



A G E N D A

FOR THE

ORDINARY

COUNCIL MEETING

To Be Held

Thursday, 25th September 2025
Commencing at 5.00pm

At

ADMINISTRATION CENTRE EATON
1 Council Drive - EATON

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Upon request.



NOTICE OF AN ORDINARY COUNCIL MEETING

Dear Council Member

The next Ordinary Meeting of the Shire of Dardanup Council will be held on Thursday the 25th September 2025 at the Administration Centre Eaton, 1 Council Drive, Eaton – Commencing at 5.00pm.

MR ANDRÉ SCHÖNFELDT
Chief Executive Officer

Date: 19th September 2025

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

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

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COUNCIL ROLE

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	Environmental	Property
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. Example: Gossip, Facebook item seen by limited persons.	Contained, reversible impact managed by on site response.	Inconsequential or no damage.
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. Example: Local paper / Industry news article, Facebook item seen by multiple groups.	Contained, reversible impact managed by internal response.	Localised damage rectified by routine internal procedures.
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. Example: State-wide paper, TV News story.	Contained, reversible impact managed by external agencies.	Localised damage requiring external resources to rectify.
Major (4)	Long-term disability/ multiple injuries 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. Example: Australia wide news stories. Regulatory / Political commentary involvement.	Uncontained, reversible impact managed by a coordinated response from external agencies.	Significant damage requiring internal & external resources to rectify.
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. Example: Worldwide news, Focused articles (e.g. 60 minutes). Regulatory / Political oversight and involvement.	Uncontained, irreversible impact.	Extensive damage requiring prolonged period of restitution. Complete loss of plant, equipment & building.

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 THURSDAY THE 25TH SEPTEMBER 2025, AT THE SHIRE OF DARDANUP ADMINISTRATION CENTRE EATON, 1 COUNCIL DRIVE, 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.

Recording of Meetings

In accordance with Section 5.23A of the Local Government Act 1995, and Part 2A of the Local Government (Administration) Regulations 1996, video or audio recordings of Council meetings apply to all Ordinary and Special Council Meetings of the Shire of Dardanup.

All recordings will be retained as part of the Shire of Dardanup records and will be made available to the public via the Shire of Dardanup Website, excluding recordings of matters that Council take Behind Closed Doors.

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

2.1 Attendance

2.2 Apologies

2.3 Leave of Absence

Cr Tony Jenour	-	Elected Member
Cr Stacey Gillespie	-	Elected Member
Cr Jack Manoni	-	Elected Member

2.4 Previous Meetings

DATE	TYPE	Cr. L W DAVIES	Cr. T G GARDINER	Cr. S L GILLESPIE	Cr. A C JENOUR	Cr. E P LILLY	Cr. M R HUTCHINSON	Cr. J D MANONI	Cr. A L WEBSTER
JUNE 2025									
04/06/25	CF	NA	✓	✓	✓	✓	✓	✓ R	✓
18/06/25	AF	Ap	✓	✓	✓	✓	✓	✓	✓
25/06/25	OCM	✓	✓	✓ R	✓ R	✓	✓	✓	✓
JULY 2025									
09/07/25	SCM	NA	✓	✓	✓ R	✓ R	✓	✓	✓
16/07/25	AF	NA	✓	Ap	Ap	Ap	Ap	✓	NA
23/07/25	OCM	✓	✓	✓	✓	✓ R	✓	✓	✓
AUGUST 2025									
13/08/2025	SCM	Ap	✓	✓	✓	✓ R	✓	Ap	✓
20/08/2025	AF	Ap	✓	✓	Ap	✓ R	✓	Ap	Ap
27/08/2025	OCM	Ap	✓	✓	✓	✓	✓	✓	✓
SEPTEMBER 2025									
03/09/2025	CF	✓	✓	✓	✓ R	✓	✓	NA	NA
17/09/2025	AF	✓	✓	✓	✓ R	✓	Ap	✓	✓

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

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

3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

None.

4 PUBLIC QUESTION TIME

5 APPLICATIONS FOR LEAVE OF ABSENCE

COUNCIL RESOLUTION

THAT be granted leave of absence for the Ordinary Council Meeting to be held on the 29th of October 2025.

- Cr Tony Jenour (Res: 224-25).

6 PETITIONS/DEPUTATIONS/PRESENTATIONS

6.1 Petition – Lennard Street Road Improvement

Reporting Department:	<i>Infrastructure Directorate</i>
Responsible Officer	<i>Mr Theo Naudé - Director Infrastructure</i>
Legislation	<i>Local Government Act 1995</i>
Council Role	<i>Legislative.</i>
Voting Requirement	<i>Simple Majority.</i>
Attachments	<i>6.1 – Lennard Street Road Petition</i>

Background

A petition was received on the 26th of August 2025 from Mr Peter Bacon regarding a request for funds to be allocated to improve the road in Lennard Street, Eaton. The request is for traffic calming controls, pedestrian footpaths and upgrading of roadside kerbing due to the realignment of Eaton Drive, Hands Avenue, Cudliss Street and Watson Street.

OFFICER RECOMMENDED RESOLUTION

THAT Council:

1. **Receives the Petition “Lennard Street Road Improvement Petition” (Appendix ORD: 6.1).**
2. **Requests that the Chief Executive Officer prepare a report to Council on conclusion of an investigation to consider options and recommendations for the improvement of Lennard Street, Eaton.**

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 Comment

On the 26th of August 2025, the Shire of Dardanup received a petition (Appendix ORD: 6.1) from Mr Peter Bacon requesting funds to be allocated to improve the road in Lennard Street, Eaton. The request is for traffic calming controls, pedestrian footpaths and upgrading of roadside kerbing due to the realignment of Eaton Drive, Hands Avenue, Cudliss Street and Watson Street.

The petition states as follows:

'To the President and Councillors of the Shire of Dardanup. We, the undersigned, do respectfully request that Council -

We are calling on the Shire of Dardanup Council to allocate funds to improve the road in Lennard Street, Eaton WA 6232 with Traffic Calming Controls, Pedestrian Footpaths and Upgrade of Roadside Curbing due to the re-alignment of Eaton Drive/Hands Ave/Cudliss Street and Watson Street.

1. *Lennard Street currently has two (2) home owners that are wheelchair reliable. They rely on the road at present to allow them to access the Eaton Shopping Centre and the Foreshore walkways. Therefore, we are calling for Pedestrian Footpaths to be installed on the LHS of road when facing North (from Cudliss Street end facing the river).*
2. *Current roadside curbing is not sustainable for the increase of traffic, as erosion will pose an issue for current crossovers and water runoff, as Lennard Street does not have installed drainage. We requesting both sides of road have new curbing.*
3. *Traffic Calming Controls to be installed on Lennard Street to reduce traffic speed to 50km. Traffic Calming Controls will improve road safety in our residential neighbourhood.'*

There were 28 signatories (Appendix ORD: 6.1), all with a local postcode of 6232, and the majority from Lennard Street. There is no requirement within the Shire of Dardanup Standing Orders Local Law s4.9 for signatories to reside within the Shire.

Officers recommend that Council receives the petition and requests that the Chief Executive Officer provide Council with a report once options have been investigated for the road improvement.

Legal Implications

The Shire of Dardanup Standing Orders Local Law S4.9 (4) reads:

- (4) *The only motions in respect of a petition that are in order are that—*
- (a) *the petition be received;*
 - (b) *a report on the petition be prepared; or*
 - (c) *the petition be referred to a Committee.*

The Shire of Dardanup Standing Orders Local Law S4.9 (2) reads: -

- (2) *A petition to the Council is—*
- (a) *as far as practicable to be prepared in the form prescribed in the Schedule;*
 - (b) *to be addressed to the Council and forwarded to a member or the CEO;*
 - (c) *to state the name and address of the person to whom correspondence in respect of the petition may be served; and*
 - (d) *to be respectful and temperate in its language.*

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 Ordinary Council Meeting Held on the 27th of August 2025 & Special Council Meeting held on the 17th of September 2025

OFFICER RECOMMENDED RESOLUTION 'A'

THAT the Minutes of the Ordinary Meeting of Council held on the 27th of August 2025, be confirmed as true and correct subject to no/the following corrections:

OFFICER RECOMMENDED RESOLUTION 'B'

THAT the Minutes of the Special Meeting of Council held on the 17th of September 2025, 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	<i>Elected Members</i>
Elected Member	<i>Cr. Tyrrell Gardiner - Shire President</i>

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

Event:	28/8/25 Holden Sheppard Author Talk
Report:	Held at the Eaton Library well attended event to hear from award winning author on tour with his new book "Dirt Kings".
Event:	31/8/25 Sundowner MLA's Jodie Hanns and Don Punch
Report:	As part of the State Governments Community Cabinet. Sundowner opportunity to converse with members of cabinet in a social space. CEO also in attendance.
Event:	1/9/25 AMTECH Industry Roundtable
Report:	Hosted by South West Development Commission roundtable of industry and government on the status of the Advanced Manufacturing Facility planned for East Picton.
Event:	9/9/25 Sandakan Memorial Service Boyup Brook
Report:	Ceremony to commemorate the Sandakan Prisoner of War March that occurred in Malaysia during World War Two. Moving observance hosted by the Shire of Boyup Brook and the local community/schools and the link that has developed with Sandakan in Northern Borneo.
Event:	11/9/25 Department Fire and Emergency Services (DFES) State Bushfire Exercise
Report:	At DFES State Operations Centre Cockburn. Presentation and tour for South West Councils of the procedures that unfold during a serious emergency incident, in this

	scenario a major fire across three local government areas in the lower south west. CEO also in attendance.
Event:	11/9/25 Waste Sorted Awards
Report:	Shire of Dardanup nominated for two awards for the great work being done with E-Waste. Unsuccessful on the night. A big thank you to the Staff delivering the program and the Community for getting onboard.
Event:	17/5/25 Parliamentary Meetings
Report:	Travel to Perth with CEO for meeting with Minister for the Environment staff and Parliamentary Secretary Kim Giddens MLA regarding FOGO and meeting with Minister for Energy staff and Western Power regarding requirements for Waterloo and Wanju.
Event:	18/5/25 Bunbury Geopraphe Economic Alliance (BGEA)
Report:	BGEA host Indonesia Consul General and team. Along with CEO meet new Indonesia Consul General to Western Australia. Exchange information and thoughts on possible trade and other connections for the region.
Event:	18/5/25 Ferguson Valley Marketing (FVM) AGM
Report:	Board reports on previous 12 months, election of office bearers and catch up with tourism operators from across the Shire.

9 ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED

9.1 Title: Pratt Road Footbridge Renewal

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

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

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

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

10 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

None.

11 DECLARATION OF INTEREST

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

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

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

- *Director Development Services, Mr A Nair, declared an Impartiality Interest in Item 12.4.1 – Karrak Park Upgrade and Iron Filtration Unit Funding, due to his friend being the previous Chief Executive Officer of the Fremantle Foundation.*
- *Cr S L Gillespie declared a Proximity Interest in Item 12.5.2 – Eaton Bowling Club: Request to move Palm Trees due to her residence being next door to the Eaton Bowling Club.*
- *Cr T G Gardiner declared an Impartiality Interest in Item 12.5.2 – Eaton Bowling Club: Request to move Palm Trees as he is a patron of the bowling club.*

12 REPORTS OF OFFICERS AND COMMITTEES

12.1 EXECUTIVE REPORTS

None.

12.2 DEVELOPMENT SERVICES DIRECTORATE REPORTS

None.

12.3 COMMUNITY & ECONOMIC DEVELOPMENT DIRECTORATE REPORTS

12.3.1 Title: Auspice of State Election Commitment Funding on behalf of Lions Club of Dardanup

Reporting Department	<i>Community & Economic Development Directorate</i>
Responsible Officer	<i>Ms Susan Oosthuizen – Director Community & Economic Development</i>
Reporting Officer	<i>Ms Melanie Ring - Manager Community Development</i>
Legislation	<i>Local Government Act 1995</i>
Council Role	<i>Executive/Strategic.</i>
Voting Requirement	<i>Absolute Majority.</i>
Attachments	<i>12.3.1 – Risk Assessment</i>

Overview

This report is to request Council to approve the auspicings of the State Election Commitment grant awarded to Lions Club of Dardanup in relation to the Dardanup War Memorial and requests Council to approve unbudgeted grant funding and expenditure.

OFFICER RECOMMENDED RESOLUTION

THAT Council:

1. Notes the detail provided in this report on the scope of assistance being provided to the Lions Club of Dardanup from Shire of Dardanup officers as an in-kind contribution;
2. Approves the incorporation of the \$20,000 (ex GST) State Election Commitment (2025) on behalf of the Western Australian Government Election Commitment administered by the Department of Primary Industries & Regional Development (DPIRD) for the Lions Club of Dardanup into the Shire's FY 2025-26 Annual Revenue and Expenditure Budget on the proposed project – Dardanup War Memorial. Approves the incorporation of the \$20,000 (ex GST) State Election Commitment (2025) on behalf of the Western

Australian Government Election Commitment administered by the Department of Primary Industries & Regional Development (DPIRD) for the Lions Club of Dardanup into the Shire's FY 2025-26 Annual Revenue and Expenditure Budget on the proposed project – Dardanup War Memorial;

- 3. Approves the receipt of unbudgeted capital grant funding of \$20,000 (ex GST) provided by the 2025 State Election Commitment to be administered by Department of Primary Industries & Regional Development for the Dardanup War Memorial project. Approves the receipt of unbudgeted capital grant funding of \$20,000 (ex GST) provided by the 2025 State Election Commitment to be administered by Department of Primary Industries & Regional Development for the Dardanup War Memorial project; and**
- 4. Approves the payment of project works invoices as they become due, up to the maximum grant amount of \$20,000 (ex GST).**

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:

Background

In January 2025, Ms. Jodi Hanns MLA announced an election commitment of \$20,000 (ex GST) towards the upgrade of the Dardanup War Memorial. The project scope includes installation of solar lighting for the commemorative soldier statue and the addition of gazebos.

In early September, the Shire of Dardanup was approached by Lions Club member, David Wells, requesting the Shire auspice the grant funds on behalf of the Club. As the Lions Club is not the landowner of the memorial site and the completed assets will become Shire-owned, the South West Development Commission, in conjunction with DPIRD, has confirmed that an auspicings arrangement is both favourable and consistent with due diligence requirements as the landowner.

Shire officers Belinda Van Vuuren and Melanie Ring subsequently met with David Wells to review the project scope and associated costs. The Shire will not be required to contribute additional funds. The Shire's role in relation to the grant and project will be as follows:

Grant responsibilities

- Auspice the funding from DPIRD on behalf of the Lions Club of Dardanup.
- Complete all reporting requirements through the 'SmartyGrants' online portal, with assistance from the Lions Club of Dardanup.

Project responsibilities

- Pay project invoices to suppliers.
- Support processes to ensure all required approvals are obtained (e.g. design and compliance certificate, building application).

Legal Implications - None.

Council Plan

- 1.1 - Support the community to feel safe while using Shire facilities and public spaces.
- 2.2 - Increase participation in sport, recreation and leisure activities.
- 3.1 - Grow participation in arts, culture and community events.
- 3.2 - Promote and celebrate diversity.

Environment - None.

Precedents

Council has previously auspices Election Commitment Projects. Council project managed the construction of the new Eaton Bowling Club and has recently endorsed the Election Commitment Projects for the Eaton Boomers Football Club and ERC Indoor Fan.

Budget Implications

At the time of annual budget preparations, Council was not aware of the project connected to the Election Commitment promise. As a result, both grant revenue and corresponding expenditure related to the Dardanup War Memorial Upgrade project (\$20,000 ex GST) have not been included in 2025/26 Annual Budget.

The scope of the project has mostly been defined, and it is anticipated that the election commitment amount will be sufficient to cover the full costs to deliver the project. Lions Club of Dardanup are aware that Council is not able to provide any additional financial support towards the project.

If the auspicing of the funding is endorsed by Council, Grant income from the DPIRD, will result in unbudgeted grant revenue and expenditure of \$20,000 (ex GST).

Budget – Whole of Life Cost

It is proposed that the works will be completed in the current financial year (2025/2026), which is within the current term of Government. The project will be capitalised and add value to Council's Building Asset inventory. Ongoing maintenance costs are budgeted annually through Council's Building Maintenance and Minor Works Expenditure.

Council Policy Compliance

- CnG CP034 – Procurement Policy
- 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: 12.3.1) for full assessment document.

TIER 2 – 'Low' or 'Moderate' Inherent Risk.	
Risk Event	Auspice State Election Commitment Funding on behalf of Lions Club of Dardanup
Inherent Risk Rating (prior to treatment or control)	Moderate (5 - 11)
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.
Risk Category Assessed Against	Reputational There is community expectation that the project will be completed. By not accepting and signing the agreement this could cause reputational damage to the Shire.

Officer Comment

As outlined above, the Dardanup War Memorial Upgrade project includes the installation of a solar light for the commemorative soldier statue and the addition of two gazebos. Following further consideration, the Lions Club of Dardanup has requested a variation to the original scope, proposing one larger gazebo in place of two smaller gazebos, due to space limitations within the grass section of the memorial.

A request for this variation has been submitted through the online grant process, with preliminary approval provided via email from the South West Development Commission (in conjunction with DPIRD).

The project is expected to commence in mid-October and be completed by mid-December 2025. Project delivery will be led by the Lions Club of Dardanup (coordinated by David Wells), with support from the Shire's Senior Project Officer, Belinda Van Vuuren, and Manager Community Development, Melanie Ring. All reporting requirements will be managed by the Manager Community Development, with assistance from David Wells.

END REPORT

12.4 INFRASTRUCTURE DIRECTORATE REPORTS

12.4.1 Title: *Karrak Park Upgrade and Iron Filtration Unit Funding*

Reporting Department	<i>Infrastructure Directorate</i>
Responsible Officer	<i>Mr Theo Naudé - Director Infrastructure</i>
Reporting Officer	<i>Mr Nathan Ryder - Manager Infrastructure Planning & Design</i>
Legislation	<i>Local Government Act 1995</i>
Council Role	<i>Executive/Strategic.</i>
Voting Requirement	<i>Absolute Majority.</i>
Attachments	<i>Appendix ORD: 12.4.1A – Risk Assessment</i>
	<i>Appendix ORD: 12.4.1B – East Millbridge POS (Karrak Park) - Endorsed Concept (August 2022)</i>
	<i>Appendix ORD: 12.4.1C – Karrak Park - Proposed Upgrades – Full Scope</i>
	<i>Appendix ORD: 12.4.1D – Karrak Park - Proposed Upgrades – Reduced Scope</i>
	<i>Appendix ORD: 12.4.1E – Email from Ardross Estates</i>
	<i>Appendix ORD: 12.4.1F – Email and Grant Agreement from Fremantle Foundation</i>

DECLARATION OF INTEREST

Director Development Services, Mr Ashwin Nair, declared an Impartiality Interest in this item.

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

Overview

The Fremantle Foundation has offered a contribution of \$40,000 to the proposed irrigation of Karrak Park in East Millbridge and a further \$80,000 for the replacement of the iron filtration unit of the associated reticulation bore. Council is recommended to accept the funds for the project and amend the project budget and income.

OFFICER RECOMMENDED RESOLUTION

THAT Council:

- Acknowledges and accepts the offered Grant of \$120,000 from the Fremantle Foundation (via the Australian Sports Foundation as auspice) for the East Millbridge Playing Fields; and authorises the Chief Executive Officer to execute the Grant Agreement (Appendix ORD: 12.4.1F);**
- Receives a total of budgeted and unbudgeted grant funding of \$120,000 and adjust the income allocation of the project PR11671 "East Millbridge Public Open Space" accordingly;**
- Increases the 2025/26 annual budget allocation of the project PR11671 "East Millbridge Public Open Space" to \$184,840, with a total of \$64,840 being funded from the Parks and Reserves Upgrades Reserve; and**

4. **Requests that the Chief Executive Officer enters into an agreement with Ardross Estates to handover the bore, iron filtration unit and groundwater licence GWL109152 to the Shire, prior to replacement of the Duncan Loop iron filtration unit.**

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:

Background

East Millbridge is a developing community with a strong focus on family life, outdoor activity, and youth development. Karrak Park is one of the few dedicated recreational spaces in the area. However, the field's infrastructure is under strain. The current field is unirrigated, leading to uneven turf coverage and dry over summer. Additionally, the bore filtration system is in dire need of replacement. Without irrigation and with quality water, the field risks becoming unsafe and unsustainable, limiting its use and undermining community wellbeing.

The Ardross Group established the Growing Millbridge Fund with the Fremantle Foundation in 2016. The purpose of the Growing Millbridge Fund is to support the Millbridge Community with key social and built infrastructure. To date, the Growing Millbridge Fund has generously provided \$70,000 in funding grants supporting the development of the Millbridge Fitness Trail in 2020 and the East Millbridge Playground in 2023.

The Growing Millbridge Fund is held within the Fremantle Foundation public ancillary fund structure. The Fremantle Foundation is WA's leading Community Foundation, assisting over 70 community-based funds with governance and effective charitable giving.

The proposed upgrades to Karrak Park in the 2025-26 Annual Budget include irrigating the playing fields and improving the aesthetics and amenity of the public open space by planting trees and installing sporting goals and park furniture. As part of this project, due to the additional funding that has been offered by the Fremantle Foundation, it is further proposed to replace the iron filtration unit.

Further details are included in the Officer Comment Section.

Legal Implications

The Local Government Act 1995, Section 6.8 requires the prior approval of Council before unbudgeted funds are expended.

"6.8. Expenditure from municipal fund not included in annual budget

(1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —

- (a) is incurred in a financial year before the adoption of the annual budget by the local government; or*
- (b) is authorised in advance by resolution*; or*
- (c) is authorised in advance by the mayor or president in an emergency.*

** Absolute majority required*

(1a) In subsection (1) additional purpose means a purpose for which no expenditure estimate is included in the local government's annual budget.

(2) Where expenditure has been incurred by a local government —

- (a) pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and*
- (b) pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council."*

Council Plan

2.2 - Increase participation in sport, recreation and leisure activities.

9.3 - Provide quality community facilities.

9.4 - Provide quality parks and playgrounds.

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

Environment - None.

Precedents

The Shire has previously accepted external funding for capital projects.

Budget Implications

The Shire included \$89,680 in the 2025-26 Annual Budget for the project PR11671 “East Millbridge Public Open Space”, based on a funding contribution of \$44,840. However, the funding contribution from the Fremantle Foundation for this component is \$40,000 (Growing Millbridge Fund).

The proposed additional funding contribution from the Fremantle Foundation is \$80,000 for replacement of the iron filtration unit. There was no allowance in the 2025-26 Annual Budget for this item, therefore, the budget and income must be adjusted.

