but also increase the number of vehicle movements, although it is on for approximately 18 month duration. For residents that are used to a traditionally quite road, this will be a significant change.

SGA's community and stakeholder engagement team will be including information about the proposal to use haulage trucks on Harris Road in their next correspondence which was due on Friday 6 May. This correspondence will consisted of a letter drop, Facebook post and e-mail to the relevant residents. Previous consultations with landowners (face to face & e-mail correspondence) in this area was mainly to discuss the changes to their property fencing due to the BORR coming through their land. SGA noted that although no formal correspondence has been recorded, the residents will be aware of the increased construction activity around their property and the network.

SGA has asked that this application will not only be considered on its individual merit but also in light of favourable impact the completion of the BORR project and the BORR local road upgrades will have on the Shire's network.

Some of the upgrade to local roads as part of the BORR project in this area includes:

- Golding Crescent upgrade - New roundabout and re-alignment
- Martin Pelusey Road upgrade and upgraded tie-in to Golding Crescent
- Harris Road intersection upgrade with Martin Pelusey Road - New roundabout
- Harris Road SLK 3.7– 5.54 between Waterloo Rd and Wireless Road will be upgraded – future RAV network
- Upgrade of Wireless Road (renamed Discovery Road) from Harris Road connecting from the South of the BORR – future RAV network
- Upgrade of Wireless Road (renamed Discovery Road) connecting to Waterloo Rd from the North of the BORR – future RAV network
- New Brycinda Road connecting the new Discovery Road with Martin Pelusey (Parallel with Bell Rd)
- Moore Road upgrade connecting the existing Boyanup Picton Road with the existing Moore Road

- New Waterloo Rd (between Railway Road and SW Hwy) and new roundabout with SW Hwy – future RAV network
- Construction of cul-de-sac heads where BORR intersects Harris Road and Waterloo Rd.

Should the Council endorse staff recommendations, MRWA will received the Shire’s approval with conditions. MRWA will conduct their own assessments, consider the Shire’s recommendations and make the final decision on approval and the conditions of the approval.

Council Role - Review.

Voting Requirements - Simple Majority.

Change to Officer Recommendation

No Change. **OR:**

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

OFFICER RECOMMENDED RESOLUTION

THAT Council:

1. **Approves of the South West Gateway Alliance’s application to operate RAV 4 AMMS Level 3 vehicles on Harris Rd 1.61- 3.9 (Martin Pelusey to Damien Italiano/Wireless Road) and Waterloo Road subject to the following:**
 - a) **The Permit is valid from 25 May 2022 to 25 August 2022;**
 - b) **Maximum speed 60km/h on Harris Road with long vehicle signage at each end of Harris Road;**
 - c) **Prior to commencement of bulk material haulage along a route and immediate following completion, Haulage Route Condition Surveys shall be prepared and submitted to the local authority for review and dilapidation identified shall be suitably remediated to the satisfaction of the Shire;**
 - d) **Road upgrade works to address safety concerns are required to be implemented to the satisfaction of the Shire prior to activities commencing, including appropriate line marking, signage and intersection upgrades;**
 - e) **A copy of the correspondence from the Shire of Dardanup endorsing the application is to be carried by all vehicles operating under the conditions of this approval;**
 - f) **South West Gateway Alliance to conduct appropriate consultation with affected residents.**
 - g) **The South West Gateway Alliance report on the consultation that was done with the affected residents is to be brought back to Council.**

- 2. Delegates authority to the Chief Executive Officer to assess and approve applications for up to RAV 4 AMMS Level 3 access to Harris Road from SLK 1.61 to SLK 3.9 (Martin Pelusey Road to Damien Italiano/Wireless Road) and Waterloo Road SLK 0 to SLK 8.49.**

12.3.2 Title: Panizza Road – Road Upgrade Concept Design

| | |
|------------------------------|---|
| Reporting Department: | <i>Infrastructure Directorate</i> |
| Reporting Officer: | <i>Mr Nathan Ryder - Manager Infrastructure Planning & Design</i> |
| Legislation: | <i>Local Government Act 1995</i> |
| Attachments: | <i>Appendix ORD: 12.3.2A – Risk Assessment Tool Appendix ORD: 12.3.2B – Concept Design Drawings</i> |

Overview

This report addresses Council Resolution (OCM: 362-21) as outlined below, which requested that the Chief Executive Officer carry out survey, design, environmental assessment and cost estimation of upgrading Panizza Road and that the results are brought back to Council for further consideration.

Background

At its Ordinary Council Meeting held on the 24th of November 2021, Council resolved (OCM: 362-21):

“THAT Council:

- 1. Does not close Panizza Road and that the upgrade and sealing of Panizza Road be considered as part of the 2022-23 Budget deliberations and the Road Asset Management Plan.*
- 2. Requests that the Chief Executive Officer carries out survey, design, environmental assessment and cost estimation of upgrading Panizza Road; and*
- 3. Once the process is complete, requests that the results are brought back to Council for further consideration.*
- 4. Requests the Chief Executive Officer to investigate speed restrictions and or surveillance along the road as an immediate measure to address safety concerns.”*

This report addresses Items 2 and 3 above.

This report also references Item 3 of Council Decision (OCM: 87-22) from the meeting held on the 27th of April 2022:

“THAT Council:

- 1. Notes the options for dust suppression products, as depicted in this report;*
- 2. Notes Main Roads WA advice that installation of either regulatory or advisory speed signage to unsealed roads is not permitted; and*
- 3. Defers a decision on dust mitigation on Panizza Road until it has considered the option to upgrade Panizza Road, or a section of Panizza Road, to a bitumen seal standard.”*

Engineering survey, concept design, environmental assessment and cost estimation of upgrading Panizza Road have now been completed by Shire Staff and the results are presented to Council for consideration.

Legal Implications - None.

Strategic Community Plan

Strategy 2.2.2 - Provide Sustainable Transport Infrastructure. (Service Priority: Moderate)

Strategy 4.3.3 - Plan and facilitate adequate transport, infrastructure and utility services to meet industry requirements. (Service Priority: Very High)

Strategy 5.1.1 - Provide an efficient road network for the efficient movement of people and goods by road. (Service Priority: Very High)

Strategy 5.1.3 - Provide a safe road transport network where crashes resulting in death or serious injury are minimised. (Service Priority: Very High)

Environment

The Shire’s Environmental Officer has carried out an environmental assessment of the impact of upgrading the road. The results are summarised in the Officer Comment section of this report.

Precedents

The Shire has carried out survey, design, environmental assessment and cost estimation of road upgrades in the past.

Budget Implications

There is no capital works project for Panizza Road in the 2021/22 Budget. Also, there are no capital works projects for Panizza Road included in the 10-Year Works Program as part of the ‘2022-23 Roads & Bridge Asset Management Plan.’

Budget – Whole of Life Cost

Sealing the gravel section of road would require ongoing reseals (typically scheduled every 20 years), shoulder maintenance, defect repairs and edge repairs, like any other Shire road.

Council Policy Compliance

- Infr CP058 – Roadside Vegetation
- Infr CP064 – Upgrade of Existing Roads – Voluntary Contributions by Adjoining Property Owners
- Infr CP074 – Asset Management

Risk Assessment

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to [Appendix ORD: 12.3.2A] for full assessment document.

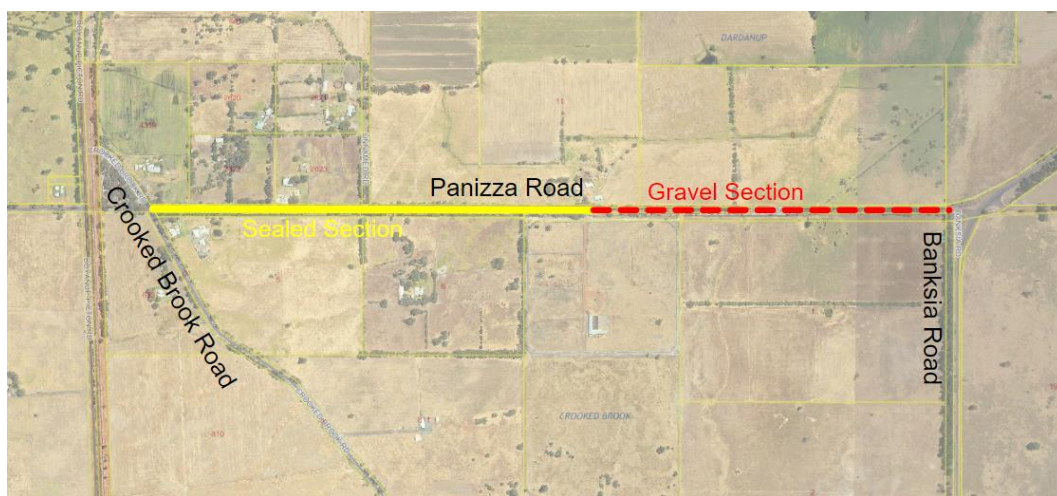
| TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk. | |
|--|--|
| Risk Event | Panizza Road – Road Upgrade Concept Design |
| Inherent Risk Rating (prior to treatment or control) | Low (1 - 4) |
| Risk Action Plan (treatment or controls proposed) | As the Inherent Risk Rating is below 12, this is not applicable. |
| Residual Risk Rating (after treatment or controls) | As the Inherent Risk Rating is below 12, this is not applicable. |
| Risk Category Assessed Against | Health Ongoing dust problem if no action taken. |
| | Financial Ongoing costs for temporary treatments. |

| TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk. | | |
|---|--------------|--|
| | Reputational | Customer dissatisfaction with no treatment, wrong treatment or delay in treatment. |
| | Environment | Clearing Permit required to clear verges for road upgrade works. |

Officer Comment

Panizza Road, between Crooked Brook Road and Banksia Road, is approximately 2.1km in length, of which the first 1.1km is sealed. The gravel section of Panizza Road narrows significantly between the end of the seal and Banksia Road.

Based on the traffic data obtained by the Shire in June 2021, Panizza Road would be classified as a low volume road with a vehicle daily average of 64 vehicles per day, which is slightly higher on weekdays and slightly lower on weekends.



Shire Officers have carried out the following tasks in relation to upgrading Panizza Road:

- Feature survey;
- Road design;
- Environmental assessment; and
- Cost estimation.

Feature Survey

The feature survey of the road involved engaging an engineering surveyor to pick up existing levels of road and surrounds, and as well as trees within the road reserve, which is required for the road design as well as clearing permit application (if pursued further).

Road Design

The road concept design was carried out in AutoCAD with a typical road section comprising an 8m gravel formation, 6.2m wide chip seal, crowned at the centre with a 3% crossfall and 1:4 batters. Approximately 200mm of gravel base course material must be added on top of the existing formation for drainage purposes. The concept drawings are included in [Appendix ORD: 12.3.2B].

Environmental Assessment

Vegetation assessments are carried out in accordance with DWER regulations via desktop review (using GIS databases) and field survey (usually undertaken in spring). These assessments are used to examine the vegetation against DWER's Risk-based "10 Clearing Principles Assessment Criteria" (Schedule 5 of the EP Act, see Appendix 1 and 2). These criteria determine if the proposed clearing will have a high or low risk to the vegetation in-situ. For a clearing permit to be granted, DWER needs to be confident none of the 10 Clearing Principles is 'triggered'.

The Shire's Environmental Officer carried out an environmental assessment of the proposed road upgrade, using the information contained in "A guide to the assessment of applications to clear native vegetation, Under Part V Division 2 of the Environmental Protection Act 1986". (DER, December 2014).

The site has not been formally surveyed, so there is limited data available for the desktop assessment, however, the Shire obtained the following information (via DBCA):

- The vegetation is two rare communities: Dardanup Vegetation complex. This has been exceptionally highly cleared. There is less than 5% pre-European extent remaining, and Cartis vegetation complex, which, has less than 14% pre-euro extent remaining;
- The vegetation is a Threatened Ecological Community (TEC) as the road reserve contains a Commonwealth listed TEC- Banksia woodlands on the Swan Coastal Plain;
- The vegetation is an important ecological linkage in a predominantly cleared landscape; and
- The desktop assessment revealed the presence of a Priority 3 (rare) plant. *Jacksonia gracimilla*.

The 10 Clearing Principles were reviewed against the above information in order to assess the likelihood that the area could either be cleared without a clearing permit, or, if the Shire applied for a permit, whether it would be granted.

In summary, the desktop assessment revealed the area is a complex site with high environmental values, high biodiversity and rare flora, and that GIS Survey data indicated that 4 of the 10 Clearing Principles are triggered. As such, on this basis, it is the Environmental Officer's opinion that, should the Shire apply for a clearing permit, it would likely be rejected by DWER.

If a clearing permit is pursued by the Shire for the full road construction, a formal application with spring survey would be required and the process may take in the order of 12 months.

Cost Estimation

A detailed cost estimation was prepared based on the quantities from the concept design and the estimated cost to upgrade Panizza Road to a 6.2m wide sealed standard is \$295,000.

It is noted that there are no capital works projects for Panizza Road included in the 10-Year Works Program as part of the '2022-23 Roads & Bridge Asset Management Plan.'

Another option, as an alternative to the dust suppression treatments reported to Council at its 27th of April 2022 Ordinary Council Meeting, would be to extend the existing road seal by a nominal 100m, which would require ripping, importing some gravel material, placement, compaction, watering binding and sealing. A narrowing in the seal would be necessary as the road naturally narrows to the east. No clearing of vegetation would be required. The extension of the seal by 100m would likely cost in the order of \$20,000. While this treatment would not address other issues that have been reported to the Shire, it should reduce the dust issues being experienced by adjacent residents.

Options Going Forward

The remaining options for Council to address the dust concerns raised on Panizza Road would appear to be those listed herewith:

- Option 1: Select a dust suppression treatment as per the previous report to Council;
- Option 2: Include a full road upgrade project in the road works program; and
- Option 3: Extend the existing seal by a nominal 100m.

These options are summarised as follows:

| OPTION | DESCRIPTION | ESTIMATED COST | EXPECTED PERFORMANCE |
|--------|--|-----------------------|---------------------------|
| 1 | Dust suppression treatment (refer Item 12.3.1. from OCM 27 April 2022) | \$34,400 to \$107,600 | 6 months to several years |
| 2 | Full road upgrade as per concept design | \$295,000 | 20 years |
| 3 | Extend existing seal by 100m | \$20,000 | 20 years |

Option 1 would be an ongoing cost for Council. As noted in the previous report to Council, the use of dust suppression products is a management treatment and does not add value to the road asset. Therefore, Option 1 is not recommended.

Option 2 would be a significant cost to Council and there are no capital works projects for Panizza Road included in the 10-Year Works Program as part of the '2022-23 Roads & Bridge Asset Management Plan.' There is also a high risk of not obtaining a clearing permit for the reasons explained in this report. Therefore, Option 2 is not recommended.

Option 3 is the lowest cost treatment option presented to date, offers benefit, significant longevity, and is therefore the Officer's Recommendation.

Council Policy CP064 (Upgrade of Existing Roads – Voluntary Contributions by Adjoining Property Owners) provides a mechanism and guidelines by which property owners and/or residents adjoining a road may contribute financially towards the upgrade of that road to a standard higher than is required for that particular road in the Council's Road Asset Management Plan.

Should Option 3 be selected by Council, it is recommended that Shire Officers consult with the relevant landowners regarding cost contributions. The matter can then be brought back to Council.

Council Role - Executive/Strategic.

Voting Requirements - Simple Majority.

