



Shire of Dardanup

CONFIRMED

MINUTES

FOR THE

ORDINARY COUNCIL MEETING

Held

26th April 2023

At

Shire of Dardanup
ADMINISTRATION CENTRE EATON
1 Council Drive - EATON

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

VISION STATEMENT

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

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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	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.

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.

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	Project risk has two main components: <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.

SHIRE OF DARDANUP

MINUTES OF THE SHIRE OF DARDANUP ORDINARY COUNCIL MEETING HELD ON WEDNESDAY, THE 26TH OF APRIL 2023, AT SHIRE OF DARDANUP - ADMINISTRATION CENTRE EATON, COMMENCING AT 5.00PM.

1 DECLARATION OF OPENING/ANNOUNCEMENTS OF VISITORS

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

Acknowledgement of Country

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

Emergency Procedure

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

Affirmation of Civic Duty and Responsibility

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

Note: Cr P Perks joined the meeting at 5.01pm.

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

2.1 Attendance

- Cr. Michael Bennett - Shire President
- Cr. Tyrrell Gardiner - Deputy Shire President
- Cr. Peter Robinson - Elected Member
- Cr. Ellen Lilly - Elected Member
- Cr. Patricia Perks - Elected Member [5.01pm]
- Cr. Stacey Gillespie - Elected Member
- Cr. Luke Davies - Elected Member

- Mr André Schönfeldt - Chief Executive Officer
- Mr Theo Naudé - Director Infrastructure
- Ms Cathy Lee - Manager Governance & HR
- Mrs Donna Bailly - Governance Coordinator
- Mrs Michelle Dennis - Acting Manager Development Services
- Mrs Natalie Hopkins - Finance Manager

2.2 Apologies

- Mr Phil Anastasakis - Deputy Chief Executive Officer

2.3 Leave of Absence

- Cr M Hutchinson - Elected Member [Res: 33-23]

2.4 Previous Meetings

DATE	TYPE	CR. MT BENNETT	CR. LW DAVIES	CR. J DOW	CR. TG GARDINER	CR. SL GILLESPIE	CR. MR HUTCHINSON	CR. EP LILLY	CR. PR PERKS	CR. PS ROBINSON
SEPTEMBER 2022										
21/09/22	AF	✓	NA	✓	✓	LoA	✓	✓	Ap	✓
28/09/22	OCM	✓	✓	✓	✓	LoA	✓	✓	✓	✓
OCTOBER 2022										
10/10/22	WS Artwork – Dardanup Civic Precinct – RAC Grant	✓	NA	Ap	✓	✓	Ap	Ap	✓	NA
12/10/22	WS Cat L/L	✓	NA	✓R	✓	✓	✓	Ap	✓	Ap
19/10/22	AF	✓	NA	✓	✓	✓	✓	✓	Ap	✓R
26/10/22	CF	✓	NA	✓	✓	✓	✓	✓	✓	✓
26/10/22	OCM	✓	✓	✓	✓	✓	✓	✓	✓	✓
NOVEMBER 2022										
16/11/22	WS Rating	✓	NA	✓	Ap	Ap	✓	✓	Ap	LoA
16/11/22	AF	✓	NA	✓	Ap	✓	✓	✓	Ap	LoA
23/11/22	CF	✓	✓	✓	✓	✓	✓	✓	Ap	LoA
23/11/22	OCM	✓	✓	✓	✓	✓	✓	✓	Ap	LoA

DATE	TYPE	CR. MT BENNETT	CR. LW DAVIES	CR. J DOW	CR. TG GARDINER	CR. SL GILLESPIE	CR. MR HUTCHINSON	CR. EP LILLY	CR. PR PERKS	CR. PS ROBINSON
30/11/22	WS REVIEW OF POLICIES CP034, CP128, CP070 & CP044	✓	NA	✓	✓	Ap	✓	✓	Ap	LoA
30/11/22	WS EATON AND DARDANUP PLACE PLANS	✓	NA	✓	✓	Ap	✓	✓	Ap	LoA
DECEMBER 2022										
7/12/22	WS GLEN HUON OVAL - TICKET FENCING	✓	NA	✓	✓	Ap	✓	✓	✓	✓R
7/12/22	AF	✓	NA	✓	✓	✓	✓	✓	✓	✓R
14/12/22	CF	✓	NA	✓	✓	✓	✓	✓	✓	✓
14/12/22	OCM	✓	✓	✓	✓	✓	✓	✓	✓	✓
JANUARY 2023										
18/01/23	AF	✓	LoA	Ap	✓	✓	✓	✓	LoA	✓R
25/01/23	CF	✓	LoA	✓	✓	✓	✓	✓	LoA	✓
25/01/23	OCM	✓	LoA	✓	✓	✓	✓	✓	LoA	✓
25/01/23	SCM ANNUAL ELECTORS MEETING	✓	LoA	✓	✓	✓	✓	✓	LoA	✓
FEBRUARY 2023										
1/02/23	WS CHRMAP DRAFT REPORT PRESENTATION	✓	NA	Ap	✓	✓	✓	✓	✓	Ap
1/02/23	WS DIFFERENTIAL RATES	✓	NA	✓	✓	✓	✓	✓	✓	Ap
8/02/23	WS REVIEW OF DRAFT MEMORIALS POLICY	✓	NA	Ap	✓	LoA	✓	✓	✓	Ap
13/02/23	BUREKUP COMMUNITY MEETING	✓		✓	✓		✓			Ap
14/02/23	DARDANUP COMMUNITY MEETING	✓			✓		✓	✓	✓	Ap
15/02/23	AF	✓	NA	Ap	✓	LoA	✓	✓	Ap	Ap
15/02/23	EATON COMMUNITY MEETING	✓			✓	✓		✓	✓	Ap
16/02/23	FERGUSON COMMUNITY MEETING	✓			✓			✓	✓	Ap
22/02/23	CF	✓	Ap	✓	✓	LoA	✓	✓	✓	✓
22/02/23	OCM	✓	Ap	✓	✓	LoA	✓	✓	✓	✓
24/02/23	WS FRAUD AWARENESS TRAINING						✓		✓	
MARCH 2023										
1/03/23	WS SHIRE OF DARDANUP LOCAL BIKE PLAN	✓	NA	~	✓	Ap	✓	✓	✓	Ap

DATE	TYPE	CR. M T BENNETT	CR. L W DAVIES	CR. J DOW	CR. T G GARDINER	CR. S L GILLESPIE	CR. M R HUTCHINSON	CR. E P LILLY	CR. P R PERKS	CR. P S ROBINSON
1/03/23	WS REVIEW OF HERITAGE SURVEY	✓	NA	~	✓	✓	✓	✓	✓	Ap
8/03/23	WS INTEGRATED PLANNING COMMITTEE MEETING	✓	✓	~	✓	✓	✓	✓R	✓	✓
8/03/23	SCM	✓	✓	~	✓	✓	✓	✓R	✓	✓
15/03/23	AF	✓	NA	~	✓	✓	✓	✓	✓	✓R
22/03/23	CF	✓	NA	~	✓	✓	✓	✓	✓	✓
22/03/23	OCM	✓	✓	~	✓	✓	✓	✓	✓	✓
29/03/23	WS MARKYT COMMUNITY SCORECARD REPORT	✓	NA	~	✓	Ap	✓	Ap	✓	✓R
30/03/23	WS PROJECT CONNECT	✓	NA	~	✓	Ap	Ap	✓	✓	✓R
19/04/23	AF	✓	NA	~	✓	✓	Ap	✓	✓	✓
26/04/23	CF	✓	✓	~	✓	✓	Ap	✓	✓	✓
26/04/23	OCM	✓	✓	~	✓	✓	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.

PUBLIC QUESTION TIME

None.

5 APPLICATIONS FOR LEAVE OF ABSENCE

COUNCIL RESOLUTION

78-23 MOVED - Cr. P R Perks SECONDED - Cr. P S Robinson

THAT Cr. L W Davies be granted leave of absence for the Ordinary Council Meeting to be held on the 24th of May 2023.

CARRIED
7/0

6 PETITIONS/DEPUTATIONS/PRESENTATIONS

Note: The Shire President acknowledged receipt of an email statement from the applicant for Item 12.2.3. As the applicant was not present at the meeting, the statement would not be read aloud.

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 Ordinary Council Meeting Held on the 22nd March 2023

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

79-23 MOVED - Cr. S L Gillespie SECONDED - Cr. T G Gardiner

THAT the Minutes of the Ordinary Meeting of Council held on the 22nd of March 2023, be confirmed as true and correct subject to the following correction:

- **Page: 60 - Resolution 49-23 – replace Infr CP402 with Infr CP403**

THAT Council resolves to adopt the Policy Infr-CP402 CP403– Commemorative Plaques in Public Spaces as follows:

Infr CP402 CP403– COMMEMORATIVE PLAQUES IN PUBLIC SPACES POLICY					
Administration Information					
Version:	1	New Infr CP402 403	OCM: 22/03/23	Res: 49-23	Synopsis: Policy Created

- **Page: 5 – Public Question Time – Item 4.2 Mrs Jill Cross Re: Item 12.2.1 Leachate Reticulation System – Lot 2 Banksia Road, Crooked Brook – Remove Public Question.**

CARRIED
7/0

Note: Questions received by email from Mrs Jill Cross were not taken on notice as Mrs Cross was not in attendance at the meeting on the 22nd of March 2023. Questions submitted via email, with a nonattendance at the meeting are dealt with administratively by the Chief Executive Officer.

8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

8.1 Title: Shire President Monthly Report

Reporting Department	Elected Members
Elected Member	Cr. Michael Bennett - Shire President

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

Event:	20/03/2023 – Mr and Mrs Pass
Report:	Discussion around the possible new road around Mr and Mrs Passes Property.
Event:	20/03/2023 - Interview re Regional Immigrant Settlement with Leena Bakshi - UWA Researcher
Report:	Schemes to re-direct new immigrants and refugees to regional and rural Australia have been operating since 1996. While these schemes provide much needed labour, skills and people to regional Australia, regional areas also have a lot to offer new immigrants and refugees particularly in the form of smaller communities, including affordable housing and employment prospects. The success of these schemes is dependent on not only attracting but also retaining these individuals and families in regional Australia. Long term settlement and retention of these individuals and families in regional areas is complex and requires further study.
Event:	27/03/2023 – Rob Barnsley, MainRoads WA and CEO - Discussion around BORR Road Reserve Millbridge
Report:	Spoke to Rob Barnsley about Councils use of MainRoads property for housing relief in our area.
Event:	27/03/2023 – Regional Road Group
Report:	Attended meeting.
Event:	30/03/2023 – LGA Executive Committee Meeting
Report:	1) Review the feedback from Kelly McManus from the Federal Ministers office and determine the next steps for regional funding. 2) Discuss the draft proposal for a Regional Events fund. 3) Update on the City of Bunbury/ Shire of Harvey waste EOI process.
Event:	30/03/2023 – Project Connect
Report:	A successful and well supported event which showed all how easy it is to get connected in our community. Thanks to all who attended.
Event:	03/04/2023 – Todd Brown – WANJU
Report:	Todd Brown wished to be informed as to where the Wanju Development is on behalf of a possible developer.