There are two options for upgrades to Karrak Park presented in this report (refer Officer Comment section). Two scenarios that describe the impact on the budget are therefore presented:

Option A – Karrak Park Full Scope and Iron Filtration Unit Replacement

	Shire	Fremantle Foundation (Growing Millbridge Fund)	Total
Current			
Reticulation and Kick Around Area	\$44,840	\$44,840*	\$89,680
Total	\$44,840	\$44,840	\$89,680
Proposed			
Reticulation and Kick Around Area	\$37,840	\$40,000	\$77,840
Replace Iron Filtration Unit	\$27,000	\$80,000	\$107,000
Total	\$64,840	\$120,000	\$184,840
2025-26 Budget Adjustment	\$20,000	\$75,160	\$95,160

* \$44,840 was assumed by the Shire during preparation of the 2025-26 Annual Budget, however, the correct amount was later confirmed by the Growing Millbridge Fund to be \$40,000.

Option B – Karrak Park Reduced Scope and Iron Filtration Unit Replacement

	Shire	Fremantle Foundation (Growing Millbridge Fund)	Total
Current			
Reticulation and Kick Around Area	\$44,840	\$44,840*	\$89,680
Total	\$44,840	\$44,840	\$89,680
Proposed			
Reticulation and Kick Around Area	\$17,840	\$40,000	\$57,840
Replace Iron Filtration Unit	\$27,000	\$80,000	\$107,000
Total	\$44,840	\$120,000	\$164,840
2025-26 Budget Adjustment	\$0	\$75,160	\$75,160

Budget – Whole of Life Cost

The new infrastructure, including new iron filtration plant, open space reticulation and furniture, will add to the Shire's inventory and add to the Shire's ongoing costs for maintenance and eventual renewal.

The new iron filtration system is expected to last approximately 20 years in operation. As a guide, based on the iron filtration system at Millbridge Lakes (Garry Engel Park), which the Shire has been maintaining for more than 12 years, the routine maintenance and cleaning of the filter unit has costed approximately \$5,000 per annum on average.

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	Karrak Park Upgrade and Iron Filtration Unit Funding	
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	Shire having to fully fund the replacement of the iron filtration unit.
	Reputational	Not maximising community benefit by not accepting the funding.

Officer Comment

The Shire included \$89,680 in the 2025-26 Annual Budget for the project PR11671 "East Millbridge Public Open Space", which was adopted at the Ordinary Council Meeting held on the 25th of June 2025.

Karrak Park

Karrak Park (Shire Reserve 50867) is located between Millbridge Boulevard and Denison Link in East Millbridge.

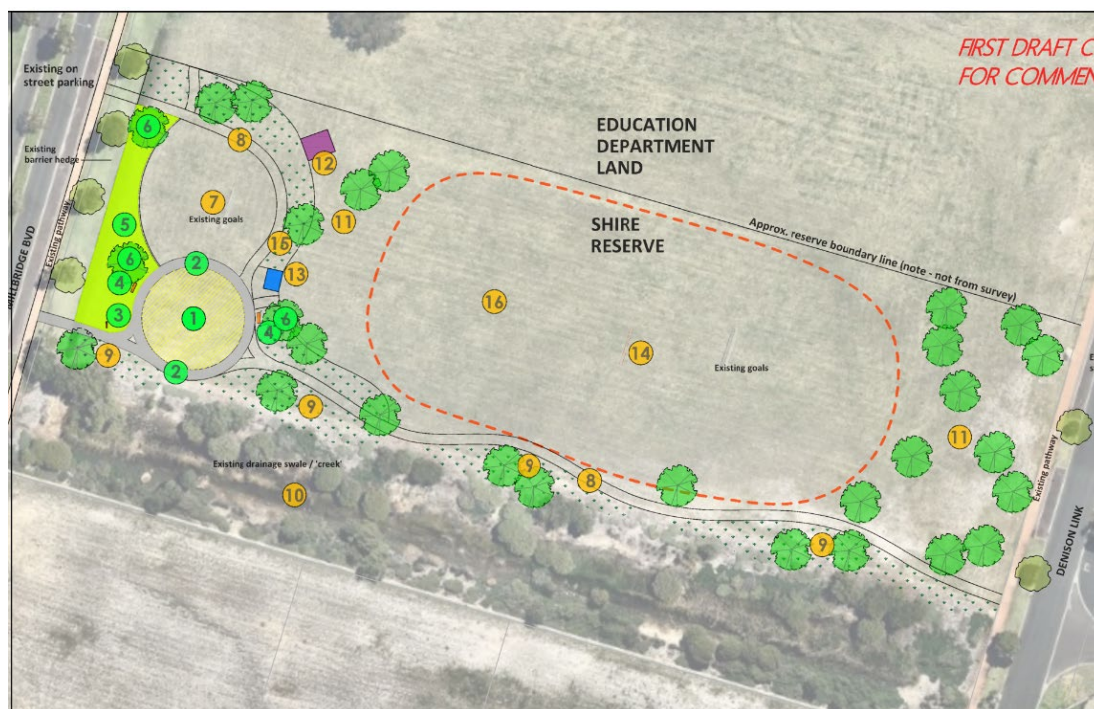


Karrak Park in East Millbridge

The existing playground for 0–4-year-olds was completed in September 2023 with the following funding contributions:

- \$75,000 from the South West Development Commission through the Small Grants Program;
- \$40,000 from the Fremantle Foundation attributed to the Growing Millbridge Fund; and
- \$48,466 from the Shire of Dardanup

The playground forms part of an overall concept plan for Karrak Park, which was endorsed by Council at the Ordinary Council Meeting held on 24th of August 2022. A copy of the endorsed concept plan is included in (Appendix ORD: 12.4.1B).



Karrak Park – Concept Plan Endorsed in August 2022

Iron Filtration Unit

The existing iron filtration unit is located on Shire Reserve 50667 on Duncan Loop, adjacent to the irrigation bore (Leederville formation). The irrigation bore, installed by Ardross Estates in 2007, is used to irrigate all public open spaces in east Millbridge. Iron levels in the bore water are relatively high, currently at 26 PPM (Parts Per Million). Note that iron levels higher than 0.3 PPM will cause iron staining and also result in gradual iron build up issues in the reticulation system.



Irrigation Bore and Iron Filtration Unit on Duncan Loop

To date, the bore pump and iron filtration system have not been handed over to the Shire. Both the pump and iron filtration unit have been maintained by Ardross Estates since installation because Ardross wished to maintain control of the high water quality for the parks and gardens around Millbridge to support their lot sales.

The filtration unit has been serviced regularly by Elliotts Irrigation (paid for by Ardross Estates) during summer and once in July each year since installation and at least since 2015. The only exception was in March 2020 where the Shire paid for a manifold clean (\$1,348.60).

In 2023 the Duncan Loop bore pump was serviced and reconditioned by LD Total at a cost of \$11,262.90 with the costs borne by Ardross Estates.

The iron filtration unit is causing a reduction of volume into the irrigation mainlines, accompanied by a significant pressure drop, and is resulting a low level of operational efficiency of the irrigation system. Servicing of the unit was determined as no longer being effective and the Shire has been advised that the filtration unit needs to be replaced.

A quote obtained by Ardross Estates in January 2024 indicated that the replacement of the iron filtration system was just under \$80,000. This was confirmed as still current as of January 2025, and this amount was used as the basis of the grant funding offered from the Growing Millbridge Fund for replacement of the unit. However, a recent quote in July 2025 indicated that the cost was now \$107,000. The reasons for the steep cost increase were communicated to the Shire as being due to *“...unavoidable cost increases across all materials required to manufacture and fabricate components for our Elliotts Filtration Systems. These increases are largely due to significant rises in international freight costs and supply chain pressures, with many of our key components sourced from overseas. The initial quotation was based on existing stock held prior to these recent increases. Unfortunately, this stock has now been fully allocated to other awarded projects.”*

A review of historical records revealed that the Shire does not have any agreements in place with Ardross Estates regarding the handover of these irrigation components, nor are Ardross Estates subject to any subdivision conditions regarding the bore or iron filtration unit.

Ardross Estates is nearing the end of their involvement in Millbridge and wishes to hand over the East Millbridge pump and iron filtration unit, as well as the groundwater licence, to the Shire (with all future costs to be borne by the Shire). The other nearby bore and iron filtration unit at Garry Engel Park on Eaton Drive, which irrigates all Millbridge areas to the west of Millars Creek, was handed over to the Shire many years ago and the Shire has been responsible for the maintenance.

In summary, Ardross Estates is under no obligation to (i) continue paying for the maintenance of the iron filtration system; or (ii) replace the iron filtration system. If the iron filtration system is not replaced, the unit would need to be bypassed to maintain flow and pressure in the irrigation system. The implications of not filtering the iron in the water are high levels of iron in the irrigation water, which will result in staining of public infrastructure, negative impacts on turf and gardens, as well as increased maintenance costs on the irrigation system due to iron build up in the pipes and fittings.

Ardross Estates proposed coupling the replacement of the iron filtration unit with the proposed Karrak Park upgrades since, without a functioning iron filtration unit, Karrak Park will be negatively impacted with iron staining along with the other public open spaces in east Millbridge.

Proposed Upgrades to Karrak Park

The area to the east of the playground is currently an unirrigated level grassed area, approximately 150m x 50m, and is regularly mowed by the Shire. Two U-shaped metal pipes that appear as “soccer-like goals” were installed by the Shire in 2018, however, they do not conform to standard dimensions.

In accordance with the Council-endorsed concept plan (Appendix ORD: 12.4.1B), it is proposed to implement upgrades to Karrak Park with the aim to:

- Ensure consistent turf quality through efficient irrigation;
- Trees for shade and furniture to boost aesthetics and community use of the area;
- Improve water quality and system reliability by replacing aging filtration modules;
- Reduce environmental impact by optimising water use and reducing manual intervention;
- Enhance community access to a safe, well-maintained recreational space; and
- Support youth development through continued access to structured and unstructured sports spaces.

The detailed design and specification of the irrigation and control system has been undertaken by an irrigation consultant. The proposed system will connect into the existing DN100 PVC mainline that runs along the southern side of the reserve between Millbridge Boulevard and Denison Link.

Public open spaces in east Millbridge irrigated from the bore located at Duncan Loop (Leederville formation) are irrigated under groundwater licence GWL109152, which has an annual entitlement of 139,000 kL. This groundwater licence is currently held by Ardross Estates, however, they have indicated that they will transfer the full entitlement to the Shire. Current usage is on average in the order of 55,000 kL per annum. Taking into consideration the additional irrigation of the Karrak Park playing field and remaining public open space under Ardross's development, the forecast total usage in east Millbridge is estimated at 65,000 kL. Therefore, there will be more than enough water to irrigate the proposed playing field at Karrak Park.

The current status of final developments by Ardross Estates in east Millbridge is as follows:

- Stage 22B (18 lots) reached Practical Completion this year and final handover is anticipated in May 2027; and
- Lot 9539 (8 lots) is in development with final handover estimated to be in or around May 2028.

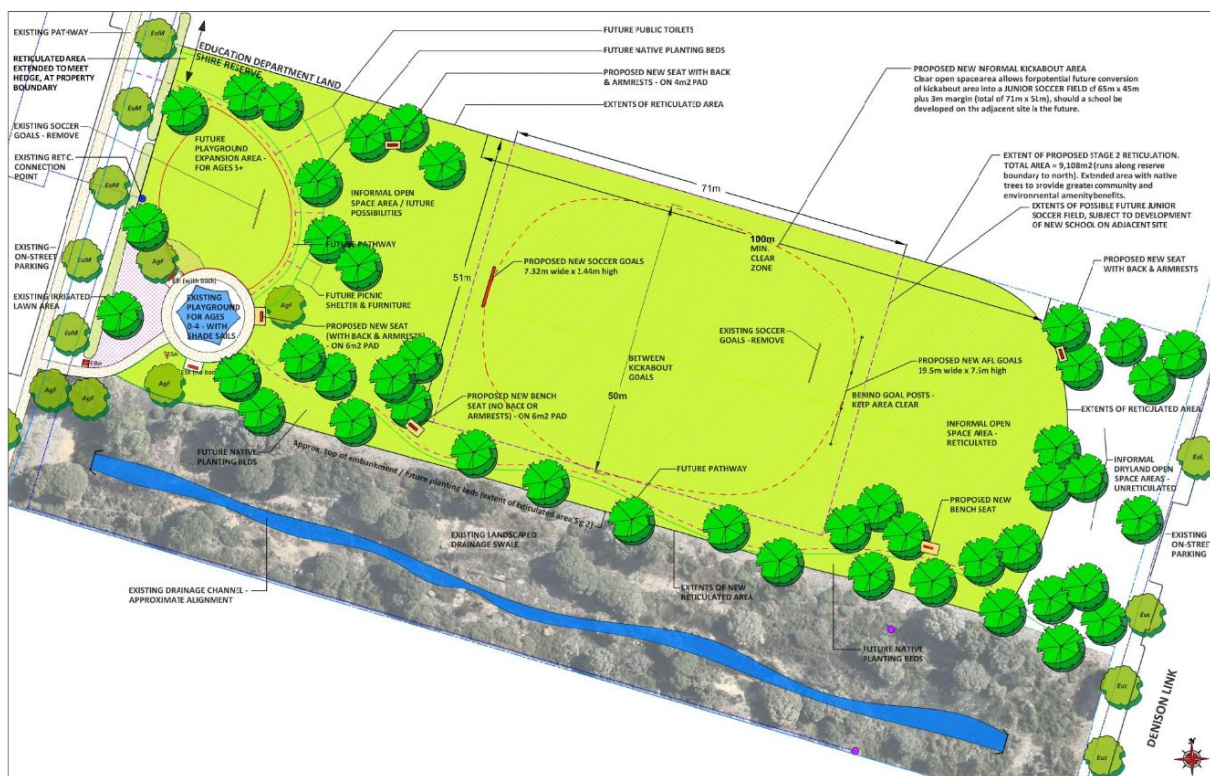
Ardross has indicated that they wish to handover the bore, iron filtration unit and groundwater licence GWL109152 to the Shire as soon as possible. As such, the Shire will need to enter into an agreement for that process to occur and this agreement will need to be in place prior to upgrade of the iron filtration unit.

In regards to proposed Stage 2 of upgrades to Karrak Park, two options have been developed, Option A and Option B.

Option A

Option A (Appendix ORD: 12.4.1C) closely resembles the Council-endorsed concept plan and comprises the following:

- Iron filtration unit replacement (Duncan Loop);
- 9,100m² of reticulated grassed area;
- 44 new native shade trees;
- 5 x park benches;
- 1 x AFL goals; and
- 1 x soccer goals.



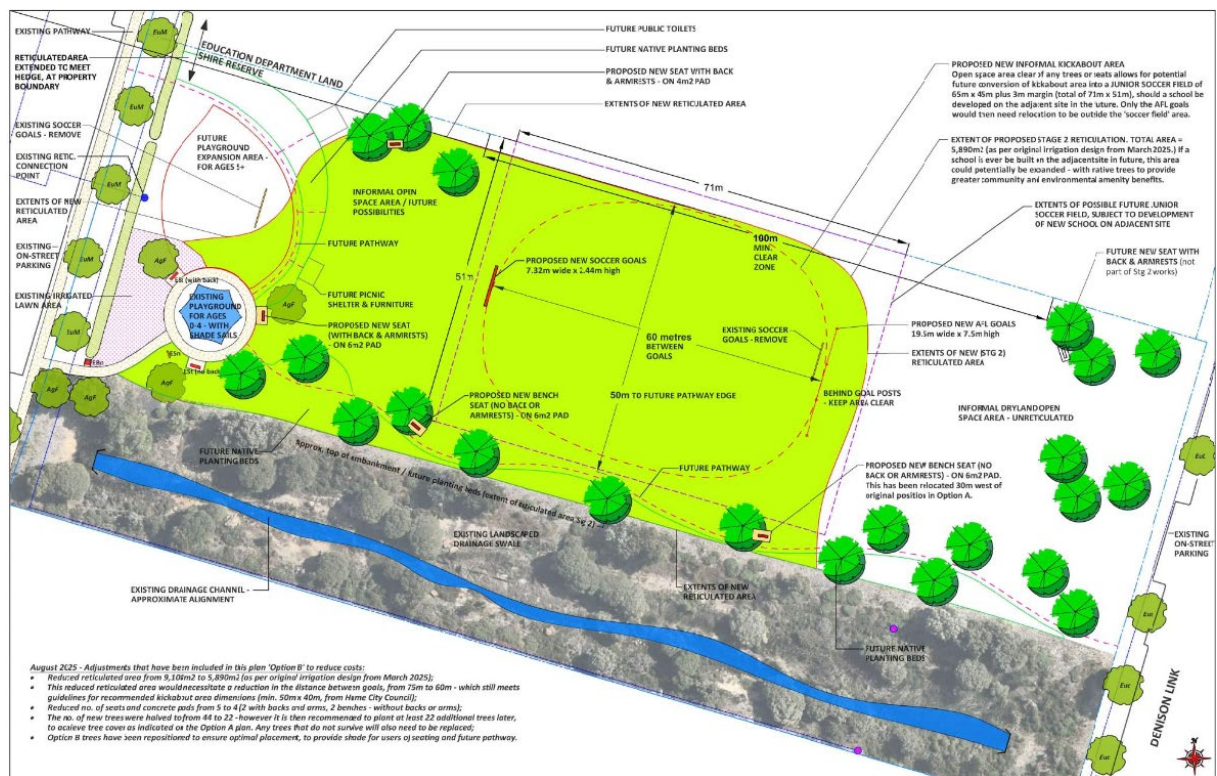
Karrak Park – Option A – Full Scope

Council has currently allocated \$44,840 in the 2025-26 Annual Budget for the Karrak Park upgrades. With the \$120,000 grant funding offered by Ardross Estates, the total project funds available are \$164,840. However, due to the recent steep increase in cost for replacement of the iron filtration system, implementation of Option A has been estimated to require additional funds of approximately \$20,000. For Option A, a total of \$184,840 of funds would be required.

Option B

Option B (Appendix ORD: 12.4.1D) is a reduced scope option that would provide a smaller area of reticulated grass, smaller kick around area, half the number of trees and reduced number of park benches:

- Iron filtration unit replacement (Duncan Loop);
- 5,900m2 of reticulated grassed area;
- 22 new native shade trees;
- 4 x park benches;
- 1 x AFL goals;
- 1 x soccer goals



Karrak Park – Option B – Reduced Scope

Option B is expected to be able to be delivered within the project funds of \$164,840.

Growing Millbridge Fund Contribution

The original funding offer from the Fremantle Foundation in 2022, via the Growing Millbridge Fund, was a \$40,000 contribution to the playground (project completed in September 2023) and a further \$40,000 towards a reticulation program for the playing fields.

In April 2025, through the process of the Shire clarifying the previously-offered \$40,000, Ardross Estates proposed a further \$80,000 from the Growing Millbridge Fund for the replacement of the iron filtration unit of the associated reticulation bore. A copy of the correspondence is included in (Appendix ORD: 12.4.1E).

The Officer submitted an application to the Fremantle Foundation, which administers the Growing Millbridge Fund, and obtained approval of a \$120,000 grant to support the East Millbridge Playing Field.

The Grant Period is 12 months until July 2026 and the grant conditions include the following:

- The grant funds must be used for the specified project purposes;
- Significant changes to the project's nature or timing require prior notification to the Foundation;
- The Recipient must maintain separate, auditable financial records for the grant;
- The Recipient must comply with all relevant laws and report any suspected or detected fraud involving Fremantle Foundation;
- If the project is incomplete or has remaining funds, the Recipient must discuss a plan with the Foundation; and
- Fremantle Foundation and "Growing Millbridge, a fund of Fremantle Foundation" must be acknowledged in project-related communications and a final report with an acquittal statement is required within one month of the grant's expiration.

A copy of the correspondence and grant agreement is included in (Appendix ORD: 12.4.1F).

Receipt of funds from the Growing Millbridge Fund would be transferred via the Australian Sports Foundation as auspice. This is the same way the grant funds were received by the Shire for the Karrak Park playground in 2023.

Officer Recommendation

Should Council elect to not receive the funds offered for replacement of the iron filtration unit, Council will need to decide whether to fully fund the replacement of the iron filtration unit from reserve funds, or alternatively, allow irrigation of the public open spaces with unfiltered water, which will result in iron staining, negative impacts on turf and gardens, and iron build up in the pipes and fittings (increased maintenance costs).

Two options for the Karrak Park upgrades have been presented in this report.

Option A has been estimated to require an additional \$20,000 on top of the Shire's current budget allocation of \$44,840 that is included in the 2025-26 Annual Budget. In this case, the total project funds required are \$184,840 (\$120,000 from the Growing Millbridge Fund and \$64,840 from the Shire).

Option B is expected to be able to be delivered within the total funds of \$164,840 (\$120,000 from the Growing Millbridge Fund and \$44,840 from the Shire).

Option B is, in essence, a smaller version of Option A. However, Option A has the advantage of providing a 50% larger irrigation area than Option B as well as twice as many trees for a relatively small additional expenditure of \$20,000.

While it would be possible to carry out further works at Karrak Park in the future, that is, extend the irrigation system and plant more trees, it may be considered advantageous to complete the full scope of works now rather than coming back later on.

In consideration of the generous grant funding offered of \$120,000 from the Growing Millbridge Fund, and in order to achieve the desirable upgrades to Karrak Park in accordance with the previously endorsed concept plan, the Officer Recommendation is for Council to:

- Accept the \$120,000 grant and sign the Grant Agreement;
- Enter into an agreement with Ardross Estates to handover the bore, iron filtration unit and groundwater licence GWL109152 to the Shire (prior to upgrade of the iron filtration unit);
- Replace the iron filtration unit;
- Allocate an additional \$20,000 to the project; and
- Proceed with upgrades to Karrak Park in accordance with Option A.

END REPORT

12.5 CORPORATE & GOVERNANCE DIRECTORATE REPORTS

12.5.1 *Title: Commercial Lease Space at the Library, Administration and Community Building, 1 Council Drive, Eaton*

Reporting Department	<i>Corporate & Governance Directorate</i>
Responsible Officer	<i>Mrs Natalie Hopkins - Director Corporate & Governance</i>
Reporting Officer	<i>Ms Chantal Shorter – Building Property Management Officer</i>
Legislation	<i>Local Government Act 1995</i>
Council Role	<i>Executive/Strategic.</i>
Voting Requirement	<i>Simple Majority.</i>
Attachments	<i>12.5.1 – Risk Assessment</i>

Overview

Commercial Realty were appointed for a 6 month period to seek tenants for both the Commercial and Café spaces. A tenant has been secured for the Café Space, however no submissions have been received for the Commercial Space. Council direction is now sought for the Commercial space within the Shire of Dardanup Library, Administration and Community Building.

OFFICER RECOMMENDED RESOLUTION

THAT Council:

1. **Acknowledges that a tenant has been secured for the Café Space, however no submissions have been received for the Commercial Space at the Library, Administration and Community Building, 1 Council Drive, Eaton; and**
2. **Requests the Chief Executive Officer explore options and costings for a partial fit out to the Commercial Space at the Library, Administration and Community Building, 1 Council Drive, Eaton and to bring a report back to Council at the December 2025 Ordinary Council Meeting.**

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:

Background

At the Ordinary Council Meeting on 18th December 2024, Council endorsed that the Chief Executive Officer appoints a suitably registered and qualified real estate agent to seek tenants for both the Café Space and the Commercial Space for the Shire of Dardanup Administration Building for an initial 6 month period.