Change to Officer Recommendation

No Change. **OR:**

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

OFFICER RECOMMENDED RESOLUTION

THAT Council directs the Chief Executive Officer to consult with landowners on Panizza Road regarding cost contributions to extending the seal by 100m and bring the results back to Council.

12.4 CORPORATE & GOVERNANCE DIRECTORATE REPORTS

12.4.1 Title: Periodical Review of Local Laws Following Submissions

| | |
|------------------------------|---|
| <i>Reporting Department:</i> | <i>Corporate & Governance Directorate</i> |
| <i>Reporting Officer:</i> | <i>Ms Cathy Lee - Manager Governance & HR</i> |
| <i>Legislation:</i> | <i>Local Government Act 1995</i> |
| <i>Attachments:</i> | <i>Appendix ORD: 12.4.1A – Risk Assessment</i> |
| | <i>Appendix ORD: 12.4.1B – Submissions-Dog Local Law 2014</i> |
| | <i>Appendix ORD: 12.4.1C – Submissions Cat Local Law 2014</i> |

Overview

Council to determine (by Absolute Majority) whether or not it considers that the Local Laws should remain unchanged, be repealed or amended in accordance with S3.16 of the *Local Government Act 1995*.

Background

Section 3.16 of the *Local Government Act 1995* requires periodic reviews of Local Laws. A Local Government is to carry out a review of a Local Law to determine whether or not it considers that it should remain unchanged, be repealed or amended. The review is to be conducted within 8 years from the day each Local Law commenced, or from when a report of a review of the Local Law was accepted under s3.16.

Council resolved (OCM: 10-22) at its meeting held on the 25th of January 2022 to:

“THAT Council:

1. *Advertises the review of the following local laws in accordance with s. 3.16 (2) of the Local Government Act 1995:*
 - *Cemeteries Local Law 2014;*
 - *Dogs Local Law 2014;*
 - *Extractive Industries Local Law 1996;*
 - *Keeping and Control of Cats Local Law 2014;*
 - *Parking and Parking Facilities Local Law 2009; and*
 - *Standing Orders Local Law 2014.*

2. *Requests that a report be submitted to Council following the advertising period of six weeks so that Council can determine whether or not the local law should be repealed, amended or remain unchanged.”*

The Public Notice was published in the South Western Times newspaper on the 10th of February 2022. Submissions closed on the 1st of April 2022. Copies of the local laws being reviewed and the public notice were made available on the Shire’s website, at the Shire offices and libraries in Eaton and Dardanup and the Eaton Recreation Centre.

Legal Implications

Local Government Act 1995 - S3.16. Periodic review of local laws:

- (1) *Within a period of 8 years from the day when a local law commenced or a report of a review of the local law was accepted under this section, as the case requires, a local government is to carry out a review of the local law to determine whether or not it considers that it should be repealed or amended.*
- (2) *The local government is to give local public notice stating that —*
 - (a) *the local government proposes to review the local law; and*
 - (b) *a copy of the local law may be inspected or obtained at any place specified in the notice; and*
 - (c) *submissions about the local law may be made to the local government before a day to be specified in the notice, being a day that is not less than 6 weeks after the notice is given.*
- [(2a) *deleted*]
- (3) *After the last day for submissions, the local government is to consider any submissions made and cause a report of the review to be prepared and submitted to its council.*
- (4) *When its council has considered the report, the local government may determine* whether or not it considers that the local law should be repealed or amended.*

** Absolute majority required.*

Strategic Community Plan

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

Strategy 1.1.3 - Maintain best practice governance systems and practices. (Service Priority: Moderate)

Strategy 1.4.2- Maintain, review and ensure relevance of Council's policies and local laws. (Service Priority: Moderate)

Environment - None.

Precedents

The below Shire of Dardanup Local Laws were last reviewed in 2014.

Budget Implications

Costs associated with the review will be advertising and gazettal of the reviewed local laws. There is provision within the budget for advertising and no additional costs will be applied to the budget.

Budget – Whole of Life Cost - None.

Council Policy Compliance - None.

Risk Assessment

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

| Tier 2 – ‘Low’ or ‘Moderate’ Inherent Risk. | |
|--|--|
| Risk Event | Periodic Review Local Laws Following Submissions |
| Inherent Risk Rating (prior to treatment or control) | Low (1 - 4) |

| Tier 2 – ‘Low’ or ‘Moderate’ Inherent Risk. | |
|--|---|
| 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 Failing to review in the 8 yearly cycle as stipulated in S3.16 of Local Government Act 1995. |
| | Reputational Council would be seen in a negative light if we failed in our legislative requirements. |

Officer Comment

As a Local Law Review has not taken place for 7 years and that there have been significant legislative, sector and organisational changes it is considered appropriate that the Local Laws are amended to reflect better practice and current circumstances as guided by legislation and sector advice to meet our individual community needs. The following information is provided for Council consideration in relation to each of the local laws advertised:

| | |
|-----------------------|---|
| Local Law Name: | Cemeteries Local Law 2014 |
| Submissions Received: | No public submissions. |
| Staff Comments: | <p>The Shire of Dardanup gave the JSCDL an undertaking in 2014 (following gazettal of the Local Law) to make the following changes at its next review of the Cemeteries Local Law 2014:</p> <ul style="list-style-type: none"> <i>In clause 1.5-Interpretation: "Board means the district of the local government" to be amended to state: "Board means the local government". "local government means the district of the Shire of Dardanup" to be amended to state: "local government means the Shire of Dardanup".</i> <i>In clause 5.8 -Ashes held by the Board, there is a reference to clause "5.12" but no such clause exists. This will be amended to read clause "5.7".</i> <i>In clause Schedule 1 -Modified Penalties the following 4 numbering errors will be amended: At Item 7, the reference to clause 8.3 should be 8.2. At Item 8, the reference to clause 8.5 should be 8.4. At Item 9, the reference to clause 8.6 should be 8.5. At Item 10, the reference to clause 8.7 should be 8.6.</i> |
| Recommendation: | Amend |

| | |
|-----------------------|---|
| Local Law Name: | Dogs Local Law 2014 |
| Submissions Received: | <p>1 public submission received [Appendix ORD: 12.4.1B]. The submission notes several recommendations to:</p> <p><i>"...more effectively promote and encourage more responsible dog ownership across the shire. Which will help to ensure that all residents have a clear and concise understanding of what is expected of them as dog owners under the law."</i></p> |

| | |
|-----------------|---|
| Local Law Name: | Dogs Local Law 2014 |
| | The recommendations will be considered fully when remaking the local law. In the interim, updated signage will be prepared by Ranger Services to ensure clearer direction is provided. An amendment to the local law is not required to achieve this outcome. |
| Staff Comments: | <p>Staff have identified there will be a requirement to review the local law because of the need to increase certain penalties to bring them in line with the <i>Dog Act 1976</i>, as outlined below;</p> <ul style="list-style-type: none"> • The penalty for dog excreting in a public place be increased \$2,000, with a modified penalty of \$200.00. • The modified penalty for failing to comply with the conditions of a permit be increased to \$200. <p>This suggested amendment is not considered urgent at this time and therefore it would be prudent for the modifications to be made at the time the <i>Dog Act 1976</i> is changed.</p> <p>The DLGSC provides the following information on their website regarding new laws and changes to the <i>Dog Act 1976</i>;</p> <p style="text-align: center;"><i>The Dog Amendment (Stop Puppy Farming) Bill 2021 (the Bill) has passed through Parliament.</i></p> <p style="text-align: center;"><i>This means changes to the Dog Act 1976 to better regulate the breeding of dogs in Western Australia.</i></p> <p style="text-align: center;"><i>The changes will give local governments the tools to deal with irresponsible dog breeders, improve animal welfare and encourage responsible dog ownership through public awareness.</i></p> <p style="text-align: center;"><i>However, many of the legislative changes will take time to take effect.</i></p> <p style="text-align: center;"><i>This includes mandatory dog sterilisation and dog breeder approval to regulate the number of dogs being bred.</i></p> <p style="text-align: center;"><i>A centralised registration system will also be introduced to assist authorities in sharing information on dogs, dog owners and dog breeders within their district.</i></p> <p style="text-align: center;"><i>As of 23 December 2021, pet or retired racing greyhounds are still required to be kept on a lead in a public place, but are not required to wear a muzzle. Registered racing greyhounds continue to be required to wear muzzles in all public places.</i></p> |
| Recommendation: | Remain unchanged until the new laws and changes to the <i>Dog Act 1976</i> are implemented. |

| | |
|-----------------------|--|
| Local Law Name: | Keeping and Control of Cats Local Law 2014 |
| Submissions Received: | <p>3 public submissions [Appendix ORD: 12.4.1C]. The submissions show that there is significant interest in undertaking a full review of the local law.</p> <p>These submissions will be considered fully during the remake of the Cats Local Law. The submitters will be advised of the local law amendment once the process has commenced.</p> |

| | |
|-----------------|---|
| Local Law Name: | Keeping and Control of Cats Local Law 2014 |
| Staff Comments: | <p>Staff have also identified there is a requirement to review the local law due to the number of complaints received regarding cats wandering on to private property and causing a nuisance.</p> <p>In addition, there is a definition of a nuisance cat in the amended local law, but no offence/penalty listed relating to this.</p> |
| Recommendation: | Amend |

| | |
|-----------------------|--|
| Local Law Name: | Parking and Parking Facilities Local Law 2009 |
| Submissions Received: | No public submissions. |
| Staff Comments: | <p>Staff have identified there is a requirement to review the local law because the issue of the wording for stopping on a verge, needs to include: stop a commercial vehicle, bus, motor home (RV); trailer, caravan unattached to a motor vehicle.</p> <p>s 7.6 of the Parking and Parking Facilities Local Law 2009 and s 3.1 of the Activities in Thoroughfares and Public Places and Trading Local Law 2007 are basically the same offence but have different penalties.</p> <p>The question still remains as to whether or not there should be discretion on penalties for parking of vehicles on the verge. It is suggested that this local law be amended. Prior to this, it is suggested that a public consultation period regarding the impacts that amending the law will have be undertaken. There is a significant number of vehicles that are currently not complying with our local law in relation to parking on verges.</p> |
| Recommendation: | Amend |

| | |
|-----------------------|--|
| Local Law Name: | Standing Orders Local Law 2014 |
| Submissions Received: | No public submissions. |
| Staff Comments: | <p>WALGA provides for the model 'Meeting Procedures Local Law'. It is recommended that the Shire amends the Standing Orders Local Law 2014 and may replace the local law with the Model WALGA 'Meetings Procedure Local Law' with or without amendments as required.</p> <p>It is suggested that Elected Members have input into this local law prior to a draft being prepared for either amending or repealing and remaking.</p> |
| Recommendation: | Amend |

| | |
|-----------------------|---|
| Local Law Name: | Extractive Industries Local Law |
| Submissions Received: | No public submissions. |
| Staff Comments: | <p>Staff have identified that although the Extractive Industries Local Law is very similar to the current WALGA Model local law, the language standards and phrases used are outdated. E.g.</p> <ul style="list-style-type: none"> - 'Shall not' be replaced with 'must not'. - 'Shire' be replaced with 'local government' - 'Council' be replaced with 'local government' - 'Form set out in Schedule' be replaced with 'Forms set out by the local government from time to time'. This will result in Schedules being deleted. |

| | |
|-----------------|--|
| Local Law Name: | Extractive Industries Local Law |
| | <ul style="list-style-type: none"> - Clause numbering be updated. - Additional amendments upon full review. <p>The Principal Local Law was adopted: 15/10/1996 Amendment Local Law Adopted: 27/03/1998 Amendment Local Law Adopted: 13/02/2008 Amendment Local Law Adopted: 30/04/2014</p> <p>This local law will be remade and modernised to include all amendments.</p> |
| Recommendation: | Amend |

The process of adopting a new or remade local law or amending a local law is quite onerous and lengthy but one which has been developed to ensure that it goes through consultation with the community, Council and can be reviewed appropriately through the WA Parliamentary Joint Standing Committee responsible for examining all regulations, rules, Local Laws and other subsidiary legislation.

It should be noted that those Local Laws resolved to be amended will remain in place until such time as a new local law is made.

Council Role - Legislative.

Voting Requirements - Absolute Majority.

Change to Officer Recommendation

No Change. **OR:**

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

OFFICER RECOMMENDED RESOLUTION

THAT Council, in regards to the Local Law Review conducted in accordance with section 3.16 of the *Local Government Act 1995*:

1. **Approves no amendments to the following Local Laws:**
 - **Dogs Local Law 2014**
2. **Commences the process for amending the following Local Laws:**
 - **Cemeteries Local Law 2014**
 - **Parking and Parking Facilities Local Law 2009**
 - **Keeping and Control of Cats Local Law 2014**
 - **Standing Orders Local Law 2014**
 - **Extractive Industries Local Law**
3. **Acknowledges the public submissions received and thanks them for their contribution.**

By Absolute Majority

12.4.2 Title: Long Term Financial Plan 2022/23 – 2031/32

| | |
|------------------------------|---|
| <i>Reporting Department:</i> | <i>Corporate & Governance Directorate</i> |
| <i>Reporting Officer:</i> | <i>Mr Phil Anastasakis – Deputy Chief Executive Officer</i> |
| <i>Legislation:</i> | <i>Local Government Act 1995</i> |
| <i>Attachments:</i> | <i>Appendix ORD: 12.4.2A - Long Term Financial Plan (Under Separate Cover Document) Appendix ORD: 12.4.2B – Risk Assessment</i> |

Overview

Council is requested to consider and endorse the Long Term Financial Plan 2022/23 -2031/32 which has been updated as part of the annual review of Council's Corporate Business Plan. Year one of the Long Term Financial Plan will form the basis of the 2022/23 Annual Budget.

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 10 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 [Appendix ORD: 12.4.2A – Under Separate Cover]. 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.

The use of asset and financial ratios are key sustainability measures that can highlight where attention needs to focus in order to keep on track. Note that there are a number of mandatory ratios, however each Local Government can supplement these with other ratios.

The Department of Local Government & Communities and the Western Australian Treasury Corporation have partnered to release long term financial planning tools for Local Governments. The tools include the Financial Health Indicator (FHI) calculator, which enables a Local Government to project changes to its financial position over the course of the LTFP and provides a measurement of a local government's overall financial health. It is calculated from the seven financial ratios that local governments are required to calculate annually. A FHI result of 70 and above indicates sound financial health. The maximum result achievable is 100. These ratios are provided for Council's information, with those values highlighted red not achieving the Standards.

| Financial Ratios | 2013/14 | 2014/15 | 2015/16 | 2016/17 | 2017/18 | 2018/19 | 2019/20 |
|-----------------------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| Current Ratio | 1.01 | 1.00 | 1.00 | 1.02 | 0.99 | 1.09 | 1.27 |
| Asset Consumption | 0.62 | 0.61 | 0.63 | 0.66 | 0.65 | 0.65 | 0.64 |
| Asset Renewal | 1.00 | 1.08 | 1.00 | 1.14 | 1.02 | 1.27 | 1.10 |
| Asset Sustainability | 1.68 | 0.93 | 1.08 | 2.09 | 1.12 | 0.93 | 0.90 |
| Debt Service Cover | 7.44 | 11.51 | 17.85 | 7.91 | 1.51 | 8.49 | 14.77 |
| Operating Surplus | 0.01 | 0.03 | 0.18 | -0.05 | -0.26 | -0.06 | 0.01 |
| Own Source Revenue | 0.94 | 0.88 | 1.12 | 0.83 | 1.72 | 0.85 | 0.84 |
| Total FHI Score | 85 | 83 | 90 | 70 | 55 | 69 | 86 |

Scenario modelling is used to explore alternative futures (such as optimistic, conservative and worst case scenarios) to determine the level of flexibility in the LTFP, and sensitivity testing is used to ascertain the impact of variations in the key assumptions (such as CPI estimates, payroll, interest rates, recurrent grant funding). At the Councillor LTFP workshops held on the 13th of April and the 5th of May 2022, various scenarios were explored to understand the financial implications of changing the rate percentage increase, staffing levels, and other cost and revenue variables.