Event:	03/04/2023 – Joe Kilgallon – Skate Australia - 2023 Australian Artist Roller Skating Championships
Report:	2023 Australia Artist Roller Skating National Championships to be held in the South West at the South West Sports Centre from 29 th June to 7 th July along with The Rink Bunbury for training and parts of the Championships. It is estimated some 500 to 700 athletes, coaches, officials, volunteers, friends and families will descend on Bunbury and the surrounding areas for the event, arriving from Wednesday the 28 th June through to Sunday the 9 th July. Many have already booked for this and State Championships which will be hosted at the Bunbury Venues in May. Discussions held on how Shire of Dardanup can assist.
Event:	03/04/2023 – Bunbury Geographe Economic Alliance (BGEA) Board Meeting
Report:	This meeting was very positive about the future of the region with a few issues to be taken care of before things will happen.
Event:	05/04/2023 – GRA Partners - Advocacy
Report:	The CEO and I inquired as to how this company could assist us with lobbying Government to assist us and support the region.
Event:	12/04/2023 – Seniors
Report:	Normal Meeting with no issues to report.
Event:	13/04/2023 – Laurie Blurton – Eaton Bowling Club 5 Year Plan
Report:	Laurie Blurton is preparing a 5 Year Plan for the Eaton Bowling Club and looking at options and funding for the refurbishment/reuse of the front bowling green.
Event:	14/04/2023 – Review and Discuss Hovey Group Modular Housing – BGEA CEO, Hovey Group, and Todd Brown.
Report:	This family business could be turning out a house every 10 weeks with some assistance to install robotics. I was personally stunned by the standard of these houses and see this as a major support to providing housing in our region and they are in Australind.
Event:	14/04/2023 – YouthFest 2023
Report:	Another successful event from our Place and Community team with over 150 people attending and thanks for Cr Perks for being MC for this event.
Event:	14/04/2023 – BunGeo Sports Awards – Attended by President, Deputy Shire President – Tyrrell Gardiner, Chief Executive Officer & Manager ERC
Report:	A great initiative by the Mayor of Bunbury to get local governments to be involved in a historic sports award in order that it is more inclusive of the region as a whole.
Event:	21/04/2023 – WALGA SW Zone Meeting – hosted by Shire of Bridgetown Greenbushes
Report:	Main event was to discuss preferences for project priorities for the upcoming State and Federal elections.
Event:	21/04/2023 – Bush Camp Presentations – MC Role
Report:	Presentations to the participants.
Event:	24/04/2023 – Citizenship Ceremony
Report:	Nine conferees took their Citizenship Pledge. We have two families from the Philippines and Myanmar with others originating from the USA, UK, Columbia.
Event:	25/04/2023 – Dardanup ANZAC Day Ceremony
Report:	Words of acknowledgement and laying of wreath on behalf of the Councillors and Staff.
Event:	29/04/2023 – Bunbury Geographe Chamber of Commerce and Industry (BGCCI) – March Business After Hours
Report:	Hosted by the BGCCI. Presented an update on the organisation, their history, purpose and vision for 2023.

RECEIVED

9 ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED

9.1 Title: Pratt Road Car Park – Revised Project Costs

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: Shire President advised that the meeting will go behind closed doors toward the end of the meeting to discuss S.5.23 section (2)(c) and (2)(d) a matter affecting 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: Shire President, Cr M T Bennett asked Councillors and Staff if there were any Declarations of Interest to be declared.

- *Cr. M T Bennett declared an Impartiality Interest in item '16.1 Pratt Road Car Park – Revised Project Costs' as he is a patron and member of the Eaton Bowling Club.*
- *Cr. S Gillespie declared a Proximity Interest in item '16.1 Pratt Road Car Park – Revised Project Costs' as she lives across the road from the Eaton Bowling Club*
- *Cr L Davies declared a Financial Interest in item '12.2.1 Council Drive Road Closure – Lot 1112 Recreation Drive, Eaton' as he is employed by Coles, a tenant of Eaton Fair Shopping Centre.*

12 REPORTS OF OFFICERS AND COMMITTEES

12.1 EXECUTIVE REPORTS

12.1.1 Title: *Third Quarter Corporate Performance Report*

Reporting Department	<i>Executive</i>
Responsible Officer	<i>Mr André Schönfeldt – Chief Executive Officer</i>
Reporting Officer	<i>Mr André Schönfeldt - Chief Executive Officer</i>
Legislation	<i>Local Government Act 1995</i>
Council Role	<i>Executive/Strategic.</i>
Voting Requirement	<i>Simple Majority.</i>
Attachments	<i>Appendix ORD: 12.1.1A - Corporate Performance Report 2022/2023 Quarter 3 – January – March 2023; Appendix ORD: 12.1.1B – Risk Assessment Tool</i>

Overview

This report presents Council with the attached Third Quarterly Performance Report 2022/2023 [Appendix ORD: 12.1.1A] in relation to the organisation's performance against the Shire's Corporate Business Plan, Annual Budget, and Grants.

Change to Officer Recommendation - No Change.

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

80-23 MOVED - Cr. E P Lilly SECONDED - Cr. S L Gillespie

THAT Council receives the Third quarter Corporate Performance Report as per [Appendix ORD: 12.1.1A] – Corporate Performance Report 2022/2023 Quarter 3 – January to March 2023].

CARRIED
7/0

Background

The 2022/23 Second Quarter Performance Report was presented to Council on the 25th of January 2023. Council resolved as follows [Res: 03-23]:

“THAT Council receives the Second Quarter Corporate Performance Report as per [Appendix ORD: 12.1.1A – Corporate Performance Report 2022/2023 Quarter 2 - October - December 2022].”

Legal Implications - None.

Council Plan

13.1 - Adopt best practice governance.

13.2 - Manage the Shire's resources responsibly.

Environment - None.

Precedents

Quarterly Corporate Performance Reports were first introduced and presented to Council in October 2021.

Budget Implications - None.

Budget – Whole of Life Cost

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

Council Policy Compliance - None.

Risk Assessment

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

TIER 2 – 'Low' or 'Moderate' Inherent Risk.	
Risk Event	Third quarterly Corporate Performance Review 2022/23
Inherent Risk Rating (prior to treatment or control)	Moderate (5 - 11)
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.
Risk Category Assessed Against	Reputational The Shire not achieving against the Corporate Plan could jeopardise the Shire's brand.

Officer Comment

The Third quarter Performance Report (2022/2023) is presented to Council for noting. Matters raised within the report that require further Council decisions will be presented to Council as part of a separate Council report.

END REPORT

PROCESS

Shire President, Cr. M T Bennett advised the meeting [5.05pm] that due to the public being in attendance, the next item of business to be dealt with would be Item "12.3.2 - Title: Yabberup Road – Preliminary Investigations of Road Closure" which could be found on Page 35 of the agenda.

12.3.2 Title: Yabberup Road – Preliminary Investigations of Road Closure

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>Simple Majority.</i>
Attachments	<i>12.3.2A – Risk Assessment Tool</i>

Overview

The purpose of this report is to provide a high level assessment of the option to close the Yabberup Road reservation and creation of a new road on the western boundary, inside the property at 874 Yabberup Road in accordance with Item 3 of Council [Res: 318-22] from the Ordinary Council Meeting held on 14th of December 2022.

A proposed new alignment of Yabberup Road is presented in this report together with a project cost estimate, for consideration by Council.

Change to Officer Recommendation - No Change.

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

81-23 MOVED - Cr. T G Gardiner SECONDED - Cr. P S Robinson

THAT Council:

1. **Acknowledges that in accordance with Item 3 of [Res: 318-22] of the Ordinary Council Meeting of the 14th of December 2022, the Chief Executive Officer has investigated the:**
 - **permanent closure of the Yabberup Road Reservation; and**
 - **creation of a new road on the western boundary inside the property at 874 Yabberup Road to service the existing properties.**
2. **Does not pursue any further, the permanent closure and/or realignment of Yabberup Road or any part thereof.**

CARRIED
7/0

Background

At the Ordinary Council Meeting held on 14th of December 2022, Council considered a request from a Yabberup Road landowner for a gate licence for two gates across Yabberup Road. Council Resolution [318-22] is repeated herewith:

THAT Council

1. *Advises Mr Anthony William Pitts of 874 Yabberup Road, Wellington Forest, that the two existing gates across Yabberup Road (located at SLK 0.27 and SLK 1.14) are temporarily permitted to remain and that Council allows Mr Pitts to operate the gates subject the following conditions:*
 - a) *The gates may only be closed for the express purpose of supervised transferring livestock across and along Yabberup Road from property to property. Otherwise, the gates must remain fully open;*
 - b) *The gates shall not be locked at any time and must be able to be opened easily by anyone wishing to pass the gates;*
 - c) *Mr Pitts shall relocate to the boundary fence the signs "Visitors please respect farm biosecurity..." that are located within the road reserve;*
 - d) *Signs to be installed on the gates with a copy of this council resolution to inform the general public;*
 - e) *The gates are maintained in a safe and serviceable condition at all times and to the satisfaction of the Shire of Dardanup;*
 - f) *Forty Eight (48) Hour notice by way of email or text messaging is to be given to the neighbours Susan and Brian Pass of 775 Yabberup Road before the gates are closed;*
 - g) *The Shire of Dardanup reserves the right to recoup the cost of repairs of any damage caused to the road directly attributable to stock along Yabberup Road;*
 - h) *The Shire of Dardanup will consider cancelling the permission if any of the conditions of this resolution are breached;*
 - i) *The Shire of Dardanup may consider renewing permission at the expiration of a 12-month trial period.*
2. *At the expiration of a 12-month trial period, requests that the Chief Executive Officer advertises the proposal of renewing permission for the two gates, via a public notice for a period of not less than four weeks, and also seeks direct feedback from the other landowner on Yabberup Road as well as the other relevant land managers (Department of Planning, Lands and Heritage and Department of Biodiversity, Conservation and Attractions). Once feedback is received, that the matter be brought back to Council for consideration of renewing permission;*
3. *That the Chief Executive Officer investigates permanent closure of the Yabberup Road reservation and creation of a new road on the western boundary, inside the property at 874 Yabberup Road to service the existing properties, which currently gain access off Yabberup Road by way of a potential land swap agreement.*

This report deals with Item 3 of the above Council Resolution, that of investigating the permanent closure of the Yabberup Road Reservation and creation of a new road on the western boundary of properties owned by Mr Pitts. Item 1 of the Council resolution has been implemented and a report will be brought back to Council following expiry of the 12-month trial period that commenced on 20th of December 2022.