Commercial Realty were appointed to market and advertise both the Café Space and the Commercial Space for the Shire of Dardanup Administration Building which commenced on 2nd April 2025.

The 6 month period is due to conclude and although a tenant has been secured for the Café space, there has been no submissions received during this period for the Commercial Space.

Legal Implications

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

3.58. *Disposing of property*

(1) *In this section —*

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

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

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

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

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

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

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

(i) *describing the property concerned; and*

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

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

and

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

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

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

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

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

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

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

- (5) *After the last day for submissions, the local government is to consider any submissions made and may decide* to proceed with the undertaking or transaction as proposed or so that it is not significantly different from what was proposed.*

** Absolute majority required.*

- (10) *For the purposes of this section, regulations may —*
- (a) prescribe any land transaction to be an exempt land transaction;*
 - (b) prescribe any trading undertaking to be an exempt trading undertaking.*

30. Dispositions of property excluded from Act s. 3.58

- (1) *A disposition that is described in this regulation as an exempt disposition is excluded from the application of section 3.58 of the Act.*
- (2) *A disposition of land is an exempt disposition if —*
- (a) the land is disposed of to an owner of adjoining land (in this paragraph called the transferee) and —*
 - (i) its market value is less than \$5 000; and*
 - (ii) the local government does not consider that ownership of the land would be of significant benefit to anyone other than the transferee;*
 - or*
 - (b) the land is disposed of to a body, whether incorporated or not —*
 - (i) the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature; and*
 - (ii) the members of which are not entitled or permitted to receive any pecuniary profit from the body's transactions;*
- (3) *A disposition of property other than land is an exempt disposition if —*
- (a) its market value is less than \$20 000; or*
 - (b) the entire consideration received by the local government for the disposition is used to purchase other property, and where the total consideration for the other property is not more, or worth more, than \$75,000.*

Commercial Tenancy (Retail Shops) Agreements Act 1985 (Retail Shops Act) will apply to the café. The Retail Shops Act imposes rights and obligations on parties to a “retail shop lease”. In regard to the café, Section 3 of the Retail Shops Act defines a “retail shop lease” to mean a lease that provides for the occupation of a retail shop, being:

- any premises situated in a retail shopping centre that are used wholly or predominantly for the carrying on of a business; or*
- any premises not situated in a retail shopping centre that is used wholly or predominantly for the carrying on of a retail business, by a business that wholly or predominantly involves the sale of goods by retail or a specified business, subject to certain exceptions.*

Council Plan

- 9.1 - Strengthen the vibrancy of our town centres.
- 11.1 - Support industry and business growth.
- 13.2 - Manage the Shire's resources responsibly.
- 14.2 - Ensure equitable, inclusive and transparent engagement and decision- making.

Environment - None.

Precedents

Council have leased facilities to community groups in the past, however Commercial tenancy agreements have not occurred to date.

Budget Implications

There is no budgeted lease revenue for the Commercial Space in the 2025/26 Annual Budget.

Budget – Whole of Life Cost

Depending on the agreed lease terms, lease revenue may be received over several financial years and will subsequently impact the Shire of Dardanup's Long Term Financial Plan.

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: 12.5.1) for full assessment document.

TIER 2 – 'Low' or 'Moderate' Inherent Risk.		
Risk Event	Shire of Dardanup Administration Building – Commercial Space Lease	
Inherent Risk Rating (prior to treatment or control)	Low (1 - 4)	
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.	
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.	
Risk Category Assessed Against	Financial	Failure to establish a Lease Agreement could lead to financial implications to the Shire.
	Legal and Compliance	Failure to establish a lease could lead to implications to the Shire.
	Reputational	Council may be seen in a negative light if they failed to capitalise on revenue raising opportunities.
	Property	Failure to lease the space may incur ongoing maintenance expenses to the Shire.

Officer Comment

Commercial Realty was engaged in April 2025 for a 6 month period to find suitable tenants for both the Commercial and Café spaces. During this period Commercial Realty have undertaken the following marketing strategies:

- Listings advertised on the following websites:
 - REIWA
 - Real Commercial
 - Commercial Real Estate
- Window Signage

Commercial Realty was successful in finding a suitable tenant for the Café space, however no submissions have been received in relation to the Commercial Space.

Feedback from Commercial Reality is that Council consider a partial fit out of the commercial space. Drawing on the agent's experience and professional insight, and to assist with the marketability of the space, Officers are therefore recommending the following works as part of a partial fit out:

- Walls, ceilings and lighting - - to allow for open plan office, 1 enclosed office & 2 meetings rooms;
- Floor coverings;
- Disability compliant bathrooms;
- Kitchenette;
- Female & Male Toilets;
- Air conditioning – otherwise it is abortive works as ceilings/lighting is installed;
- Data in skirtings on perimeter for approx. 40-50 desks;
- Doors; and
- Painting.

The tenant will need to install window coverings, Internet/Wi-Fi, signage.

This would enhance the appeal and the attraction of the space, and also would alleviate the pressure on a potential tenant having to outlay a considerable upfront cost.

Officers are providing Council with 3 options to consider for the future of the Commercial Space currently available in the Library, Administration and Community Building.

- *Option 1*

Following advice from the current real estate agent, Officers are recommending that Council proceed with defining a scope of work and initiating a tender process to establish the costs associated with delivering a 'warm' fit-out of the commercial space, with the objective of improving its functionality and attractiveness to potential tenants.

The following items should be considered when defining the scope of works to be incorporated in the 'warm' shell fit out:

- Construction of Ceilings;
- Installation of Carpet Floor coverings;
- Construction of Male and Female Toilets;
- Construction of Kitchen facilities;
- Installation of Air conditioning and lighting; and
- Construction of internal walls to create additional offices/meeting spaces.

The current contract with Commercial Reality will expire in October and as a result of the proposed tender process, officers are recommending that Council let the current contract with Commercial Realty expire. The option to relist with a commercial real estate agent can be addressed again when the matter is brought back to Council. The officers recommended resolution is therefore outlined as Option 1 – Officer Recommended Resolution "A".

- *Option 2*

Council continue with the marketing of the Commercial Space as a cold shell and relist with Commercial Reality to market the space for the next 6 months. Should Council wish to nominate Option 2 the resolution would read:

ALTERNATE COUNCIL RESOLUTION “B”

THAT Council:

1. Acknowledges that a tenant has been secured for the Café Space, however no submissions have been received for the Commercial Space at the Library, Administration and Community Building, 1 Council Drive, Eaton.
2. Requests the Chief Executive Officer to reappoint Commercial Reality to seek a tenant for the Commercial Space for the Shire of Dardanup Administration Building for a further 6 month period and pay any associated marketing costs from FY2025/26 Operating budget.

- *Option 3*

Council continues with the marketing of the Commercial Space as a cold shell and seek further quotes from suitably registered and qualified real estate agents to market the space for the next 6 months. By going back out to the market for commercial real estate agents Council may be able to seek the support of a commercial real estate firm that has established connections beyond the Shire and may allow for Council to tap into broader market opportunities outside the district.

Should Council wish to nominate Option 3 the resolution would read:

ALTERNATE COUNCIL RESOLUTION “C”

THAT Council:

1. Acknowledges that a tenant has been secured for the Café Space, however no submissions have been received for the Commercial Space at the Library, Administration and Community Building, 1 Council Drive, Eaton.
2. Requests the Chief Executive Officer seeks quotes from suitably registered and qualified real estate agents to seek a tenant for the Commercial Space for the Shire of Dardanup Administration Building for a further 6 month period and pay any associated marketing costs from FY2025/26 Operating budget.

END REPORT

12.5.2 Title: Eaton Bowling and Social Club – Request to Remove Four Palm Trees from Lot 510 Pratt Rd, Eaton

Reporting Department	<i>Corporate & Governance Directorate</i>
Responsible Officer	<i>Mrs Natalie Hopkins - Director Corporate & Governance</i>
Reporting Officer	<i>Ms Chantal Shorter – Building Property Management Officer</i>
Legislation	<i>Local Government Act 1995</i>
Council Role	<i>Executive/Strategic.</i>
Voting Requirement	<i>Simple Majority.</i>
Attachments	<i>12.5.2A – Location Plan 12.5.2B – Correspondence from Eaton Bowling Club 12.5.2C – Risk Assessment</i>

Overview

The Eaton Bowling and Social Club have requested approval for the removal of four palm trees located near the walkway along Pratt Road. The trees line the walkway to the entrance of the Eaton Bowling and Social Club Building. In accordance with the Lease agreement, Council approval is required for the proposed works to be undertaken.

OFFICER RECOMMENDED RESOLUTION

THAT Council:

- 1. Supports the removal of four palm trees located near the walkway along Pratt Road leading to the entrance of the building and as provided for in (Appendix ORD: 12.5.2A); and**
- 2. Requests that the Chief Executive Officer advise the Eaton Bowling and Social Club that in accordance with the Lease Agreement, the removal of the trees will be the responsibility of the Eaton Bowling and Social Club and at the Eaton Bowling and Social Club's cost.**

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:

Background

A request was received on 16th July 2025 from the President of the Eaton Bowling and Social Club, with the support of the Eaton Senior Citizens, for the removal of four specific palm trees that are located near the new walkway on Pratt Road leading to the club entrance (Appendix ORD: 12.5.2B).

A safety concern has been raised as the palm trees regularly drop berries that scatter across the walkway, creating a slippery and hazardous surface. As the walkway is frequently used by older members of the community, the risks of slips and falls is a growing concern.

The removal of the palm trees has previously been presented to Council. A report was taken to the Ordinary Council Meeting held on 28th September 2022, requesting that the 26 palms located on Pratt Road be removed as the large fronds were dropping onto the green causing damage and one narrowly missed a member that was mowing the lawns. It was also reported that the roots of one of these trees were causing damage to the new paving on Pratt Road entrance and to the grounds.

An inspection was completed at the time of the report and the following was reported by various officers:

- Palms ranged in height from 4 to 9 meters,
- Palms appeared to be healthy, however maintenance was recommended bi-annually to remove fruit bunches, dead fronds, and to prevent pests,
- Given the size of the trees this ongoing maintenance will require a cherry picker to undertake the work and most likely will need a specialist contractor to do this,
- The one palm tree that was causing minor damage to the pavers, was deemed not sufficient enough to warrant removal,
- Trees provide a sense of definitive place of character to the foreshore area and a tree-lined boulevard effect for Pratt Road,
- Should Council support the removal, a landscaping plan for the whole of Pratt Road needs to be considered,
- Eaton Bowling and Social Club advised at the time, they did not have the funds to remove the trees (quotes received were \$600 excl GST for one palm; or \$7,900 excl GST to remove all 26 palms).

Taking all of the above into consideration, Council resolved the following [Res 242-22] -

THAT Council advises the Eaton Bowling and Social Club Inc. that it does not consent to the removal of any of the 26 palms trees located on Pratt Road, Eaton within Reserve 27516.

- *Location Plan*



Legal Implications

Clause 5.6 of the executed lease agreement states:

Not without the prior written consent of the Lessor to cut down or remove any trees or shrubs or sell remove or otherwise dispose of any clay, sand, gravel, timber or other materials from the Premises.

Council Plan

- 1.1 - Support the community to feel safe while using Shire facilities and public spaces.
- 2.2 - Increase participation in sport, recreation and leisure activities.
- 9.2 - Provide an urban tree canopy and attractive streetscapes.

Environment

The Palms trees are not endemic to Western Australia and have no impact on the natural habitat within the area.

Precedents - None.

Budget Implications

No costs to the Shire, as the removal costs will be the responsibility of the Eaton Bowling and Social Club.

Budget – Whole of Life Cost - None.

Council Policy Compliance

The following Council policies apply:

- *Infr CP121 – Tree Management policy*

Under CP121 – Tree Management Policy, the Shire accepts ownership and responsibility for the care, control and management of all trees on property owned and/or managed by the Shire, including road reserves. The policy specifically details the circumstances under which a tree may be removed, including:

- An endemic tree, alive or dead, that is covered by an exemption to clearing permits, under part V of the Environmental Protection Act of 1986, or is subject to a clearing permit obtained from the Department of Environmental Regulation;
- A tree that is either:
 - Dead;
 - In a state of decline to the point that survival is unlikely;
 - Structurally unsound, to the point of constituting;
 - Damaging or likely to damage property, where alternatives to prevent damage are not possible;
 - Part of a tree replacement program;
 - Obstructing a Council approved works program, such as road and drainage work;
 - Places the public at unacceptable risk; or
 - A landscape or planted verge tree that is not on the Shire's approved species list.

The policy also stipulates that trees will NOT be removed for the following reasons, unless under extenuating circumstances:

- Leaf debris and any arboreal windborne material;
- Leaves, nuts, fruiting bodies, bark, roots;
- Shading of solar panels;
- Aesthetics and views; or
- Fauna, including insects, birds and mammals.

Risk Assessment

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to (Appendix ORD: 12.5.2C) for full assessment document.

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.		
Risk Event	Eaton Bowling and Social Club – Request to Remove Palm Trees	
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	Increased risk of trips and falls, especially for the elderly due to the fallen debris on the walkways
	Reputational	Reputational impact of removing established trees
	Property	On going maintenance expenses for the Lessee of the premises should Council not support the removal

Officer Comment

In accordance with Clause 5.6 of their Lease Agreement, the Eaton Bowling and Social Club are required to seek prior written consent to remove any trees within their leased area. Officers have been advised by the Eaton Bowling & Social Club that the Eaton Senior Citizens are happy to support the removal of the 4 trees.

The request from Eaton Bowling and Social Club is to remove four (4) specific palm trees located near the new walkway on Pratt Road leading to the club entrance due to safety concerns, as opposed to an earlier request to remove all 26 palm trees on Pratt Road in 2022, which was declined by the Council [Res 242-22].

In accordance with Council Policy CP121, tree removal is generally prohibited due to fruit droppings unless extenuating circumstances are present. In this instance, the volume of falling berries and associated debris have been assessed as posing a significant injury risk, constituting such a circumstance.

Therefore, Officers are recommending that Council approve the removal of the four palm trees identified in the location plan. All costs related to the removal are to be borne by the Eaton Bowling and Social Club.

END REPORT

12.5.3 Title: Dardanup Heritage Collective – Extension to User Agreement

Reporting Department	<i>Corporate & Governance Directorate</i>
Responsible Officer	<i>Mrs Natalie Hopkins - Director Corporate & Governance</i>
Reporting Officers	<i>Ms Chantal Shorter – Building Property Management Officer</i> <i>Mrs Donna Bailye – Manager Governance</i> <i>Mrs Belinda Van Vuuren – Senior Projects Officer</i>
Legislation	<i>Local Government Act 1995</i>
Council Role	<i>Executive/Strategic.</i>
Voting Requirement	<i>Simple Majority.</i>
Attachments	<i>12.5.3A – Draft Concept Plans</i> <i>12.5.3B – Executed Facility User Agreement 2023-2026</i> <i>12.5.3C – Risk Assessment</i> <i>12.5.3D – Dardanup Heritage Collective Proposal Letter</i>

Overview

The Dardanup Heritage Collective are requesting additional space within the Dardanup Administration Building, and are seeking a lease agreement for a 10 by 5 by 5 year period.

OFFICER RECOMMENDED RESOLUTION**THAT Council:**

- 1. Supports the extension of the Dardanup Heritage Collective usage area within the Dardanup Office, 3 Little Street Dardanup to include the areas depicted in green on the plan (Appendix ORD: 12.5.3A);**
- 2. Authorises unbudgeted expenditure of (up to) \$100,000 (allocated from the Building Maintenance Reserves) to fund the proposed modification works;**
- 3. Authorises the Chief Executive Officer to negotiate User Agreements for a 5 year period, commencing in 2025 through to 2030 with the Dardanup Heritage Collective and the Dardanup Residents Association;**
- 4. Requests that the Dardanup Heritage Collective provide Council with an Annual report on the group's activities and community participation, with the report to be provided to Council in November of each year; and**
- 5. Requests the Chief Executive Officer prepare a Terms of Reference for a Heritage Advisory Group and bring the Terms of Reference and membership details back to Council for endorsement.**

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:

Background

The Dardanup Heritage Collective is a volunteer organisation formed in 2020. The organisation objectives as provided for on their website are:

- *Collect, document, research, preserve on a permanent basis, and exhibit items that show where and how people lived and worked in Dardanup and surrounding districts from the first human inhabitation until the present day.*
- *Document and promote places and buildings that are considered by the community to have heritage value.*
- *Promote collected items for use as a reference source*
- *Foster historical interest, and*
- *Communicate heritage knowledge to the local and wider communities.*

In 2021 the group were successful in securing a grant from the Heritage Council of WA to install heritage signage throughout the Dardanup town site and neighbouring localities. These signs form part of the Dardanup Heritage Trail.

In 2022 the group held the 2022 Dardanup Heritage Forum at the Thomas Little Hall, wherein exhibitions such as “Women of Charlotte Street and Beyond” and “The History of Four Schools” were showcased and the official unveiling of the trail signage was undertaken.

In March 2023 the Dardanup Heritage Collective made contact with the Shire of Dardanup with a proposal to seek approval to use office space within the Shire of Dardanup Office at Little Street Dardanup.

Following negotiations between Officers and the Dardanup Heritage Collective a report was presented to Council at the 24th May 2023 Ordinary Council Meeting. Council resolved (Res: 128-23) the following:

THAT Council:

1. *Approves the granting of a User Agreement to the Dardanup Heritage Collective to jointly use the former Chief Executive Officer’s office in the Dardanup Office under a User Agreement for a three year period.*
2. *Authorises the Chief Executive Officer to negotiate and execute a User Agreement with the Dardanup Heritage Collective.*

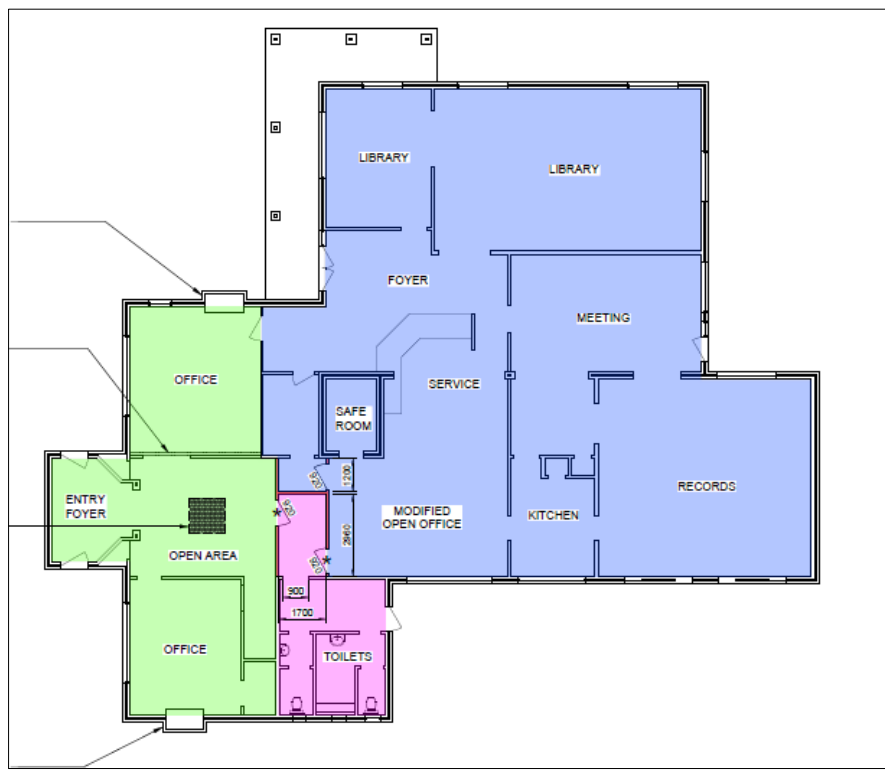
A User Agreement was established as per the Shires User Agreement template. The current User Agreement commenced on 1st July 2023 and will expire on 30th June 2026. (Appendix ORD: 12.5.3B).

Following the results of a community survey for the Dardanup Heritage and Cultural Precinct, Council endorsed the Dardanup Civic Precinct Concept Plans at the 26th June 2025 Ordinary Council Meeting (Res: 160-24). Forming part of this resolution was:

- 6 *Requests that the Chief Executive Officer works with the User Groups to further develop the concept plans and details of potential upgrades to Dardanup Library and Administration Building*

The Chief Executive Officer undertook meetings with the Dardanup Heritage Collective and the Ferguson Valley Marketing Association to discuss the use of the Dardanup Library and Administration Building. As an outcome of these discussions, the Dardanup Heritage Collective requested a larger footprint within the space. The larger area would allow the group to expand its activities, increase storage capacity, and activate the space for public displays and engagement.

The proposed area to be made available to the group is provided in green in the plan detailed below.



Dardanup Library and Administration Building.

Legal Implications

The Dardanup Office is located at 3 (Lot 34) Little Street, Dardanup and is owned and managed by the Shire of Dardanup. It is zoned for “Other Community Use” and is currently used for Shire administration and library services.

The Dardanup and Districts Residents Association have for many years used the former Chief Executive Officer’s office for the production of the Dardanup Times under an informal usage arrangement.

Leasing of Council property falls under Section 3.58 of the Local Government Act “Disposing of Property”.

3.58. Disposing of property

(1) *In this section —*

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

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

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

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

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

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

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

(i) *describing the property concerned; and*

- (ii) *giving details of the proposed disposition; and*
- (iii) *inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;*
- and*
- (b) *it considers any submissions made to it before the date specified in the notice and, if its decision is made by the Council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.*
- (4) *The details of a proposed disposition that are required by subsection (3)(a)(ii) include —*
 - (a) *the names of all other parties concerned; and*
 - (b) *the consideration to be received by the local government for the disposition; and*
 - (c) *the market value of the disposition —*
 - (i) *as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or*
 - (ii) *as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.*

The advertising of the disposal of property is not required under the Functions and General Regulations 1996 Section 30 (2)(b)(i).

- 30. *Dispositions of property to which section 3.58 of Act does not apply*
 - (2) *A disposition of land is an exempt disposition if—*
 - (b) *the land is disposed of to a body, whether incorporated or not —*
 - (i) *the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature; and*

Council Plan

- 3.1 - Grow participation in arts, culture and community events.
- 4.3 - Increase involvement in volunteering.
- 13.2 - Manage the Shire's resources responsibly.
- 14.2 - Ensure equitable, inclusive and transparent engagement and decision- making.

Environment - None.

Precedents

Council have granted User Agreements for longer term use of facilities, such as the Eaton Football Club's use of the Eaton Sports Club and Change rooms.