For the purposes of the Long Term Financial Plan and based on Council's resolution to apply a 4.0% increase for 2022/23, the following rate increases have been forecast:

| Year | 22/23 | 23/24 | 24/25 | 25/26 | 26/27 | 27/28 | 28/29 | 29/30 | 30/31 | 31/32 |
|------------------------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|
| Rate % Increase | 4.0 | 6.0 | 4.0 | 4.0 | 4.0 | 4.0 | 4.0 | 3.0 | 3.0 | 3.0 |
| Growth % ** | 1.52 | 1.07 | 1.30 | 1.73 | 1.72 | 2.00 | 2.15 | 2.29 | 2.73 | 2.72 |

** Growth projections are based on forecast population growth projections produced by ID.Solutions in 2018, which are due for an update in late 2022.

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.*

Strategic Community Plan

Strategy 1.3.1- Implement the Integrated Planning and Reporting Framework including the Long Term Financial Plan, Workforce Plan, Asset Management Plans and Corporate Business Plan.
(Service Priority: High)

Environment - None.

Precedents

The previous Shire of Dardanup Long Term Financial Plan 2021/22 - 2030/31 that was reviewed and adopted last year has formed the foundation of the current draft Long Term Financial Plan 2022/23 - 2031/32.

Budget Implications

Revenue and expenditure forecasts for the next 10 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 outlines the objective and requirements to enable the annual budget to be adopted by the end of June each year.

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 2022/23 – 2031/32 |
| 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 a Long Term Financial Plan. |
| | Financial The financial implications associated within the elements of the LTFP can affect the financial sustainability of Council. |
| | Reputational The inclusion of projects and works within the various plans within the LTFP build community expectation. |

Officer Comment

The financial projections within the LTFP were considered at the Councillor workshops held on the 13th of April and the 5th of May 2022, and have been reviewed and updated based on additional information, Councillor feedback and updated forecasts. The financial elements and plans integrated with the LTFP have been modelled to produce a 10 year Rate Setting Statement [Appendix ORD: 12.4.2A – Under Separate Cover], which identifies the projected rate income required to achieve a sustainable financial position.

While Council has continued to incur increased costs and reduced revenue in some area due to the ongoing impact on the organisation of the Covid-19 virus, together with large increases in material and contract costs, through tight budgetary measures and cost control an end of year surplus for 2021/22 of \$112,109 is currently forecast. The following table summarises the projected end of year financial position for the next 10 years:

| Year | 22/23 | 23/24 | 24/25 | 25/26 | 26/27 | 27/28 | 28/29 | 29/30 | 30/31 | 31/32 |
|------------------------------------|---------|---------|--------|---------|--------|--------|--------|---------|---------|---------|
| \$ - End of Year Surplus/(Deficit) | 142,393 | 146,081 | 93,709 | 127,027 | 69,089 | 28,360 | 53,915 | 171,981 | 219,469 | 283,412 |

Through the workshop process conducted with Council on the 13th of April and the 5th of May 2022, 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.

Council Role - Executive/Strategic.

Voting Requirements - Simple Majority.

Change to Officer Recommendation

No Change. **OR:**

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

OFFICER RECOMMENDED RESOLUTION

THAT Council endorse the Shire of Dardanup Long Term Financial Plan 2022/23-2031/32 which demonstrates a financially sustainable position over the next 10 year period.

12.4.3 Title: Review of Policy Exec CP008 – Private Use of Council’s Motor Vehicle by the CEO

Reporting Department: Corporate & Governance Directorate
Reporting Officer: Mr Phil Anastasakis - Deputy CEO
Legislation: Local Government Act 1995
Attachments: Appendix ORD: 12.4.3A - Policy Exec CP008 (current version)
Appendix ORD: 12.4.3B – Risk Assessment

DECLARATION OF INTEREST

Chief Executive Officer – Mr André Schönfeldt while absent from this meeting, has declared a Financial Interest in this item. Refer to the list of Declarations of Interest.

Overview

This report presents to Council the outcomes of the review of Policy Exec CP008 – Private Use of Councils Motor Vehicle by the Chief Executive Officer for review and endorsement.

Background

A review of the Shire of Dardanup’s Motor Vehicle Fleet was conducted in 2017, with a report presented to Council in May 2018. Council resolved (OCM 176-18) as follows:

“THAT Council:

1. *Endorse the proposed new Motor Vehicle Policy “CP122 - Use Of Motor Vehicle – Senior And Compliance Officers”...*
2. *Direct the Chief Executive Officer that Council’s Policy on the provision of motor vehicles as an employee benefit for positions below Manager level are to have commuting use only, subject to the Chief Executive Officer having discretion to offer limited private use on a case by case basis.*
3. *Direct that part two of this resolution apply as a transition as current employees move from their current positions, that is, replacement employees below Manager Level, allocated a motor vehicle shall have commuting use only, at the discretion of the Chief Executive Officer.*
4. *Direct the Chief Executive Officer, that the Shire of Dardanup Fleet of Motor Vehicles be regularly reviewed with the purchase of vehicles being those with the most advantageous whole of life cost, including minimizing Fringe Benefit Tax.*

*CARRIED
8/0”*

In July 2021 Fleet Advisory were appointed as an external consultancy to review the Shire of Dardanup light vehicle fleet and policies. They provided their findings to Council through a workshop on the 9th of February 2022, with their report presented to Council for endorsement at the 23rd of February 2022 Ordinary Council Meeting. Council resolved the following (OCM: 39-22).

“THAT Council:

1. *Receives the Fleet Advisory Fleet Review – Consulting Report [Appendix ORD: 12.4.2A] and the Fleet Review – Strategic Solutions Report [Appendix ORD: 12.4.2B];*
2. *Supports the merging of existing Policies, Exec CP122, AP007, AP009, AP020 and AP043 into a proposed new Motor Vehicle Policy, encompassing the main topics*

identified in the Fleet Advisory Review Reports – July 2021, with the new Policy to be considered at the June 2022 Ordinary Council Meeting;

3. *Review of the existing Policy Exec CP008 encompassing the main topics identified in the Fleet Advisory Review Reports – July 2021, with the new Policy to be considered at the May 2022 Ordinary Council Meeting;*
4. *Supports the development of a Fleet Management Plan based on the adopted new Motor Vehicle Policy, incorporating a 'safety first' culture where the fleet is 100% 5-star ANCAP rated, and transitional steps towards Battery Electric Vehicles;*
5. *Supports the engagement of an external Fleet Management agency to develop the Fleet Management Plan, and review every two years the Plan and proposed new Motor Vehicle Policy to ensure that the Vehicle Types remains 'Fit for Purpose' and have the most advantageous whole of life cost, including minimising Fringe Benefit Tax and consideration of suitable Battery Electric Vehicles.*
6. *Supports an exception to Council's moratorium on the replacement of vehicles and replaces the following two vehicles as soon as practicable in 2021/22:*
 - a) DA9406 2014 Mitsubishi Triton GLX
 - b) DA648 2014 Ford Ranger

and authorises the additional capital expenditure in the 2021/2022 Annual Budget to undertake the vehicle replacements, with additional funding sourced from the Plant & Engineering Equipment and Compliance & Executive Vehicles Reserve.

*CARRIED
8/1"*

In accordance with the above Council resolution, a review of Policy Exec CP008 has been undertaken, with a recommended updated Policy attached to this report (refer to Officer Recommended Resolution).

Legal Implications

As an employer the Shire of Dardanup has taxation obligations in terms of Fringe Benefits Tax (FBT), any salary sacrifice arrangements, and PAYE tax. The Council also has contractual obligations with employees in regards to the provision of certain benefits such as the provision of a motor vehicle and the level of private use.

Benefits flowing to employees cannot be unilaterally changed without consultation and compensation if a change is made. An employee cannot be seen as being worse off due to the change in employment remuneration. Change can occur and be implemented gradually as new staff are employed, or through negotiation and agreement with the current employees impacted.

Local Government Act 1995 – S5.39, 6.2, 6.5

Local Government (Financial Management) Regulation 1996 – Regulations 22.

Strategic Community Plan

Strategy 1.1.4 - Maintain best practice governance systems and practices. (Service Priority: Moderate)

Strategy 1.4.2 - Maintain, review and ensure relevance of Council's policies and local laws. (Service Priority: Very High)

Environment

Any move towards Hybrid or electric vehicles in the future has the potential to reduce carbon emissions over time.

Precedents

A Light Vehicle Fleet Review and Motor Vehicle Policy review was conducted in 2017, with changes implemented as a result. An updated review of the Motor Vehicle Policies and Fleet Review has now occurred and presented to Council in February 2022.

Budget Implications

Any proposed changes to the Policy are designed to reduce the cost to the annual budget and the ten year Long Term Financial Plan, while also considering environmentally responsible choices. The 2021/22 Budget includes expenditure estimates for Light Vehicle Fleet vehicles, including the CEO' vehicle.

Budget – Whole of Life Cost

The changes proposed through the Fleet Advisory reports and through the policy changes, are aimed at reducing the whole of life costs to the overall budget and LTFP. The Fleet Advisory reports have also included an assessment of the whole of life financial impacts of various vehicle types and models.

Council's existing Guide on Plant & Vehicle Acquisitions and Disposal provides replacement triggers for vehicle changeovers. These triggers were developed so that vehicles are changed over at the optimal point in their operating life, which will then minimise the overall life cycle cost. Based on the Fleet Advisory reports and recommendation, the light vehicle changeover triggers have been changed to:

- Passenger Vehicles (Compliance & Executive) 4 years or 100,000 km
- Light Commercial Vehicles (Utilities) 5 years or 125,000 km

In addition, future replacement vehicles will include options for hybrid vehicles to enable any savings on fuel and servicing to be factored into the whole-of-life cost comparison, as new electric vehicles are improved and pricing becomes more competitive.

Council Policy Compliance

Council currently has an Exec CP008 – Private Use of Council's Motor Vehicle by the CEO [Appendix ORD: 12.4.3A] policy. This Policy has been in place for many years and applies to the previous and current CEO.

Motor Vehicle Policy – Types of Motor Vehicles – As an outcome of the Council Report in May 2018 (OCM: 176-18), a Memo was distributed to all staff from the CEO advising the following:

- that all motor vehicle purchases are to be managed by the Procurement Officer;
- that the following standards for the types of motor vehicles apply:
 - Principal Officers where AP008 applies: Toyota Rav4 GX AWD, Subaru Forester 2.5i-L AWD or Nissan X-Trail ST 4WD
 - Principal Officers, Senior Officers or Officers who are allocated a 4x4 Dual Cab Utility in accordance with AP008, AP010 or AP011: Toyota Hilux Dual Cab Workmate, Ford Ranger XL Dual Cab PX Mk11, or Mitsubishi Triton GLX Dual Cab MQ.
 - Managers where AP009 applies: Hyundai Santa Fe Active 4x4 Diesel, Subaru Outback 2.5i AWD, or Holden Equinox LTZ EQ AWD.

- CEO and Directors allocated a vehicle based on Employment Contracts: CEO – Toyota Land cruiser 4WD VX or equivalent based on CP008, Directors – Toyota Prado 4WD GXL or equivalent based on AP009.

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 | Review of Policy Exec CP008 – Private Use of Council’s Motor Vehicle by the CEO |
| 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 Potential risk of the financial whole-of-life cost of fleet management exceeding expectations. |
| | Legal and Compliance Risk of Council breaching the Local Government Act 1995 – Breach of Procurement Policy. |
| | Reputational Loss of reputation through non-compliance or mismanagement of funds. |
| | Environment Move towards electric vehicles improving greenhouse gas emissions. |

Officer Comment

Officers have undertaken a review of the existing policy Exec CP008 – Private Use of Council’s Motor Vehicle by the CEO (refer to Officer Recommended Resolution), and in conjunction with the changes proposed as an outcome of the Fleet Advisory Review reports, propose the following additional policy terms:

- **Vehicle Turnover:** the CEO is to be provided a Passenger Vehicle, to be changed over every 4 years or 100,000km, whichever occur first;
- **Vehicle Type:** the CEO is to be provided a Motor Vehicle in accordance with the CEO’s Employment Contract and CP008. The type of vehicle provided is to have a FBT Base limit not greater than \$71,000 (indexed annually based on CPI: All Groups – National Jan - Dec), and a Life Cycle Ownership Cost limit not greater than \$103,000 (indexed annually based on CPI: All Groups – National Jan - Dec). Two preferred vehicles currently available that meet this criteria are:
 - Toyota Prado VX 4WD Diesel
 - Toyota Kluger Grande Hybrid

- **Vehicle Provision Options:**

As the CEO motor vehicle is regarded as an 'Employee Benefit' and it is a Passenger Vehicle, the following choice is available to the CEO:

Option 1 – the vehicle is purchased by Council based on permissible Vehicle Type, and the use is based on Council Policy and the Contract of Employment; or

Option 2 – a Novated motor vehicle lease (Value based on assessed Motor Vehicle value) is available; or

Option 3 – the payment of a Car Allowance in lieu of a Council supplied vehicle (Allowance based on assessed Motor Vehicle value).

Novate Leases

Where a Novated Lease arrangement is entered into with an employee, all of the costs associated with the provision of the vehicle are to be incorporated into the salary sacrificed novated lease agreement (including any FBT).

Where employees enter into a Novated lease and they do not have a vehicle provided by Council as an 'employee benefit', then all of the costs of a Novated Lease are managed by the employee through pre-tax salary sacrifice and post-tax contributions. The vehicle is to be the sole responsibility of the employee and not available for use by other Council employees, and any vehicle type can be selected.

Where employees enter into a Novated lease and they do have a vehicle provided by Council as an 'employee benefit', then all of the costs of a Novated Lease are managed by the employee through pre salary sacrifice and post-tax contributions. To offset the removal of the motor vehicle 'employee benefit', it is proposed that a motor vehicle allowance be paid to staff under these circumstances. The maximum amount contributed by Council towards the novated lease (paid as a Motor Vehicle allowance) for the purposes of the agreement is to be based on 100% of the Motor Vehicle Annual Ownership Cost value as per the July 2021 Fleet Advisory review report, or as updated in the future. The vehicle is to be the sole responsibility of the employee and available for use by other Council employees.

Employees entering into a novated lease may also be required to contribute towards the cost of the vehicle via a fortnightly payroll deduction, depending on the type of vehicle selected, employee benefit entitlement, and individual circumstances.

Motor Vehicle Annual Allowance

Where a Motor Vehicle Annual Allowance is paid to an employee in lieu of the provision of a motor vehicle by Council, the employee is responsible for all of the costs associated with the provision of a motor vehicle for their personal and business use (i.e.: fuel, insurance, maintenance, etc.). Vehicles should be limited in their age and have acceptable ANCAP and Co2 emission ratings.

The employee in this circumstance is to use their own personal vehicle for conducting their functions as an employee of Council (Grey Fleet), and should not in normal circumstances utilise another Council vehicle. The maximum amount paid by Council as a Motor Vehicle Annual Allowance is to be based on 100% of the Motor Vehicle Annual Ownership Cost value as per the July 2021 Fleet Advisory review report, or as updated in the future.