Legal Implications

Section 58 of the *Land Administration Act 1997* provides for the closure of public roads as follows:

58. Closing roads

- (1) *When a local government wishes a road in its district to be closed permanently, the local government may, subject to subsection (3), request the Minister to close the road.*

Section 87 of the *Land Administration Act 1997* provides for the sale and amalgamation of Crown land with adjoining land as follows:

87. Sale etc. of Crown land for amalgamation with adjoining land

- (3) *If—*

- (a) *a parcel of land comprised in a road that is closed, whether under this Act or the repealed Act, is Crown land;*

the Minister may, with the consent of the landholder and the taker and on payment to the Minister of any price, or of any initial instalment of rent, as the case requires, agreed with the landholder, by order –

- (e) *amalgamate the land so conveyed or leased with the adjoining land.*

Council Plan

10.3 - Improve road safety, connectivity and traffic flow.

13.2 - Manage the Shire's resources responsibly.

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

Environment - None.

Precedents

Council has previously dealt with the closure of Public Thoroughfares. A request for the closure of portion of Panizza Road was brought to Council in 1998, 2008 and more recently in 2021.

Budget Implications

There are no budget implications at this stage, however the realignment of Yabberup Road is estimated to cost \$650,000 (Order of Magnitude cost). This project has not been considered in the Shire's Road Asset Management Plan nor are any provisions made in the Long Term Financial Plan that will allow Council to undertake the project at its cost. Contributions may be sought from the neighbouring land owners (Mr Pitts and Mr & Mrs Pass), however officers do not believe that these landowners would likely contribute the full cost of this project. Please note formal enquires with the landowners in this regard have not yet been made.

Budget – Whole of Life Cost - None.

Council Policy Compliance - None.

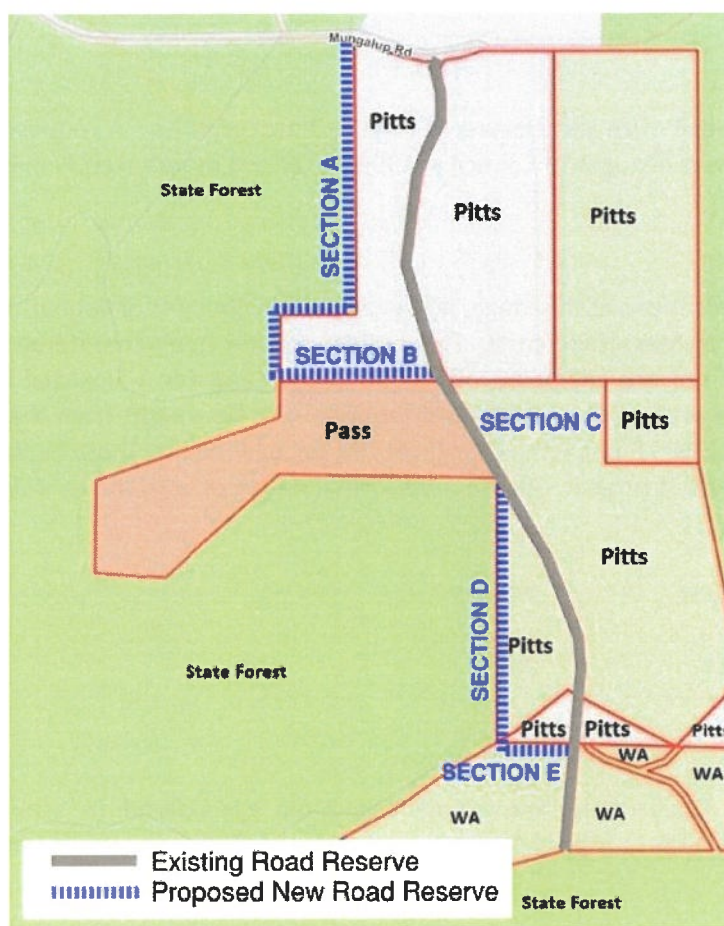
Risk Assessment

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

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.		
Risk Event	Yabberup Road – Investigation of Road Closure	
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	Project cost estimated at \$650,000 not contributing any value to the broader community.
	Reputational	Likely objection to the proposal of realignment by at least one of the landowners. Project expenditure likely seen as inequitable.

Officer Comment

The purpose of this report is to provide a high-level assessment of the option to realign Yabberup Road to the western boundary of Mr. Pitts’ properties. The following diagram indicates the concept with the blue dashed line representing a possible new road reserve that could be created, and the grey solid line representing the existing road reserve of Yabberup Road.



The proposed realignment of Yabberup Road follows the existing forestry track for the first 1.4km since it is already a reasonably good road and would only require gravel re-sheeting. There is also a small section that would follow the existing Valkyrie Road (a forestry track entirely contained within State Forest and State Government-managed land) that could be reutilised.

- *Land Resumption.*

The land resumption process and road construction elements are broken down as follows:

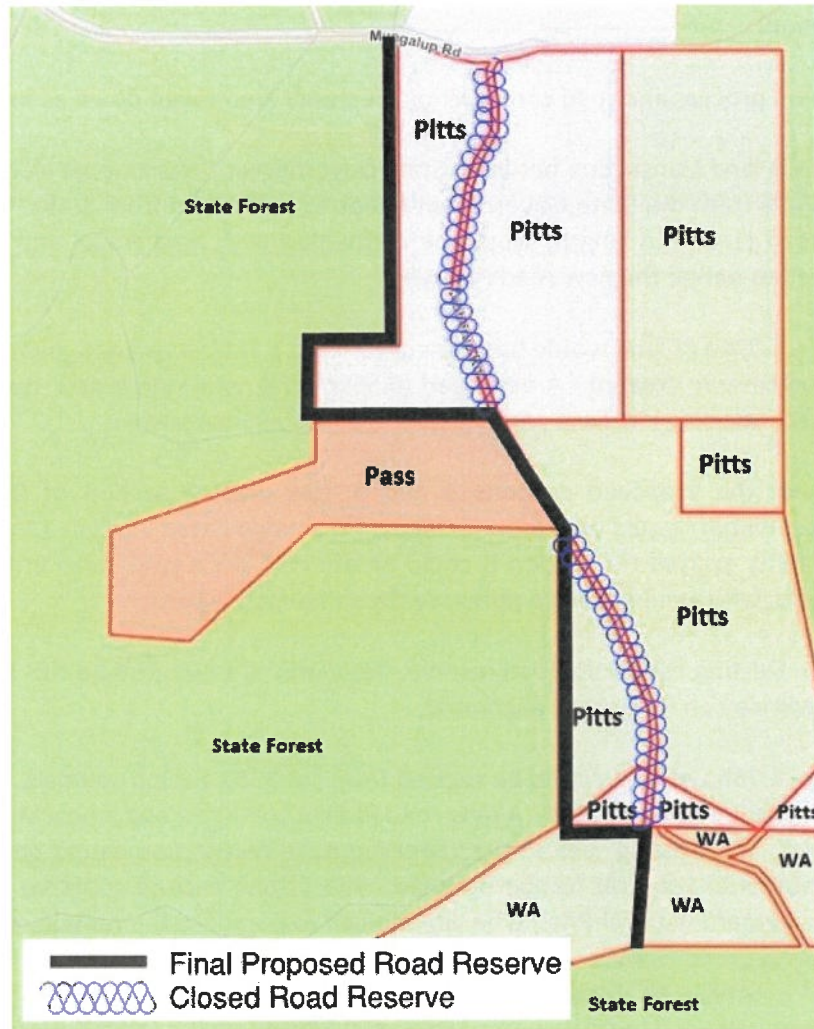
- *Section A* – A land transaction between State Government Departments will need to take place where 2.74ha from the State Government needs to be excised from State Forest. The existing forestry road (1.4km in length) would be re-sheeted with new gravel and a new stock fence constructed to define the new road reserve;
- *Section B* – 1.09ha of land would be excised from Lot 1 Yabberup Road, owned by Mr Pitts, and a new road reserve created. A new road (0.55km in length) and a new stock fence would be constructed including a culvert crossing over the existing waterway;
 - With the proposed sections A and B, the existing section of the Yabberup Road reservation would be closed (2.23ha) and amalgamated into Lot 1 Yabberup Road. The 1.09ha excised for section B could be affected via a land swap arrangement with Mr Pitts, who would need to purchase the remaining 1.14ha;
- *Section C* – Existing Yabberup Road reserve. No works are required on this section of road and the road will stay on its current alignment;
- *Section D* – 1.76ha of land would be excised from Lot 3382 Yabberup Road, owned by Mr Pitts, and a new road reserve created. A new road (0.9km in length) and a new stock fence would be constructed. The existing section the Yabberup Road reservation would be closed (1.9ha) and amalgamated into Lot 3382 Yabberup Road. The 1.76ha excised could be affected via a land swap arrangement with Mr Pitts, who would need to purchase the remaining 0.14ha; and
- *Section E* – similar to Section A, where a land transaction between State Government Departments will need to take place to convert 0.56ha from the State Government part of State Forest into a new road reserve. The existing forestry track (0.3km in length) would be re-sheeted with new gravel and a new stock fence constructed to define the new road reserve.

Estimated Construction Costs (Order of Magnitude):

Proposed New Road	Construction Cost
Road Section A	\$110,000
Road Section B	\$165,000
Road Section C	\$0
Road Section D	\$195,000
Road Section E	30,000
TOTAL	\$500,000

Note that the above costs exclude other costs associated with the land resumption process, i.e. land purchase, licensed surveying and preparation of Deposited Plans, lodgement at WAPC, Landgate, and settlement fees. These additional costs are estimated to be in the order of \$150,000. As such, the entire project is estimated to cost in the order of **\$650,000**.

The following diagram illustrates what the final road reserve would look like by closing the unused portions of road reserve that bisects the Pitts' properties:



The process for closing roads is set out in the *Land Administration Act 1997*. This process requires a number of notifications and consultation with affected parties in order for Council to make a determination to formally close a road permanently. As part of an informal process prior to making such determination, as well as part of the formal process, all impacted landowners would be provided an opportunity to provide comments on such a proposal.

The road closure, excisions and amalgamations process involves public advertisement of the proposals, as well as referral to adjoining landowners, Alinta Energy, Aqwest, ATCO Gas Australia, Department of Mines, Industry Regulation and Safety, Department of Planning, Lands and Heritage, Harvey Water, Telstra, Water Corporation and Western Power. Following a report to Council and Council Decision on the matter, the Minister for Lands would need to approve the closure, excisions and amalgamations.