Budget Implications

The Shire has obtained two separate estimates from different building companies for the internal works to the Dardanup Administration Building. The two quotes are summarised below:

Quote 1 (as a minimum to separate the space)	Quote 2+++
Includes: <ul style="list-style-type: none"> • Construction of Timber Wall Frames and • Gyprock to walls to suit build • Installation of 2 x doors and door hardware • Painting of new gyrock walls and 2 doors • Removal of Rubbish and tip fees 	Includes: <ul style="list-style-type: none"> • Construction of Timber Wall Frames and • Gyprock to walls to suit build • Installation of 2 x doors and door hardware • Removal of Rubbish and tip fees • Removal of carpet & vinyl • Supply and install skirting • Supply and install skylight • Paint existing walls and ceilings • Supply and install vinyl planks to entrance foyer • Sand and polish timber flooring to open area • Electrical works to include new lighting and power as required
Total Price - \$13,944.00 + GST	Total Price - \$42,333.08 + GST

Further detail on the quotes is provided for in the Officer Comment.

Excluded from the above costs are:

- Changes to the existing security system as this will need to be updated to include two zones (each with their own security codes),
- Installation of new blinds as these are really worn out and needs replacing,
- Furniture removal and reinstatement in the space once the works have been completed,
- Repairing and replacing the air conditioning system in the new green tenancy area. The quotation received from Bunbury Air is estimated at \$50,000 - \$60,000.

Budget – Whole of Life Cost

Should Council decide to proceed with the proposed works, the expenditure will be funded from the Building Maintenance Reserve.

An estimate whole of life cost would be in the order of 3-4 times the initial capital cost.

Any future Maintenance is also excluded and will be for the Shire's responsibility.

The Dardanup Heritage Collective have advised that they are unable to provide any type of financial contribution towards the project costs or ongoing expenses including but not limited to maintenance and utility charges. The Shire currently also does not earn any revenue from this user agreement, as a result the cost benefit ratio of this investment is zero.

Council Policy Compliance

In 2022, Council endorsed the establishment of a Template Lease Agreement together with a Lease Fee Matrix.

- *Exec CP090 – Community Engagement*

Risk Assessment

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to (Appendix ORD: 12.5.3C) for full assessment document.

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.		
Risk Event	Dardanup Heritage Collective – Extension to User Agreement	
Inherent Risk Rating (prior to treatment or control)	Low (1 - 4)	
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.	
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.	
Risk Category Assessed Against	Financial	Council will be responsible for all of the project expenses, including on-going maintenance costs for the term of the user agreement
	Reputational	Utilising the Building Maintenance Reserve to fund a project that has little benefit to the community may viewed negatively from the wider community.
	Property	Council may be seen in a negative light if they fail to utilise the Dardanup Office Space, by declining the proposed extension

Officer Comment

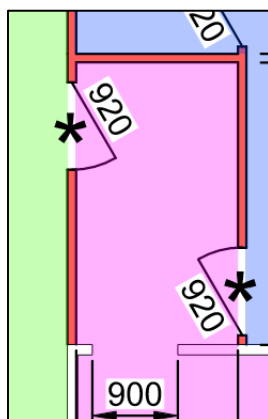
Building Property Management Officer Comment

The Dardanup Heritage Collective approached the Chief Executive Officer and Officers in August 2024 to discuss the possible extension of the current office space occupied by the Dardanup Heritage Collection in the Dardanup Administration Building. The additional working space is to include all areas marked green on the attached draft Concept Plans (Appendix ORD: 12.5.3A) and is to also be utilised by the Dardanup Residents Association.

Following this discussion, the Chief Executive Officer has instructed officers to obtain quotes to undertake works to the current office layout, enabling two separate areas within the current Little Street Office. The amendments to the building will provide the Dardanup Heritage Collective a larger area to store and process all information. This will be stand alone space for the Collective and will not impact the daily operations of the Shire office.

Senior Project Officers Comment

Quote 1 is for the installation of timber walls, painting, and installation of two doors with individual locks as pictured in the plan below:



Completing the works outlined in quote 1 would be the minimum work required for the Dardanup Heritage Collective to use the space. It does however, exclude any finishes such as additional painting to the existing walls and ceilings, installation of skirtings to new walls, installation of new vinyl planks to the entrance foyer as the existing vinyl is damaged, removing the existing carpet and sanding, polishing the original timber flooring to this new green tenancy area and all electrical works needed for additional power and lights. To complete the additional works to renew this space will amount to approx. \$42,333.08 + GST. This is a cost estimate only.

In addition to the \$42,333.08 + GST quoted, the Shire will also need to make changes to the existing security system to include two zones (each with their own security codes), installation of new blinds as these are really worn out and needs replacing. It is also estimated that replacement of the broken air conditioner unit will cost between \$50,000 - \$60,000. To undertake the work, all furniture will need to be removed, stored and then reinstated in the space once the work has been completed which will incur additional costs.

Building Property Management Officer Comment

The Dardanup Heritage Collective currently consists of 12 volunteers, who assist with collecting and archiving items. This additional space will allow the committee to establish a display for public record and viewings which will be open to the public.

Following discussion with the Dardanup Heritage Collective, the group have advised that the proposed opening hours of the space will be dependent on volunteer availability, however it has been indicated that the displays will be open for public viewing for a couple of hours, once a month. Volunteers will be in attendance during these opening hours and the Committee are hopeful that upon opening, they will be able to secure more volunteers to allow for longer and more frequent opening times.

The Dardanup Heritage Collective have requested a lease agreement, with a 10 year term and a 5+5 year extension term over the proposed lease area (Appendix ORD: 12.5.3D).

It is acknowledged that the Dardanup Heritage Collective does not currently have the financial capacity to enter into a lease agreement as per the endorsed lease agreement template and fee matrix. In light of this the officer recommends that Council considers an extension of their current User Agreement to include the additional office space as shown in the concept plan, (Appendix ORD: 12.5.3A) for a 5 year period. By extending the User Agreement, without the financial obligations attached to leasing, will enable the group to concentrate on their core business in growing the collection. It is envisaged that this will assist to attract volunteers, and possible future partnerships, and to grow and promote local heritage for future generations.

Should Council wish to support this valuable community project, officers are also recommending that in exchange for the subsidised use of the space, that the Dardanup Heritage Collective provide an annual report with a summary of activities and community impact, along with tracking of volunteer hours and tracking of community participation.

To support greater oversight and engagement in heritage-related activities, officers are also recommending the formation of a Heritage Advisory Group, which, along with Shire staff and Elected Members will include the Dardanup Heritage Collective.

The establishment of the Heritage Advisory Group will further build on Councils Community Engagement Policy. Council has undertaken the consultation with the Community in 2024 through a community survey for the Dardanup Heritage and Cultural Precinct. Establishment of an advisory group would be the next step in the process, by moving from consultation to collaboration. The community input via the Advisory Group will enable community engagement and will ensure valuable community input is established for both the Dardanup precinct but also Dardanup heritage matters.

The establishment of a Heritage Advisory Group will provide a structured forum to guide and support the Shire's work in preserving, promoting, and celebrating local heritage. By including representatives from the Dardanup Heritage Collective, a Library staff member, the Manager Community Development, and a Councillor, the group will bring together community knowledge, professional expertise, and governance oversight. This collaborative approach will ensure that heritage initiatives are informed, inclusive, and aligned with both community aspirations and Council priorities.

The proposed Heritage Advisory Group will be a non-decision making group that will serve as an oversight and advisory body only. It will not have a decision-making role, nor will it be allocated Council funding to undertake or initiate heritage activities. Its primary function will be to provide guidance, feedback, and strategic input on heritage matters relevant to the Shire, including collaboration with community groups and review of heritage-related initiatives or proposals.

Through an informal arrangement, the current User Agreement space is a shared use space with the Dardanup Residents Association. To formalise this arrangement, it is proposed that a User Agreement be established with the Dardanup Residents Association. This will support a collaborative use of the space, while ensuring both groups have appropriate recognition, shared responsibilities, and long-term security in their occupancy.

END REPORT

12.5.4 Title: Monthly Statement of Financial Activity for the Period Ended on the 31st August 2025

Reporting Department:	<i>Corporate & Governance Directorate</i>
Responsible Officer	<i>Mrs Natalie Hopkins – Director Corporate & Governance</i>
Reporting Officer	<i>Mr Rehan Shahid – Manager Financial Services</i>
Reporting Officer	<i>Mr Ray Pryce – Finance Assistant</i>
Legislation	<i>Local Government Act 1995</i>
Council Role	<i>Executive/Strategic.</i>
Voting Requirement	<i>Simple Majority.</i>
Attachments	<i>12.5.4A – Monthly Financial Report 31st August 2025</i> <i>12.5.4B – Risk Assessment Tool</i>

Overview

This report presents the monthly Financial Statements for the period from the 1st of July 2025 to the 31st of August 2025 for Council endorsement.

OFFICER RECOMMENDED RESOLUTION

THAT Council receives the Monthly Statement of Financial Activity (Appendix ORD: 12.5.4A) for the period ending on the 31st of August 2025.

Change to Officer Recommendations

No Change. **OR:**

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

Background

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

Legal Implications

Local Government Act 1995 – Section 6.4

6.4. Financial Report

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

Local Government (Financial Management) Regulations 1996 r. 34

Part 4 — Financial Reports — s. 6.4

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

- (1A) *In this regulation—*
committed assets means revenue unspent but set aside under the annual budget for a specific purpose.
- (1) *A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —*
 - (a) *annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and*
 - (b) *budget estimates to the end of the month to which the statement relates; and*
 - (c) *actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; and*
 - (d) *material variances between the comparable amounts referred to in paragraphs (b) and (c); and*
 - (e) *the net current assets at the end of the month to which the statement relates.*
- (2) *Each statement of financial activity is to be accompanied by documents containing —*
 - (a) *an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets; and*
 - (b) *an explanation of each of the material variances referred to in subregulation (1)(d); and*
 - (c) *such other supporting information as is considered relevant by the local government.*
- (3) *The information in a statement of financial activity may be shown —*
 - (a) *according to nature and type classification; or*
 - (b) *by program; or*
 - (c) *by business unit.*

- (4) *A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be —*
- (a) *presented at an ordinary meeting of the Council within 2 months after the end of the month to which the statement relates; and*
 - (b) *recorded in the minutes of the meeting at which it is presented.*
- (5) *Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.*

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

Council Plan

13.1 - Adopt best practice governance.

Environment - None.

Precedents

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

Budget Implications

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

Budget – Whole of Life Cost - None.

Council Policy Compliance

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

Risk Assessment

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to (Appendix ORD: 12.5.4B) for full assessment document.

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.	
Risk Event	Monthly Statement of Financial Activity for the Period Ended 31 st of August 2025
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.

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.		
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.	
Risk Category Assessed Against	Legal and Compliance	Non-compliance with the legislative requirements that results in a qualified audit.
	Reputational	Non-compliance that results in a qualified audit can lead stakeholders to question the Council’s ability to manage finances effectively.
	Financial	Not monitoring ongoing financial performance would increase the risk of a negative impact on the financial position.

Officer Comment

The Monthly Financial Report for the period ended on the 31st of August 2025 is contained in (Appendix ORD: 12.5.4A) and consists of:

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

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

The Statement includes the end-of-year surplus brought forward from 2024/25. When the 2025/26 Budget was adopted in June 2025, this surplus was estimated to be \$936,114. At the time of preparing this report, the actual surplus is recorded at \$694,671. However, the annual accounts for 2024/25 financial year are not yet finalised and are subject to change. Officers continue to work through the year-end adjustments for Reserve Account transfers, accrued revenue and expenses as well as reconciliations of asset acquisitions.

As at the reporting date, officers forecast the surplus at the 30th of June 2026 at \$173,999 based on known variances in actual performance to date and estimates for the remainder of the year based on current trends.

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 2025/26 for reporting material variances is 10% or \$50,000, whichever is greater.

All reported variances to 31 August are due to differences in the timing of receipt of revenue and payment of expenses when compared to the budget estimates. There are no known permanent variances as at the reporting date.

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.

At the reporting date, all cash is held at call, pending finalisation of the annual accounts. These funds are earning from 3.40% up to 3.45%. These rates are reduced from the previous month due to a 0.25% cut in the official cash rate by the Reserve Bank of Australia at its August meeting. During September, Reserve Account and surplus Municipal funds will be lodged on short term bank term deposits to maximise interest revenue.

Note 7 of the Statement of Financial Activity details the Rates and Charges Outstanding as of 31 August 2025. As at the reporting date, the outstanding Rates and Charges equate to 73.8% of the rates and charges collectible, which is at a similar level to previous years. It is the objective of management to achieve less than 4% of rates and charges outstanding by 30 June.

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

END REPORT

12.5.5 Title: *Schedule of Paid Accounts as at the 31st August 2025*

Reporting Department	<i>Corporate & Governance Directorate</i>
Responsible Officer	<i>Mr Rehan Shahid – Manager Financial Services</i>
Reporting Officer	<i>Ms Joanna Hanson – Finance Officer – Accounts Payable</i>
Council Role	<i>Local Government (Financial Management) Regulations 1996</i>
Voting Requirement	<i>Executive/Strategic.</i>
Attachments	<i>Simple Majority.</i>
	<i>Appendix ORD: 12.5.5 – Risk Assessment Tool</i>

Overview

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

OFFICER RECOMMENDED RESOLUTION

THAT Council receives the Schedule of Paid Accounts report from 1st August 2025 to 31st August 2025 as follows:

SHIRE of DARDANUP
31-08-2025 Schedule of Paid Accounts

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
1/08/2025	Direct Debit	EFT000022	PV000024	Aware Super Pty Limited	Superannuation Contribution	MUNI	1,031.85
1/08/2025	Direct Debit	EFT000022	PV000028	Aware Super Pty Limited	Superannuation Contribution	MUNI	15,536.97
1/08/2025	Direct Debit	EFT000023	PV000020	Aware Super Pty Limited	Superannuation Contribution	MUNI	7,529.38
1/08/2025	Direct Debit	EFT000023	PV000027	Aware Super Pty Limited	Superannuation Contribution	MUNI	41,047.89
1/08/2025	Direct Debit	EFT000039	PPI000813	Payrix	2025/26 Payrix Fee For ERC Gym Membership Via Direct Debit - August 25 To June 26	MUNI	62.08
2/08/2025	Direct Debit	EFT000031	PPI000554	Commonwealth Bank of Australia	CBA Merchant Fees Dardanup July 2025	MUNI	45.85
2/08/2025	Direct Debit	EFT000031	PPI000555	Commonwealth Bank of Australia	CBA Merchant Fees Eaton July 2025	MUNI	453.36
2/08/2025	Direct Debit	EFT000031	PPI000556	Commonwealth Bank of Australia	CBA Merchant Fees ERC July 2025	MUNI	350.36
2/08/2025	Direct Debit	EFT000031	PPI000557	Commonwealth Bank of Australia	CBA Merchant Fees ECL July 2025	MUNI	51.02
2/08/2025	Direct Debit	EFT000031	PPI000558	Commonwealth Bank of Australia	CBA Merchant Fees Securepay July 2025	MUNI	97.24
2/08/2025	Direct Debit	EFT000031	PPI000559	Commonwealth Bank of Australia	CBA Merchant Fees Tip July 2025	MUNI	89.18
8/08/2025	Direct Debit	EFT000040	PPI000814	Payrix	2025/26 Payrix Fee For ERC Gym Membership Via Direct Debit - August 25 To June 26	MUNI	13.25
15/08/2025	Direct Debit	EFT000037	PPI000808	Payrix	2025/26 Payrix Fee For ERC Gym Membership Via Direct Debit - August 2025	MUNI	745.25
15/08/2025	Direct Debit	EFT000037	PPI000807	Commonwealth Bank of Australia	Bpay Fees - July 2025	MUNI	617.25
18/08/2025	Direct Debit	EFT000028	PV000029	Aware Super Pty Limited	Superannuation Contribution	MUNI	7,633.92
18/08/2025	Direct Debit	EFT000028	PV000033	Aware Super Pty Limited	Superannuation Contribution	MUNI	1,125.50
22/08/2025	Direct Debit	EFT000035	PPI000809	Payrix	2025/26 Payrix Fee For Synergyonline Payment Platform - August 2025	MUNI	9.11
25/08/2025	Direct Debit	EFT000036	PPI000810	Australia Post	2025/26 Australia Post Commission For Rates Payments - July 2025	MUNI	54.37
29/08/2025	Direct Debit	EFT000038	PV000036	Aware Super Pty Limited	Superannuation Contribution	MUNI	7,851.96
29/08/2025	Direct Debit	EFT000038	PV000040	Aware Super Pty Limited	Superannuation Contribution	MUNI	1,704.64
29/08/2025	Direct Debit	EFT000038	PPI000811	Payrix	2025/26 Payrix Fee For ERC Gym Membership Via Direct Debit - August 25	MUNI	739.33
27/08/2025	Credit Card	EFT000042	PPI000812	Teamup Solutions Ag	Teamup Calendars FY25-26 Licence For ECC Car Park Bookings	MUNI	1,138.71
27/08/2025	Credit Card	EFT000042	PPI000804	SurveyMonkey Europe	3 Monthly Subscription For Surveys: 19/08-18/11/2025	MUNI	111.00
27/08/2025	Credit Card	EFT000042	PPI000802	Department of Transport	Special Series Number Plates Application - 242DA	MUNI	225.00

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
27/08/2025	Credit Card	EFT000042	PPI000805	Facebook Ireland Limited	Facebook Advertising - Author Talk -ECL	MUNI	137.19
27/08/2025	Credit Card	EFT000042	PPI000801	Mailchimp	Monthly Mailchimp Subscription For SoD e-newsletter.	MUNI	206.74
27/08/2025	Credit Card	EFT000042	PPI000806	Capital Radiology Busseton	Workers Compensation X-Ray - To Be Recouped From LGIS	MUNI	341.10
27/08/2025	Credit Card	EFT000042	PPI000845	Market Eating House	Catering For Ordinary Council Meeting 27/08/2025	MUNI	485.00
27/08/2025	Credit Card	EFT000042	PPI000799	Western Power	Application Fee For Design Of Power Upgrade – Pratt Road Reserve Eaton	MUNI	498.91
27/08/2025	Credit Card	EFT000042	PPI000800	Event & Conference Co	Registration Waste Sorted Awards 11/09/2025 - Coordinator Environment & Waste	MUNI	1,233.23
27/08/2025	Credit Card	EFT000042	PPI000803	Kharsan Family Trust T/as Soul Origin	Catering For Psychosocial Hazards Training	MUNI	170.00
14/08/2025	BPAY	EFT000027	PPI000476	Australian Institute of Company Directors	Company Directors Course: 06/10/2025 - CEO	MUNI	9,300.00
14/08/2025	BPAY	EFT000027	PPI000477	Australian Institute of Company Directors	Company Of Directors Membership - CEO	MUNI	970.00
5/08/2025	Cheque Payments	000069	PPI000250	Shire of Dardanup - Please Pay Cash	Eaton Office Petty Cash Recoup	MUNI	240.30
5/08/2025	EFT	EFT000013	PV000025	Services Australia T/As Centrelink	Employee Deduction	MUNI	300.76
5/08/2025	EFT	EFT000013	PV000021	Australian Tax Office	PAYG	MUNI	66,098.00
5/08/2025	EFT	EFT000013	PV000023	Australian Tax Office	PAYG	MUNI	21,282.00
5/08/2025	EFT	EFT000013	PV000026	Australian Tax Office	PAYG	MUNI	2,747.00
5/08/2025	EFT	EFT000013	PV000022	Services Australia - Child Support Agency	PAYG	MUNI	524.81
7/08/2025	EFT	EFT000025	PPI000341	South West Aboriginal Medical Service	Refund Key Hire Bond	MUNI	540.00
7/08/2025	EFT	EFT000025	PPI000297	Security4Transit	ERC - Float Security Tags	MUNI	331.10
7/08/2025	EFT	EFT000025	PPI000347	Bunbury Bearings	Fuel Trailer Repair Parts	MUNI	286.00
7/08/2025	EFT	EFT000025	PPI000344	Natalie Reid	Reimburse Uniform Purchase	MUNI	126.97
7/08/2025	EFT	EFT000025	PPI000300	1Spatial Australia Pty Ltd	FME Local Government Subscription (Population < 40K) Fy 25/26	MUNI	13,750.00
7/08/2025	EFT	EFT000025	PPI000298	Teresa Marie Partridge	Reimburse Accommodation Whilst Attending Training 23/07/2025	MUNI	476.28
7/08/2025	EFT	EFT000025	PPI000289	Nintex Pty Ltd	Nintex Workflow Software - Customer Loyalty Program Promo 20 Workflows	MUNI	40,957.69
7/08/2025	EFT	EFT000025	PPI000364	Tabitha Potter	ERC Umpire Payment: 06/08/2025	MUNI	55.60

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
7/08/2025	EFT	EFT000025	PPI000286	Local Health Authorities Analytical Committee	LHAAC Annual Contribution - Environmental Health Analytical Services - 2025-26	MUNI	3,740.36
7/08/2025	EFT	EFT000025	PPI000295	Readytech User Group WA Inc.	Readytech User Group WA - Membership 2025-26	MUNI	847.00
7/08/2025	EFT	EFT000025	PPI000305	Crooked Brook Forest Association	2025/2026 Budget Allocation - Crooked Brook Forest Association	MUNI	1,000.00
7/08/2025	EFT	EFT000025	PPI000356	Dardanup & Districts Residents Association	2025 Budget Allocation - Dardanup Times	MUNI	1,100.00
7/08/2025	EFT	EFT000025	PPI000340	Ferguson Valley Marketing And Promotions Inc	Refund Key Bond	MUNI	540.00
7/08/2025	EFT	EFT000025	PPI000306	Hastie Waste Pty Ltd	Waste Transfer Station - Green Waste Processing	MUNI	1,600.00
7/08/2025	EFT	EFT000025	PPI000357	The Trustee For The 4 Walker Avenue Unit Trust - Tribe Hotel	Accommodation 13/08/2025 - Director Sustainable Development - Finance Workshop	MUNI	220.00
7/08/2025	EFT	EFT000025	PPI000373	The Trustee For The 4 Walker Avenue Unit Trust - Tribe Hotel	Breakfast - Shire President - Transport Forum	MUNI	100.00
7/08/2025	EFT	EFT000025	PPI000361	Daryl Fishwick	ERC Umpire Payment: 06/08/2025	MUNI	55.60
7/08/2025	EFT	EFT000025	PPI000290	Outdoor World Bunbury	Refund DAP-F0417516 - 6 Berkeley View	MUNI	147.00
7/08/2025	EFT	EFT000025	PPI000291	Outdoor World Bunbury	Refund DAO-F0417723 - 12 Tukidale St	MUNI	147.00
7/08/2025	EFT	EFT000025	PPI000311	South West Tree Safe	Tree Pruning - Dowdells Line	MUNI	3,850.00
7/08/2025	EFT	EFT000025	PPI000287	Malatesta Road Paving And Hotmix	Supply & Deliver Premix Asphalt - Martin Pelusey Rd	MUNI	1,144.00
7/08/2025	EFT	EFT000025	PPI000315	Malatesta Road Paving And Hotmix	Emulsion - Martin Pelusey Rd	MUNI	360.00
7/08/2025	EFT	EFT000025	PPI000355	Total Hygiene	Sanitary Disposal Service - Fortnightly - Dardanup Office	MUNI	946.00
7/08/2025	EFT	EFT000025	PPI000275	Brownes Foods Operations Pty Ltd	ERC - Cafe Goods	MUNI	24.89
7/08/2025	EFT	EFT000025	PPI000276	Brownes Foods Operations Pty Ltd	ERC - Cafe Goods	MUNI	325.09
7/08/2025	EFT	EFT000025	PPI000349	Brownes Foods Operations Pty Ltd	ERC - Cafe Goods	MUNI	350.95
7/08/2025	EFT	EFT000025	PPI000283	Kmart	Children's Services Storage Cubes - ERC	MUNI	46.00
7/08/2025	EFT	EFT000025	PPI000303	Civil Projects Southwest	Bobcat Hire - Tyrell Rd	MUNI	3,465.00
7/08/2025	EFT	EFT000025	PPI000304	Civil Projects Southwest	Bobcat Hire - Charolais Mews	MUNI	1,155.00
7/08/2025	EFT	EFT000025	PPI000285	Living Springs Water Pty Ltd	Office Water - Potable - Cooler Hire	MUNI	305.00
7/08/2025	EFT	EFT000025	PPI000309	Securepay Pty Ltd	Bank Fees 2025/26 Securepay Phone Credit Card Payment Merchant Fees	MUNI	495.00
7/08/2025	EFT	EFT000025	PPI000310	Securepay Pty Ltd	Bank Fees 2025/2026 Securepay Web & IVR Merchant	MUNI	1.54
7/08/2025	EFT	EFT000025	PPI000313	Veolia Recycling & Recovery Pty Ltd	Waste Transfer Station - Commingled Recycling	MUNI	719.04
7/08/2025	EFT	EFT000025	PPI000316	Veolia Recycling & Recovery Pty Ltd	Waste Transfer Station - Cardboard Recycling	MUNI	395.89