Council Role - Executive/Strategic.

Voting Requirements - Absolute Majority.

Change to Officer Recommendation

No Change. **OR:**

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

OFFICER RECOMMENDED RESOLUTION

THAT Council deletes Exec CP008 [Appendix ORD: 12.4.3A] and replaces with the following new Policy:



POLICY NO:-

Exec CP008 – PRIVATE USE OF COUNCIL'S MOTOR VEHICLE BY THE CEO

| GOVERNANCE INFORMATION | | | |
|------------------------|----|-----------------------------|----|
| Procedure Link: | NA | Administrative Policy Link: | NA |

| ADMINISTRATION INFORMATION | | | | | | | | |
|----------------------------|---|------------|-----|----------|------|--------|-----------|--------------------------------------|
| History: | 1 | EXEC13 | OCM | 15/05/13 | Res: | 130/13 | Synopsis: | Policy created. |
| Version: | 2 | CP008 | OCM | 31/08/16 | Res: | 225/16 | Synopsis: | New Council Policy Document endorsed |
| Version: | 3 | | SCM | 26/07/18 | Res: | 251-18 | Synopsis: | Reviewed and Adopted by Council |
| Version | 4 | Exec CP008 | OCM | 30/09/20 | Res: | 270-20 | Synopsis: | Reviewed and Adopted by Council |
| Version | 5 | Exec CP008 | OCM | 20/05/22 | Res: | | Synopsis: | |

1. RESPONSIBLE DIRECTORATE

Executive.

2. PURPOSE OR OBJECTIVE

As a part of the Contract of Employment for the Chief Executive Officer (CEO) of the Shire of Dardanup, a motor vehicle is provided as an 'employee benefit' for unlimited private use, subject to the conditions and exceptions listed below in this policy.

To make clear the use rights of the CEO's vehicle, the type of vehicle provided, changeover period, and vehicle provision options.

3. REFERENCE DOCUMENTS

Local Government Act 1995, s5.39

4. POLICY

In accordance with Employment Contract signed by Council and the CEO, a motor vehicle is provided for the private use of the CEO, additional to business use which includes access by other employees. The terms and conditions in relation to private use of the vehicle are as follows:

1. The vehicle is available to the CEO at all times during the term of the Contract of Employment.
2. Council accepts responsibility for all regular and scheduled servicing, repairs and/or maintenance costs.
3. Council accepts responsibility for all fuel costs incurred during normal business days or as part of business activities, except for fuel purchased for the vehicle during any period of annual, long service, other leave, and for private weekend use, which is to be the CEO's responsibility. (The intent of the "weekend" condition is for fill-ups on long private weekend trips to be at the Officer's cost.)
4. Council accepts responsibility for all repairs and/or maintenance during the leave, with the exception that if there is an accident that is the employee's fault and Council's insurer does not cover expenses, the employee is responsible for those repairs.

5. Prior approval from the Shire President in writing is required before the vehicle is taken outside the State, or north of the 26th parallel.
6. The vehicle is to be driven only by the CEO, other Council employees or Council members unless with specific prior approval of the Shire President.
7. The CEO's spouse and family may drive the vehicle after work hours subject to the approval of the CEO.
8. The CEO's immediate family members may drive the vehicle in exceptional circumstances providing they are no longer probationary drivers, and the use is authorized by the Officer.
9. **Vehicle Turnover:** The CEO is to be provided a Passenger Vehicle, to be changed over every 4 years or 100,000km, whichever occur first.
10. **Vehicle Type:** The CEO is to be provided a Motor Vehicle in accordance with the CEO's Employment Contract and CP008. The type of vehicle provided is to have a FBT Base limit not greater than \$71,000 (indexed annually based on CPI: All Groups – National Jan - Dec), and a Life Cycle Ownership Cost limit not greater than \$103,000 (indexed annually based on CPI: All Groups – National Jan - Dec). Two preferred vehicles currently available in 2022 that meet this criteria are:
 - Toyota Prado VX 4WD Diesel
 - Toyota Kluger Grande Hybrid
11. **Vehicle Provision Options:** The CEO's motor vehicle is regarded as an 'Employee Benefit' and the following choices are available to the CEO relating to the provision of this vehicle:
 - **Option 1** – the vehicle is purchased by Council based on permissible Vehicle Type, and the use is based on Council Policy and the Contract of Employment; or
 - **Option 2** – a Novated motor vehicle lease (Value based on assessed Motor Vehicle value) is available.
 Where a Novated Lease arrangement is entered into with the CEO, all of the costs associated with the provision of the vehicle are to be incorporated into the salary sacrificed novated lease agreement (including any FBT). All of the costs of a Novated Lease are managed by the employee through pre salary sacrifice and post-tax contributions.

 To offset the removal of the Council provided motor vehicle, a motor vehicle allowance is to be paid to the CEO under these circumstances. The maximum amount contributed by Council towards the novated lease (paid as a Motor Vehicle allowance) for the purposes of the agreement is to be based on 100% of the Motor Vehicle Annual Ownership Cost value as per the July 2021 Fleet Advisory review report (indexed annually based on CPI: All Groups – National Jan - Dec), or as updated in the future. The vehicle is to be the sole responsibility of the CEO and available for use by other Council employees.

 If the CEO enters into a novated lease, they may also be required to contribute towards the cost of the vehicle via a fortnightly payroll deduction, depending on the type of vehicle selected, employee benefit entitlement, and individual circumstances; or
 - **Option 3** – the payment of a Car Allowance in lieu of a Council supplied vehicle (Allowance based on assessed Motor Vehicle value).
 Where a Motor Vehicle Annual Allowance is paid to the CEO in lieu of the provision of a motor vehicle by Council, the CEO is responsible for all of the costs associated with the provision of a motor vehicle for their personal and business use (i.e.: fuel, insurance, maintenance, etc.). Vehicles should be limited in their age and have acceptable ANCAP and Co2 emission ratings.

 The CEO in this circumstance is to use their own personal vehicle for conducting their functions as an employee of Council (Grey Fleet), and should not in normal circumstances utilise another Council vehicle. The maximum amount paid by Council as a Motor Vehicle Annual Allowance is to be based on 100% of the Motor Vehicle Annual Ownership Cost value as per the July 2021 Fleet Advisory review report, or as updated in the future.

12.4.4 Title: Monthly Financial Report

| | |
|------------------------------|--|
| Reporting Department: | Corporate & Governance Directorate |
| Reporting Officer: | Mrs Natalie Hopkins - Manager Financial Services Mr Ray Pryce - Accountant |
| Legislation: | Local Government Act 1995 |
| Attachments: | Appendix ORD: 12.4.4A – Risk Assessment Appendix ORD: 12.4.4B – Monthly Financial Report – 30 th of April 2022 |

Overview

This report presents the monthly Financial Statements for the period ended on the 30th of April 2022 for Council adoption.

Background

The Monthly Statement of Financial Activity is prepared in accordance with the Local Government (Financial Management) Regulations 1996 r. 34 s. 6.4. The purpose of the report is to provide Council and the community with a reporting statement of 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.]

Strategic Community Plan

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

Environment - None.

Precedents

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

Budget Implications

The financial activity statement 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 CP128 Significant Accounting Policies*
- *CnG CP306 – Accounting Policy for Capital Works.*

Risk Assessment

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

| TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk. | |
|--|--|
| Risk Event | Monthly Statement of Financial Activity for the Period Ended 30 th April 2022 |
| 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 30th of April 2022 is contained in [Appendix ORD: 12.4.4B] and consists of:

- Statement of Financial Activity by Program – including Net Current Assets (liquidity)
- Statement of Comprehensive Income by Nature and Type
- 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 Statement of Investments
 - * Note 6 Accounts Receivable (Rates and Sundry Debtors)
 - * Note 7 Salaries and Wages
 - * Note 8 Rating Information
 - * Note 9 Borrowings
 - * Note 10 Budget Amendments

The Statement of Financial Activity shows operating revenue and expenditure by statutory program and also 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 information. The Statement of Financial Activity includes the end-of-year surplus brought forward from 2020/21 of \$961,190.

Taking into account the larger surplus brought forward, budget amendments adopted by the Council at previous meetings this financial year and officer review of current year-to date performance, the forecast surplus at the 30th of June 2022 is currently estimated at \$112,109.

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 2021/22 for reporting material variances is 5% or \$25,000, whichever is greater.

Most reported variances are due to timing differences between actual project and operating costs and the corresponding budget allocations. Generally, the budget is spread evenly over the year, however, revenue and expenses (especially asset acquisition and receipt of grants) are not occurring on the same regular pattern. Officers will continue to improve this seasonality aspect of presentation of the budget estimates for future reporting.

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

The total investment portfolio is currently \$18,114,530, and includes \$3,500,000 in Municipal Fund and \$14,614,530 in Reserve Account term deposit funds. 83% of the portfolio is invested with AA rated Australian banks, with the remaining 17% being lodged with BBB rated financial institutions.

Yield return on major bank term deposit investments remain relatively low, but with changing economic conditions and the recent Reserve Bank decision to raise interest rates, rates appear to be on a rising trend. Some major banks now offering in excess of 2.5% for a 12 month term. At the same time last year, interest rates for a comparable deposit were less than 0.5%.

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

Council Role - Review.

Voting Requirements - Simple Majority.

Change to Officer Recommendation

No Change. **OR:**

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

OFFICER RECOMMENDED RESOLUTION

THAT Council receives the Monthly Statement of Financial Activity [Appendix ORD: 12.4.4B] for the period ended on the 30th of April 2022.

12.4.5 Title: Schedule of Paid Accounts as at the 29th of April 2022

| | |
|------------------------------|---|
| <i>Reporting Department:</i> | <i>Corporate & Governance Directorate</i> |
| <i>Reporting Officer:</i> | <i>Mrs Natalie Hopkins - Manager Financial Services</i> |
| <i>Legislation:</i> | <i>Local Government (Financial Management) Regulations 1996</i> |
| <i>Attachments</i> | <i>Appendix ORD: 12.4.5 – 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.

Background

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

- To make payments from Trust and Municipal Funds;
- To purchase goods and services to a value of not more than \$200,000;
- To purchase goods and services for the Tax Office and other Government Agencies up to the value of \$300,000;
- To purchase goods and services for Creditors where an executed agreement or legal obligation exists which has prior Council endorsement, up to the value of \$300,000.

Legal Implications

Local Government Act 1995

S6.5. Accounts and records

Local Government (Financial Management) Regulations 1996

R11. Payments, procedures for making etc.

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

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

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

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

Strategic Community Plan

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

Environment - None.

Precedents

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

Budget Implications

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

Budget – Whole of Life Cost - None.

Council Policy Compliance

Payments are checked to ensure compliance with Council's Purchasing Policy 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: 12.4.5] for full assessment document.

| Tier 2 – ‘Low’ or ‘Moderate’ Inherent Risk. | |
|--|---|
| Risk Event | Schedule of Paid Accounts as at the 29 th April 2022 |
| Inherent Risk Rating (prior to treatment or control) | Moderate (5 - 11) |
| Risk Action Plan (treatment or controls proposed) | As the Inherent Risk Rating is below 12, this is not applicable. |
| Residual Risk Rating (after treatment or controls) | As the Inherent Risk Rating is below 12, this is not applicable. |
| Risk Category Assessed Against | Financial Not monitoring ongoing financial performance would increase the risk of a negative impact on the financial position. |
| | Reputational Non-compliance that results in a qualified audit can lead stakeholders to question the Council’s ability to manage finances effectively |

Officer Comment

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

Council Role - Executive/Strategic.

Voting Requirements - Simple Majority.

Change to Officer Recommendation

No Change. **OR:**

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

OFFICER RECOMMENDED RESOLUTION

THAT Council receives the Schedule of Paid Accounts report from 1/4/2022 to 29/4/2022 as follows:

| PAYMENT | DATE | NAME | INVOICE DESCRIPTION | FUND | AMOUNT |
|----------------------------------|------------|------------------------------------|---|------|------------|
| ELECTRONIC FUNDS TRANSFER | | | | | |
| EFT46972 | 07/04/2022 | ABC Family Day Care Eaton | Refund Duplicate Payment of Invoice # 32763 | MUNI | 100.00 |
| EFT46973 | 07/04/2022 | Activ Industries Bunbury | Outdoor Table and Bench Setting with Painted Chess Board | MUNI | 880.00 |
| EFT46974 | 07/04/2022 | Advanced Traffic Management WA P/L | Traffic Control - 2 Shire Locations | MUNI | 1,675.58 |
| EFT46975 | 07/04/2022 | Angela Winter | 15 x CPR Refresher Training March | MUNI | 825.00 |
| EFT46976 | 07/04/2022 | Antonio Delle Donne | Rates Refund for Assessment A11227 | MUNI | 2,523.30 |
| EFT46977 | 07/04/2022 | AusQ Training | Basic Worksite Traffic Management & Control - Adam Herbert and Robyn Kamo | MUNI | 712.00 |
| EFT46978 | 07/04/2022 | Australia Post | Postage - March 2022 | MUNI | 722.80 |
| EFT46979 | 07/04/2022 | Australian Tax Office | PAYG - Payrun: 01/04/2022 | MUNI | 76,829.00 |
| EFT46980 | 07/04/2022 | Australind Landscaping Supplies | Woodland Black Mulch - Glen Huon Playground | MUNI | 670.00 |
| EFT46981 | 07/04/2022 | BOC Ltd | ERC - Hire of Oxygen Bottle | MUNI | 12.95 |
| EFT46982 | 07/04/2022 | Brett Depiazzi | Partial Refund of Upfront Membership Fees | MUNI | 150.99 |
| EFT46983 | 07/04/2022 | Bunnings Group Limited | 60 Bags (1 Pallet) of Rapid Set | MUNI | 521.14 |
| EFT46984 | 07/04/2022 | Cameron Baker | Umpire Recoup 06-04-2022 | MUNI | 50.00 |
| EFT46985 | 07/04/2022 | Carbone Brothers Pty Ltd | Harris Road Widening and Reconstruction - Contract F0223213 (2021) | MUNI | 759,735.56 |
| EFT46986 | 07/04/2022 | CB Traffic Solutions | Traffic Management - Pile Road Bridge | MUNI | 242.00 |
| EFT46987 | 07/04/2022 | Chloe Scott | Umpire Recoup 06-04-2022 | MUNI | 50.00 |
| EFT46988 | 07/04/2022 | Christine Worsfold | Umpire Recoup 05-04-2022 | MUNI | 75.00 |