Should Council wish to continue with investigations it is recommended that prior to any formal process both neighbours be further consulted about the concept and associated implications, including likely financial contributions.

The complete project is estimated to cost approximately \$650,000 (Order of Magnitude). A significant amount of work would need to be undertaken and funding to be allocated to take this project forward to the next stages. Given the cost of such an undertaking, and that it is not contributing any value to the broader community, the recommendation from Shire Officers is that no further time and funding be spent, and closure of the Yabberup Road reservation or any part thereof not be pursued any further.

END REPORT

PROCESS

Note: Shire President, Cr. M T Bennett returned to the Order of Business [5.06pm] and advised Council that the next item for consideration would be Item 12.1.2.

12.1.2 Title: Change to Meeting Venue – 24th May 2023 Ordinary Council Meeting

Reporting Department	Executive
Responsible Officer	Mr André Schönfeldt - Chief Executive Officer
Reporting Officer	Mr André Schönfeldt - Chief Executive Officer
Legislation	Local Government Act 1995
Council Role	Executive/Strategic.
Voting Requirement	Simple Majority.
Attachments	12.1.2A – Government Gazette No.21 – 11 th May1923 12.1.2B – Risk Assessment Tool

Overview

Council is asked to endorse the change of venue for the 24th of May 2023 Ordinary Council Meeting so that the meeting is held at the Dardanup Hall in recognition of the town's Gazettal in 1923. A copy of the Gazettal is attached (Appendix ORD: 12.1.2A).

Change to Officer Recommendation - No Change.

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

82-23 MOVED - Cr. E P Lilly SECONDED - Cr. P Perks.

THAT Council resolve to hold the 24th of May 2023 Ordinary Council Meeting at the Dardanup Hall, commencing at 5pm, in commemoration of the 100 year anniversary of the Town of Dardanup's gazettal as a new townsite.

CARRIED
7/0

Background

Council resolved [271-22] at the Ordinary Council meeting held 26th of October 2022 to set the meeting dates, commencement times and venue of the Shire of Dardanup Ordinary Council Meeting dates for the period January 2023 to December 2023. All meeting were advertised as being held at the Shire of Dardanup – Administration Centre Eaton Council Chambers.

Legal Implications

Local Government (Administration) Regulations 1996 Section 12 states:

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

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

Council Plan - 13.1 - Adopt best practice governance.

Environment - None.

Precedents -

Council generally holds its Ordinary Council Meetings at the same venue, being the Administration Centre – Eaton’s Council Chambers. In the past Council have on occasion held its meetings at different venue’s as required.

Budget Implications - None.

Budget – Whole of Life Cost - None.

Council Policy Compliance - None.

Risk Assessment

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to (Appendix ORD: 12.1.2B) for full assessment document.

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.	
Risk Event	Change to Meeting Venue – 24 th May 2023 Ordinary Council Meeting
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	<p>Legal and Compliance Non-compliance with meeting procedures could lead to penalties being imposed on the Shire.</p> <p>Reputational If decisions are made without full information being available and considered, it can result in considerable reputational loss.</p> <p>Non-compliance of advertising meeting venue will impact on the Shire’s business reputation.</p>

Officer Comment

The townsite of Dardanup was Gazetted 100 years ago on the 11th of May 1923. It is proposed that in recognition of this historic occasion that the Council hold its Ordinary Council Meeting at the townsite of Dardanup to commemorate the townsite gazettal.

END REPORT

12.2 SUSTAINABLE DEVELOPMENT DIRECTORATE REPORTS

12.2.1 Title: Road Closure – Lots 3 and 39 Golding Crescent, Picton East

Reporting Department	<i>Sustainable Development Directorate</i>
Responsible Officer	<i>Mr Theo Naudé - Director Infrastructure</i>
Reporting Officer	<i>Mr Murray Connell - Executive Manager Development Services</i>
Applicant	<i>Mr Heath Buswell and Mr Rob Semple</i>
Legislation	<i>Land Administration Act 1997</i>
Council Role	<i>Legislative.</i>
Voting Requirement	<i>Simple Majority.</i>
Attachments	<i>Appendix ORD: 12.2.1A – Road Closure Plan Appendix ORD: 12.2.1B - Submissions Appendix ORD: 12.2.1B – Risk Assessment Tool</i>

Overview

The purpose of this report is to seek Council approval to request the Minister for Lands to approve the closure of a portion of an unmade road and subsequent amalgamation with the adjoining Lots 3 and 39 Golding Crescent, Picton East.

Change to Officer Recommendation - No Change.

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

83-23 MOVED - Cr. T G Gardiner SECONDED - Cr. P S Robinson

THAT Council requests the Minister for Lands to approve the closure and amalgamation of a portion of the unmade road reserve that abuts Lots 3 and 39 Golding Crescent, Picton East as shown on Drawing No. 2023-SKT-058-01 [Appendix ORD: 12.2.1A].

CARRIED
7/0

Background

The Shire received a request from the owners of Lots 3 and 39 Golding Crescent, Picton East to close the adjacent unmade road and subsequently amalgamate it with their land. The road is not constructed and runs east-west connecting to Ramsay Loop to the west and Golding Crescent to the east. The road is redundant and provides no access purpose.

Please refer to [Appendix ORD: 12.2.1A] for a plan of the proposed road closure.

Location Plan



Legal Implications

Section 58 of the *Land Administration Act 1997* provides for the closure of public roads as follows:

58. Closing roads

- (1) *When a local government wishes a road in its district to be closed permanently, the local government may, subject to subsection (3), request the Minister to close the road.*

Section 87 of the *Land Administration Act 1997* provides for the sale and amalgamation of Crown land with adjoining land as follows:

87. Sale etc. of Crown land for amalgamation with adjoining land

(3) *If—*

- (a) *a parcel of land comprised in a road that is closed, whether under this Act or the repealed Act, is Crown land;*

the Minister may, with the consent of the landholder and the taker and on payment to the Minister of any price, or of any initial instalment of rent, as the case requires, agreed with the landholder, by order—

- (e) *amalgamate the land so conveyed or leased with the adjoining land.*

Council Plan

8.1 - Support responsible planning and development.

Environment - None.

Precedents

There have been a number of road closures approved by Council.

Consultation

The proposed closure and disposal was publicly advertised in accordance with the provisions of the *Land Administration Act 1997*. The advertising period was for a period of 37 days (concluding on Thursday the 13th of April 2023) and involved the following:

1. A notice was published in the South West Times on the 9th of March 2023;
2. The closure was publicly displayed at the Eaton and Dardanup Administration buildings;
3. The closure was publicly advertised on the Shire's website; and
4. The closure was referred to the following:

- The adjoining landowners;
- Alinta Energy;
- Aqwest;
- ATCO Gas Australia;
- Department of Mines, Industry Regulation and Safety;
- Department of Planning, Lands and Heritage;
- Harvey Water;
- Telstra;
- Water Corporation; and
- Western Power.

In response to the advertising a total of 3 submissions were received with no objections. The submissions are provided for in [Appendix ORD: 12.2.1B].

The submission from the Department of Planning, Lands and Heritage will be considered as a submission to the Local Planning Scheme No. 9 with the necessary amendment to the zoning maps i.e. “Reserve” to “Light Industry” being undertaken as part of the Scheme process.

Budget Implications

The applicants have agreed to pay all costs associated with the closure and amalgamation process. There are no budget implications as the sale of the road is between the Crown and the applicant.

Budget – Whole of Life Cost - None.

Council Policy Compliance - None.

Risk Assessment

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

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.	
Risk Event	Road Closure – Lots 3 and 39 Golding Crescent, Picton East
Inherent Risk Rating (prior to treatment or control)	Low (1 - 4)
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.
Risk Category Assessed Against	Legal and Compliance Section 58 of the <i>Land Administration Act 1997</i> requires a local government to make a resolution to request the Minister for Lands to close a road.

Officer Comment

The road is not constructed and provides no access purpose. It is considered that the closure and disposal will make effective use of the land which would otherwise remain as redundant road reserve. It is therefore recommended that Council support the request for the road reserve to be amalgamated with Lots 3 and 39 Golding Crescent, Picton East.

END REPORT

12.2.2 Title: Council Drive Road Closure – Lot 1112 Recreation Drive, Eaton

Reporting Department	<i>Sustainable Development Directorate</i>
Responsible Officer	<i>Mr Theo Naudé - Director Infrastructure</i>
Reporting Officer	<i>Mr Murray Connell - Executive Manager Development Services</i>
Applicant	<i>Harley Dykstra Planning & Survey Solutions</i>
Legislation	<i>Land Administration Act 1997</i>
Council Role	<i>Legislative.</i>
Voting Requirement	<i>Simple Majority.</i>
Attachments	<i>Appendix ORD: 12.2.2A – Road Closure Plan Appendix ORD: 12.2.2B – Risk Assessment Tool</i>

DECLARATION OF INTEREST

Cr. L W Davies declared a Financial Interest in this item.
Cr. L W Davies left the room [5.08pm].

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

Overview

The purpose of this report is to seek Council approval to request the Minister for Lands to approve the closure of the last remaining portion of Council Drive and subsequent amalgamation with the adjoining Lot 1112 (on DP422040) Recreation Drive, Eaton.

Change to Officer Recommendation - No Change.

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

84-23 MOVED - Cr. E P Lilly SECONDED - Cr. P S Robinson

THAT Council

1. Requests the Minister for Lands to approve the closure and amalgamation of the last remaining portion of Council Drive that abuts Lot 1112 (on DP422040) Recreation Drive, Eaton as shown on Plan No. 20589-22 [Appendix ORD: 12.2.2A].

2. Authorises the Chief Executive Officer to sign the Development Application DAP-F0339936 and related JDAP application, on behalf of Council as the landowner/manager for Lot 601 Council Drive and the last remaining portion of Council Drive (27m2 of road reserve).

CARRIED
6/0

Background

The Shire received a request from Harley Dykstra on behalf of the owners of Lot 1110 Recreation Drive, Eaton (Eaton Fair Pty Ltd) to close the last remaining portion of road reserve known as Council Drive and amalgamate it with the new Lot 1112 containing the Eaton Fair Shopping Centre.

The access road around Eaton Fair Shopping Centre linking Eaton Drive to Recreation Drive is known as Council Drive. This access road was formerly contained within Reserve 50881 and over recent years has been subdivided and amalgamated into the land containing the Eaton Fair Shopping Centre. A small 27m² portion of the Council Drive road reserve remains and is located at the intersection with Eaton Drive.

The proposed road closure will in essence 'tidy up' the last remaining portion of Council Drive that is no longer required due to the proposed future development of the shopping centre.

Please refer to [Appendix ORD: 12.2.2A] for a plan of the proposed road closure.