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
7/08/2025	EFT	EFT000025	PPI000282	Educa Aus	Educa Subscription - August - ERC	MUNI	141.67
7/08/2025	EFT	EFT000025	PPI000350	MJ Goods	ERC - Cafe Goods	MUNI	207.00
7/08/2025	EFT	EFT000025	PPI000319	Woolworths Group Limited - Online Order Only	ERC - Cafe Goods	MUNI	421.55
7/08/2025	EFT	EFT000025	PPI000321	Woolworths Group Limited - Online Order Only	ERC - Vacation Care Supplies	MUNI	321.98
7/08/2025	EFT	EFT000025	PPI000322	Woolworths Group Limited - Online Order Only	ERC - Cafe Goods	MUNI	256.53
7/08/2025	EFT	EFT000025	PPI000324	Woolworths Group Limited - Online Order Only	Tearoom Supplies - Depot	MUNI	143.54
7/08/2025	EFT	EFT000025	PPI000326	Woolworths Group Limited - Online Order Only	ERC- Stock For Cafe	MUNI	225.30
7/08/2025	EFT	EFT000025	PPI000328	Woolworths Group Limited - Online Order Only	ERC - Cafe Goods	MUNI	490.49
7/08/2025	EFT	EFT000025	PPI000329	Woolworths Group Limited - Online Order Only	ERC - Cafe Stock	MUNI	209.12
7/08/2025	EFT	EFT000025	PPI000330	Woolworths Group Limited - Online Order Only	Stock For Council Chambers Kitchen	MUNI	326.08
7/08/2025	EFT	EFT000025	PPI000332	Woolworths Group Limited - Online Order Only	Food For All Staff Meeting - 18/07/2025	MUNI	898.02
7/08/2025	EFT	EFT000025	PPI000333	Woolworths Group Limited - Online Order Only	Stock For Council Chambers Kitchen	MUNI	114.12
7/08/2025	EFT	EFT000025	PPI000334	Woolworths Group Limited - Online Order Only	ERC - Cafe Goods	MUNI	323.67
7/08/2025	EFT	EFT000025	PPI000336	Woolworths Group Limited - Online Order Only	ERC - Cafe Goods	MUNI	182.68
7/08/2025	EFT	EFT000025	PPI000338	Woolworths Group Limited - Online Order Only	Restock Tearoom Supplies - Depot	MUNI	190.07
7/08/2025	EFT	EFT000025	PPI000320	Woolworths Group Limited - Openpay Portal	Milk For Staff Kitchen (Milk Etc.)	MUNI	23.40
7/08/2025	EFT	EFT000025	PPI000323	Woolworths Group Limited - Openpay Portal	Milk For Staff Kitchen	MUNI	10.85
7/08/2025	EFT	EFT000025	PPI000325	Woolworths Group Limited - Openpay Portal	General Items Purchased For Staff Kitchen (Milk Etc.)	MUNI	17.70
7/08/2025	EFT	EFT000025	PPI000331	Woolworths Group Limited - Openpay Portal	General Items Purchased For Staff Kitchen (Milk Etc.)	MUNI	19.05
7/08/2025	EFT	EFT000025	PPI000335	Woolworths Group Limited - Openpay Portal	General Items Purchased For Staff Kitchen (Milk Etc.)	MUNI	19.05

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
7/08/2025	EFT	EFT000025	PPI000337	Woolworths Group Limited - Openpay Portal	General Items Purchased For Staff Kitchen (Milk Etc.)	MUNI	25.05
7/08/2025	EFT	EFT000025	PPI000339	Woolworths Group Limited - Openpay Portal	ERP Meeting Morning Tea	MUNI	28.00
7/08/2025	EFT	EFT000025	PPI000363	Georgia Elson	ERC Umpire Payment: 06/08/2025	MUNI	111.20
7/08/2025	EFT	EFT000025	PPI000301	Brooks Hire Service Pty Ltd	Multi Tyre Roller Hire: 01-27/07/2025 - Martin Pelusey Rd	MUNI	5,160.78
7/08/2025	EFT	EFT000025	PPI000302	Brooks Hire Service Pty Ltd	Multi Tyre Roller Hire: 01-27/07/2025 - Martin Pelusey Rd	MUNI	354.18
7/08/2025	EFT	EFT000025	PPI000278	Bunnings Group Limited - Account 197942	Items For Depot Stores	MUNI	547.27
7/08/2025	EFT	EFT000025	PPI000279	Bunnings Group Limited - Account 197942	Timber For Grave Preparation	MUNI	1,106.58
7/08/2025	EFT	EFT000025	PPI000280	Bunnings Group Limited - Account 197942	Rat Trap - Health Services	MUNI	41.56
7/08/2025	EFT	EFT000025	PPI000348	Bunbury Coffee Machines	ERC - Cafe Goods	MUNI	586.00
7/08/2025	EFT	EFT000025	PPI000281	Craven Foods & Bidfood Bunbury	ERC - Cafe Goods	MUNI	542.97
7/08/2025	EFT	EFT000025	PPI000307	McLeods Lawyers Pty Ltd	Legal Advice - Matter # 55568	MUNI	1,977.80
7/08/2025	EFT	EFT000025	PPI000292	Perfect Landscapes	Mowing - Eaton Oval	MUNI	2,319.34
7/08/2025	EFT	EFT000025	PPI000293	PFD Food Services Pty Ltd	ERC - Cafe Goods	MUNI	1,180.75
7/08/2025	EFT	EFT000025	PPI000294	PFD Food Services Pty Ltd	ERC - Cafe Goods	MUNI	581.35
7/08/2025	EFT	EFT000025	PPI000345	PFD Food Services Pty Ltd	ERC - Cafe Goods	MUNI	1,179.75
7/08/2025	EFT	EFT000025	PPI000308	PFI & Down South Wholesale Bunbury	ERC - Cleaning Supplies For Centre	MUNI	1,054.10
7/08/2025	EFT	EFT000025	PPI000352	PFI & Down South Wholesale Bunbury	Cleaning Supplies - Eaton Office	MUNI	91.35
7/08/2025	EFT	EFT000025	PPI000271	Synergy	Electricity - Townsite Street Lights: 25/06-24/07/2025	MUNI	30,781.77
7/08/2025	EFT	EFT000025	PPI000272	Synergy	Electricity - Auxiliary Lighting, Streetlights And Irrigation Control: 28/06-27/07/2025	MUNI	455.11
7/08/2025	EFT	EFT000025	PPI000317	The Cafe Merchant & Merchant Warehouse Cafe	Catering For Regional Road Group Meeting - 28/07/2025	MUNI	241.00
7/08/2025	EFT	EFT000025	PPI000351	The Cafe Merchant & Merchant Warehouse Cafe	Refreshments For FOGO Tender Opening	MUNI	135.00
7/08/2025	EFT	EFT000025	PPI000314	WALGA	WALGA 2025/26 Subscriptions And Membership - Association Membership	MUNI	34,233.39
7/08/2025	EFT	EFT000025	PPI000359	Brett Hodgson	ERC Umpire Payment: 06/08/2025	MUNI	111.20
7/08/2025	EFT	EFT000025	PPI000277	Bunbury Mower Service	Replacement Chain For Chainsaws	MUNI	100.00

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
7/08/2025	EFT	EFT000025	PPI000360	Christine Worsfold	ERC Umpire Payment: 05/08/2025	MUNI	83.40
7/08/2025	EFT	EFT000025	PPI000362	Donna Bastow	ERC Umpire Payment: 06/08/2025	MUNI	83.40
7/08/2025	EFT	EFT000025	PPI000365	Te Wairimu Elinor Pomare	ERC Umpire Payment: 06/08/2025	MUNI	111.20
7/08/2025	EFT	EFT000025	PPI000296	Rehan Shahid	Reimburse Annual Membership Payment - Institute Of Chartered Accountants Pakistan	MUNI	164.28
7/08/2025	EFT	EFT000025	PPI000358	Benjamin Fishwick	ERC Umpire Payment: 06/08/2025	MUNI	83.40
7/08/2025	EFT	EFT000025	PPI000346	Ferguson Glass Solutions	Replace Window And Tint in Studio/Outdoor Patio Area - ERC	MUNI	865.10
7/08/2025	EFT	EFT000025	PPI000299	Traffic Force Group Pty Ltd	Traffic Control - Cariniya Road 04/07/2025	MUNI	688.75
7/08/2025	EFT	EFT000025	PPI000366	Theodore Mills	ERC Umpire Payment: 06/08/2025	MUNI	55.60
7/08/2025	EFT	EFT000025	PPI000368	Binet Building Maintenance Pty Ltd	Structural Remedial Works Following Damage By Vehicle - Dardanup Office	MUNI	26,582.05
7/08/2025	EFT	EFT000025	PPI000369	Binet Building Maintenance Pty Ltd	Replace Suspended Ceiling & Painting Work Not Covered By Insurance - Dardanup Office	MUNI	10,848.75
7/08/2025	EFT	EFT000025	PPI000370	Binet Building Maintenance Pty Ltd	Variation To Dardanup Office Repairs (Not Covered Under Insurance Claim)	MUNI	1,071.40
7/08/2025	EFT	EFT000025	PPI000312	The Leisure Institute of Western Australia (Aquatics) Inc	Leisure Institute WA Conference For Manager ERC	MUNI	589.05
7/08/2025	EFT	EFT000025	PPI000343	Temperance Smith	Personal Development Grant 25-26	MUNI	400.00
7/08/2025	EFT	EFT000025	PPI000342	Elliot Herrmann	Personal Development Grant 25-26	MUNI	400.00
7/08/2025	EFT	EFT000025	PPI000353	CPR Outdoor	Refund Building Permit Fee - BA 24250352	MUNI	171.65
7/08/2025	EFT	EFT000025	PPI000354	Pierre Beukes	Refund Building Permit Fee - BA 24250417	MUNI	171.65
7/08/2025	EFT	EFT000025	PPI000284	Linda Coetzee	Crossover Rebate - A12462	MUNI	239.56
7/08/2025	EFT	EFT000025	PPI000288	Maria Constancia Yu	Crossover Rebate - A12329	MUNI	380.54
7/08/2025	EFT	EFT000025	PPI000371	Shaun Thomson	Crossover Rebate - A10733	MUNI	188.68
7/08/2025	EFT	EFT000025	PPI000372	Izak John Walker	ERC Umpire Payment: 06/08/2025	MUNI	55.60
7/08/2025	EFT	EFT000025	PPI000374	Local Government Professionals Australia WA	Finance For Non-Financial People Workshop - Director Sustainable Development	MUNI	470.00
7/08/2025	EFT	EFT000025	PPI000375	Therese Price	ERC Umpire Payment: 05/08/2025	MUNI	83.40
7/08/2025	EFT	EFT000025	PPI000376	Woolworths Group Limited - Online Order Only	ERC - Stock For Cafe	MUNI	68.92
14/08/2025	EFT	EFT000026	PPI000423	Paywise Pty Ltd	Novated Lease Liabilities	MUNI	4,012.77
14/08/2025	EFT	EFT000026	PPI000434	Melissa Riley	RCR Naidoc Street Art Competition 2024 - Runner Up Mural	MUNI	5,500.00

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
14/08/2025	EFT	EFT000026	PPI000431	Jetline Kerbing Contractors	Path And Kerb Repairs - Shier Rise	MUNI	8,195.00
14/08/2025	EFT	EFT000026	PPI000387	B Watts Panel & Paint Repairs	Insurance Excess Claim - 008DA	MUNI	500.01
14/08/2025	EFT	EFT000026	PPI000442	South West Compressors	Replace Fuel Trailer Air Compressor	MUNI	3,495.45
14/08/2025	EFT	EFT000026	PPI000430	Industry Maintenance Solutions	Refund BA 24250500 Permit Fee	MUNI	110.00
14/08/2025	EFT	EFT000026	PPI000445	South West Womens Health And Information Centre Inc	Coffee Van Booking Fee - Spring Out Festival 2025	MUNI	330.00
14/08/2025	EFT	EFT000026	PPI000454	Western Australian Rangers Association Inc	WARA (Rangers) Conference - 2 x Rangers	MUNI	1,300.00
14/08/2025	EFT	EFT000026	PPI000443	SW Precision Print	50 Time Sheet Books - Depot	MUNI	1,385.00
14/08/2025	EFT	EFT000026	PPI000399	Cemeteries And Crematoria Association of WA	CCAWA - Ordinary Membership 2025-2026	MUNI	130.00
14/08/2025	EFT	EFT000026	PPI000386	Australind Senior High School	Council Allocation As Per Budget (IPC 23-25)	MUNI	300.00
14/08/2025	EFT	EFT000026	PPI000394	Bunbury Geographe Economic Alliance	BGEA Membership 25/26	MUNI	15,950.00
14/08/2025	EFT	EFT000026	PPI000428	Glen Huon Primary School P & C Association	Council Allocation As Per Budget (IPC 23-25)	MUNI	3,605.00
14/08/2025	EFT	EFT000026	PPI000448	The Dardanup Bull And Barrel Festival	Council Allocation For Bull And Barrel 2025-2026 (IPC 16-25)	MUNI	10,500.00
14/08/2025	EFT	EFT000026	PPI000432	Lonsdale Party Hire	Stage/Tables/Chairs Deposit - Spring Out Festival 2025	MUNI	534.00
14/08/2025	EFT	EFT000026	PPI000393	Bunbury Commercial Roofing	Attend Site And Clean Gutter And Gutter Mesh - Dardanup Office	MUNI	330.00
14/08/2025	EFT	EFT000026	PPI000440	Robert's Transport Solutions	Waste Transfer Station - e-waste Transport	MUNI	924.00
14/08/2025	EFT	EFT000026	PPI000446	Steann Pty Ltd	Bulk Hard Waste Collection	MUNI	100,698.87
14/08/2025	EFT	EFT000026	PPI000424	Ductworks Australia Bunbury & Busselton Air	Airconditioning Replacement Louver Clip	MUNI	680.57
14/08/2025	EFT	EFT000026	PPI000441	Scope Electrical Contracting Pty Ltd	Install Additional Exit Sign To New Council Chamber Door - Eaton Admin	MUNI	723.72
14/08/2025	EFT	EFT000026	PPI000463	Daryl Fishwick	ERC Umpire Payment: 13/08/2025	MUNI	83.40
14/08/2025	EFT	EFT000026	PPI000470	Mark Anthony Baruffi	Rates Refund - A12429	MUNI	102.28
14/08/2025	EFT	EFT000026	PPI000412	Construction Training Fund : BCITF	BCITF Remittance - July 2025	MUNI	2,693.50
14/08/2025	EFT	EFT000026	PPI000449	Total Green Recycling	Waste Transfer Station - Total Green - e-Waste Processing	MUNI	2,890.68
14/08/2025	EFT	EFT000026	PPI000419	Dapco Tyre And Auto Centre	Service DA005 & 2 x Tyres & 1 x Battery	MUNI	1,408.86
14/08/2025	EFT	EFT000026	PPI000457	Anne Deacon	ERC Umpire Recoup: 13/08/2025	MUNI	83.40
14/08/2025	EFT	EFT000026	PPI000413	Country Water Solutions	Irrigation Parts For Cemetery	MUNI	183.70
14/08/2025	EFT	EFT000026	PPI000414	Country Water Solutions	Irrigation Repair Parts - Dardanup Cemetery	MUNI	196.44

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
14/08/2025	EFT	EFT000026	PPI000415	Country Water Solutions	Irrigation Parts For Repairs - Eaton Oval	MUNI	27.97
14/08/2025	EFT	EFT000026	PPI000416	Country Water Solutions	Irrigation Repair Parts For Gary Engel Park	MUNI	115.32
14/08/2025	EFT	EFT000026	PPI000400	Civil Projects Southwest	Digger Hire For Drain Cleaning - Killarney Rd West Dardanup	MUNI	2,310.00
14/08/2025	EFT	EFT000026	PPI000401	Civil Projects Southwest	Machine Hire For Drain Clean - Killarney Rd & Rose Rd	MUNI	3,465.00
14/08/2025	EFT	EFT000026	PPI000402	Civil Projects Southwest	Excavator Hire: 22-25/07/2025 - Tyrell Rd	MUNI	5,428.50
14/08/2025	EFT	EFT000026	PPI000403	Civil Projects Southwest	Bobcat Hire Tuesday 5/8/25 Road Repairs Storm Damage	MUNI	4,620.00
14/08/2025	EFT	EFT000026	PPI000404	Civil Projects Southwest	Bobcat Hire: 16/07/2025 - Ferguson Rd	MUNI	3,234.00
14/08/2025	EFT	EFT000026	PPI000439	Regional Media Specialists P/L	Advertising In Bunbury Herald - July 2025	MUNI	1,063.92
14/08/2025	EFT	EFT000026	PPI000444	South West Septics	ERC - Quarterly Empty Of Cafe Fryer Greasetrap	MUNI	214.50
14/08/2025	EFT	EFT000026	PPI000385	Asahi Beverages Pty Ltd	ERC - Packaged Drinks 2025	MUNI	650.59
14/08/2025	EFT	EFT000026	PPI000405	Cleanaway Solid Waste Pty Ltd	Refuse Disposal - Kerbside: 26/06-30/06/2025	MUNI	1,181.55
14/08/2025	EFT	EFT000026	PPI000406	Cleanaway Solid Waste Pty Ltd	Refuse Disposal - Transfer Station: 27-30/06/2025	MUNI	1,002.77
14/08/2025	EFT	EFT000026	PPI000407	Cleanaway Solid Waste Pty Ltd	Organic Waste Processing - Kerbside: 26-30/06/2025	MUNI	1,515.35
14/08/2025	EFT	EFT000026	PPI000408	Cleanaway Solid Waste Pty Ltd	Refuse Disposal - Kerbside - July 2025	MUNI	8,802.81
14/08/2025	EFT	EFT000026	PPI000409	Cleanaway Solid Waste Pty Ltd	Refuse Disposal - Transfer Station - July 2025	MUNI	3,770.39
14/08/2025	EFT	EFT000026	PPI000410	Cleanaway Solid Waste Pty Ltd	Organic Waste Processing - Kerbside	MUNI	16,061.57
14/08/2025	EFT	EFT000026	PPI000411	Cleanaway Solid Waste Pty Ltd	Refuse Disposal - Kerbside	MUNI	13,333.47
14/08/2025	EFT	EFT000026	PPI000421	Deputec Pty Ltd	ERC - Deputy Rostering Licence - July 2025	MUNI	343.15
14/08/2025	EFT	EFT000026	PPI000426	Eve Yoga	Yoga Classes - ERC - July 2025	MUNI	300.00
14/08/2025	EFT	EFT000026	PPI000427	Eve Yoga	Yoga Classes: 29/07-09/08/2025 - ERC	MUNI	240.00
14/08/2025	EFT	EFT000026	PPI000429	Heidelberg Materials Australia Pty Ltd	Scalps - Joshua Brook Rd	MUNI	5,123.64
14/08/2025	EFT	EFT000026	PPI000447	Stewart And Heaton Clothing Company Pty Ltd	Fire Jacket - Waterloo BFB	MUNI	603.63
14/08/2025	EFT	EFT000026	PPI000465	Georgia Elson	ERC Umpire Payment: 13/08/2025	MUNI	139.00
14/08/2025	EFT	EFT000026	PPI000453	Water Corporation	Trade Waste Permit 69985 - 25 Pratt Road, Eaton - Annual Charge 01/07/2025 - 30/06/2026	MUNI	361.95
14/08/2025	EFT	EFT000026	PPI000390	Boyles Plumbing And Gas	Attend Site And Investigate Blocked Basins - Gnomesville Public Toilets	MUNI	264.00
14/08/2025	EFT	EFT000026	PPI000391	Brooks Hire Service Pty Ltd	Tipper Truck Hire: 31/07/2025 - Joshua Brook Rd	MUNI	333.30
14/08/2025	EFT	EFT000026	PPI000392	Brooks Hire Service Pty Ltd	Skid Steer Hire: 12-31/07/2025 - Martin Pelusey Rd	MUNI	5,390.14

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
14/08/2025	EFT	EFT000026	PPI000396	Bunnings Group Limited - Account 197942	10 Pack D Batteries	MUNI	61.89
14/08/2025	EFT	EFT000026	PPI000397	Bunnings Group Limited - Account 197942	Depot And Works Items	MUNI	203.91
14/08/2025	EFT	EFT000026	PPI000461	Bunnings Group Limited - Account 197942	Axel, Wheels, Taps For Repairs	MUNI	88.34
14/08/2025	EFT	EFT000026	PPI000462	Bunnings Group Limited - Account 197942	Replacement Tools For Mitsubishi Ute Stolen Items	MUNI	2,463.95
14/08/2025	EFT	EFT000026	PPI000398	Capel Tree Service	Remove Tree & Grind Stump: Eagle Crescent	MUNI	1,320.00
14/08/2025	EFT	EFT000026	PPI000455	Ampol Australia Petroleum Pty Ltd	Shire Vehicles Fuel Usage - August 2025	MUNI	16,835.57
DA8200		01/07/2025			Fuel		101.87
DA628		01/07/2025			Fuel		181.58
DA8222		01/07/2025			Fuel		85.19
DA10105		01/07/2025			Fuel		22.92
DA996		01/07/2025			Fuel		132.49
DA988		01/07/2025			Fuel		94.39
SUNDRY 1		02/07/2025			Fuel		137.12
DA9513		02/07/2025			Fuel		297.38
DA9287		02/07/2025			Fuel		114.18
DA9605		02/07/2025			Fuel		62.03
DA993		02/07/2025			Fuel		78.85
VARIOUS		02/07/2025			Fuel		32.14
DA8457		03/07/2025			Fuel		203.15
DA997		03/07/2025			Fuel		85.77
DA004		04/07/2025			Fuel		104.09
DA1314		04/07/2025			Fuel		55.43
DA9581		04/07/2025			Fuel		201.43
DA10091		04/07/2025			Fuel		45.13
DA017		04/07/2025			Fuel		156.51
DA329		04/07/2025			Fuel		42.63