| PAYMENT | DATE | NAME | INVOICE DESCRIPTION | FUND | AMOUNT |
|----------|------------|--------------------------------|---|------|-----------|
| EFT46989 | 07/04/2022 | Country Water Solutions | Reticulation Repairs - Eustace Fowler Park and Parkridge Estate | MUNI | 892.18 |
| EFT46990 | 07/04/2022 | Carters Fencing | 6.5M Extension to Existing Fence for Burekup BMX Fence | MUNI | 872.30 |
| EFT46991 | 07/04/2022 | Dardanup Social Dance Inc. | Community Event Grant Payment R2 2021-2022 | MUNI | 1,000.00 |
| EFT46992 | 07/04/2022 | Daryl Fishwick | Umpire Recoup 06-04-2022 | MUNI | 50.00 |
| EFT46993 | 07/04/2022 | David Wells Builder | Dardanup War Memorial - Statue Site Preparation | MUNI | 1,943.93 |
| EFT46994 | 07/04/2022 | Dell Australia Pty Ltd | DELL EMC XC740XDENT Core 2.0 Base Server | MUNI | 20,119.00 |
| EFT46995 | 07/04/2022 | Diesel Force | Repair Mini Digger Oil Leak - DA10440 | MUNI | 148.10 |
| EFT46996 | 07/04/2022 | DX Print Group Pty Ltd | Business Cards - Ellen Lilly, Dean Pitts and Helen Ammon | MUNI | 319.00 |
| EFT46997 | 07/04/2022 | Ellen Patricia Lilly | Meeting Attendance | MUNI | 1,241.67 |
| EFT46998 | 07/04/2022 | Fit2Work | Monthly Invoice for Employee Police Checks | MUNI | 307.12 |
| EFT46999 | 07/04/2022 | Flexi Staff Pty Ltd | Labour Hire Plant Operator - Kim Rowe - 14 - 18/03/2022 | MUNI | 2,850.36 |
| EFT47000 | 07/04/2022 | Geographe Underground Services | Locate Electrical Pit Closest to New Proposed Washdown Facility | MUNI | 550.00 |
| EFT47001 | 07/04/2022 | Glenn Aaron Cole | Rates Refund for Assessment A4238 | MUNI | 964.75 |
| EFT47002 | 07/04/2022 | Grace Records Management | External Records Management Services - Storage, Consumables | MUNI | 508.65 |
| EFT47003 | 07/04/2022 | Heatleys | Graffiti Safe Wipes | MUNI | 924.00 |
| EFT47004 | 07/04/2022 | Howson Technical | Harris Rd Widening - Project Management | MUNI | 3,135.00 |
| EFT47005 | 07/04/2022 | HW & Associates | Quantity Surveying Services - Stage 1 Refurbishments - Eaton Rec Centre | MUNI | 1,980.00 |
| EFT47006 | 07/04/2022 | IMCO Australasia | MG-Krete Concrete Repair - Eaton Dr & Hands Ave | MUNI | 7,871.60 |
| EFT47007 | 07/04/2022 | Inspired Development Solutions | Professional Development Workshops - 28 & 29/03/2022 | MUNI | 6,072.00 |

| PAYMENT | DATE | NAME | INVOICE DESCRIPTION | FUND | AMOUNT |
|----------|------------|-----------------------------------|---|------|------------|
| EFT47008 | 07/04/2022 | Janice Patricia Dow | Meeting Attendance | MUNI | 1,241.67 |
| EFT47009 | 07/04/2022 | JCW Electrical Pty Ltd | Repair of Light Switch in Staff Office - ECL | MUNI | 173.80 |
| EFT47010 | 07/04/2022 | Jetline Kerbing Contractors | Waterloo Car Park - Kerbing | MUNI | 6,233.70 |
| EFT47011 | 07/04/2022 | John Matthew Dellaca | Rates Refund for Assessment A1678 | MUNI | 794.00 |
| EFT47012 | 07/04/2022 | Judith Westra | Personal Development Grant 2021-2022 for Daughter: Abbey Westra | MUNI | 400.00 |
| EFT47013 | 07/04/2022 | Justine Eichner | Umpire Recoup 06-04-2022 | MUNI | 50.00 |
| EFT47014 | 07/04/2022 | Karyn Rowe | Umpire Recoup 04 & 05-04-2022 | MUNI | 100.00 |
| EFT47015 | 07/04/2022 | Kenny Pomare | Umpire Recoup 06-04-2022 | MUNI | 25.00 |
| EFT47016 | 07/04/2022 | Kings Tree Care | Remove Peppermint Tree at Front Verge and Grind Stump - 32 Illawarra Drive | MUNI | 660.00 |
| EFT47017 | 07/04/2022 | Kmart | USB Lighting Charging Cable | MUNI | 54.00 |
| EFT47018 | 07/04/2022 | Landgate | Slip Subscription Service (Licence Slip 903-2018-2) Period 23-03-22 to 22-03-23 | MUNI | 2,405.00 |
| EFT47019 | 07/04/2022 | Luke William Davies | Meeting Attendance | MUNI | 1,241.67 |
| EFT47020 | 07/04/2022 | Lauren Johnston | Personal Development Grant - Charlie Johnston | MUNI | 400.00 |
| EFT47021 | 07/04/2022 | M & J Essential Solutions Pty Ltd | EAP Consultations | MUNI | 650.00 |
| EFT47022 | 07/04/2022 | Main Roads Western Australia | Return of Grant Funds - 30000176/641/270110 - Henty Road AGBS | MUNI | 352,000.00 |
| EFT47023 | 07/04/2022 | Mantrac | Earthworks - Leicester Ramble Drainage Area | MUNI | 907.50 |
| EFT47024 | 07/04/2022 | Margery Ann Stevens | Umpire Recoup 04-04-2022 | MUNI | 50.00 |
| EFT47025 | 07/04/2022 | Mark Richard Hutchinson | Meeting Attendance | MUNI | 1,241.67 |
| EFT47026 | 07/04/2022 | Marketforce | Notice of e-Meetings - 23/03/2022 and 27/04/2022 - Bunbury South Western Times | MUNI | 289.62 |

| PAYMENT | DATE | NAME | INVOICE DESCRIPTION | FUND | AMOUNT |
|----------|------------|--|---|------|----------|
| EFT47027 | 07/04/2022 | Mckayhla Pomare | Umpire Recoup 06-04-2022 | MUNI | 25.00 |
| EFT47028 | 07/04/2022 | Michael Bennett | Meeting Attendance | MUNI | 1,112.50 |
| EFT47029 | 07/04/2022 | Patricia Rose Perks | Meeting Attendance | MUNI | 1,241.67 |
| EFT47030 | 07/04/2022 | Perfect Landscapes | Weekly Lawn Mowing - Millbridge Parks | MUNI | 2,195.20 |
| EFT47031 | 07/04/2022 | Peta Nolan | Uniform Reimbursement | MUNI | 74.96 |
| EFT47032 | 07/04/2022 | Peter Robinson | Meeting Attendance | MUNI | 1,241.67 |
| EFT47033 | 07/04/2022 | PFI Supplies | Accelerator Oven Cleaner 5lt | MUNI | 49.95 |
| EFT47034 | 07/04/2022 | Picton Tyre Centre Pty Ltd - Bunbury Tyre Specialists | Tyre Repair - DA8200 | MUNI | 48.00 |
| EFT47035 | 07/04/2022 | Promote You | Embroidery of Staff Uniforms | MUNI | 90.75 |
| EFT47036 | 07/04/2022 | Rent A Fence | Temporary Fencing - Eaton Boomer's Clubrooms | MUNI | 1,742.40 |
| EFT47037 | 07/04/2022 | Rhodes Mechanical | Service - Toro 360 Mower | MUNI | 583.00 |
| EFT47038 | 07/04/2022 | Seek Limited | Seek Advertising Monthly Plan - March 2022 | MUNI | 1,256.49 |
| EFT47039 | 07/04/2022 | Signs Plus | Name Badges for Shire Staff | MUNI | 61.50 |
| EFT47040 | 07/04/2022 | SOS Office Equipment | Photocopier Meter Readings - March 2022 | MUNI | 2,375.02 |
| EFT47041 | 07/04/2022 | South Regional Tafe | Reacred Auschem Course - Nickolas Farnsworth - 11-05-2022 | MUNI | 180.80 |
| EFT47042 | 07/04/2022 | South West Mechanical & Fleet Services | Vehicle Service - DA993 - (Previously DA9406) | MUNI | 552.72 |
| EFT47043 | 07/04/2022 | Stacey Gillespie | Meeting Attendance | MUNI | 1,241.67 |
| EFT47044 | 07/04/2022 | Sudhanshu Mithilesh Mishra | Refund Hall Hire Bond | MUNI | 1,160.00 |

| PAYMENT | DATE | NAME | INVOICE DESCRIPTION | FUND | AMOUNT |
|----------|------------|---|---|------|----------|
| EFT47045 | 07/04/2022 | T-Quip | Parts for Repairs - Toro 360 Ride On Mower DA10105 | MUNI | 381.80 |
| EFT47046 | 07/04/2022 | Telstra | Telephone Use for West Dardanup BFB | MUNI | 40.00 |
| EFT47047 | 07/04/2022 | Therese Price | Umpire Recoup 04 & 05-04-2022 | MUNI | 125.00 |
| EFT47048 | 07/04/2022 | Thomas Fields Pty Ltd | Rates Refund for Assessment A12152 | MUNI | 478.05 |
| EFT47049 | 07/04/2022 | Tiana Fraser | Umpire Recoup 01-04-2022 | MUNI | 60.00 |
| EFT47050 | 07/04/2022 | Toll Transport - Ipec Pty Ltd | 2021- 2022 Postage & Freight - Emergency & Ranger Services | MUNI | 61.56 |
| EFT47051 | 07/04/2022 | Toni Hotchin | Umpire Recoup 04 & 05-04-2022 | MUNI | 100.00 |
| EFT47052 | 07/04/2022 | Total Eden Pty Ltd | Reticulation Maintenance - Dardanup Oval | MUNI | 617.75 |
| EFT47053 | 07/04/2022 | Totally Workwear | Work Clothing - Robyn Kamo | MUNI | 770.00 |
| EFT47054 | 07/04/2022 | Tutt Bryant Hire | Roller Hire 28/02 - 18/03/2022 | MUNI | 3,181.23 |
| EFT47055 | 07/04/2022 | Tyrrell Gardiner | Meeting Attendance | MUNI | 1,819.09 |
| EFT47056 | 07/04/2022 | WALGA | Elected Member Training - Cr. Davies - Understanding Local Government - Conflict of Interest - Serving on Council | MUNI | 1,287.00 |
| EFT47057 | 07/04/2022 | Winc Australia Pty Ltd | Stationery Expense - Eaton Admin | MUNI | 635.56 |
| EFT47058 | 07/04/2022 | Woolworths Group Limited - Openpay Portal | Brigade Training Refreshments, Administration & Council Refreshments - Receptions | MUNI | 393.88 |
| EFT47059 | 14/04/2022 | Advanced Traffic Management WA P/L | Traffic Control - 3 Shire Locations | MUNI | 2,087.80 |
| EFT47060 | 14/04/2022 | Alan John Fleming | Refund Cat Cage Hire Bond | MUNI | 150.00 |
| EFT47061 | 14/04/2022 | Amity Signs | Rural Street Number Signs | MUNI | 53.90 |

| PAYMENT | DATE | NAME | INVOICE DESCRIPTION | FUND | AMOUNT |
|----------|------------|----------------------------------|---|------|----------|
| EFT47062 | 14/04/2022 | Angela Winter | Provide First Aid Training -7 x employees | MUNI | 750.00 |
| EFT47063 | 14/04/2022 | Antonio Vallelonga | Rates Refund for Assessment A9470 | MUNI | 67.97 |
| EFT47064 | 14/04/2022 | Aquachill | Rental of Aquachill Plumbed in Water Cooler (01/04/2022 - 01/04/2023) - Eaton Administration Office | MUNI | 686.40 |
| EFT47065 | 14/04/2022 | B & B Street Sweeping Pty Ltd | Kerb Line Sweeping - East Picton LIA | MUNI | 2,244.00 |
| EFT47066 | 14/04/2022 | BCE Surveying Pty Limited | Venn Road Mark Out for Seal Works - 21/03/2022 | MUNI | 1,007.78 |
| EFT47067 | 14/04/2022 | Boyles Plumbing and Gas | Water Connection for Drinking Fountain - Eaton Skate Park | MUNI | 2,000.00 |
| EFT47068 | 14/04/2022 | Brecken Corporate Care | Pre Employment Medical and Audio - Michelle Williams | MUNI | 248.60 |
| EFT47069 | 14/04/2022 | Brownes Foods Operations Pty Ltd | ERC - Cafe Order | MUNI | 252.72 |
| EFT47070 | 14/04/2022 | Bunbury Harvey Regional Council | Waste Transfer Station - Hook Bin Hire and Servicing - March 2022 | MUNI | 414.85 |
| EFT47071 | 14/04/2022 | Bunbury Holden | Replacement Windscreen Wiper Unit Including Fitting - DA10214 | MUNI | 194.19 |
| EFT47072 | 14/04/2022 | Bunbury Plumbing Service | Repair Leaking Pipe in Demolished Building Site Next to Dardanup Hall | MUNI | 1,068.32 |
| EFT47073 | 14/04/2022 | Bunbury Subaru | Service Subaru Forester - DA10091 | MUNI | 346.40 |
| EFT47074 | 14/04/2022 | Bunnings Group Limited | Repairs to Eaton Foreshore Toilets - Door Locks, Closer, Fasteners, Bleach, PVC Sheeting | MUNI | 356.23 |
| EFT47075 | 14/04/2022 | Caroline Mears | Chair Yoga - March 2022 | MUNI | 260.00 |
| EFT47076 | 14/04/2022 | CB Traffic Solutions | Traffic Management Plan - Pile Road Bridge - 18/03/2022 | MUNI | 605.00 |
| EFT47077 | 14/04/2022 | City of Bunbury | March 2022 Dog Pound Sustenance Fees | MUNI | 304.00 |
| EFT47078 | 14/04/2022 | Citygate Properties Pty Ltd | ERC - Sports Gift Cards 9 x \$100.00 Vouchers | MUNI | 900.00 |
| EFT47079 | 14/04/2022 | Cleanaway Solid Waste Pty Ltd | General Waste Disposal - 03-28/03/2022 | MUNI | 8,022.86 |

| PAYMENT | DATE | NAME | INVOICE DESCRIPTION | FUND | AMOUNT |
|----------|------------|---|--|------|-----------|
| EFT47080 | 14/04/2022 | Coventry Group Limited T/as Konnect | Nuts, Bolts, Washers - Grave Preparation | MUNI | 94.60 |
| EFT47081 | 14/04/2022 | Craven Foods | ERC - Cafe Order | MUNI | 1,004.10 |
| EFT47082 | 14/04/2022 | Dardanup Rural Supplies | Fencing Supplies | MUNI | 347.50 |
| EFT47083 | 14/04/2022 | David Wells Builder | Supply & Install Concrete Pads - Watson Reserve, Cadell Park & Gary Engell Park | MUNI | 3,271.40 |
| EFT47084 | 14/04/2022 | Dean Anthony Newport | Rates Refund for Assessment A10909 | MUNI | 1,487.72 |
| EFT47085 | 14/04/2022 | Deputec Pty Ltd | ERC - Deputy Roster Schedule Software - March 2022 | MUNI | 96.89 |
| EFT47086 | 14/04/2022 | Ductworks Australia Bunbury & Busselton Air | Supply and Install 2 x 9KW Wall Split Systems for Eaton Administration Office Chambers | MUNI | 8,644.00 |
| EFT47087 | 14/04/2022 | Drainscope | External Tap Repair - Eaton Repertory Club | MUNI | 275.00 |
| EFT47088 | 14/04/2022 | Eaton Pet Vet | 2021-2022 Animal Management Program (Sterilisation) | MUNI | 35.00 |
| EFT47089 | 14/04/2022 | Element WA | Ferguson Valley Public Art Trail Concept Plan | MUNI | 12,529.55 |
| EFT47090 | 14/04/2022 | Elliotts Irrigation Pty Ltd | Iron Filter Services - March 2022 | MUNI | 286.00 |
| EFT47091 | 14/04/2022 | Elyan Taylor | Refund Working with Children Check | MUNI | 87.00 |
| EFT47092 | 14/04/2022 | ERG Electrics | Install 4 Additional Speakers - Eaton Bowling Club Lounge | MUNI | 1,298.00 |
| EFT47093 | 14/04/2022 | Eve Yoga | ERC - Yoga Sessions Eve Yoga - 09-19/03/2022 | MUNI | 240.00 |
| EFT47094 | 14/04/2022 | Evolt IOH Pty Ltd | Printer Paper for Evolt Scanner | MUNI | 242.00 |
| EFT47095 | 14/04/2022 | Florist Gump | Flowers - Jaime Anderton and Family | MUNI | 100.00 |
| EFT47096 | 14/04/2022 | Freestyle Now | Eaton Skatepark Opening - BMX, Scooter and Skateboard Coaching Sessions | MUNI | 385.00 |
| EFT47097 | 14/04/2022 | Hanson Construction Materials Pty Ltd | 12.35 Tonne 2mm Graded Aggregate - Venn Rd | MUNI | 160.45 |