Location Plan



Legal Implications

Section 58 of the *Land Administration Act 1997* provides for the closure of public roads as follows:

58. Closing roads

- (1) *When a local government wishes a road in its district to be closed permanently, the local government may, subject to subsection (3), request the Minister to close the road.*

Section 87 of the *Land Administration Act 1997* provides for the sale and amalgamation of Crown land with adjoining land as follows:

87. Sale etc. of Crown land for amalgamation with adjoining land

- (3) *If –*
 (a) *a parcel of land comprised in a road that is closed, whether under this Act or the repealed Act, is Crown land;*

the Minister may, with the consent of the landholder and the taker and on payment to the Minister of any price, or of any initial instalment of rent, as the case requires, agreed with the landholder, by order –

- (e) *amalgamate the land so conveyed or leased with the adjoining land.*

Council Plan

8.1 - Support responsible planning and development.

Environment - None.

Precedents

There have been a number of road closures approved by Council.

Consultation

The proposed closure and disposal was publicly advertised in accordance with the provisions of the *Land Administration Act 1997*. The advertising period was for a period of 35 days (concluding on Monday the 27th of March 2023) and involved the following:

1. A notice was published in the South West Times on the 23rd of February 2023;
2. The closure was publicly displayed at the Eaton and Dardanup Administration buildings;
3. The closure was publicly advertised on the Shire's website; and
4. The closure was referred to the following:
 - Alinta Energy;
 - Aqwest;
 - ATCO Gas Australia;
 - Department of Planning, Lands and Heritage;
 - Telstra;
 - Water Corporation; and
 - Western Power.

In response to the advertising a total of 4 submissions were received from Government/Service agencies, all with no objections.

Budget Implications

The applicants have agreed to pay all costs associated with the closure and amalgamation process. There are no budget implications as the sale of the road is between the Crown and the applicant.

Budget – Whole of Life Cost - None.

Council Policy Compliance - None.

Risk Assessment

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

TIER 2 – 'Low' or 'Moderate' Inherent Risk.	
Risk Event	Council Drive Road Closure – Lot 1112 Recreation Drive, Eaton
Inherent Risk Rating (prior to treatment or control)	Low (1 - 4)
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.		
Risk Category Assessed Against	Legal and Compliance	Section 58 of the <i>Land Administration Act 1997</i> requires a local government to make a resolution to request the Minister for Lands to close a road.

Officer Comment

Council Drive (formerly contained within Reserve 50881) has been subdivided and amalgamated into the land containing the Eaton Fair Shopping Centre. The proposed small portion of road to be closed is the only remaining portion and due to the presence of the new access road constructed to the east of Eaton Fair Shopping Centre, the road reserve is now redundant.

As the road is of little use currently and is not expected to be used in the future, it is considered that the closure and disposal will make effective use of the land and be better utilised as part of the adjoining freehold lot. It is therefore recommended that Council support the request for the road reserve to be amalgamated with the adjoining Lot 1112 (on DP422040) Recreation Drive, Eaton.

On the 14th of April 2023 the Shire received the Joint Development Assessment Panel Application (JDAP) for the expansion of the Eaton Fair Shopping Centre. The development comprises new retail and entertainment tenancies, 26 residential dwellings, a new entertainment and leisure precinct, and altered access arrangements. The applicant has requested that Council endorse the relevant application forms as the landowner/manager for Lot 601 Council Drive and the last remaining portion of Council Drive (27m² of road reserve).

END REPORT

Note: Cr. L W Davies returned to the room [5.09pm].

12.2.3 Title: Amendment to Development Application for the Service Station at Lot 303 (No. 15) Albatross Crescent, Eaton

Reporting Department	Sustainable Development Directorate
Responsible Officer	Mr Murray Connell - Executive Manager Development Services
Reporting Officer	Mrs Cecilia Muller - Principal Planning Officer
Applicant	Hidding Urban Planning on behalf of Tomahawk Eaton Pty Ltd
Legislation	Local Government Act 1995
Council Role	Quasi-Judicial.
Voting Requirement	Simple Majority.
Attachments	Appendix ORD: 12.2.3A – JDAP approval 12 th of April 2023 Appendix ORD: 12.2.3B – Application for amendment Appendix ORD: 12.2.3C – Amended Development Plans Appendix ORD: 12.2.3D – Noise Impact Report Appendix ORD: 12.2.3E – Risk Assessment Tool

Overview

The purpose of this report is for Council to consider and approve minor amendments to the approval granted by the Joint Development Assessment Panel (JDAP) for a Service Station on Lot 303 (No. 15) Albatross Crescent, Eaton. As Council previously endorsed the approval the matter is brought back to Council for consideration of the proposed amendments.

Change to Officer Recommendation

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

- *Addition of amendments to be made to Condition 4 relating to the fencing. Changes to ensure the fencing be made from pre-cast concrete or masonry material that include the leaf pattern, which is considered more appropriate in the streetscape and commensurate with residential land use across the road. The height of 1.5m will reduce light spill to the surrounding residential properties and assist in maintaining residential amenity.*

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION "A"

85-23 MOVED - Cr. M T Bennett SECONDED - Cr. T G Gardiner

THAT Council Grants approval for the following amendments to the development approval granted by the Joint Development Assessment Panel (JDAP) for a Service Station on Lot 303 (No. 15) Albatross Crescent, Eaton dated 12th of April 2022 reference DAP/22/0216:

- **With regard to Condition 1 the plans referred to below are substituted for the approved plans (A002 C, A102L, A103C, A104C, A201C, A202C, A203C, A204C, A205E, S101F and S201C) [Appendix ORD: 12.2.3C] and the condition is amended to read as follows:**

All development must be carried out in accordance with the approved plan(s) listed below, unless amended with the written consent of the Shire. In the event of an inconsistency between the approved plan(s) and a requirement of the conditions of this development approval, the requirements of the conditions prevail.

- *Schedule of finishes A004 01;*
- *Site Plan Proposed A102 02;*
- *Plan Building A103 02;*
- *Canopy Plan A104 00;*
- *Elevation Building Sheet 1 A201 03;*
- *Elevation Building Sheet 2 A202 01;*
- *Elevation Canopy Car Sheet 1 A203 01;*
- *Elevation Canopy Car Sheet 2 A204 01;*
- *Colour Elevations A207 02;*
- *Colour Elevations A208 01;*
- *Street Elevations A209 02;*
- *Plan Site Signage S101 02; and*
- *Elevation Signage S201 03.*

- **With regard to Condition 5 the condition is amended to read as follows:**

The landowner/proponent is responsible to ensure that the installation, activities and processes associated with the development are carried out at all times and in all respects in accordance with the Environmental Noise Impact Report prepare by Revertabrate Consulting, dated 28th of February 2023.

- **The following additional condition, Condition 15 is now placed on the development approval (DAP/22/0216).**

Fuel deliveries to the service station are permitted only on Monday – Saturday between the hours of 7:00am to 7:00pm.

- **With regard to Condition 4 the Condition is amended to read as follows:**

The approved fencing along Blue Wren Drive must be:

- *Constructed to a height of 1.5m;*
- *Constructed with pre-cast concrete or masonry material, with the leaf pattern included on the wall; and*
- *Installed prior to the commencement of the use; and*
- *Thereafter maintained to the approval of the Shire of Dardanup.*

CARRIED
6/1

FOR THE MOTION	AGAINST THE MOTION
Cr. M T Bennett	Cr. E P Lilly
Cr. L W Davies	
Cr. T G Gardiner	
Cr. S L Gillespie	
Cr. P S Robinson	
Cr P R Perks	

OFFICER RECOMMENDED RESOLUTION "A"

THAT Council:

1. Grants approval for the following amendments to the development approval granted by the Joint Development Assessment Panel (JDAP) for a Service Station on Lot 303 (No. 15) Albatross Crescent, Eaton dated 12th of April 2022 reference DAP/22/0216:

- With regard to Condition 1 the plans referred to below are substituted for the approved plans (A002 C, A102L, A103C, A104C, A201C, A202C, A203C, A204C, A205E, S101F and S201C) [Appendix ORD: 12.2.3C] and the condition is amended to read as follows:

All development must be carried out in accordance with the approved plan(s) listed below, unless amended with the written consent of the Shire. In the event of an inconsistency between the approved plan(s) and a requirement of the conditions of this development approval, the requirements of the conditions prevail.

- *Schedule of finishes A004 01;*
 - *Site Plan Proposed A102 02;*
 - *Plan Building A103 02;*
 - *Canopy Plan A104 00;*
 - *Elevation Building Sheet 1 A201 03;*
 - *Elevation Building Sheet 2 A202 01;*
 - *Elevation Canopy Car Sheet 1 A203 01;*
 - *Elevation Canopy Car Sheet 2 A204 01;*
 - *Colour Elevations A207 02;*
 - *Colour Elevations A208 01;*
 - *Street Elevations A209 02;*
 - *Plan Site Signage S101 02; and*
 - *Elevation Signage S201 03.*
- With regard to Condition 5 the condition is amended to read as follows:

The landowner/proponent is responsible to ensure that the installation, activities and processes associated with the development are carried out at all times and in all respects in accordance with the Environmental Noise Impact Report prepare by Revertabrate Consulting, dated 28th of February 2023.

- The following additional condition, Condition 15 is now placed on the development approval (DAP/22/0216).

Fuel deliveries to the service station are permitted only on Monday – Saturday between the hours of 7:00am to 7:00pm.

OR

ALTERNATIVE RESOLUTION “B”

THAT Council:

1. Refuses the proposed amendments to the street boundary fencing. The fencing details along Blue Wren Drive and Albatross Crescent are to remain as per the Joint Development Assessment Panel (JDAP) approval DAP/22/0216 dated 12 April 2022.

Reasons for the refusal are:

- The residential character of development across the road needs to be considered and if the proposal cannot contribute to the overall enjoyment of the area for those residents across the road from the development it should not be supported based on the negative impact on the amenity of the area.
 - Increased visual and other nuisance aspects are expected to impact residents across the road from the development as they will be more exposed to activities associated with the operation of the service station if the wall is reduced from 2.5m to 1.2m in height.
 - Impacts associated with vehicles headlight glare are considered to have an increased impact on residents across the road from the development if the wall height is reduced.
2. Grants approval for the following amendments to the development approval granted by the Joint Development Assessment Panel (JDAP) for a Service Station on Lot 303 (No. 15) Albatross Crescent, Eaton dated 12th of April 2022 reference DAP/22/0216 (except as stated in 1 above where these plans amend the fencing details along Blue Wren Drive and Albatross Crescent):
 - With regard to Condition 1 the plans referred to below are substituted for the approved plans (A002 C, A102L, A103C, A104C, A201C, A202C, A203C, A204C, A205E, S101F and S201C) [Appendix ORD: 12.2.3C] and the condition is amended to read as follows:

All development must be carried out in accordance with the approved plan(s) listed below, unless amended with the written consent of the Shire. In the event of an inconsistency between the approved plan(s) and a requirement of the conditions of this development approval, the requirements of the conditions prevail.