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
DA9605		04/07/2025			Fuel	21.10	
DA993		04/07/2025			Fuel	94.32	
DA995		04/07/2025			Fuel	102.93	
DA005		07/07/2025			Fuel	108.78	
DA628		07/07/2025			Fuel	151.58	
DA648		07/07/2025			Fuel	119.83	
DA9605		07/07/2025			Fuel	84.05	
DA8222		08/07/2025			Fuel	109.03	
DA429		08/07/2025			Fuel	80.54	
DA994		08/07/2025			Fuel	94.81	
HIRE PLANT		08/07/2025			Fuel	1547.44	
DA9287		09/07/2025			Fuel	115.27	
008DA		09/07/2025			Fuel	98.76	
DA325		09/07/2025			Fuel	199.87	
DA9781		09/07/2025			Fuel	178.37	
DA613		09/07/2025			Fuel	115.14	
DA005		10/07/2025			Fuel	94.53	
DA10105		10/07/2025			Fuel	36.45	
DA9219		10/07/2025			Fuel	214.98	
DA9605		10/07/2025			Fuel	30.10	
DA993		10/07/2025			Fuel	107.36	
DA8200		11/07/2025			Fuel	110.87	
DA004		11/07/2025			Fuel	101.97	
DA588		11/07/2025			Fuel	100.34	
DA0		11/07/2025			Fuel	67.71	
DA955		11/07/2025			Fuel	102.84	
DA1314		11/07/2025			Fuel	40.02	
DA9513		11/07/2025			Fuel	398.34	

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
DA648		11/07/2025			Fuel	108.02	
DA10091		11/07/2025			Fuel	77.28	
DA325		11/07/2025			Fuel	168.57	
DA995		11/07/2025			Fuel	116.72	
DA997		11/07/2025			Fuel	88.60	
DA017		12/07/2025			Fuel	152.31	
DA628		14/07/2025			Fuel	239.42	
DA994		14/07/2025			Fuel	96.15	
DA988		14/07/2025			Fuel	82.29	
DA9668		14/07/2025			Fuel	94.10	
DA005		15/07/2025			Fuel	97.66	
DA8222		15/07/2025			Fuel	82.60	
DA9287		15/07/2025			Fuel	111.18	
DA9376		15/07/2025			Fuel	95.06	
DA329		15/07/2025			Fuel	55.71	
DA8457		16/07/2025			Fuel	140.18	
DA563		16/07/2025			Fuel	97.44	
DA10105		16/07/2025			Fuel	41.84	
DA9605		16/07/2025			Fuel	49.06	
DA613		16/07/2025			Fuel	116.13	
DA8200		17/07/2025			Fuel	105.55	
DA994		17/07/2025			Fuel	96.71	
DA997		17/07/2025			Fuel	65.89	
DA1314		18/07/2025			Fuel	58.60	
DA429		18/07/2025			Fuel	24.41	
DA10091		18/07/2025			Fuel	66.39	
DA9605		18/07/2025			Fuel	23.37	
DA993		18/07/2025			Fuel	112.79	

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
DA613		18/07/2025			Fuel	44.91	
DA017		20/07/2025			Fuel	150.29	
DA005		21/07/2025			Fuel	83.01	
DA955		21/07/2025			Fuel	101.64	
DA995		21/07/2025			Fuel	105.19	
DA628		22/07/2025			Fuel	170.35	
DA8222		22/07/2025			Fuel	100.94	
DA648		22/07/2025			Fuel	130.07	
DA9605		22/07/2025			Fuel	21.99	
DA988		22/07/2025			Fuel	94.39	
DA997		22/07/2025			Fuel	73.17	
DA8457		23/07/2025			Fuel	174.86	
DA588		23/07/2025			Fuel	107.30	
DA1314		23/07/2025			Fuel	35.83	
SUNDRY 1		23/07/2025			Fuel	137.12	
DA9287		23/07/2025			Fuel	113.57	
DA329		23/07/2025			Fuel	75.19	
DA994		23/07/2025			Fuel	108.59	
DA996		23/07/2025			Fuel	131.73	
DA005		24/07/2025			Fuel	106.86	
DA8200		24/07/2025			Fuel	84.41	
DA429		24/07/2025			Fuel	79.96	
DA995		24/07/2025			Fuel	94.54	
DA613		24/07/2025			Fuel	110.20	
HIRE PLANT		24/07/2025			Fuel	1547.31	
DA004		25/07/2025			Fuel	112.24	
DA8569		25/07/2025			Fuel	59.90	
008DA		25/07/2025			Fuel	46.96	

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
DA10091		25/07/2025			Fuel	68.15	
DA329		25/07/2025			Fuel	44.92	
DA9605		25/07/2025			Fuel	58.29	
DA994		25/07/2025			Fuel	91.44	
DA993		25/07/2025			Fuel	124.15	
DA0		26/07/2025			Fuel	93.98	
DA005		28/07/2025			Fuel	113.23	
DA1314		28/07/2025			Fuel	87.02	
DA017		28/07/2025			Fuel	161.04	
DA9513		29/07/2025			Fuel	276.23	
DA9287		29/07/2025			Fuel	91.51	
DA9376		29/07/2025			Fuel	99.49	
DA613		29/07/2025			Fuel	105.39	
DA997		29/07/2025			Fuel	80.99	
DA588		30/06/2025			Fuel	89.89	
DA1314		30/07/2025			Fuel	20.44	
DA8222		30/07/2025			Fuel	73.42	
DA563		30/07/2025			Fuel	103.99	
DA325		30/07/2025			Fuel	259.35	
DA988		30/07/2025			Fuel	87.55	
DA8200		31/07/2025			Fuel	123.26	
DA8673		31/07/2025			Fuel	111.88	
DA10091		31/07/2025			Fuel	67.12	
DA9219		31/07/2025			Fuel	157.47	
DA9605		31/07/2025			Fuel	48.94	
DA994		31/07/2025			Fuel	106.80	
DA996		31/07/2025			Fuel	118.15	
DA995		31/07/2025			Fuel	93.83	

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
DA9781		31/07/2025			Fuel	149.49	
14/08/2025	EFT	EFT000026	PPI000417	Craven Foods & Bidfood Bunbury	ERC - Cafe Goods	MUNI	674.61
14/08/2025	EFT	EFT000026	PPI000418	Craven Foods & Bidfood Bunbury	ERC - Cafe Goods	MUNI	527.97
14/08/2025	EFT	EFT000026	PPI000420	Department of Mines Industry Regulations & Safety (DMIRS) - BSL	BSL Remittance - July 2025	MUNI	9,769.51
14/08/2025	EFT	EFT000026	PPI000433	Machinery West	Service And Repairs To Proquip Tractor	MUNI	925.37
14/08/2025	EFT	EFT000026	PPI000435	Perfect Landscapes	Weekly Additional Lawn Mowing	MUNI	550.00
14/08/2025	EFT	EFT000026	PPI000436	Perfect Landscapes	Weekly Reserves Mowing	MUNI	2,319.34
14/08/2025	EFT	EFT000026	PPI000438	PFD Food Services Pty Ltd	ERC - Cafe Goods	MUNI	1,297.60
14/08/2025	EFT	EFT000026	PPI000377	Synergy	Electricity - Upper Ferguson BFB: 07/06-21/07/2025	MUNI	57.00
14/08/2025	EFT	EFT000026	PPI000379	Synergy	Electricity - Wellington Mills Public Toilets: 06/06-04/08/2025	MUNI	123.05
14/08/2025	EFT	EFT000026	PPI000383	Synergy	Electricity - Joshua Crooked Brook BFB: 12/06-08/08/2025	MUNI	252.81
14/08/2025	EFT	EFT000026	PPI000380	Telstra	Telephone & Internet - Burekup BFB	MUNI	115.16
14/08/2025	EFT	EFT000026	PPI000381	Telstra	Dardanup Office Fax	MUNI	34.95
14/08/2025	EFT	EFT000026	PPI000382	Telstra	Alarm Monitoring Dardanup Office	MUNI	34.95
14/08/2025	EFT	EFT000026	PPI000456	Telstra	Staff Mobiles & Tablets - Monthly Invoices	MUNI	3,275.27
14/08/2025	EFT	EFT000026	PPI000459	Brett Hodgson	ERC Umpire Recoup: 13/08/2025	MUNI	83.40
14/08/2025	EFT	EFT000026	PPI000395	Bunbury Mower Service	Auger Drill Head	MUNI	162.00
14/08/2025	EFT	EFT000026	PPI000464	Donna Bastow	ERC Umpire Payment: 13/08/2025	MUNI	111.20
14/08/2025	EFT	EFT000026	PPI000468	John Thompson	ERC Umpire Payment: 13/08/2025	MUNI	55.60
14/08/2025	EFT	EFT000026	PPI000469	Lily Knight	ERC Umpire Payment: 12/08/2025	MUNI	83.40
14/08/2025	EFT	EFT000026	PPI000471	Te Wairimu Elinor Pomare	ERC Umpire Payment: 13/08/2025	MUNI	83.40
14/08/2025	EFT	EFT000026	PPI000422	Driva Pty Ltd	Novated Lease Liabilities	MUNI	1,842.14
14/08/2025	EFT	EFT000026	PPI000458	Benjamin Fishwick	ERC Umpire Recoup: 13/08/2025	MUNI	111.20
14/08/2025	EFT	EFT000026	PPI000451	Traffic Force Group Pty Ltd	Shuttle Flow Operation - For Radar Pick Up And Relocation 30/07/2025 - Russell Rd	MUNI	988.60
14/08/2025	EFT	EFT000026	PPI000452	Traffic Force Group Pty Ltd	Traffic Control: 07-08/08/2025 - Collie River Rd	MUNI	5,368.26
14/08/2025	EFT	EFT000026	PPI000472	Theodore Mills	ERC Umpire Payment: 13/08/2025	MUNI	55.60
14/08/2025	EFT	EFT000026	PPI000388	Bhani Consulting Pty Ltd	Change Management Services For New ERP	MUNI	8,547.00

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
14/08/2025	EFT	EFT000026	PPI000389	Bhani Consulting Pty Ltd	Change Management Services For New ERP	MUNI	10,731.34
14/08/2025	EFT	EFT000026	PPI000384	ArborCarbon	Urban Forest Canopy Strategy	MUNI	10,227.06
14/08/2025	EFT	EFT000026	PPI000466	Izak John Walker	ERC Umpire Payment: 13/08/2025	MUNI	55.60
14/08/2025	EFT	EFT000026	PPI000437	Perth Chemical Specialists Pty Ltd	Collection Of Canisters At Depot	MUNI	550.00
14/08/2025	EFT	EFT000026	PPI000460	Brian Boyd	Rates Refund - A9291	MUNI	1,000.00
14/08/2025	EFT	EFT000026	PPI000425	Esplanade Hotel Fremantle by Rydges	Rangers Conference, Accommodation & Parking	MUNI	584.00
14/08/2025	EFT	EFT000026	PPI000467	John Hamilton	Rates Refund - A4056	MUNI	804.00
14/08/2025	EFT	EFT000026	PPI000473	Debbie Turner	Crossover Rebate - A12473	MUNI	232.14
14/08/2025	EFT	EFT000026	PPI000475	Synergy	Electricity - Wellington Mills BFB: 06/06-05/08/2025	MUNI	39.22
18/08/2025	EFT	EFT000029	PV000035	Services Australia T/As Centrelink	Superannuation Contribution	MUNI	300.76
18/08/2025	EFT	EFT000029	PV000030	Australian Tax Office	PAYG	MUNI	65,760.00
18/08/2025	EFT	EFT000029	PV000032	Australian Tax Office	PAYG	MUNI	21,280.00
18/08/2025	EFT	EFT000029	PV000031	Services Australia - Child Support Agency	Payroll Deduction	MUNI	524.81
18/08/2025	EFT	EFT000029	PV000034	Services Australia - Child Support Agency	Payroll Deduction	MUNI	118.44
21/08/2025	EFT	EFT000032	PPI000632	Coastal Rowing WA Inc	Council Budget Allocation 2025-2026 (IPC 16-25)	MUNI	8,800.00
21/08/2025	EFT	EFT000032	PPI000543	Pete's Chop Shop	Catering For Psychosocial Hazards Training	MUNI	123.16
21/08/2025	EFT	EFT000032	PPI000590	The Brady Family Trust T/As Total Team Building	Infrastructure Team Building Event - 06/11/2025	MUNI	2,990.00
21/08/2025	EFT	EFT000032	PPI000568	Dardanup Arts Inc	Annual Funding 2025/2026 - Dardanup Art Spectacular	MUNI	11,500.00
21/08/2025	EFT	EFT000032	PPI000611	Corenne Lynn	Cricut Workshop Facilitator Fees (4 Workshops In Total)	MUNI	1,500.00
21/08/2025	EFT	EFT000032	PPI000612	Corenne Lynn	Sewing Workshop Facilitator Fees	MUNI	1,500.00
21/08/2025	EFT	EFT000032	PPI000522	Carbone Brothers Pty Ltd	Eaton Dr & Hamilton Rd Modifications - Cudliss St Intersection - Progress Claim #1	MUNI	165,493.47
21/08/2025	EFT	EFT000032	PPI000630	Carbone Brothers Pty Ltd	Busher Road Intersection Upgrade Progress Claim # 1	MUNI	151,799.60
21/08/2025	EFT	EFT000032	PPI000631	Carbone Brothers Pty Ltd	Limestone Delivered To Shire Gravel Pit	MUNI	3,427.54
21/08/2025	EFT	EFT000032	PPI000486	B L & R J Putt	FCO Honorarium 2025-2026	MUNI	500.00
21/08/2025	EFT	EFT000032	PPI000487	Christopher Laurance Hynes	FCO Honorarium 2025-2026	MUNI	850.00
21/08/2025	EFT	EFT000032	PPI000488	Clay James Rose	FCO Honorarium 2025-2026	MUNI	680.00

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
21/08/2025	EFT	EFT000032	PPI000490	Jeffrey Robert Duncombe	FCO Honorarium 2025-2026	MUNI	500.00
21/08/2025	EFT	EFT000032	PPI000491	Lyndon Damien Skeers	FCO Honorarium 2025-2026	MUNI	500.00
21/08/2025	EFT	EFT000032	PPI000492	Neil W Dyer	FCO Honorarium 2025-2026	MUNI	500.00
21/08/2025	EFT	EFT000032	PPI000493	Robert Drennan	FCO Honorarium 2025-2026	MUNI	680.00
21/08/2025	EFT	EFT000032	PPI000570	EEO Specialists Pty Ltd	Psychosocial Hazards And Managing Workplace Behaviour Workshop - 13/08/2025 - Remaining 50%	MUNI	9,574.49
21/08/2025	EFT	EFT000032	PPI000594	T - Quip	Service And Carry Out Investigative Repairs To Gianni Ferrari Mower	MUNI	1,821.36
21/08/2025	EFT	EFT000032	PPI000518	Altus Planning	Planning Consultant Fees For Development Applications - July 2025	MUNI	10,755.25
21/08/2025	EFT	EFT000032	PPI000569	Eaton Community College	Council Allocation As Per Budget (IPC 23-25)	MUNI	300.00
21/08/2025	EFT	EFT000032	PPI000649	Wharton Welding	Remove Bus Shelter - Monash Blvd	MUNI	440.00
21/08/2025	EFT	EFT000032	PPI000650	Wharton Welding	Fabricate Chain Locking Device - DA628	MUNI	742.50
21/08/2025	EFT	EFT000032	PPI000526	Ferguson Valley Marketing And Promotions Inc	Council Allocation For Lost & Found 2025/2026 (IPC Resolution # 17-25)	MUNI	22,000.00
21/08/2025	EFT	EFT000032	PPI000527	Ferguson Valley Marketing And Promotions Inc	Council Allocation For 2025/2026 (Res IPC 16-25)	MUNI	25,850.00
21/08/2025	EFT	EFT000032	PPI000519	Aquila Food Forest	Sustainable Living Workshop: 14/08/2025	MUNI	400.00
21/08/2025	EFT	EFT000032	PPI000528	Interia Systems	Potenza Executive Desk - Eaton Admin	MUNI	1,608.75
21/08/2025	EFT	EFT000032	PPI000595	Trent Bulman	Reimburse Accommodation & Meals Whilst Attending Training	MUNI	554.00
21/08/2025	EFT	EFT000032	PPI000548	Tint City	Council Chambers Signage	MUNI	1,800.00
21/08/2025	EFT	EFT000032	PPI000510	Print Media Group	DFES 46 - Personal Incident Diary	MUNI	252.12
21/08/2025	EFT	EFT000032	PPI000499	Bunbury Towing	Towing And Storage Of Abandoned Vehicles	MUNI	330.00
21/08/2025	EFT	EFT000032	PPI000485	AusQ Training	Advanced Worksite Traffic Management Re-Accreditation Training - Development Engineer	MUNI	590.00
21/08/2025	EFT	EFT000032	PPI000563	Bunbury Subaru	Service - DA10091	MUNI	636.97
21/08/2025	EFT	EFT000032	PPI000505	Eaton Environmental Services	ERC - Pest And Rodent Control	MUNI	143.00
21/08/2025	EFT	EFT000032	PPI000626	Daryl Fishwick	ERC Umpire Payment: 20/08/2025	MUNI	55.60
21/08/2025	EFT	EFT000032	PPI000508	Perfect Gym Solutions Pty Ltd	ERC - SMS Credits - July 2025	MUNI	53.46
21/08/2025	EFT	EFT000032	PPI000511	Urban Development Institute of Australia WA Division	UDIA WA Local Government Membership 01/07/2025-30/06/2026	MUNI	3,523.00
21/08/2025	EFT	EFT000032	PPI000502	City of Bunbury	Dog Poundage Fees - July 2025	MUNI	540.00
21/08/2025	EFT	EFT000032	PPI000503	City of Bunbury	Cat Poundage Fees - July 2025	MUNI	157.00

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
21/08/2025	EFT	EFT000032	PPI000524	City of Bunbury	Annual Animal Management Facility Fee Per Mou 2025	MUNI	4,143.00
21/08/2025	EFT	EFT000032	PPI000504	Dardanup Rural Supplies	2 x Wood Shavings For Dardanup Area	MUNI	51.00
21/08/2025	EFT	EFT000032	PPI000589	South West Tree Safe	Tree Pruning - Ferguson Rd	MUNI	3,850.00
21/08/2025	EFT	EFT000032	PPI000618	South West Tree Safe	Tree Removal - Greenwood Heights	MUNI	880.00
21/08/2025	EFT	EFT000032	PPI000629	Access Wellbeing Services	Annual Management Fee - Employees Assistance Program 2025-26	MUNI	550.00
21/08/2025	EFT	EFT000032	PPI000523	Chantal Emily Joan Shorter	Reimburse Uniform Purchase	MUNI	79.94
21/08/2025	EFT	EFT000032	PPI000495	Brownes Foods Operations Pty Ltd	ERC - Cafe Goods	MUNI	30.10
21/08/2025	EFT	EFT000032	PPI000496	Brownes Foods Operations Pty Ltd	ERC - Cafe Goods	MUNI	256.94
21/08/2025	EFT	EFT000032	PPI000497	Brownes Foods Operations Pty Ltd	ERC - Cafe Goods	MUNI	95.76
21/08/2025	EFT	EFT000032	PPI000608	Brownes Foods Operations Pty Ltd	ERC - Cafe Goods	MUNI	324.01
21/08/2025	EFT	EFT000032	PPI000609	Brownes Foods Operations Pty Ltd	ERC - Cafe Goods	MUNI	7.41
21/08/2025	EFT	EFT000032	PPI000525	Connect Call Centre Services	After Hours Call Centre - July 2025	MUNI	816.86
21/08/2025	EFT	EFT000032	PPI000567	Dapco Tyre And Auto Centre	Service DA997	MUNI	611.21
21/08/2025	EFT	EFT000032	PPI000573	Jo Jingles South West Local Government Professionals	Early Learning Program 25-26FY Eaton Dardanup Burekup - July 2025	MUNI	1,166.00
21/08/2025	EFT	EFT000032	PPI000615	Australia WA Local Government Professionals	AI Workshop - 23/10/2025 - Ea. To CEO	MUNI	280.00
21/08/2025	EFT	EFT000032	PPI000616	Australia WA	AI Workshop - 23/10/2025 - Communications Officer	MUNI	280.00
21/08/2025	EFT	EFT000032	PPI000530	M & J Essential Solutions Pty Ltd	EAP Services 2025-26	MUNI	155.00
21/08/2025	EFT	EFT000032	PPI000531	M & J Essential Solutions Pty Ltd	EAP Services 2025-26	MUNI	155.00
21/08/2025	EFT	EFT000032	PPI000532	M & J Essential Solutions Pty Ltd	EAP Services 2025-26	MUNI	160.00
21/08/2025	EFT	EFT000032	PPI000533	M & J Essential Solutions Pty Ltd	EAP Services 2025-26	MUNI	320.00
21/08/2025	EFT	EFT000032	PPI000534	M & J Essential Solutions Pty Ltd	EAP Services 2025-26	MUNI	160.00
21/08/2025	EFT	EFT000032	PPI000535	M & J Essential Solutions Pty Ltd	EAP Services 2025-26	MUNI	160.00
21/08/2025	EFT	EFT000032	PPI000547	Rebecca Jayne Hobby	Reimburse Uniform Purchase	MUNI	69.95
21/08/2025	EFT	EFT000032	PPI000513	Western Power	Millbridge Roundabout Lighting - Design Fee - SP052748 10 Millbridge Bvd Millbridge WA 6232	MUNI	1,320.00
21/08/2025	EFT	EFT000032	PPI000514	Western Power	Ann St - 2 x New Streetlights - Design Fee - SP052749 27 Cudliss St Eaton WA 6232	MUNI	1,320.00
21/08/2025	EFT	EFT000032	PPI000613	Country Water Solutions	Reticulation Controller - Millbridge Verges	MUNI	727.06