| PAYMENT | DATE | NAME | INVOICE DESCRIPTION | FUND | AMOUNT |
|----------|------------|------------------------------------|--|------|----------|
| EFT47098 | 14/04/2022 | Harvey Norman | Laptop Bag & Pocket | MUNI | 240.00 |
| EFT47099 | 14/04/2022 | Inghams Electrical | Supply, Install and Commission Bollard Lighting - Eaton Bowling Club | MUNI | 5,855.16 |
| EFT47100 | 14/04/2022 | IT Vision Australia Pty Ltd | Creditors & Debtors 1 Day Training Course - 23/03/2022 - Joanna Hanson | MUNI | 825.00 |
| EFT47101 | 14/04/2022 | Jarrad Leaver | Refund Leaving Gift Purchased for Rhianna Scheffner | MUNI | 169.00 |
| EFT47102 | 14/04/2022 | JCW Electrical Pty Ltd | Waterloo Station - Move Power Point for TV | MUNI | 700.38 |
| EFT47103 | 14/04/2022 | Jenna Marie Priddle | Payment for Vet Fees Following Dog Attack | MUNI | 555.00 |
| EFT47104 | 14/04/2022 | Jim's Test and Tag | Electrical Test and Tag 2021/22 - 4 x Shire Locations | MUNI | 1,026.71 |
| EFT47105 | 14/04/2022 | James Khan | Consultation with Elders - Ferguson Valley Public Art Trail - 01/04/2022 | MUNI | 625.68 |
| EFT47106 | 14/04/2022 | Joseph Adrian Northover | Indigenous Consultation Fees | MUNI | 625.68 |
| EFT47107 | 14/04/2022 | Kent Lyon Architect | Project Management Services - Eaton Bowling Club | MUNI | 7,458.00 |
| EFT47108 | 14/04/2022 | Kings Tree Care | Remove Tree at Stump Level & Grind Stump | MUNI | 1,914.00 |
| EFT47109 | 14/04/2022 | KR & DR Bennell | Welcome to Country - Eaton Skate Park and Pump Track Opening, Ferguson Valley Art Trail Consultation | MUNI | 1,100.00 |
| EFT47110 | 14/04/2022 | Korrine Bennell | Consultation with Elders - Ferguson Valley Public Art Trail - 09/02/2022 | MUNI | 1,140.76 |
| EFT47111 | 14/04/2022 | Les Mills Asia Pacific | ERC - Monthly Licence Fees - April 2022 | MUNI | 1,435.92 |
| EFT47112 | 14/04/2022 | Leschenault Community Nursery Inc. | 57 x Temptonia Refusa Plants | MUNI | 156.75 |
| EFT47113 | 14/04/2022 | Mainline Plumbing | Installation of New Hot Water System - Waterloo Bushfire Brigade | MUNI | 1,480.60 |
| EFT47114 | 14/04/2022 | MJB Industries Pty Ltd | 3 x 1200Mm Sq. Grated Cover x 150mm Thick with Flush Wave Grate | MUNI | 1,075.01 |
| EFT47115 | 14/04/2022 | Murray Collard | Consultation with Elders - Ferguson Valley Public Art Trail - 01/04/2022 | MUNI | 573.40 |

| PAYMENT | DATE | NAME | INVOICE DESCRIPTION | FUND | AMOUNT |
|----------|------------|---|---|------|----------|
| EFT47116 | 14/04/2022 | Naturaliste Hygiene | Sharps Disposal Service - March 2022 - Eaton Foreshore & Watson Street Reserve Public Toilets | MUNI | 165.00 |
| EFT47117 | 14/04/2022 | Nightguard Security Service | Call Out to Attend Site in Response to Alarms at Various Shire Facilities 1/12/2021 to 31/03/2022 | MUNI | 2,847.90 |
| EFT47118 | 14/04/2022 | Nutrien Ag Solutions | Seasol & Powerfeed 20L | MUNI | 1,364.00 |
| EFT47119 | 14/04/2022 | Onsite Rental Group | Transportable Building Lease 26 - 01/03/22 to 31/03/22 | MUNI | 3,993.53 |
| EFT47120 | 14/04/2022 | Perfect Landscapes | Mowing - Millbridge Parks & Other Reserves for Weeks Commencing 28/03/2022 and 04/04/2022 | MUNI | 9,059.33 |
| EFT47121 | 14/04/2022 | PFI Supplies | Cleaning & Bathroom Supplies - 3 Shire Locations | MUNI | 539.80 |
| EFT47122 | 14/04/2022 | PVR Industrial Pty Ltd | Repairs and Replacement Pump and Programming Unit for Depot UV Filter System | MUNI | 7,858.07 |
| EFT47123 | 14/04/2022 | Regional Media Specialists P/L | Advertising Space in Bunbury Herald & Bunbury Mail Community News Pages - March 2022 | MUNI | 1,490.50 |
| EFT47124 | 14/04/2022 | Rhodes Mechanical | Parts for Repair - Toro 360 - DA10105 | MUNI | 206.37 |
| EFT47125 | 14/04/2022 | Schweppes Australia Pty Ltd | ERC - Cafe Orders | MUNI | 2,487.57 |
| EFT47126 | 14/04/2022 | Securepay Pty Ltd | Bank Fees - March 2022 Securepay Web & Iv Credit Card Payments | MUNI | 32.82 |
| EFT47127 | 14/04/2022 | Spencer Signs | LRCI Sign - Eaton Skate Park | MUNI | 178.75 |
| EFT47128 | 14/04/2022 | Sports Turf Association WAR | Annual Corporate Membership 2022 - Sports Turf Association - Depot | MUNI | 275.00 |
| EFT47129 | 14/04/2022 | St Aidan Wines | Catering - Ferguson Valley Public Art Trail Design | MUNI | 239.00 |
| EFT47130 | 14/04/2022 | Stanton International | Probity Services for New Admin Building | MUNI | 158.40 |
| EFT47131 | 14/04/2022 | Statewide Cleaning Supplies Pty Ltd | 8 x Cartons - Wow Wipes | MUNI | 1,575.20 |
| EFT47132 | 14/04/2022 | Suez Recycling & Recovery (Perth) Pty Ltd | Recyclable Processing - March 2022 | MUNI | 8,176.83 |

| PAYMENT | DATE | NAME | INVOICE DESCRIPTION | FUND | AMOUNT |
|----------|------------|--|--|------|-----------|
| EFT47133 | 14/04/2022 | Suez Recycling & Recovery Pty Ltd | Hire and Collection of Skip Bin - Cardboard - February 2022 | MUNI | 254.10 |
| EFT47134 | 14/04/2022 | Suzanne Rae Harvey | Rates Refund for Assessment A1269 | MUNI | 794.00 |
| EFT47135 | 14/04/2022 | Synergy | Electricity Account for Landfill Site, Lot 1 Banksia Road - 04/02 - 01/04/2022 | MUNI | 1,932.06 |
| EFT47136 | 14/04/2022 | Talis Consultants ATF The Talis Unit Trust | Part Payment of Asset Revaluation for 30 June 2022 - Infrastructure Assets - February 2022 | MUNI | 11,000.00 |
| EFT47137 | 14/04/2022 | Telair Pty Ltd | NBN EE - March 2022 | MUNI | 658.90 |
| EFT47138 | 14/04/2022 | Telstra | Telstra Mobile Phones & iPad's - Eaton Admin - March 2022 | MUNI | 3,643.44 |
| EFT47139 | 14/04/2022 | The Cafe Merchant | Organisational Development Day Catering - 28-03-2022 | MUNI | 422.50 |
| EFT47140 | 14/04/2022 | Total Eden Pty Ltd | Reticulation Repairs - Hunter Park | MUNI | 317.24 |
| EFT47141 | 14/04/2022 | Vicki Pretorius | Refund Uniform Cost | MUNI | 194.70 |
| EFT47142 | 14/04/2022 | West Australian Newspapers Ltd | Subscription for West Australian Newspapers - 22/03 - 14/06/2022 | MUNI | 164.34 |
| EFT47143 | 14/04/2022 | Woolkabunning Kiaka Aboriginal Corporation | Consultation with Elders - Ferguson Valley Public Art Trail - 09/02/2022 | MUNI | 1,270.68 |
| EFT47144 | 14/04/2022 | Zachary Cloutman - Cloutz Event Hire | Burekup Youth Water Day Inflatables | MUNI | 1,358.01 |
| EFT47145 | 21/04/2022 | Advanced Traffic Management WA P/L | Traffic Controller and Signs - 17/03/2022 & 06/04/2022 - Pile Rd | MUNI | 813.87 |
| EFT47146 | 21/04/2022 | Ampol Australia Petroleum Pty Ltd | Fuel - March 2022 | MUNI | 24,881.06 |
| EFT47147 | 21/04/2022 | Australian Tax Office | PAYG - Payrun: 151/04/2022 | MUNI | 77,423.00 |
| EFT47148 | 21/04/2022 | Australind Landscaping Supplies | 2 Scoops - Garden Mix | MUNI | 70.00 |
| EFT47149 | 21/04/2022 | Boyles Plumbing and Gas | ERC - Replacement of Push Buttons in Ladies Toilets | MUNI | 395.34 |

| PAYMENT | DATE | NAME | INVOICE DESCRIPTION | FUND | AMOUNT |
|----------|------------|---|--|------|-----------|
| EFT47150 | 21/04/2022 | Bunbury Harvey Regional Council | Disposal of Organic Waste - March 2022 | MUNI | 10,463.40 |
| EFT47151 | 21/04/2022 | Bunbury Machinery | Kanga Hire - 08/04/22 | MUNI | 250.00 |
| EFT47152 | 21/04/2022 | Bunbury Plumbing Service | Pump Out Pit, Remove Septic Waste and Replace Pump - ERC | MUNI | 5,861.28 |
| EFT47153 | 21/04/2022 | Bunnings Group Limited | Treated Pine Timber, Grey Mortar, Cordless Batteries, Power Tools & Blades, Hardware, Vacation Care Supplies | MUNI | 977.96 |
| EFT47154 | 21/04/2022 | Cathy Lee | Refund IPAD Reset | MUNI | 40.00 |
| EFT47155 | 21/04/2022 | Civil Projects Southwest | Bobcat and Roller Hire for Repair Works - Gnomesville Carpark - Pratt Road - Burekup Verges | MUNI | 4,284.50 |
| EFT47156 | 21/04/2022 | Construction Training Fund : BCITF | BCITF Remittance - March 2022 | MUNI | 2,002.53 |
| EFT47157 | 21/04/2022 | Country Landscaping Pty Ltd | Water Meter Upgrade - Watson Reserve, Locate Cable Carramar Park | MUNI | 3,180.99 |
| EFT47158 | 21/04/2022 | Country Water Solutions | Parts for Reticulation Repairs - Hazelgrove Reserve | MUNI | 412.85 |
| EFT47159 | 21/04/2022 | Dardanup Horse and Pony Club | Community Event Grant Funding L2 Round 2 2021-2022 | MUNI | 5,000.00 |
| EFT47160 | 21/04/2022 | Dardanup Sporting and Community Clubs Inc. | Community Grant Funding L2 Round 2 2021-2022 | MUNI | 2,670.00 |
| EFT47161 | 21/04/2022 | Data #3 Limited | Microsoft CSP Azure Consumption Charges 2021-2022 | MUNI | 12.11 |
| EFT47162 | 21/04/2022 | Department of Mines, Industry, Regulations & Safety (DMIRS) - BSL | BSL: Remittance - March 2022 | MUNI | 5,197.15 |
| EFT47163 | 21/04/2022 | Eaton Community Pharmacy | ERC - Cafe Order - Sport Drinks & Medical | MUNI | 327.40 |
| EFT47164 | 21/04/2022 | Eaton Junior Cricket Club | Community Grant Funding L2 Round 2 2021-2022 | MUNI | 1,000.00 |
| EFT47165 | 21/04/2022 | ES2 Pty Ltd | CISO as a Service - Cyber Security Vendor Supplied Services - March 2022 | MUNI | 2,695.00 |
| EFT47166 | 21/04/2022 | Exetel Pty Ltd | Exetel 200/200Mbit Data Communications - April 2022 | MUNI | 1,250.00 |

| PAYMENT | DATE | NAME | INVOICE DESCRIPTION | FUND | AMOUNT |
|----------|------------|--|--|------|-----------|
| EFT47167 | 21/04/2022 | Estuary Dry Cleaning & Laundry Service | Brigade Dry Cleaning - Incident 559961 Hester Bushfire (Job 4164) | MUNI | 359.00 |
| EFT47168 | 21/04/2022 | Hanson Construction Materials Pty Ltd | 12 Tonne of Scalps | MUNI | 214.85 |
| EFT47169 | 21/04/2022 | Howson Technical | Level 1 Bridge Inspections | MUNI | 4,389.00 |
| EFT47170 | 21/04/2022 | Jo Jingles South West | March 2022 Jo Jingles: Eaton, Dardanup & Burekup Sessions | MUNI | 2,354.00 |
| EFT47171 | 21/04/2022 | Kings Tree Care | Fire Mitigation Activity - Removal of Trees and Localised Pruning at Seaview Heights | MUNI | 57,530.00 |
| EFT47172 | 21/04/2022 | Kmart | ERC - Vacation Care Supplies | MUNI | 178.00 |
| EFT47173 | 21/04/2022 | Lions Club of Eaton | Community Grant Funding L2 Round 2 2021-2022 | MUNI | 998.00 |
| EFT47174 | 21/04/2022 | Lynne Mitchell | Ferguson Valley Public Art Trail Design Charette | MUNI | 300.00 |
| EFT47175 | 21/04/2022 | Malatesta Road Paving and Hotmix | Traffic Management - Hynes Road Night Works | MUNI | 5,457.10 |
| EFT47176 | 21/04/2022 | MGM Bulk Pty Ltd | Gravel to Be Delivered to Venn Road | MUNI | 1,528.71 |
| EFT47177 | 21/04/2022 | MJB Industries Pty Ltd | 3 X 1200mm Sq. Flush Grated Cover | MUNI | 1,075.01 |
| EFT47178 | 21/04/2022 | Officeworks Superstores Pty Ltd | Professional Ergonomic Chair - Infrastructure Office & ERC Vacation Care Supplies | MUNI | 362.60 |
| EFT47179 | 21/04/2022 | Perfect Landscapes | Weekly Lawn Mowing - Millbridge Parks & Reserves | MUNI | 4,446.10 |
| EFT47180 | 21/04/2022 | PFD Food Services Pty Ltd | ERC - Cafe Order | MUNI | 967.05 |
| EFT47181 | 21/04/2022 | PFI Supplies | ERC - Cleaning Products | MUNI | 56.70 |
| EFT47182 | 21/04/2022 | Schweppes Australia Pty Ltd | ERC - Cafe Order | MUNI | 235.45 |
| EFT47183 | 21/04/2022 | South West Mechanical & Fleet Services | Trailer Service - DA15446 | MUNI | 73.15 |