- Schedule of finishes A004 01;
- Site Plan Proposed A10202 – street fencing as per Plan A102L DAP/22/0216 dated 12 April 2022 approval;
- Plan Building A103 02;
- Canopy Plan A104 00;
- Elevation Building Sheet 1 A201 03;
- Elevation Building Sheet 2 A202 01;
- Elevation Canopy Car Sheet 1 A203 01;
- Elevation Canopy Car Sheet 2 A204 01;
- Colour Elevations A207 02;
- Colour Elevations A208 01;
- Street Elevations A209 02– street fencing as per Plan A205E DAP/22/0216 dated 12 April 2022 approval;
- Plan Site Signage S101 02; and
- Elevation Signage S201 03.

- With regard to Condition 5 the condition is amended to read as follows:

The landowner/proponent is responsible to ensure that the installation, activities and processes associated with the development are carried out at all times and in all respects in accordance with the Environmental Noise Impact Report prepare by Revertabrate Consulting, dated 28th of February 2023.

- The following additional condition, Condition 15 is now placed on the development approval (DAP/22/0216).

Fuel deliveries to the service station are permitted only on Monday – Saturday between the hours of 7:00am to 7:00pm.

Background

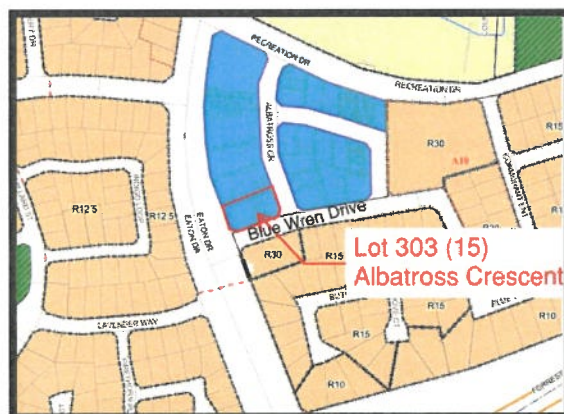
On 12th of April 2022 the Regional Joint Development Assessment Panel (JDAP) granted approval for a Service Station on Lot 303 (No. 15) Albatross Crescent, Eaton. Please refer to [Appendix ORD: 12.2.3A] for a copy of the approval.

On 4th of March 2023, the Shire received a request for an application for amendment to the existing JDAP approval for changes to the street boundary walls and building screen features, modifications to the loading bay and changes to signage.

In support of the application a revised Environmental Noise Impact Assessment [Appendix ORD: 12.2.3D] justified the removal of the acoustic wall to the front of the development, adjacent to Blue Wren Drive, by restricting fuel tanker deliveries to daylight hours only. As general deliveries are proposed at any time of the day, the Environmental Noise Impact Assessment indicated that acoustic treatment to the loading bay would be required to ensure that the noise levels experienced by the residential properties in the vicinity of the development achieved the Assigned Levels of the *Environmental Protection (Noise) Regulations 1997*. This resulted in the inclusion of a 3.5m high acoustic wall within the existing bin store area, extending a further 4.15m along the common boundary with the adjoining “Mixed Business” zoned property, with a 1.83m extension adjacent to the proposed building. These changes are highlighted in red on Plans A102:02 and A201:03 within Appendix ORD: 12.2.3C.

The application for amendment to the loading bay was assessed and approved under delegated authority by Shire staff on 22nd of March 2023 as it was considered that it would not have any impact on any adjoining landowners. It also allowed the Developer to progress their scheduled concrete pour at a crucial time of their building project. The remaining proposed amendments have been referred to Council for determination.

Location Plan



Proposal

The outline of the proposal is as follows:

Region Scheme	'Urban' zoning
Local Planning Scheme	'Mixed Business' zoning
Structure Plan/Precinct Plan	Eaton Fair Activity Centre Plan
Use Class and Permissibility	Service Station – 'P' (permitted) use
Lot Size	2,113m ²
Existing Land Use	Community centre and offices (South West Community Care)
State Heritage Register	No
Local Heritage	No
Bushfire Prone Area	Yes

Please refer to [Appendix ORD: 12.2.3B and 12.2.3C] for a copy of the application to amend the approval conditions and plans.

The applicant's summary of the proposed amendment is as follows:

1. *Reducing the extent of the street boundary wall along Blue Wren Drive and Albatross Crescent. Proposed now is a 1.20m high Colorbond™ fence for the Blue Wren Drive boundary only, east of the proposed crossover to Blue Wren Drive.*
2. *Reduction in height of screen feature on the convenience store building, from 6.60m (approved) to 5.69m (proposed).*
3. *Minor changes to 7-Eleven signage, as follows:*
 - a) *Thinner pin striping (and closer together) to main awning façade and fuel canopy;*
 - b) *New lettering signage on bottom of awning;*
 - c) *Window film changes;*
 - d) *Fuel canopy branding and logo lightbox changes; and*
 - e) *Blade wall sign, pylon sign and directional sign changes, including curved details and minor logo changes, as shown.*

The applicant has provided the following information in support of the proposed amendments:

The proposed amendment to the loading bay and the boundary fence is supported with an amended acoustic report which is included at [Appendix ORD: 12.2.3D].

In terms of current conditions on the existing DAP Approval, it is anticipated that the following conditions will be required to be amended and a new condition inserted restricting fuel deliver times:

Condition 1 – amend reference to new plan numbers.

Condition 5 – amend reference to new acoustic report dated 28th of February 2023.

New Condition 15 - Fuel deliveries to the service station are permitted only on Monday – Saturday between the hours of 7:00am to 7:00pm.

The new condition is to be inserted to ensure that the service station should only receive fuel deliveries between the hours of 7:00am and 7:00pm Monday to Saturday, consistent with the recommendations of the amended acoustic report. This kind of condition has been imposed on many service station

approvals where there is a defined delivery window to comply with acoustic requirements.

Legal Implications

Under Regulation 17A of the Planning & Development (Development Assessment Panels) Regulations 2011 an applicant may follow the process outlined in Regulation 17A if the proposed amendments to the approved development are minor.

The Office of the Director General advised as follows:

If the application is to be determined by the local government through the Regulation 17A process then a DAP Form 2 does not need to be completed as that is entirely a Shire process. However, when the application has been determined the following information must be provided to the Office of the Director General:

- (a) The date of determination;*
- (b) The determination;*
- (c) The terms of any condition to which the approval of the application is subject; and*
- (d) Reasons for any refusal of the application (if applicable)*

Council Plan

8.1 - Support responsible planning and development

Environment - None

Precedents - None.

Consultation

A ‘Service Station’ is a permitted use and no consultation is required.

Budget Implications - None.

Budget – Whole of Life Cost - None.

Council Policy Compliance

The Shire’s policy ‘SDev CP084 – Advertising Signage’ provides guidance on the assessment of advertisement signs. Under the policy, a signage strategy is required for multiple signs. Further details are provided in the RAR.

Risk Assessment

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

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.	
Risk Event	Amending a JDAP Development Application for Service Station Development – Lot 303 (15) Albatross Crescent, Eaton
Inherent Risk Rating (prior to treatment or control)	Moderate (5 - 11)

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.	
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable. Notwithstanding, impacts will be minimal and managed through the imposition of conditions.
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.
Risk Category Assessed Against	Environment There may be some community upset due to the 2.5m wall being reduced to 1.2m along Blue Wren Drive as there are residents that are aware of the approval granted by the JDAP.

Officer Comment

The following matters require consideration:

- *Reduced Boundary Wall*

The proposal is to reduce the height of the approved 2.5m high masonry wall to a 1.20m high Colorbond fence for the Blue Wren Drive boundary. The fence along the truncation and along Albatross Crescent is also proposed to be removed.

The applicant’s justification for the proposed amendments are based on the information contained in the Environmental Noise Impact Assessment Rev 3 [Appendix ORD: 12.2.3D]. The report demonstrates that with the proposed amendments to the loading bay and various operational changes noise can be sufficiently controlled to meet the *Environmental Protection (Noise) Regulations 1997*.

Although the applicant provided information that demonstrates that the wall along Blue Wren Drive may be removed in its entirety as noise can be sufficiently controlled on site, officers raised concerned that any proposal to remove the 2.5m high fence along Blue Wren Drive in its totality may be construed negatively by the residents across the road. Since the development construction commenced there has been lots of interest in the project from residents across the road.

Officers are concerned that by removing the walls there may be an increase in potential nuisance aspects such as vehicle headlight impacts (previously condition 14 which related only to the area opposite the access/crossover on Blue Wren Drive). The matter was flagged with the applicant and the applicant agreed to a 1.2m high fence along Blue Wren Road, refer Site Plan Proposed A102 02 at [Appendix ORD: 12.2.3C]

- *Other Proposed Amendments*

- Reduction in height of screen feature on the convenience store building, from 6.60m (approved) to 5.69m (proposed).
- Minor changes to 7-Eleven signage, as follows:
 - Thinner pin striping (and closer together) to main awning façade and fuel canopy;
 - New lettering signage on bottom of awning;
 - Window film changes;
 - Fuel canopy branding and logo lightbox changes; and
 - Blade wall sign, pylon sign and directional sign changes, including curved details and minor logo changes, as shown.

Officers consider that these amendments are minor and more of a cosmetic change. No additional signs are added and the height of the signs are still the same.

- *Amendments To The Conditions*

Following the assessment of the proposed amendments the following conditions will be required to be amended and a new condition inserted restricting fuel deliver times:

Condition 1 – amend reference to new plan numbers contained in [Appendix ORD: 12.2.3C]

Condition 5 – amend reference to new acoustic report dated 28th of February 2023, refer [Appendix ORD: 12.2.3D]

New Condition 15 - Fuel deliveries to the service station are permitted only on Monday – Saturday between the hours of 7:00am to 7:00pm.

- *Conclusion*

The proposed service station is a permitted use in the zone and approval was first granted by the JDAP in April 2022. The applicant is proposing amendments to aspects of the approval and provided a new Environmental Noise Impact Assessment (Rev 3) in support thereof. This document demonstrates that with the proposed amendments to the approved development noise can be managed sufficiently on site. Rather than the removal of the boundary fence altogether, officers negotiated the inclusion of a 1.2m high boundary fence along Blue Wren Drive in an effort to address community concern regarding potential offsite impacts from vehicle headlights. Therefore, officers recommend conditional approval of the application.