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
21/08/2025	EFT	EFT000032	PPI000633	Country Water Solutions	Filter Replacement - Gary Engel Park	MUNI	411.73
21/08/2025	EFT	EFT000032	PPI000536	Mantrac Pty Ltd	Box Out And Install Limestone - Lofthouse Ave	MUNI	1,947.00
21/08/2025	EFT	EFT000032	PPI000539	Omnicom Media Group Australia Pty Ltd	Public Notice – Local Planning Policies – Bunbury SW Times – 03/07/2025	MUNI	525.59
21/08/2025	EFT	EFT000032	PPI000576	Omnicom Media Group Australia Pty Ltd	Public Notice - Bushfire Committee Meeting - Bunbury SW Times - Thursday 26/06/2025	MUNI	276.83
21/08/2025	EFT	EFT000032	PPI000577	Omnicom Media Group Australia Pty Ltd	Public Notice - Local Planning Scheme No 9 - Bunbury SW Times - Thursday 26/06/2025	MUNI	366.20
21/08/2025	EFT	EFT000032	PPI000578	Omnicom Media Group Australia Pty Ltd	Public Notice – Special Council Meeting: 09/07/2025 – Bunbury SW Times – 03/07/2025	MUNI	349.92
21/08/2025	EFT	EFT000032	PPI000566	Civil Projects Southwest	Excavator Hire For Drainage Repairs - Storm Damage: 11-15/08/2025 - Collie River Rd	MUNI	5,775.00
21/08/2025	EFT	EFT000032	PPI000506	Harvey Water	Annual Charge: Asset Levy, Dam Safety, Water Storage & Development Levy - 35 Martin Pelusey Rd	MUNI	172.10
21/08/2025	EFT	EFT000032	PPI000614	Insight Enterprises Australia Pty Ltd	Azure Plan For Valo (Councillor Portal) - June 2025	MUNI	105.13
21/08/2025	EFT	EFT000032	PPI000600	Team Global Express - Toll	Postage - Sign For Ferguson Rd	MUNI	62.80
21/08/2025	EFT	EFT000032	PPI000484	Amity Signs	3 x Street Signs For Dowdells Line	MUNI	379.50
21/08/2025	EFT	EFT000032	PPI000560	Amity Signs	Rural Street Sign # 673, 73, 61	MUNI	87.45
21/08/2025	EFT	EFT000032	PPI000561	Amity Signs	Tare-Agg-GCM Stickers - DA628	MUNI	127.60
21/08/2025	EFT	EFT000032	PPI000562	Asahi Beverages Pty Ltd	ERC- Cafe Goods	MUNI	1,679.96
21/08/2025	EFT	EFT000032	PPI000638	Heidelberg Materials Australia Pty Ltd	Scalps - Crooked Brook Road	MUNI	1,127.56
21/08/2025	EFT	EFT000032	PPI000639	Heidelberg Materials Australia Pty Ltd	Scalps - Crooked Brook Road	MUNI	687.61
21/08/2025	EFT	EFT000032	PPI000640	Heidelberg Materials Australia Pty Ltd	Scalps - Tyrell Rd	MUNI	2,982.71
21/08/2025	EFT	EFT000032	PPI000641	Heidelberg Materials Australia Pty Ltd	Scalps - Tyrell Rd	MUNI	1,376.27
21/08/2025	EFT	EFT000032	PPI000575	Naturaliste Hygiene	Monthly Pick-Up And Disposal Of 3 Sharps Containers At Eaton Foreshore - July 2025	MUNI	165.00
21/08/2025	EFT	EFT000032	PPI000587	Promote You	Embroidery Of Staff Uniforms - Admin, Pace, Building, Library, Health, Planning, Admin-Works	MUNI	123.20
21/08/2025	EFT	EFT000032	PPI000588	Promote You	Embroidery Of Staff Uniforms - Admin, Pace, Building, Library, Health, Planning, Admin-Works	MUNI	8.80
21/08/2025	EFT	EFT000032	PPI000619	Tutt Bryant Hire	Plant Trailer Hire 01/07-31/07/2025 - Martin Pelusey Rd	MUNI	409.86
21/08/2025	EFT	EFT000032	PPI000620	Tutt Bryant Hire	Slasher Hire: 01-31/07/2025 - Martin Pelusey Rd	MUNI	1,280.82
21/08/2025	EFT	EFT000032	PPI000647	Tutt Bryant Hire	Roller Hire: 01-31/07/2025 - Martin Pelusey Rd	MUNI	2,201.24

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
21/08/2025	EFT	EFT000032	PPI000603	Water Corporation	ERC - Trade Waste Fee	MUNI	361.95
21/08/2025	EFT	EFT000032	PPI000604	Water Corporation	Trade Waste Permit For Boyanup-Picton Dump Point	MUNI	258.62
21/08/2025	EFT	EFT000032	PPI000605	Boyles Plumbing And Gas	Attend Site And Unblock Toilet - Boyanup-Picton Rd Toilets	MUNI	198.00
21/08/2025	EFT	EFT000032	PPI000606	Boyles Plumbing And Gas	RPZ Valve Testing - Old Eaton Office	MUNI	198.00
21/08/2025	EFT	EFT000032	PPI000607	Brooks Hire Service Pty Ltd	Skid Steer Hire: 01-11/7/25 - Martin Pelusey Rd	MUNI	2,964.58
21/08/2025	EFT	EFT000032	PPI000520	Bunnings Group Limited - Account 197942	Ryobi 18V Telescopic Pole Scrubber Tool For Tiles And Grout	MUNI	411.90
21/08/2025	EFT	EFT000032	PPI000553	Bunnings Group Limited - Account 197942	Replacement Tools For Maintenance Truck Stolen Ones - Depot	MUNI	2,614.06
21/08/2025	EFT	EFT000032	PPI000564	Bunnings Group Limited - Account 197942	Plywood, Shackles, Drill Bits, Washers, Power Outlet - Grave Preparation	MUNI	530.04
21/08/2025	EFT	EFT000032	PPI000565	Bunnings Group Limited - Account 197942	Door Knobs - Dardanup Office	MUNI	33.25
21/08/2025	EFT	EFT000032	PPI000610	Bunnings Group Limited - Account 197942	Gazebo Weights For Events	MUNI	95.78
21/08/2025	EFT	EFT000032	PPI000521	Capel Tree Service	Tree Pruning - Mustang Loop	MUNI	880.00
21/08/2025	EFT	EFT000032	PPI000572	Heatleys	Gas Vapour Cartridge Filter - Parks	MUNI	41.42
21/08/2025	EFT	EFT000032	PPI000634	Heatleys	Re Stock Of PPE For Depot	MUNI	1,172.65
21/08/2025	EFT	EFT000032	PPI000635	Heatleys	Re Stock Of PPE For Depot	MUNI	820.56
21/08/2025	EFT	EFT000032	PPI000636	Heatleys	Re Stock Of PPE For Depot	MUNI	496.10
21/08/2025	EFT	EFT000032	PPI000637	Heatleys	Gas Vapour Cartridge Filter - Parks	MUNI	372.74
21/08/2025	EFT	EFT000032	PPI000529	Krystle Harrison	Reimburse Uniform Purchase	MUNI	87.94
21/08/2025	EFT	EFT000032	PPI000574	McLeods Lawyers Pty Ltd	Legal Expenses - 111 Gardincourt Drive - Matter # 55267	MUNI	893.20
21/08/2025	EFT	EFT000032	PPI000617	Melanie May Ring	Reimburse Meals Whilst Attending Training	MUNI	80.02
21/08/2025	EFT	EFT000032	PPI000509	Perfect Landscapes	Weekly Additional Lawn Mowing	MUNI	319.00
21/08/2025	EFT	EFT000032	PPI000540	Perfect Landscapes	Weekly Reserves Mowing	MUNI	2,572.57
21/08/2025	EFT	EFT000032	PPI000541	Perfect Landscapes	Weekly Reserves Mowing	MUNI	2,572.57
21/08/2025	EFT	EFT000032	PPI000542	Perfect Landscapes	Weekly Additional Lawn Mowing	MUNI	319.00
21/08/2025	EFT	EFT000032	PPI000579	Perfect Landscapes	Weekly Lawn Mowing	MUNI	2,352.80
21/08/2025	EFT	EFT000032	PPI000580	Perfect Landscapes	Weekly Lawn Mowing	MUNI	2,352.80
21/08/2025	EFT	EFT000032	PPI000581	Perfect Landscapes	Weekly Reserves Mowing	MUNI	2,572.57

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
21/08/2025	EFT	EFT000032	PPI000582	Perfect Landscapes	Weekly Lawn Mowing	MUNI	2,352.80
21/08/2025	EFT	EFT000032	PPI000583	Perfect Landscapes	Weekly Reserves Mowing	MUNI	2,319.34
21/08/2025	EFT	EFT000032	PPI000585	PFD Food Services Pty Ltd	ERC - Cafe Goods	MUNI	656.10
21/08/2025	EFT	EFT000032	PPI000544	PFI & Down South Wholesale Bunbury	Cleaning Supplies For Depot	MUNI	351.10
21/08/2025	EFT	EFT000032	PPI000546	PFI & Down South Wholesale Bunbury	Cleaning Supplies For Dardanup Office	MUNI	155.40
21/08/2025	EFT	EFT000032	PPI000601	PFI & Down South Wholesale Bunbury	Cleaning Supplies For Eaton Admin	MUNI	498.50
21/08/2025	EFT	EFT000032	PPI000479	Synergy	Electricity - Gary Engel Park: 09/07-12/08/2025	MUNI	2,761.47
21/08/2025	EFT	EFT000032	PPI000480	Synergy	Electricity - ERC: 09/07-12/08/2025	MUNI	7,836.83
21/08/2025	EFT	EFT000032	PPI000481	Synergy	Electricity - Eaton Oval & Foreshore, Pratt Road: 14/06-12/08/2025	MUNI	465.96
21/08/2025	EFT	EFT000032	PPI000482	Synergy	Electricity - Banksia Road: 13/06-08/08/2025	MUNI	569.26
21/08/2025	EFT	EFT000032	PPI000483	Synergy	Electricity - Eaton Admin & Library Building: 10/07-13/08/2025	MUNI	6,920.71
21/08/2025	EFT	EFT000032	PPI000597	Synergy	Electricity - Martin Pelusey Road Depot: 15/07-18/08/2025	MUNI	1,985.94
21/08/2025	EFT	EFT000032	PPI000598	Synergy	Electricity - Dardanup Oval: 15/07-18/08/2025	MUNI	870.85
21/08/2025	EFT	EFT000032	PPI000599	Synergy	Electricity - Glen Huon Oval (Bore): 15/07-18/08/2025	MUNI	3,345.94
21/08/2025	EFT	EFT000032	PPI000478	Telstra	Telephone - Eaton Admin	MUNI	839.40
21/08/2025	EFT	EFT000032	PPI000591	The Cafe Merchant & Merchant Warehouse Cafe	Catering For LG Discussions Forum - 12/08/2025	MUNI	181.00
21/08/2025	EFT	EFT000032	PPI000592	The Cafe Merchant & Merchant Warehouse Cafe	Catering For LEMC - 13/08/2025	MUNI	105.00
21/08/2025	EFT	EFT000032	PPI000593	The Cafe Merchant & Merchant Warehouse Cafe	Catering For Citizenship Ceremony 14/08/2025 (16 Conferees + 63 Guests)	MUNI	818.50
21/08/2025	EFT	EFT000032	PPI000512	WALGA	People & Culture Seminar - Manager HR	MUNI	600.00
21/08/2025	EFT	EFT000032	PPI000648	WALGA	WALGA Course State Employment Law Essentials: 24/07/2025 - HR Coordinator	MUNI	682.00
21/08/2025	EFT	EFT000032	PPI000500	Waterloo Nursery & Garden Centre	Plant Hire & Maintenance Services - July 2025 - Eaton Admin	MUNI	1,439.53
21/08/2025	EFT	EFT000032	PPI000549	Waterloo Nursery & Garden Centre	Planting - Millbridge Verges	MUNI	1,012.00
21/08/2025	EFT	EFT000032	PPI000515	Winc Australia Pty Ltd	Stationery Order - Eaton Office	MUNI	204.53
21/08/2025	EFT	EFT000032	PPI000516	Winc Australia Pty Ltd	Stationery Order - Eaton Admin	MUNI	260.41
21/08/2025	EFT	EFT000032	PPI000551	Winc Australia Pty Ltd	Ergonomic Keyboard And Mouse - Manager Development Services	MUNI	149.60
21/08/2025	EFT	EFT000032	PPI000552	Work Clobber - Bunbury	Replacement PPE Uniform - Works	MUNI	586.42

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
21/08/2025	EFT	EFT000032	PPI000623	Brett Hodgson	ERC Umpire Payment: 20/08/2025	MUNI	139.00
21/08/2025	EFT	EFT000032	PPI000498	Bunbury Mower Service	Replacement Hand Blowers, Hand Battery Pruners Stolen From Depot	MUNI	1,316.50
21/08/2025	EFT	EFT000032	PPI000621	Christine Worsfold	ERC Umpire Payment: 19/08/2025	MUNI	83.40
21/08/2025	EFT	EFT000032	PPI000625	Donna Bastow	ERC Umpire Payment: 20/08/2025	MUNI	111.20
21/08/2025	EFT	EFT000032	PPI000622	Lily Knight	ERC Umpire Payment: 19/08/2025	MUNI	83.40
21/08/2025	EFT	EFT000032	PPI000501	Changing Spaces	Refund Building Permit Fee # BA24250494 - Exceeds 25 Days	MUNI	306.68
21/08/2025	EFT	EFT000032	PPI000517	A1 Sign Shop	2 New Signs, Henty Rd And Timber Rd	MUNI	1,968.29
21/08/2025	EFT	EFT000032	PPI000624	Erin Emerson	ERC Umpire Payment: 20/08/2025	MUNI	139.00
21/08/2025	EFT	EFT000032	PPI000627	Benjamin Fishwick	ERC Umpire Payment: 20/08/2025	MUNI	139.00
21/08/2025	EFT	EFT000032	PPI000571	Hanward Pty Ltd - Hip Pocket Workwear & Safety Bunbury	ERC - Puffer Jackets For Reception Staff	MUNI	49.97
21/08/2025	EFT	EFT000032	PPI000537	Michelle Sutton	Reimburse Uniform Purchase	MUNI	65.00
21/08/2025	EFT	EFT000032	PPI000651	Traffic Force Group Pty Ltd	Traffic Control: 15/08/2025 - Ferguson Rd	MUNI	1,175.85
21/08/2025	EFT	EFT000032	PPI000642	ReadyForce Personnel	Casual Works Staff: 01-06/07/2025	MUNI	2,979.90
21/08/2025	EFT	EFT000032	PPI000643	ReadyForce Personnel	Casual Works Staff: 07-13/07/2025	MUNI	3,014.55
21/08/2025	EFT	EFT000032	PPI000644	ReadyForce Personnel	Casual Works Staff: 14-20/07/2025	MUNI	2,841.30
21/08/2025	EFT	EFT000032	PPI000645	ReadyForce Personnel	Casual Works Staff: 21-27/07/2025	MUNI	2,945.25
21/08/2025	EFT	EFT000032	PPI000550	WCP Civil Pty Ltd	Glen Huon Blvd Traffic Signals - Progress Claim # 2	MUNI	661,255.80
21/08/2025	EFT	EFT000032	PPI000494	Russell Harvie	FCO Honorarium 2024-2025	MUNI	1,000.00
21/08/2025	EFT	EFT000032	PPI000628	Izak John Walker	ERC Umpire Payment: 20/08/2025	MUNI	55.60
21/08/2025	EFT	EFT000032	PPI000602	Your Wild Books	Pocket Microscope For Programming From Citizen Science Corner Grant - ECL	MUNI	249.00
21/08/2025	EFT	EFT000032	PPI000507	JLT Risk Solutions Pty Ltd	2025-2026 Annual Insurance - Marine Cargo	MUNI	346.50
21/08/2025	EFT	EFT000032	PPI000646	Shire of Donnybrook/Balingup	Long Service Leave Liability - Michelle Dennis	MUNI	6,746.73
21/08/2025	EFT	EFT000032	PPI000474	Keaton Valli	Refund Building Permit Due To Cancellation - BA25260014	MUNI	525.60
21/08/2025	EFT	EFT000032	PPI000538	Novus Auto Glass South West	Repair Chip In Windscreen - DA997	MUNI	130.00
28/08/2025	EFT	EFT000034	PPI000720	Paywise Pty Ltd	Novated Lease Liabilities	MUNI	4,012.77
28/08/2025	EFT	EFT000034	PPI000669	City of Bussetton	2025/2026 Contribution To Bussetton Margaret River Airport Marketing Fund	MUNI	2,200.00

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
28/08/2025	EFT	EFT000034	PPI000777	Bunbury And Districts Softball Association	50% Contribution Towards Glass Replacement At Bunbury And District Softball Association	MUNI	856.50
28/08/2025	EFT	EFT000034	PPI000671	Clear Health Psychology	Employee Assistance Program 2025-26	MUNI	165.00
28/08/2025	EFT	EFT000034	PPI000672	Clear Health Psychology	Employee Assistance Program 2025-26	MUNI	165.00
28/08/2025	EFT	EFT000034	PPI000756	Nutrition Systems	ERC - Packaged Drinks	MUNI	941.60
28/08/2025	EFT	EFT000034	PPI000680	Earth 2 Ocean Communications	Repairs To DA8222 Wiring	MUNI	500.48
28/08/2025	EFT	EFT000034	PPI000769	Spencer Signs	Reskin Existing Sign - West Dardanup Readspeaker Webreader Annual Website Services: 01/07/2025-30/06/2026	MUNI	1,155.00
28/08/2025	EFT	EFT000034	PPI000695	Readspeaker Pty Ltd		MUNI	875.60
28/08/2025	EFT	EFT000034	PPI000759	Prime Supplies	PPE Bags - Parks Crew	MUNI	435.78
28/08/2025	EFT	EFT000034	PPI000760	Prime Supplies	PPE Bags - Parks Crew	MUNI	217.89
28/08/2025	EFT	EFT000034	PPI000688	Megan Louise Hardwick Western Australian Rangers Association Inc	Refund Partial Dog Registration Fee Due To Sterilisation	MUNI	77.50
28/08/2025	EFT	EFT000034	PPI000712		Senior Ranger Epaulettes	MUNI	60.00
28/08/2025	EFT	EFT000034	PPI000761	Shire of Dardanup	Dardanup Central BFB 25/26 FY Rates	MUNI	253.00
28/08/2025	EFT	EFT000034	PPI000762	Shire of Dardanup	Burekup BFB 25/26 FY Rates	MUNI	253.00
28/08/2025	EFT	EFT000034	PPI000748	Hynes Contracting	Crampton Ave Pavement Alterations	MUNI	2,530.00
28/08/2025	EFT	EFT000034	PPI000780	Hynes Contracting	Emergency Call Out For Fallen Tree Blocking Pattersons Rd	MUNI	600.03
28/08/2025	EFT	EFT000034	PPI000749	Lions Club of Dardanup	2025 Spring Into Action Event Donation	MUNI	500.00
28/08/2025	EFT	EFT000034	PPI000686	Joanna Hanson	Reimburse Uniform Purchase	MUNI	49.99
28/08/2025	EFT	EFT000034	PPI000674	CSSTECH Group Pty Ltd	Mitel Phone System Support Contract: 22/07/2025-21/07/2026	MUNI	8,430.27
28/08/2025	EFT	EFT000034	PPI000665	Bunbury Geographe Economic Alliance	Bunbury Geographe Economic Alliance Student Connect Portal Annual Subscription	MUNI	660.00
28/08/2025	EFT	EFT000034	PPI000747	Department of Water And Environmental Regulation	DWER Application Fee For Water Allocation Request For Transfer.	MUNI	200.00
28/08/2025	EFT	EFT000034	PPI000664	Bunbury Commercial Roofing	Eaton Sports Pavilion - Clean Sumps And Box Gutters	MUNI	220.00
28/08/2025	EFT	EFT000034	PPI000696	Robert's Transport Solutions	Provide Hiab-Truck To Transport Radar -Russell Rd	MUNI	847.00
28/08/2025	EFT	EFT000034	PPI000701	Seek Limited	Recruitment Advertising July 2025	MUNI	2,277.00
28/08/2025	EFT	EFT000034	PPI000753	Mcdonald Fencing	Gate Replacement - Lofthouse Park	MUNI	643.50
28/08/2025	EFT	EFT000034	PPI000660	BCE Surveying Pty Ltd	Feature Survey For MRWA Concept - Dowdells Line	MUNI	6,545.00
28/08/2025	EFT	EFT000034	PPI000763	South West Fire Unit Fabrications	Hose Branch & Nozzle Parts For Self Repair - Waterloo BFB	MUNI	497.94

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
28/08/2025	EFT	EFT000034	PPI000764	South West Fire Unit Fabrications	Waterloo LT N499 - Diagnose & Repairs To Handbrake - 2Waterloo	MUNI	262.90
28/08/2025	EFT	EFT000034	PPI000765	South West Fire Unit Fabrications	Waterloo 3.4 N467 - Diagnose Reverse Waterloo 3.4 Camera And Rake	MUNI	897.29
28/08/2025	EFT	EFT000034	PPI000766	South West Fire Unit Fabrications	Hoe Holder Faults - 1Waterloo	MUNI	1,697.91
28/08/2025	EFT	EFT000034	PPI000767	South West Fire Unit Fabrications	E354 1BYC846 Dardanup West 1.4R - Inspection And Repairs	MUNI	820.24
28/08/2025	EFT	EFT000034	PPI000767	South West Fire Unit Fabrications	Burekup 1.4R - Inspection & Repair	MUNI	541.20
28/08/2025	EFT	EFT000034	PPI000717	Wren Oil	Waste Oil Removal - Waste Transfer Station	MUNI	83.40
28/08/2025	EFT	EFT000034	PPI000788	Daryl Fishwick	ERC Umpire Payment: 27/08/2025	MUNI	550.00
28/08/2025	EFT	EFT000034	PPI000734	Citygate Properties Pty Ltd	15 x Staff Recognition Vouchers \$20 Each	MUNI	14,553.00
28/08/2025	EFT	EFT000034	PPI000757	Perfect Gym Solutions Pty Ltd	ERC - Perfect Gym - Annual Software Licence	MUNI	319,389.74
28/08/2025	EFT	EFT000034	PPI000718	Department of Fire And Emergency Services	ESLb 1St Qtr Contribution	MUNI	1,263.36
28/08/2025	EFT	EFT000034	PPI000676	Diesel Force	Service DA9513	MUNI	880.52
28/08/2025	EFT	EFT000034	PPI000677	Diesel Force	Service DA613	MUNI	3,274.90
28/08/2025	EFT	EFT000034	PPI000741	Diesel Force	John Deere Grader 250Hr Service - DA9774	MUNI	1,290.37
28/08/2025	EFT	EFT000034	PPI000742	Diesel Force	Grader Compressor Repairs - DA698	MUNI	1,887.84
28/08/2025	EFT	EFT000034	PPI000743	Diesel Force	E825 Cat Grader Extra Repair Works Needed - Faulty Parts	MUNI	961.82
28/08/2025	EFT	EFT000034	PPI000744	Diesel Force	Ford Ranger Headlight Repair And Replace Fun Belt And Tensioner - DA613	MUNI	3,643.33
28/08/2025	EFT	EFT000034	PPI000778	Diesel Force	Cat Grader DA698 Repairs	MUNI	1,570.00
28/08/2025	EFT	EFT000034	PPI000694	Picton Tyre Centre Pty Ltd - Bunbury Tyre Specialists	2 x Tyres, Balance, Alignment - DA9513	MUNI	5,500.00
28/08/2025	EFT	EFT000034	PPI000704	South West Tree Safe	Tree Removal - Garvey Road	MUNI	3,850.00
28/08/2025	EFT	EFT000034	PPI000705	South West Tree Safe	Tree Pruning - Waterloo Rd	MUNI	3,850.00
28/08/2025	EFT	EFT000034	PPI000706	South West Tree Safe	Tree Pruning - Crampton Rd	MUNI	3,850.00
28/08/2025	EFT	EFT000034	PPI000768	South West Tree Safe	Height And Sight Road Side Pruning: 22/08/2025 - Giumelli Rd	MUNI	1,072.50
28/08/2025	EFT	EFT000034	PPI000678	DX Print Group Pty Ltd	2750 x Business Cards Plus Freight	MUNI	473.00
28/08/2025	EFT	EFT000034	PPI000679	DX Print Group Pty Ltd	10 x Dog Registrations Pads	MUNI	1,800.00
28/08/2025	EFT	EFT000034	PPI000721	South West Irrigation Consulting	Karrak Park Irrigation Design Revision	MUNI	413.76
28/08/2025	EFT	EFT000034	PPI000730	Brownes Foods Operations Pty Ltd	ERC - Cafe Goods	MUNI	1,210.00
28/08/2025	EFT	EFT000034	PPI000739	Dapco Tyre And Auto Centre	4 x Tyres & Wheel Alignment - DA993	MUNI	180.00
28/08/2025	EFT	EFT000034	PPI000740	Dapco Tyre And Auto Centre	Brake Adjustments - Da994	MUNI	