| PAYMENT | DATE | NAME | INVOICE DESCRIPTION | FUND | AMOUNT |
|----------|------------|--|---|------|-----------|
| EFT47184 | 21/04/2022 | Sportspower Bunbury | ERC - Sports Equipment - 4 x Netballs, 6 x Basketballs | MUNI | 1,008.00 |
| EFT47185 | 21/04/2022 | Spotlight Pty Ltd | ERC - Vacation Care Equipment | MUNI | 193.70 |
| EFT47186 | 21/04/2022 | T-Quip | Parts for Repairs - Toro 360 Ride On Mower DA10105 | MUNI | 110.70 |
| EFT47187 | 21/04/2022 | Telstra | Dardanup Office Fax - March & April 2022 | MUNI | 69.90 |
| EFT47188 | 21/04/2022 | The Print Shop | Promotional Sign & Poster for Enlighten 2022 | MUNI | 336.50 |
| EFT47189 | 21/04/2022 | Total Eden Pty Ltd | Reticulation Repair Supplies | MUNI | 456.50 |
| EFT47190 | 21/04/2022 | Totally Workwear | Protective Clothing - Bonnie Graham | MUNI | 670.70 |
| EFT47191 | 21/04/2022 | West Coast Waste | Supply & Remove 30M3 Bin & Remove Tyres | MUNI | 1,716.00 |
| EFT47192 | 21/04/2022 | Western Australia Treasury Corporation | Loan 61 Repayment | MUNI | 14,586.07 |
| EFT47193 | 21/04/2022 | Winc Australia Pty Ltd | Paper Trimmer A4 10 Sheet Capacity - ECL | MUNI | 122.82 |
| EFT47194 | 21/04/2022 | Woolworths Group Limited - Online Order Only | ERC - Cafe Order | MUNI | 462.14 |
| EFT47195 | 21/04/2022 | Work Clobber | Protective Clothing - Christine Kennedy | MUNI | 683.00 |
| EFT47196 | 28/04/2022 | Access Wellbeing Services | Employee Assistance Program Consultations | MUNI | 176.00 |
| EFT47197 | 28/04/2022 | Advanced Traffic Management WA P/L | Traffic Control - Pratt Rd & Collie River Rd Drain Cleaning | MUNI | 1,674.75 |
| EFT47198 | 28/04/2022 | Aquila Food Forest | Sustainable Living Workshop - 14-04-2022 | MUNI | 230.00 |
| EFT47199 | 28/04/2022 | B.E.S Electrical Solutions WA | Internal Light Replacement at Burekup Hall with LED's | MUNI | 5,456.00 |
| EFT47200 | 28/04/2022 | BCE Surveying Pty Limited | Survey Pickup Up of Surface Levels at Pratt Road Bowling Club and Adjacent Path | MUNI | 715.00 |
| EFT47201 | 28/04/2022 | Brandicoot | Monthly Web Hosting for 5 x Shire Addresses | MUNI | 907.00 |

| PAYMENT | DATE | NAME | INVOICE DESCRIPTION | FUND | AMOUNT |
|----------|------------|--|--|------|-----------|
| EFT47202 | 28/04/2022 | Bunbury Mower Service | Pole Hedger Cable Throttle, 2 x Fuel\Oil Combo Containers | MUNI | 270.50 |
| EFT47203 | 28/04/2022 | Cameron Baker | Umpire Recoup - 27-04-2022 | MUNI | 110.00 |
| EFT47204 | 28/04/2022 | Carbone Brothers Pty Ltd | Contract F0223213 - Harris Road - Variation #01 & Limestone delivery - Panizza Rd | MUNI | 11,437.92 |
| EFT47205 | 28/04/2022 | Castledine Gregory | Cleanaway Vs Shire of Dardanup Sat Mediation Process - Stockpiles On Lot 2 Banksia Rd, Crooked Brook | MUNI | 1,720.40 |
| EFT47206 | 28/04/2022 | CB Traffic Solutions | Traffic Management - Pile Road Bridge - 14/04/2022 | MUNI | 215.60 |
| EFT47207 | 28/04/2022 | Christine Worsfold | Umpire Recoup - 26-04-2022 | MUNI | 45.00 |
| EFT47208 | 28/04/2022 | Ciphertel Pty Ltd T/A Gate Way Internet Services | Monthly Account for Point to Point Micro Wave Service Depot and Dardanup - March 2022 | MUNI | 2,893.00 |
| EFT47209 | 28/04/2022 | Cleanaway Solid Waste Pty Ltd | General Waste Disposal - 5 x Shire Locations | MUNI | 4,782.60 |
| EFT47210 | 28/04/2022 | Coastal Rowing WA Inc. | Quick Response Grant Payment 2021-2022 | MUNI | 419.80 |
| EFT47211 | 28/04/2022 | Connect Call Centre Services | After Hours Call Centre Service - March 2022 | MUNI | 439.01 |
| EFT47212 | 28/04/2022 | Country Landscaping Pty Ltd | Switchboard Fault - Irrigation Not Working - Urgent Call Out - Glen Huon Reserve | MUNI | 1,322.89 |
| EFT47213 | 28/04/2022 | Dapco Tyre and Auto Centre | DA668 Service, DA9429 Tyres, DA10181 Services & Tyres | MUNI | 2,056.17 |
| EFT47214 | 28/04/2022 | Darby Sidebotham | Umpire Recoup - 26-04-2022 | MUNI | 45.00 |
| EFT47215 | 28/04/2022 | Data #3 Limited | 8 X Sp120Xap Sophos APX 120 Access Point & 1 X Sp320Xap Sophos APX 320 Plenum-Rated Point | MUNI | 1,686.93 |
| EFT47216 | 28/04/2022 | David Wells Builder | Supply and Install Lighting to New Memorial - Dardanup Hall | MUNI | 770.00 |
| EFT47217 | 28/04/2022 | Dell Australia Pty Ltd | 1 x Dell Latitude 7420 BTX Laptop | MUNI | 1,868.90 |
| EFT47218 | 28/04/2022 | Donna Bastow | Umpire Recoup - 27-04-2022 | MUNI | 176.00 |

| PAYMENT | DATE | NAME | INVOICE DESCRIPTION | FUND | AMOUNT |
|----------|------------|--------------------------------|--|------|----------|
| EFT47219 | 28/04/2022 | Eaton Community Pharmacy | ERC - Protein Powder | MUNI | 74.78 |
| EFT47220 | 28/04/2022 | Element WAR | Milestone Payment for Eaton and Dardanup Masterplans and Place Plans | MUNI | 3,459.50 |
| EFT47221 | 28/04/2022 | Ella Rafferty | Refund Engraving Cost - Rhianna Scheffner Farewell Gift | MUNI | 25.00 |
| EFT47222 | 28/04/2022 | Eve Yoga | ERC - Yoga Sessions Eve Yoga - 23/03 - 02/04/2022 | MUNI | 240.00 |
| EFT47223 | 28/04/2022 | Go Electrical Contracting | ERC - Remove Existing Scoreboards and Replace with New Scoreboards, Shot Clocks and Stat Clocks | MUNI | 4,944.50 |
| EFT47224 | 28/04/2022 | Hancock Memorials | White Granite Soldier Statue - Final Invoice | MUNI | 8,529.95 |
| EFT47225 | 28/04/2022 | Harvey Norman | ERC - Purchase of Whirlpool 10Kg Washing Machine | MUNI | 904.00 |
| EFT47226 | 28/04/2022 | Heatleys | Hydration Beverage Mix - Sqwincher Zero | MUNI | 220.00 |
| EFT47227 | 28/04/2022 | Henry Mcinnes | Musician - Summer Sounds Eaton - 07/01/2022 | MUNI | 200.00 |
| EFT47228 | 28/04/2022 | Howson Technical | Harris Rd Widening - Project Management - 01-15/04/2022 | MUNI | 836.00 |
| EFT47229 | 28/04/2022 | Ideal Shake Australia | ERC - Cafe Order | MUNI | 963.60 |
| EFT47230 | 28/04/2022 | Illuminart Productions Pty Ltd | Enlighten 22 - Delivery of Community Engagement, Workshop and Skatepark Projection - Payment 2 | MUNI | 4,371.68 |
| EFT47231 | 28/04/2022 | JCW Electrical Pty Ltd | Investigate and Rectify Non-Responsive Bore Submeter in Switchboard - Eaton Sports Centre Pavilion | MUNI | 163.35 |
| EFT47232 | 28/04/2022 | Jim's Test and Tag | Electrical Test and Tag 2021/22 - 4 x Shire Locations | MUNI | 904.54 |
| EFT47233 | 28/04/2022 | John Thompson | Umpire Recoup - 27-04-2022 | MUNI | 22.00 |
| EFT47234 | 28/04/2022 | Jukel Pty Ltd T/As Kelcom | Repair Existing Data Ports & Scope Out Gym Cabling | MUNI | 345.40 |
| EFT47235 | 28/04/2022 | Kenneth James Oliver | Rates Refund for Assessment A2059 | MUNI | 90.92 |
| EFT47236 | 28/04/2022 | Kenny Pomare | Umpire Recoup - 27-04-2022 | MUNI | 44.00 |

| PAYMENT | DATE | NAME | INVOICE DESCRIPTION | FUND | AMOUNT |
|----------|------------|---|--|------|----------|
| EFT47237 | 28/04/2022 | Kings Tree Care | Vegetation Clearance Pruning - Western Power Sites - Dardanup | MUNI | 5,005.00 |
| EFT47238 | 28/04/2022 | Kmart | Easter Eggs for Library Easter Hunt | MUNI | 170.00 |
| EFT47239 | 28/04/2022 | Kyle Jones | Umpire Recoup - 27-04-2022 | MUNI | 22.00 |
| EFT47240 | 28/04/2022 | Kylie Blair | Refund For Sporting Competitions Paid Upfront | MUNI | 40.00 |
| EFT47241 | 28/04/2022 | M & J Essential Solutions Pty Ltd | EAP Consultations | MUNI | 260.00 |
| EFT47242 | 28/04/2022 | Mckayhla Pomare | Umpire Recoup - 27-04-2022 | MUNI | 132.00 |
| EFT47243 | 28/04/2022 | MJB Industries Pty Ltd | 15 x 375mm Concrete Pipes | MUNI | 2,665.54 |
| EFT47244 | 28/04/2022 | Nightguard Security Service | Alarm Response to Eaton Sports Pavilion, 14/3, 19/3, 23/3, 26/3 and 31/3 2022 | MUNI | 495.00 |
| EFT47245 | 28/04/2022 | Paulus Franciscus Van Peperstraten | Rates Refund for Assessment A2925 | MUNI | 107.39 |
| EFT47246 | 28/04/2022 | PFI Supplies | Cleaning Supplies Eaton Admin & Dardanup Offices | MUNI | 765.70 |
| EFT47247 | 28/04/2022 | Publik Group | Deposit for Additional Signs - Dardanup Heritage Trail | MUNI | 5,101.80 |
| EFT47248 | 28/04/2022 | R & S Co Pty Ltd T/As Fresh Floral Studio | Anzac Day Wreath - Cr. Bennett | MUNI | 85.00 |
| EFT47249 | 28/04/2022 | Shadewest | Collect Shade Sails and Install at Burekup Oval Playground | MUNI | 352.00 |
| EFT47250 | 28/04/2022 | SMR Psychology | Employee Assistance Program - Counselling | MUNI | 187.00 |
| EFT47251 | 28/04/2022 | Sonya Williams | Uniform Reimbursement | MUNI | 200.75 |
| EFT47252 | 28/04/2022 | South West Tree Safe | Remove Dead Jarrah and Underprune Adjacent Tree | MUNI | 880.00 |
| EFT47253 | 28/04/2022 | Southern Lock and Security | ERC - Front Door Latch Service & 4 x Additional Keys for Eaton Community College | MUNI | 100.00 |
| EFT47254 | 28/04/2022 | State Library of Western Australia | Freight Recoup Jan to June 2022 | MUNI | 10.31 |

| PAYMENT | DATE | NAME | INVOICE DESCRIPTION | FUND | AMOUNT |
|----------------|------------|---------------------------------------|--|------|-----------|
| EFT47255 | 28/04/2022 | Suez Recycling & Recovery Pty Ltd | March 2022 Bin Collection Service | MUNI | 79,582.62 |
| EFT47256 | 28/04/2022 | Synergy | Electricity Supply - Eaton Recreation Centre - Gary Engel Park - Dardanup Oval | MUNI | 9,022.50 |
| EFT47257 | 28/04/2022 | Spurling Engineering | Repair Shuring Components | MUNI | 330.00 |
| EFT47258 | 28/04/2022 | Telstra | Telephone and Various Lines for Eaton Admin Centre - April 2022 | MUNI | 6,100.01 |
| EFT47259 | 28/04/2022 | The Cafe Merchant | Citizenship Ceremony Catering - 28-04-2022 | MUNI | 172.50 |
| EFT47260 | 28/04/2022 | Therese Price | Umpire Recoup - 26-04-2022 | MUNI | 45.00 |
| EFT47261 | 28/04/2022 | Tiana Fraser | Umpire Recoup - 26-04-2022 | MUNI | 44.00 |
| EFT47262 | 28/04/2022 | Toll Transport - Ipec Pty Ltd | 2021- 2022 Postage & Freight - Environmental Health | MUNI | 12.65 |
| EFT47263 | 28/04/2022 | Total Eden Pty Ltd | 24 x Geardrive Sprinklers | MUNI | 1,398.41 |
| EFT47264 | 28/04/2022 | Tutt Bryant Hire | Smooth Drum Roller Hire - 28/02-18/03/2022 | MUNI | 2,211.39 |
| EFT47265 | 28/04/2022 | Universal Marina Systems (WA) Pty Ltd | Supply and Install Bollards - Eaton Boat Ramp | MUNI | 2,062.06 |
| EFT47266 | 28/04/2022 | Wicked Strategies | Every Club Workshop - Strategic Planning 12-04-2021 - Burekup Cricket Club | MUNI | 1,650.00 |
| CHEQUES | | | | | |
| 32 | 21/04/2022 | Shire of Dardanup - Please Pay Cash | Petty Cash Recoup 14-04-2022 | MUNI | 214.85 |
| TRUST | | | | | |
| BPAY | | | | | |
| DD16410.1 | 07/04/2022 | Mine Super | Contribution | MUNI | 3,000.00 |