Although the 1.2m fence would mitigate some impacts from vehicle headlights the previous proposed 2.5m high wall is considered more effective in eliminating all other amenity and nuisance impacts associated with the operations of a service station and therefore Council is also provided with an alternative resolution that will ensure the retention of the boundary wall as per the original JDAP approval dated 12th of April 2022 reference DAP/22/0216; and approving all other minor amendments.

Under Regulation 17A of the *Planning & Development (Development Assessment Panels) Regulations 2011* Council may:

- Consider the proposal and determine the terms of any condition to which the approval of the application is subject; or
- Refuse the application for minor modifications and provide reasons for refusal (if applicable).

END REPORT

Note: Acting Manager Development Services, Mrs Michelle Dennis, left the meeting [5.29pm].

12.3 INFRASTRUCTURE DIRECTORATE REPORTS

12.3.1 Title: Collie River Southern Fishing Platform Ownership and Rehabilitation

Reporting Department	<i>Infrastructure Directorate</i>
Responsible Officer	<i>Mr Theo Naudé - Director Infrastructure</i>
Reporting Officer	<i>Mr Kristin McKeachie - Manager Assets</i>
Legislation	<i>Local Government Act 1995</i>
Council Role	<i>Executive/Strategic.</i>
Voting Requirement	<i>Simple Majority.</i>
Attachments	<i>12.3.1A – Risk Assessment Tool</i> <i>12.3.1B - Response from Shire of Harvey</i> <i>12.3.1C – Response from City of Bunbury</i> <i>12.3.1D – Response from Main Roads Western Australia</i> <i>12.3.1E – Budget Estimates from Consulting Engineer</i>

Overview

This report discusses outcomes of communication between the Shire of Dardanup, the Shire of Harvey, the City of Bunbury and Main Roads Western Australia in accordance with Council Resolution [06-23] on the 25th of January 2023.

Change to Officer Recommendation - No Change.

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

86-23 MOVED - Cr. M T Bennett SECONDED - Cr. P S Robinson

THAT Council:

1. **Receives formal responses from the Shire of Harvey, City of Bunbury and Main Roads Western Australia (Appendix ORD: 12.3.1B, 12.3.1C and 12.3.1D) regarding the establishment of a 4-party funding agreement to repair and/or maintain the fishing platform.**

2. **Requests that the Chief Executive Officer assume ownership on behalf of the Shire of Dardanup of the Collie River Southern Fishing Platform structure, which was historically owned by the Shire of Harvey and remains within the boundary of the Shire of Harvey.**

3. **Requests that the Chief Executive Officer carries out the urgent repair work as described in Section 3.2 of (Appendix ORD: 12.3.1E) ('Budget Estimates from Consulting Engineer') in the current Financial Year 2022/23, to bring the facility to a minimum safe standard in order to reopen it to the public.**

4. **Includes in the Council Plan a new action requiring the development of an appropriate management plan for the Collie River Southern Fishing Jetty, or alternative options for replacing or removing the asset for Council consideration by March 2024.**

CARRIED
6/1

FOR THE MOTION	AGAINST THE MOTION
Cr. M T Bennett	Cr. E P Lilly
Cr. L W Davies	
Cr. T G Gardiner	
Cr. S L Gillespie	
Cr. P S Robinson	
Cr P R Perks	

Background

Two decisions of Council related to Agenda Item 12.3.1 dated 25th of January 2023: refer:

MOTION *MOVED -* *Cr. J Dow* *SECONDED -* *Cr. M R Hutchinson*
LOST

THAT Council:

1. *Requests the Chief Executive Officer to remove access to the Fishing Platform from the Boardwalk on the southern shore of the Collie River in order to ensure public safety; and*
2. *Declines responsibility for ownership of the Fishing Platform structure that was attached to the old timber bridge, which was historically owned by the Shire of Harvey and remains within the boundary of the Shire of Harvey.*

MOTION LOST
 3/4

06-23 *MOVED -* *Cr. S L Gillespie* *SECONDED -* *Cr. M T Bennett*

THAT Council requests the Chief Executive Officer to:

1. *Negotiate with the City of Bunbury, Shire of Harvey and Main Roads WA to establish a 4 party agreement to fund (in equal amounts) repairs to the Fishing Platform as described in Section 3.2 of Appendix ORD: 12.3.1B ('Budget Estimates from Consulting Engineer'), including project management costs;*
2. *Subject to successful negotiations with the City of Bunbury, Shire of Harvey and Main Roads WA on the establishment of a 4 party Agreement referred to in (1), carry out the repair work as described in Section 3.2 of Appendix ORD: 12.3.1B ('Budget Estimates from Consulting Engineer') in the current Financial Year 2022/23;*
3. *Develop an appropriate management plan for the Collie River Southern Fishing Jetty, from which appropriate financial provisions shall be determined and included in future Capital and Operational Works budgets;*
4. *Negotiate with the City of Bunbury, Shire of Harvey and Main Roads WA to establish a 4 party agreement for ongoing maintenance, insurance and future replacement of the Fishing Platform;*
5. *Negotiate with City of Bunbury to formalize an agreement for ongoing maintenance, insurance and future replacement of the Boardwalk; and*
6. *Present the responses or agreements from other local governments and Main Roads WA to Council for ratification.*

CARRIED
 7/0

Legal Implications

The *Local Government Act 1995* applies

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.
- 7.1 - Minimise risks and impacts from fires, floods, heat waves, and other natural disasters.
- 8.2 - Advocate for adequate utility infrastructure to support a growing community and economy.
- 9.5 - Provide safe and accessible access to waterways for recreational activities.
- 13.1 - Adopt best practice governance.
- 13.2 - Manage the Shire’s resources responsibly.

Environment - None.

Precedents - None.

Budget Implications

In the 2022-2023 annual budget there is a provision of \$40,000 against J12687 for repairs to the Collie River Jetty. Officers recommend undertaking the urgent works at an estimate of \$35,000 as soon as practicable. Please note it is likely that this project will be carried forward into the 2023-24 annual budget.

The following current and future Capital Expenditure implications arise:

PROJECT NAME	PURPOSE/OUTCOME	FINANCIAL YEAR	COST
Urgent Works	Bring the facility to a minimum safe standard, in order to reopen it for public use.		\$35,000
Re-piling	Provide long term replacements for end of life structural vertical supports.		(up to) \$31,000
Project Management Costs	Costs related to supervision of contractors, public consultation and administration of contracts related to required works. (Nominal 15% of Capital costs)		\$9,900
TOTAL cost to rehabilitate			\$75,900

It is not recommended at this stage to take the re-piling and that this be further considered in the preparation of a management plan for the asset.

Budget – Whole of Life Cost

The probable operational design life of the Fishing Structure will be fifteen (15) years assuming all rehabilitation works are carried out as prescribed. At the end of that time it will be necessary to consider either full reconstruction, or full and final demolition of the structure.

The future cost schedule for routine maintenance leading to replacement of the structure at the end of the forecast 15 year life will include:

FUTURE COST SCHEDULE ASSUMING REPLACEMENT AT YEAR 15			CPI:	2.50%
YEAR NUM	FY PERIOD	ACTIVITY	2022/23 ESTIMATE	CPI ESCALATED COST
0	2022/23	Insurance	\$325	\$325
		Rehabilitation (full cost per Engineers Report Section 3.2)	\$75,900	\$75,900
1	2023/24	Insurance	\$325	\$333
2	2024/25	Insurance	\$325	\$341
		Minor timber works	\$2,000	\$2,101
3	2025/26	Insurance	\$325	\$350

FUTURE COST SCHEDULE ASSUMING REPLACEMENT AT YEAR 15			CPI:	2.50%
YEAR NUM	FY PERIOD	ACTIVITY	2022/23 ESTIMATE	CPI ESCALATED COST
4	2026/27	Insurance	\$325	\$359
		Minor timber works	\$2,000	\$2,208
5	2026/27	Insurance	\$325	\$368
		Anode replacements and coatings reinstatement	\$10,000	\$11,314
6	2027/28	Insurance	\$325	\$377
		Minor timber works	\$2,000	\$2,319
7	2029/30	Insurance	\$325	\$386
8	2030/31	Insurance	\$325	\$396
		Minor timber works	\$2,000	\$2,437
9	2031/32	Insurance	\$325	\$406
10	2032/33	Insurance	\$325	\$416
		Anode replacements and coatings reinstatement	\$10,000	\$12,801
		Minor timber works	\$2,000	\$2,560
11	2033/34	Insurance	\$325	\$426
12	2026/27	Insurance	\$325	\$437
		Minor timber works	\$2,000	\$2,690
13	2035/36	Insurance	\$325	\$448
14	2036/37	Insurance	\$325	\$459
		Minor timber works	\$2,000	\$2,826
15	2037/38	Insurance	\$325	\$471
		Demolition of existing (full cost per Engineers Report Section 3.6)	\$131,000	\$189,727
		Replacement (CPI escalation of 2009 estimated costs)	\$213,669	\$224,486
			Total Future Cost	\$537,668

Council Policy Compliance

Council Policy *Infr CP074 – Asset Management* applies.

Risk Assessment

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

TIER 3 – ‘High’ or ‘Extreme’ Inherent Risk.	
Risk Event	Ownership of the Collie River Southern Fishing Jetty
Inherent Risk Rating (prior to treatment or control)	High (12 - 19)
Risk Action Plan (treatment or controls proposed)	Remediate structure as necessary to bring it up to a safe operable condition.
Residual Risk Rating (after treatment or controls)	Moderate (5 - 11)
Risk Category Assessed Against	Health The structure is currently considered unsafe for access by public and has therefore been closed. Remediation is required in order to return the structure to service while reducing the Shire’s risk.

TIER 3 – ‘High’ or ‘Extreme’ Inherent Risk.		
	Financial	<p>Investigations to date have delivered Rough Order of Magnitude (RoM) cost estimates only. There remains considerable risk that costs may increase once detailed investigations are undertaken.</p> <p>Costs for remediation and ongoing maintenance have not been included in Shire budgets. Unbudgeted Expenditure is therefore required in the current financial year, with provision for additional costs required in the upcoming FY 23/24 Budget.</p> <p>The Shire has been advised by all other parties (Main Roads WA, Shire of Harvey, City of Bunbury) that they consider the Shire of Dardanup to be liable for all costs.</p>
	Reputational	<p>The structure is highly regarded and well utilised by the community. Removal of, or failure to reopen, the facility may result in negative public commentary against the Shire.</p>
	Environment	<p>If left in its current state, the structure is likely to degrade further. This may result in catastrophic failure of the piling. If this occurs then contamination or blockage of a portion of the Collie Riverbed with timber and steel rubble may result.</p>

Officer Comment

The Collie River Southern Fishing Jetty is a well utilised, existing community facility that (for historical reasons) has deteriorated to an unsafe condition.