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
28/08/2025	EFT	EFT000034	PPI000750	M & J Essential Solutions Pty Ltd	Standing Order EAP Services 2025-26	MUNI	160.00
28/08/2025	EFT	EFT000034	PPI000751	M & J Essential Solutions Pty Ltd	Standing Order EAP Services 2025-26	MUNI	160.00
28/08/2025	EFT	EFT000034	PPI000702	Signs Plus	Name Badges For Shire Staff	MUNI	103.00
28/08/2025	EFT	EFT000034	PPI000784	Anne Deacon	ERC Umpire Payment: 26/08/2025	MUNI	83.40
28/08/2025	EFT	EFT000034	PPI000736	Country Water Solutions	Dura Jumbo Vbox Lid - Sindhi Close Park	MUNI	238.92
28/08/2025	EFT	EFT000034	PPI000737	Country Water Solutions	Poly Pipe - Dardanup Cemetery	MUNI	82.50
28/08/2025	EFT	EFT000034	PPI000738	Country Water Solutions	Irrigation Repairs - Hunter Park	MUNI	258.42
28/08/2025	EFT	EFT000034	PPI000781	Country Water Solutions	Burekup Railway Reserve - Reticulation Repairs	MUNI	83.79
28/08/2025	EFT	EFT000034	PPI000675	Data #3 Limited	License For Wireless Access Points: Ends 29/11/2025 - Eaton Admin	MUNI	132.11
28/08/2025	EFT	EFT000034	PPI000656	B & B Street Sweeping Pty Ltd	Hire Of Large Street Sweeper: 02-09/07/2025 - Eaton Dr	MUNI	3,196.47
28/08/2025	EFT	EFT000034	PPI000657	B & B Street Sweeping Pty Ltd	Large Street Sweeper Hire: 02/07/2025 - Millard St	MUNI	1,539.04
28/08/2025	EFT	EFT000034	PPI000658	B & B Street Sweeping Pty Ltd	Large Sweeper Hire: 23/07/2025 - Lofthouse Ave	MUNI	1,578.50
28/08/2025	EFT	EFT000034	PPI000659	B & B Street Sweeping Pty Ltd	Large Street Sweeper Hire: 30/7/25 - Pratt Rd	MUNI	1,578.50
28/08/2025	EFT	EFT000034	PPI000723	B & B Street Sweeping Pty Ltd	Pipe Inspection Camrea Eaton From Skate Park Under Oval To ERC	MUNI	806.78
28/08/2025	EFT	EFT000034	PPI000724	B & B Street Sweeping Pty Ltd	Kerb And Carpark Sweeping: 08/08/2025 - Burekup	MUNI	1,815.28
28/08/2025	EFT	EFT000034	PPI000725	B & B Street Sweeping Pty Ltd	Dardanup - Street Sweeper - Kerb Line And Parking Bays Friday 15/8/25	MUNI	1,183.88
28/08/2025	EFT	EFT000034	PPI000726	B & B Street Sweeping Pty Ltd	Jet-Vac Truck For Pipe Cleaning - Doolan St	MUNI	3,227.15
28/08/2025	EFT	EFT000034	PPI000727	B & B Street Sweeping Pty Ltd	Large Street Sweeper Hire: 06/08/2025 - Pratt Rd	MUNI	1,578.50
28/08/2025	EFT	EFT000034	PPI000728	B & B Street Sweeping Pty Ltd	Sweeper Hire For Dardanup Kerb Line And Parking Bays: 13/08/2025	MUNI	1,499.58
28/08/2025	EFT	EFT000034	PPI000729	B & B Street Sweeping Pty Ltd	Sweep All Kerb Lines And Car Bays: 20/08/2025 - Millbridge Blvd	MUNI	2,920.23
28/08/2025	EFT	EFT000034	PPI000735	Civil Projects Southwest	Excavator Hire For Drainage Repairs: 18-22/08/2025 - Collie River Rd	MUNI	5,775.00
28/08/2025	EFT	EFT000034	PPI000673	Cross Security Services	Security Monitoring - Admin/Library	MUNI	900.00
28/08/2025	EFT	EFT000034	PPI000711	Veolia Recycling & Recovery Pty Ltd	Kerbside - Waste Removal	MUNI	99,677.36
28/08/2025	EFT	EFT000034	PPI000652	Amity Signs	20 x Yellow Posts - Martin Pelusey Rd	MUNI	3,201.00
28/08/2025	EFT	EFT000034	PPI000653	Asahi Beverages Pty Ltd	ERC - Packaged Drinks 2025	MUNI	1,221.15
28/08/2025	EFT	EFT000034	PPI000654	Asahi Beverages Pty Ltd	ERC - Packaged Drinks 2025	MUNI	1,035.24
28/08/2025	EFT	EFT000034	PPI000670	Cleanaway Solid Waste Pty Ltd	Waste Transfer Station - Skip Bin Hire And Transport: 04-28/07/2025	MUNI	3,834.93
28/08/2025	EFT	EFT000034	PPI000681	Fit2Work	Fit2Work Checks - July 2025	MUNI	583.00

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
28/08/2025	EFT	EFT000034	PPI000682	Heidelberg Materials Australia Pty Ltd	Scalps - Tyrell Rd	MUNI	687.61
28/08/2025	EFT	EFT000034	PPI000683	Heidelberg Materials Australia Pty Ltd	Scalps - Butcher Rd	MUNI	331.27
28/08/2025	EFT	EFT000034	PPI000745	Heidelberg Materials Australia Pty Ltd	Spalls - Collie River Road Drain Repair - Storm Damage	MUNI	1,601.54
28/08/2025	EFT	EFT000034	PPI000746	Heidelberg Materials Australia Pty Ltd	Scalps For Road Repair Works - St Helena Road	MUNI	1,208.03
28/08/2025	EFT	EFT000034	PPI000754	MJ Goods	ERC - Cafe Goods	MUNI	169.10
28/08/2025	EFT	EFT000034	PPI000698	Scope Rentals Pty Ltd	Managed Print Service: Rental - August 2025	MUNI	2,675.20
28/08/2025	EFT	EFT000034	PPI000699	Scope Rentals Pty Ltd	Managed Print Service: Rental - July 2025	MUNI	2,675.20
28/08/2025	EFT	EFT000034	PPI000700	Scope Rentals Pty Ltd	Managed Print Service: Usage - July 2025	MUNI	1,563.49
28/08/2025	EFT	EFT000034	PPI000708	TPG Network Pty Ltd	Enterprise Ethernet Wan Services - July 2025	MUNI	4,512.18
28/08/2025	EFT	EFT000034	PPI000790	Georgia Elson	ERC Umpire Payment: 27/08/2025	MUNI	111.20
28/08/2025	EFT	EFT000034	PPI000662	Boyles Plumbing And Gas	Inspect & Clear Blocked Drain With Jet & Camera - Dardanup Hall Public Toilets	MUNI	979.00
28/08/2025	EFT	EFT000034	PPI000663	Boyles Plumbing And Gas	Unblock Right Hand Side Toilet - Boyanup-Picton Rd Public Toilets	MUNI	264.00
28/08/2025	EFT	EFT000034	PPI000667	Bunnings Group Limited - Account 197942	Replacement Tools, Rubber Matting, Tool Box Locking Handles - Depot	MUNI	857.80
28/08/2025	EFT	EFT000034	PPI000668	Bunnings Group Limited - Account 197942	Weed Wand Applicator - Parks Crew	MUNI	91.90
28/08/2025	EFT	EFT000034	PPI000733	Capel Tree Service	Dead Tree Removal & Stump Grind - Illawarra Dr	MUNI	440.00
28/08/2025	EFT	EFT000034	PPI000732	Bunbury Coffee Machines	ERC - Cafe Goods	MUNI	507.50
28/08/2025	EFT	EFT000034	PPI000752	Machinery West	Tractor Light Replacement	MUNI	486.71
28/08/2025	EFT	EFT000034	PPI000755	Nutrien Ag Solutions	Islands & Roundabouts Weed Control	MUNI	2,337.50
28/08/2025	EFT	EFT000034	PPI000758	PFD Food Services Pty Ltd	ERC - Cafe Goods	MUNI	958.25
28/08/2025	EFT	EFT000034	PPI000692	PFI & Down South Wholesale Bunbury	ERC - Cleaning Materials	MUNI	539.65
28/08/2025	EFT	EFT000034	PPI000693	PFI & Down South Wholesale Bunbury	ERC - Cleaning Materials	MUNI	99.00
28/08/2025	EFT	EFT000034	PPI000697	RTV Computers Pty Ltd	4M Network Cable	MUNI	743.60
28/08/2025	EFT	EFT000034	PPI000722	Telstra	Telephone - West Dardanup BFB	MUNI	67.50
28/08/2025	EFT	EFT000034	PPI000770	The Cafe Merchant & Merchant Warehouse Cafe	2 x Staff Farewell Morning Tea	MUNI	293.50
28/08/2025	EFT	EFT000034	PPI000774	Winc Australia Pty Ltd	8 x Toner - West Dardanup BFB	MUNI	221.67
28/08/2025	EFT	EFT000034	PPI000713	Work Clobber - Bunbury	Replacement PPE Uniform - Works Crew	MUNI	156.90

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
28/08/2025	EFT	EFT000034	PPI000714	Work Clobber - Bunbury	Replacement PPE Vest - Works Crew	MUNI	71.40
28/08/2025	EFT	EFT000034	PPI000715	Work Clobber - Bunbury	Replacement PPE - Works Crew	MUNI	896.70
28/08/2025	EFT	EFT000034	PPI000716	Work Clobber - Bunbury	Safety Boots - Assistant Building Surveyor	MUNI	211.50
28/08/2025	EFT	EFT000034	PPI000775	Work Clobber - Bunbury	Replacement PPE Pants - Parks	MUNI	142.20
28/08/2025	EFT	EFT000034	PPI000776	Work Clobber - Bunbury	Replacement PPE - Infrastructure	MUNI	65.10
28/08/2025	EFT	EFT000034	PPI000666	Bunbury Mower Service	Protective Pant -Depot Supervisor - Works	MUNI	3,018.75
28/08/2025	EFT	EFT000034	PPI000786	Donna Bastow	ERC Umpire Payment: 27/08/2025	MUNI	139.00
28/08/2025	EFT	EFT000034	PPI000792	John Thompson	ERC Umpire Payment: 27/08/2025	MUNI	55.60
28/08/2025	EFT	EFT000034	PPI000793	Te Wairimu Elinor Pomare	ERC Umpire Payment: 27/08/2025	MUNI	111.20
28/08/2025	EFT	EFT000034	PPI000785	Therese Price	ERC Umpire Payment: 26/08/2025	MUNI	83.40
28/08/2025	EFT	EFT000034	PPI000787	Erin Emerson	ERC Umpire Payment: 27/08/2025	MUNI	111.20
28/08/2025	EFT	EFT000034	PPI000690	Perdaman Global Services	Senior Projects Officer Visa - PGS Professional Fees Legal Costs For Deed Of Variation	MUNI	1,155.00
28/08/2025	EFT	EFT000034	PPI000789	Benjamin Fishwick	ERC Umpire Payment: 27/08/2025	MUNI	83.40
28/08/2025	EFT	EFT000034	PPI000709	Traffic Force Group Pty Ltd	Traffic Control: 25/07/2025 - Paradise Rd	MUNI	1,175.84
28/08/2025	EFT	EFT000034	PPI000710	Traffic Force Group Pty Ltd	Traffic Control: Cnr Of Dowdells Line And Giumelli Rd	MUNI	988.60
28/08/2025	EFT	EFT000034	PPI000771	Traffic Force Group Pty Ltd	Traffic Control: 08/08/2025 - Crampton Rd	MUNI	777.83
28/08/2025	EFT	EFT000034	PPI000772	Traffic Force Group Pty Ltd	Traffic Control: 20/08/2025 - Ferguson Rd	MUNI	1,379.40
28/08/2025	EFT	EFT000034	PPI000773	Traffic Force Group Pty Ltd	Traffic Control: 22/08/2025 - Giumelli Rd	MUNI	923.68
28/08/2025	EFT	EFT000034	PPI000794	Theodore Mills	ERC Umpire Payment: 27/08/2025	MUNI	27.80
28/08/2025	EFT	EFT000034	PPI000707	SurveyTech Traffic Surveys Pty Ltd	Video Survey - Depiazzi Rd, Ferguson Rd, Dowdells Line	MUNI	2,728.00
28/08/2025	EFT	EFT000034	PPI000661	Bedundo	Mattresses From Verge Collection At Waste Transfer Station	MUNI	7,008.00
28/08/2025	EFT	EFT000034	PPI000791	Izak John Walker	ERC Umpire Payment: 27/08/2025	MUNI	55.60
28/08/2025	EFT	EFT000034	PPI000685	Jessica Basile	Rates Refund - A11201	MUNI	91.92
28/08/2025	EFT	EFT000034	PPI000687	Kourosh Roohi	Rates Refund - A1191	MUNI	2,404.96
28/08/2025	EFT	EFT000034	PPI000689	Nicole White	Rates Refund - A2766	MUNI	500.00
28/08/2025	EFT	EFT000034	PPI000796	Danica Lapworth	Refund Key Bond	MUNI	1,040.00
28/08/2025	EFT	EFT000034	PPI000783	Jolene Roots	Reimburse Uniform Purchase	MUNI	79.00
28/08/2025	EFT	EFT000034	PPI000795	Andrew Robinson	Refund Cat Cage Hire Bond - Receipt # 162180	MUNI	150.00

Payment Date	Method	EFT Batch No	Invoice Reference	Vendor Name	Description	Fund	Amount
28/08/2025	EFT	EFT000034	PPI000782	Michael Cannizzo	Refund Overpayment Of ERC Gym Membership Fees - 18440	MUNI	243.57
28/08/2025	EFT	EFT000034	PPI000797	Narelle Kasinger	Refund Cat Cage Hire Bond - Receipt # 162177	MUNI	150.00
28/08/2025	EFT	EFT000034	PPI000798	Instant Racking	Aluminium Tool Box - DA588	MUNI	1,495.00
28/08/2025	EFT	EFT000034	PPI000731	Bunbury Auto Electrics	DA996 Investigation And Repair Of Radio And Dash Instrument Issues	MUNI	1,111.57
28/08/2025	EFT	EFT000034	PPI000719	Driva Pty Ltd	Novated Lease - Pre Tax - A Schönfeldt	MUNI	1,842.11
							2,651,686.76

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

REPORT TOTALS

EFT	\$2,549,839.82
Muni	\$ 240.30
Cheque	
Credit Card	\$ 4,546.88
Debit Card	\$ -
Direct Debit	\$ 86,789.76
International	\$ -
BPAY	\$ 10,270.00
TOTAL	\$2,651,686.76

Chief Executive Officer:



Background

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

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

Legal Implications

Local Government Act 1995

S6.5. Accounts and records

Local Government (Financial Management) Regulations 1996

R11. Payments, procedures for making etc.

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

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

R13. 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.

R13A. Payments by employees via purchasing cards

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

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

Council Plan

13.1 - Adopt best practice governance.

13.2 - Manage the Shire's resources responsibly.

Environment - None.

Precedents

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

Budget Implications

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

Budget – Whole of Life Cost - None.

Council Policy Compliance

Payments are checked to ensure compliance with Council's *Purchasing Policy CngCP034 – Procurement Policy* and processed in accordance with Policy *CnG CP035 – Payment of Accounts*.

Risk Assessment

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to (Appendix ORD: 12.5.5) for full assessment document.

TIER 2 – 'Low' or 'Moderate' Inherent Risk.	
Risk Event	Schedule of Paid Accounts as at the 31 st August 2025
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.

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.		
Risk Category Assessed Against	Financial	Not monitoring ongoing financial performance would increase the risk of a negative impact on the financial position.
	Reputational	Non-compliance that results in a qualified audit can lead stakeholders to question the Council’s ability to manage finances effectively

Officer Comment

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

END REPORT

12.6 COMMITTEES

12.6.1 Title: Audit & Risk Committee Meeting held on 17th September 2025

Reporting Department	Corporate & Governance Directorate
Responsible Officer	Mrs Natalie Hopkins – Director Corporate & Governance
Reporting Officers	Mrs Cindy Barbetti – Corporate Excellence & Compliance Officer
Legislation	Local Government Act 1995 Local Government (Audit) Regulations 1996 12.6.1A - Minutes 12.6.1B - 2024-2025 JLT Public Sector Risk Report 12.6.1C - 2025-2026 Internal Audit Annual Work Plan 12.6.1D - Letter from the Office of the Auditor General
Attachments	<i>Confidential Attachment A</i> - Biannual Compliance Task Report <i>Confidential Attachment B</i> - 2025 Internal Audit Review – Cash Handling report

MINUTES OF THE SHIRE OF DARDANUP AUDIT AND RISK COMMITTEE MEETING HELD ON WEDNESDAY, 17TH SEPTEMBER 2025, AT SHIRE OF DARDANUP - ADMINISTRATION CENTRE EATON, COMMENCING AT 3.00PM.

Overview

The Minutes of the Audit & Risk Committee Meeting held on the 17th of September 2025 (Appendix ORD: 12.6.1A) are attached.

OFFICER RECOMMENDED RESOLUTION ‘A’

THAT Council receives the Minutes (Appendix 12.6.1A) of the Audit & Risk Committee Meeting held on 17th September 2025.

OFFICER RECOMMENDED RESOLUTION ‘B’

THAT Council:

- 1. Receives the September 2025 update report on the implementation of actions required from the findings of the 2023/2024 Regulation 17 Review.**
- 2. Acknowledges that this completes all actions resulting from the findings of the 2023/2024 Regulation 17 Review.**
- 3. Acknowledges that no further update reports in relation to the 2023/2024 Regulation 17 Review are required.**

OFFICER RECOMMENDED RESOLUTION ‘C’

THAT Council receives the September 2025 report on the Western Australian Auditor General – Schedule of Reports.

OFFICER RECOMMENDED RESOLUTION ‘D’

THAT Council receives the 2024-2025 JLT Public Sector Risk Report (Appendix ORD 12.6.1B) and note the key risks identified.

OFFICER RECOMMENDED RESOLUTION 'E'**THAT Council:**

1. Receives the September 2025 report relating to the Internal Audit Program of the Shire of Dardanup.
2. Endorses the Shire of Dardanup Internal Audit Strategic Plan, inclusive of the 2025-2026 Internal Audit Annual Work Plan (Appendix ORD 12.6.1C).

OFFICER RECOMMENDED RESOLUTION 'F'

THAT Council receives the report on the Biannual Compliance Task Report, as provided for as 'Confidential Attachment A – Under Separate Cover' and note the compliance tasks identified for the period 1 January 2025 to 30 June 2025.

OFFICER RECOMMENDED RESOLUTION 'G'**THAT Council:**

1. Receives the letter from the Office of the Auditor General (Appendix ORD 12.6.1D).
2. Acknowledges that the Office of the Auditor General (OAG) will perform the audit of Council's financial statements in-house from the financial year ending 30 June 2026.

OFFICER RECOMMENDED RESOLUTION 'H'**THAT Council:**

1. Receives the September 2025 update report on the implementation of actions required from the findings of the Financial Management Systems Review (FMSR);
2. Removes the requirement to maintain a fuel card register for jerry can use in relation to action item 6.2.1 Fuel Card Usage Depot, as it is not the best industry practice;
3. Endorses the alternative fuel card system for jerry can use, which restricts the usage to a daily transaction limit of \$500 to mitigate the risk of misuse;
4. Acknowledges that action item 6.2.1 Fuel Card Usage Depot is now complete; and
5. Requests the Chief Executive Officer undertake an annual audit of jerry can fuel distribution to track fuel usage.

OFFICER RECOMMENDED RESOLUTION 'I'

THAT Council receive the 2025 Internal Audit Review – Cash Handling report, provided confidentially under separate cover (BCD Confidential Attachment B – Under Separate Cover).

13 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

None.

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

None.

15 PUBLIC QUESTION TIME

16 MATTERS BEHIND CLOSED DOORS

It is recommended that the following items 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) Council goes Behind Closed Doors at (TIME) to discuss a matter affecting an employee or employees AND where a contract entered into, or which may be entered into, by local government which relates to a matter to be discussed the meeting.

16.1 Title: Pratt Road Footbridge Renewal – Expressions of Interest

Reporting Department	<i>Infrastructure Directorate</i>
Responsible Officer	<i>Mr Theo Naudé - Director Infrastructure</i>
Reporting Officer	<i>Mr Nathan Ryder - Manager Infrastructure Planning & Design</i> <i>Mr James Reilly - Project Engineer</i>
Legislation	<i>Local Government Act 1995</i>
Council Role	<i>Executive/Strategic.</i>
Voting Requirement	<i>Absolute Majority.</i>

REPORT UNDER SEPARATE COVER

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

OFFICER RECOMMENDED RESOLUTION

THAT Council:

- 1. Increases the 2025/26 annual budget allocation of the project RD12937 “Pratt Road Footbridge Renewal” by \$66,256 to a total of \$242,271, to be funded from the Pathway Reserve; and**
- 2. Requests that the Chief Executive Officer proceeds with the design, approvals, procurement and construction of the replacement of the Pratt Road Footbridge using Fibre Reinforced Plastic (FRP) construction materials.**

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 return from Behind Closed Doors at (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 Ordinary Meeting of Council will be Wednesday, the 29th of October 2025, 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.