| PAYMENT | DATE | NAME | INVOICE DESCRIPTION | FUND | AMOUNT |
|----------------------|------------|--|--|------|-----------|
| DD16423.1 | 14/04/2022 | Department of Transport | Department of Transport - Vehicle Licensing Information Searches | MUNI | 35.20 |
| DD16423.2 | 14/04/2022 | linet Ltd | NBN - 01/04-01/05/2022 | MUNI | 174.94 |
| DD16451.1 | 28/04/2022 | IINET LTD | Yearly charge for hosting/mail relay service, 31/03/2022 - 31/03/2023 | MUNI | 65.00 |
| CREDIT CARD | | | | | |
| DD16461.1 | 29/04/2022 | Facebook Ireland Limited | Eaton Recreation Centre Facebook Advertising Campaigns "You Are Going To Want To Get On Board With This" | MUNI | 28.32 |
| DD16461.2 | 29/04/2022 | Mailchimp | Monthly Subscription And Charge For Electronic Newsletters April 2022 | MUNI | 118.95 |
| DD16461.3 | 29/04/2022 | Australia Post | Annual Po Box Renewal 01/04/2022 To 31/03/2023 | MUNI | 344.00 |
| DD16461.4 | 29/04/2022 | Dreamscape Networks Fz-Llc - Crazydomains.Com.Au | Renewal Of Gnomesville.Com And Gnomesville.Org Domain Name Renewal For 2 Years | MUNI | 86.90 |
| DIRECT DEBIT | | | | | |
| INTERNATIONAL | | | | | |
| DD16428.1 | 14/04/2022 | Enovapoint | Junglebell Pro Premium Support Production IT Licence | MUNI | 988.20 |
| DD16428.2 | 14/04/2022 | Team Viewer Germany GMBH | Teamviewer Corporate Pac Licence Rene Wal (19/03/2022 - 18/03/2023) | MUNI | 2,120.00 |
| DD16451.1 | 28/04/2022 | linet Ltd | Yearly Charge for Hosting/Mail Relay Service, 31/03/2022 - 31/03/2023 | MUNI | 65.00 |
| DD16458.1 | 29/04/2022 | Netcore J.S.A. | Unimus Yearly License, Switch Backup Software, Per Device, 8/5 Email Support Included | MUNI | 96.58 |
| PAYROLL | | | | | |
| DD16396.1 | 01/04/2022 | Aware Super Pty Limited | Payroll Deductions | MUNI | 33,734.51 |
| DD16396.2 | 01/04/2022 | Colonial First State First Choice Wholesale Personal Super | Superannuation Contributions | MUNI | 175.81 |

| PAYMENT | DATE | NAME | INVOICE DESCRIPTION | FUND | AMOUNT |
|------------|------------|---|------------------------------|------|-----------|
| DD16396.3 | 01/04/2022 | Diamond Sea Superannuation Fund | Payroll Deductions | MUNI | 406.51 |
| DD16396.4 | 01/04/2022 | One Path Masterfund | Superannuation Contributions | MUNI | 139.59 |
| DD16396.5 | 01/04/2022 | Suncorp Brighter Super | Superannuation Contributions | MUNI | 221.02 |
| DD16396.6 | 01/04/2022 | AMP Flexible Super - Super Account | Superannuation Contributions | MUNI | 451.86 |
| DD16396.7 | 01/04/2022 | ANZ Australian Staff Superannuation Scheme | Superannuation Contributions | MUNI | 174.43 |
| DD16396.8 | 01/04/2022 | Local Government Super | Superannuation Contributions | MUNI | 244.82 |
| DD16396.9 | 01/04/2022 | Commonwealth Essential Super | Superannuation Contributions | MUNI | 274.22 |
| DD16425.1 | 15/04/2022 | A Ware Super Pty Limited | Payroll Deductions | MUNI | 34,235.71 |
| DD16425.2 | 15/04/2022 | Hostplus | Payroll Deductions | MUNI | 1,447.67 |
| DD16425.3 | 15/04/2022 | MLC Super Fund | Superannuation Contributions | MUNI | 869.77 |
| DD16425.4 | 15/04/2022 | Colonial First State First Choice Wholesale Personal Super | Superannuation Contributions | MUNI | 175.81 |
| DD16425.5 | 15/04/2022 | Diamond Sea Superannuation Fund | Payroll Deductions | MUNI | 429.83 |
| DD16425.6 | 15/04/2022 | One Path Masterfund | Superannuation Contributions | MUNI | 114.87 |
| DD16425.7 | 15/04/2022 | Suncorp Brighter Super | Superannuation Contributions | MUNI | 238.70 |
| DD16425.8 | 15/04/2022 | AMP Flexible Super - Super Account | Superannuation Contributions | MUNI | 523.39 |
| DD16425.9 | 15/04/2022 | ANZ Australian Staff Superannuation Scheme | Superannuation Contributions | MUNI | 161.35 |
| DD16396.10 | 01/04/2022 | Hesta Super Fund | Payroll Deductions | MUNI | 564.11 |

| PAYMENT | DATE | NAME | INVOICE DESCRIPTION | FUND | AMOUNT |
|------------|------------|--|------------------------------|------|----------|
| DD16396.11 | 01/04/2022 | MIML - Macquarie Super Accumulator | Payroll Deductions | MUNI | 1,021.45 |
| DD16396.12 | 01/04/2022 | Asgard Infinity E Wrap Super | Payroll Deductions | MUNI | 678.36 |
| DD16396.13 | 01/04/2022 | Unisuper | Superannuation Contributions | MUNI | 67.14 |
| DD16396.14 | 01/04/2022 | Sunsuper Pty Ltd | Superannuation Contributions | MUNI | 66.43 |
| DD16396.15 | 01/04/2022 | Australian Ethical Superannuation | Superannuation Contributions | MUNI | 155.68 |
| DD16396.16 | 01/04/2022 | Australian Super | Superannuation Contributions | MUNI | 114.14 |
| DD16396.17 | 01/04/2022 | Rest Superannuation | Payroll Deductions | MUNI | 1,558.57 |
| DD16396.18 | 01/04/2022 | The Bro Code Super Fund | Payroll Deductions | MUNI | 29.15 |
| DD16396.19 | 01/04/2022 | Media Super | Superannuation Contributions | MUNI | 544.91 |
| DD16396.20 | 01/04/2022 | Construction & Building Industry Super | Superannuation Contributions | MUNI | 117.01 |
| DD16396.21 | 01/04/2022 | Australiansuper | Superannuation Contributions | MUNI | 5,261.13 |
| DD16396.22 | 01/04/2022 | Hostplus | Superannuation Contributions | MUNI | 1,275.96 |
| DD16396.23 | 01/04/2022 | Hub24 Superannuation Fund | Superannuation Contributions | MUNI | 327.88 |
| DD16396.24 | 01/04/2022 | MLC Super Fund | Superannuation Contributions | MUNI | 869.77 |
| DD16425.10 | 15/04/2022 | Local Government Super | Superannuation Contributions | MUNI | 244.82 |
| DD16425.11 | 15/04/2022 | Commonwealth Essential Super | Superannuation Contributions | MUNI | 274.22 |
| DD16425.12 | 15/04/2022 | Asgard Infinity E Wrap Super | Payroll Deductions | MUNI | 678.36 |
| DD16425.13 | 15/04/2022 | Hesta Super Fund | Payroll Deductions | MUNI | 613.03 |

| PAYMENT | DATE | NAME | INVOICE DESCRIPTION | FUND | AMOUNT |
|------------|------------|---|------------------------------|------|-----------|
| DD16425.14 | 15/04/2022 | ANZ Smart Choice Super (Onepath Masterfund) | Superannuation Contributions | MUNI | 73.85 |
| DD16425.15 | 15/04/2022 | MIML - Macquarie Super Accumulator | Payroll Deductions | MUNI | 1,021.46 |
| DD16425.16 | 15/04/2022 | Unisuper | Superannuation Contributions | MUNI | 64.45 |
| DD16425.17 | 15/04/2022 | Sunsuper Pty Ltd | Superannuation Contributions | MUNI | 95.18 |
| DD16425.18 | 15/04/2022 | Australian Ethical Superannuation | Superannuation Contributions | MUNI | 161.83 |
| DD16425.19 | 15/04/2022 | Australian Super | Superannuation Contributions | MUNI | 117.87 |
| DD16425.20 | 15/04/2022 | Rest Superannuation | Payroll Deductions | MUNI | 1,623.27 |
| DD16425.21 | 15/04/2022 | The Bro Code Super Fund | Superannuation Contributions | MUNI | 104.93 |
| DD16425.22 | 15/04/2022 | Media Super | Superannuation Contributions | MUNI | 544.91 |
| DD16425.23 | 15/04/2022 | Construction & Building Industry Super | Superannuation Contributions | MUNI | 117.01 |
| DD16425.24 | 15/04/2022 | Australiansuper | Superannuation Contributions | MUNI | 5,382.77 |
| DD16425.25 | 15/04/2022 | The Templeman Family Superannuation Fund | Superannuation Contributions | MUNI | 98.51 |
| DD16425.26 | 15/04/2022 | Hub24 Superannuation Fund | Superannuation Contributions | MUNI | 321.46 |
| DD16454.1 | 29/04/2022 | Aware Super Pty Limited | Payroll Deductions | MUNI | 33,404.62 |
| DD16454.2 | 29/04/2022 | Hostplus | Payroll Deductions | MUNI | 1,471.92 |
| DD16454.3 | 29/04/2022 | Hughes Superannuation Fund | Superannuation Contributions | MUNI | 64.12 |
| DD16454.4 | 29/04/2022 | MLC Super Fund | Superannuation Contributions | MUNI | 869.77 |

| PAYMENT | DATE | NAME | INVOICE DESCRIPTION | FUND | AMOUNT |
|------------|------------|--|------------------------------|------|----------|
| DD16454.5 | 29/04/2022 | Colonial First State First Choice Wholesale Personal Super | Superannuation Contributions | MUNI | 175.81 |
| DD16454.6 | 29/04/2022 | Diamond Sea Superannuation Fund | Payroll Deductions | MUNI | 463.15 |
| DD16454.7 | 29/04/2022 | One Path Masterfund | Superannuation Contributions | MUNI | 135.23 |
| DD16454.8 | 29/04/2022 | Suncorp Brighter Super | Superannuation Contributions | MUNI | 256.38 |
| DD16454.9 | 29/04/2022 | AMP Flexible Super - Super Account | Superannuation Contributions | MUNI | 522.88 |
| DD16454.10 | 29/04/2022 | ANZ Australian Staff Superannuation Scheme | Superannuation Contributions | MUNI | 152.92 |
| DD16454.11 | 29/04/2022 | Local Government Super | Superannuation Contributions | MUNI | 244.82 |
| DD16454.12 | 29/04/2022 | Asgard Infinity E Wrap Super | Payroll Deductions | MUNI | 678.36 |
| DD16454.13 | 29/04/2022 | Commonwealth Essential Super | Superannuation Contributions | MUNI | 274.22 |
| DD16454.14 | 29/04/2022 | Hesta Super Fund | Payroll Deductions | MUNI | 585.85 |
| DD16454.15 | 29/04/2022 | ANZ Smart Choice Super (Onepath Masterfund) | Superannuation Contributions | MUNI | 110.41 |
| DD16454.16 | 29/04/2022 | MIML - Macquarie Super Accumulator | Payroll Deductions | MUNI | 1,021.45 |
| DD16454.17 | 29/04/2022 | Unisuper | Superannuation Contributions | MUNI | 39.09 |
| DD16454.18 | 29/04/2022 | Sunsuper Pty Ltd | Superannuation Contributions | MUNI | 112.04 |
| DD16454.19 | 29/04/2022 | IOOF Portfolio Service Superannuation Fund | Superannuation Contributions | MUNI | 54.53 |
| DD16454.20 | 29/04/2022 | Australian Ethical Superannuation | Superannuation Contributions | MUNI | 155.68 |
| DD16454.21 | 29/04/2022 | Australian Super | Superannuation Contributions | MUNI | 99.26 |

| PAYMENT | DATE | NAME | INVOICE DESCRIPTION | FUND | AMOUNT |
|----------------------|------------|--|------------------------------|------|---------------------|
| DD16454.22 | 29/04/2022 | Rest Superannuation | Payroll Deductions | MUNI | 1,870.88 |
| DD16454.23 | 29/04/2022 | The Bro Code Super Fund | Superannuation Contributions | MUNI | 40.23 |
| DD16454.24 | 29/04/2022 | Media Super | Superannuation Contributions | MUNI | 544.91 |
| DD16454.25 | 29/04/2022 | Construction & Building Industry Super | Superannuation Contributions | MUNI | 140.79 |
| DD16454.26 | 29/04/2022 | Australiansuper | Payroll Deductions | MUNI | 5,240.36 |
| DD16454.27 | 29/04/2022 | The Templeman Family Superannuation Fund | Superannuation Contributions | MUNI | 30.31 |
| DD16454.28 | 29/04/2022 | Hub24 Superannuation Fund | Superannuation Contributions | MUNI | 321.45 |
| REPORT TOTALS | | | | | 2,023,593.53 |

| | |
|---------------|---------------------|
| EFT | 1,868,964.66 |
| Muni Cheque | 214.85 |
| Trust | 0.00 |
| Payroll | 147,290.93 |
| Credit Card | 578.17 |
| Direct Debit | 0.00 |
| International | 3,269.78 |
| BPAY | 3,275.14 |
| TOTAL | 2,023,593.53 |

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

12.5 COMMITTEES**12.5.1 Title: Local Emergency Management Committee Meeting Minutes held on the 11th of May 2022**

| | |
|------------------------------|--|
| <i>Reporting Department:</i> | <i>Corporate & Governance Directorate</i> |
| <i>Reporting Officer:</i> | <i>Ms Amanda Tuberes - Personal Assistant to DSD</i> |
| <i>Legislation:</i> | <i>Local Government Act 1995</i> |
| <i>Attachments:</i> | <i>Appendix ORD: 12.5.1 – 11th of May 2022 Local Emergency Management Committee Meeting Minutes</i> |

MINUTES OF THE SHIRE OF DARDANUP LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING HELD ON WEDNESDAY, 11th OF MAY 2022, AT SHIRE OF DARDANUP - ADMINISTRATION CENTRE EATON, COMMENCING AT 10.00AM.

Officer Comment

The Minutes of the Local Emergency Management Committee Meeting held on the 11th of May 2022 [Appendix ORD: 12.5.1] are attached.

OFFICER RECOMMENDED RESOLUTION

THAT Council receives the Minutes [Appendix ORD: 12.5.1] of the Local Emergency Management Committee Meeting held on the 11th of May 2022.

13 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

None.

14 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING**15 PUBLIC QUESTION TIME**

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

THAT in accordance with the Local Government Act 1995, S 5.23, section (2)(a) and (2)(e)(iii) Council goes Behind Closed Doors [?.??pm] to discuss a matter affecting an employee or employees; and information about the business, professional, commercial or financial affairs of a person.

16.1 Title: South West Waste Group Outputs

Reporting Department: Executive
Reporting Officer: Mr André Schönfeldt – Chief Executive Officer
Legislation: Local Government Act 1995

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.

16.2 Title: Revised Guaranteed Maximum Price for the New Shire of Dardanup Library, Administration and Community Building

Reporting Department: Executive
Reporting Officer: Mr André Schönfeldt - Chief Executive Officer
Ms Susan Oosthuizen – Director Sustainable Development
Legislation: Local Government Act 1995

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.

16.3 Title: Determine Tender RFT – F0256462 Surveying Services

Reporting Department: Infrastructure Directorate
Reporting Officer: Mr Jason Gick – Manager Operations
Mr Allan Hutcheon - Procurement Officer
Legislation: Local Government Act 1995
Local Government (Functions and General) Regulations 1996

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.

16.4 Title: Minutes of the CEO Review Committee Meeting held on the 17th of May 2022

Reporting Department: Corporate & Governance
Reporting Officer: Ms Cathy Lee – Manager Governance & HR
Legislation: Local Government Act 1995

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 declares a Financial Interest in this item as the discussion relates to Mr Schönfeldt's income and performance directly. Mr Schönfeldt declares that he has not been involved in the preparation of the report to Council.

OFFICER RECOMMENDED RESOLUTION

THAT Council return from Behind Closed Doors [time].

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 advises that the date of the next:

- Special Meeting of Council will be Wednesday, the 1st of June 2022, commencing at 10.00am at the Shire of Dardanup – Administration Centre Eaton.
- Ordinary Meeting of Council will be Wednesday, the 22nd of June 2022, commencing at 5.00pm at the Shire of Dardanup - Administration Centre Eaton.

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