Since reconstruction of the Old Coast Road (Collie River) Bridge (to which the Southern Fishing Platform was originally attached) in 2010, there have been several attempts to resolve the ownership and management responsibilities for this structure among the principal stakeholders (City of Bunbury, Shire of Harvey, Shire of Dardanup and Main Roads Western Australia).

In light of the current condition of the structure, the Shire of Dardanup determined to bring these matters to a full and final resolution. The Council was previously requested to consider alternative options for the future management of this structure, including:

- Permanent closure leading to demolition of the structure; or
- Agreement to assume joint care and control of the facility in accordance with Section 9.46 (*‘Things that may be alleged to be the property of local government’*) of the *Local Government Act 1995*, notwithstanding the fact that the facility is located outside of the boundary of the Shire of Dardanup.

At its Ordinary Council Meeting of 25th of January 2023, Council passed the following resolution [Res: 06-23] in respect of the above structure:

THAT Council requests the Chief Executive Officer to:

1. *Negotiate with the City of Bunbury, Shire of Harvey and Main Roads WA to establish a 4 party agreement to fund (in equal amounts) repairs to the Fishing Platform as described in Section 3.2 of Appendix ORD: 12.3.1B ('Budget Estimates from Consulting Engineer'), including project management costs;*
2. *Subject to successful negotiations with the City of Bunbury, Shire of Harvey and Main Roads WA on the establishment of a 4 party Agreement referred to in (1), carry out the repair work as described in Section 3.2 of Appendix ORD: 12.3.1B ('Budget Estimates from Consulting Engineer') in the current Financial Year 2022/23;*
3. *Develop an appropriate management plan for the Collie River Southern Fishing Jetty, from which appropriate financial provisions shall be determined and included in future Capital and Operational Works budgets;*
4. *Negotiate with the City of Bunbury, Shire of Harvey and Main Roads WA to establish a 4 party agreement for ongoing maintenance, insurance and future replacement of the Fishing Platform; and*
5. *Negotiate with City of Bunbury to formalize an agreement for ongoing maintenance, insurance and future replacement of the Boardwalk.*

This report addresses outcomes of Items 1 through 4 of the above Decision.

Note: With respect to Item 5 of [Res: 06-23], negotiations with the City of Bunbury in regards to establishment of a formal agreement for ongoing maintenance of the Collie River Boardwalk will commence following preparation of an initial Draft Memorandum of Agreement (MOU), upon which discussions will be based. The City has indicated its readiness to enter into such negotiations with a view to reaching a mutually beneficial outcome.

Letters were sent to the Chief Executives of the Shire of Harvey and the City of Bunbury, along with the Director of South West Operations of Main Roads Western Australia outlining Council's Decision and inviting expressions of interest in participation in joint funding support of the Platform as per Item 1 above.

Formal responses to the Shire of Dardanup's invitation to participate in joint management of the Collie River Southern Fishing Platform from all three invitees are attached to this report [Appendix ORD: 12.3.1.1B, 12.3.1C and 12.3.2D] and are summarised as follows:

- *Main Roads Western Australia (response dated 08/03/2023): 'While Main Roads funded the initial refurbishment of the fishing jetty as part of the bridge replacement project, Main Roads will not be involved in an ongoing joint funding arrangement for the maintenance of this structure.'*
- *City of Bunbury (response dated 21/03/2023): 'While I can understand the Shire of Dardanup position and request for funding as for the reasons stated, I am unable to support such request.'; and*
- *Shire of Harvey (response dated 27/03/2023): 'The Shire of Harvey does not accept any responsibility for any maintenance requirements/capital improvements of this infrastructure.'*

In addition to advising of their decision not to participate in supporting the maintenance of the Southern Fishing Platform, the Shire of Harvey have advised that they are currently giving consideration to demolition of the (now dilapidated) Northern Fishing Platform. The Northern Fishing Platform shares a common lineage and history with the Southern Fishing Platform, having also been part of the original Collie River Bridge (Bridge #232).

Based upon the above responses, it is apparent that the Shire of Dardanup will not be supported by any other stakeholder in the future maintenance of the Collie River Southern Fishing Platform. Should Council choose to retain the Fishing Platform in service, all costs for its rehabilitation and ongoing maintenance will therefore be borne by the Shire.

Following the urgent repair works it is recommended that a management plan for the asset be prepared together with investigations for alternative options to replace or remove the assets.

END REPORT

PROCESS

Note: This item was dealt with earlier in the meeting [refer page 12 of these minutes] due to the public being in attendance.

12.3.2 (Refer Page 12) Title: Yabberup Road – Preliminary Investigations of Road Closure

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>Simple Majority.</i>
Attachments	<i>12.3.2A – Risk Assessment Tool</i>

12.3.3 Title: FOGO Waste Service

Reporting Department	<i>Infrastructure Directorate</i>
Responsible Officer	<i>Mr Theo Naudé - Director Infrastructure</i>
Reporting Officer	<i>Ms Eliza-Jane Jacques – Coordinator of Environment and Waste</i>
Legislation	<i>Local Government Act 1995</i>
Council Role	<i>Executive/Strategic.</i>
Voting Requirement	<i>Simple Majority.</i>
Attachments	<i>Appendix ORD: 12.3.3 – Risk Assessment Confidential Attachment – Under Separate Cover</i>

Overview

This report presents Council with an overview of the current Food Organics, Garden Organics (FOGO) waste services provided by the Shire and provides some alternative options for Council to consider. It is recommended that further options be considered in the review of the Shire's Waste Management Plan to be undertaken in the next financial year.

Change to Officer Recommendation

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

- *The resolution was amended to set a timeframe for the review of the Shire's Waste Management Plan to be completed by 28th of February in order for it to be able to inform the next year's budget process. The impact of alternative FOGO processing including the potential for not continuing with FOGO collection should be considered by Council as part of the review process.*

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

87-23 MOVED - Cr. M T Bennett SECONDED - Cr. S L Gillespie

THAT Council includes the Review of the Shire's Waste Management Plan in the Council Plan 2022-2032 to be undertaken in 2023/2024 financial year, and for the review to include:

- 1. Community engagement with regards to the Shire's current waste management practices and services in line with Council's Community Engagement Policy and Framework; and**
- 2. Consideration of alternative options for the processing of the Shire's Food Organics, Garden Organics (FOGO).**
- 3. That the review is to be presented back to Council by the 28th of February 2024.**
- 4. If the review does not provide an acceptable alternative processing the Shire's FOGO, that Council considers not continuing with FOGO collection.**

CARRIED
7/0

OFFICER RECOMMENDED RESOLUTION

THAT Council includes the Review of the Shire's Waste Management Plan in the Council Plan 2022-2032 to be undertaken in 2023/2024 financial year, and for the review to include:

- 1) Community engagement with regards to the Shire's current waste management practices and services in line with Council's Community Engagement Policy and Framework; and
- 2) Consideration of alternative options for the processing of the Shire's FOGO.

Background

Currently the Shire provides a kerb-side waste collection, a waste education program, bulk verge-side collection (hard waste and green waste), public bins, a waste transfer station and a specialised e-waste service through Mr Matt Meijer. The Shire does not own or operate a landfill site for the disposal of rural or residential household waste. Similarly, the Shire does not own or operate a waste fleet. The collection and disposal of municipal waste is therefore entirely contracted out.

At its 31st of March 2021 Ordinary Council Meeting, Council resolved to endorse the amended Waste Management Plan. Council at the same meeting also agreed to enter into new contracts for the provision of kerbside waste collections, processing and disposal services, including the provision of a Food Organics, Garden Organics (FOGO) waste collection service, which commenced on the 4th of October 2021.

Since then, Council has sought a formal contract with Bunbury Harvey Regional Council (BHRC) for the processing of its FOGO waste and have subsequently made the following resolutions:

In September 2022 Council resolved as follows [Res: 239-22]:

COUNCIL RESOLUTION "A" [239-22]

THAT Council:

1. *Endorses establishment of a contract with the Bunbury Harvey Regional Council (BHRC) for the provision of Organics Processing Services for a two-year term starting on the 3rd of October 2022; and*
2. *Authorises the Chief Executive Officer to finalise contract negotiations and execute the contract on behalf of the Council subject to a termination clause allowing either party to give 3 months' notice to terminate the contract for any reason.*

CARRIED
8/0

AND

COUNCIL RESOLUTION "B" [240-22]

THAT Council:

1. *Request Bunbury Harvey Regional Council (BHRC) to show Council what they propose to do to reduce the stench coming from the Banksia Road site;*

2. *Request the Chief Executive Officer to investigate other possible uses for our FOGO and what cost and system may be used;*
3. *Request the Chief Executive Officer to investigate what Council spends on mulch per year and if mulch is available from Bunbury Harvey Regional Council (BHRC).*

CARRIED

8/0

With regards to Council Resolution A [OCM Res-239-22], Officers wrote to Bunbury Harvey Regional Council (BHRC) and provided a draft contract seeking a two-year term for BHRC to process the Shire's FOGO. BHRC declined to enter into a formal contract and has instead agreed to continue processing the Shire's FOGO through a gate fee. This poses a significant risk to the Shire whereby, BHRC could at any stage decline to receive any more of the Shire's FOGO or increase the gate fee to a level that is not sustainable and unbudgeted by the Shire. Therefore, as discussed in the Officer Comment Section of this report, and in line with Council Resolution B [OCM Res: 240-22] above, officers have investigated potential alternatives for the Shire's FOGO Processing. The report also considers the Shire's total expenditure on mulch per annum and options in this regard.

- *Odour Control*

With regards to Resolution B 1 [OCM Res: 240-22], Officers in August 2022 received the following from the then CEO of BHRC in an email:

We received notification of complaints from your EHO regarding an issue on Thurs pm / Friday am. However, I can confirm that nothing has changed on site nor has the operation made any changes which would impact the site's odour profile. We quizzed the operator who was on site last Friday about odour and he mentioned that he noticed a strong Sulphur smell coming from off-site, not emanating from our site.

We have also received direct contact with DWER Compliance last week, regarding odour complaints, during the period 29/7 to 3/8, but nothing outside of that date range. No unusual activity was occurring on site during this period either.

We ceased receiving any form of animal or animal-based products last year, and do not intend to reintroduce these waste products into the process.

As such and based upon my experience, the site is no longer the source of any significant odour, and associated complaints. I would consider other localised sites to be of higher risk of odour generation, such as Cleanaway and the Sewer Treatment plant.

Following the Council resolution Officers asked the then CEO of BHRC to address Council to outline the processes applied by BHRC to FOGO. During a site visit with Councillors, held on 23rd of November 2022, the then CEO of BHRC outlined that he did not consider there to be an odour issue emanating from the site and that BHRC practices did not cause excessive odour. No additional information was received from BHRC, and it is understood that the CEO of BHRC finished with them at the end of November 2022.

In March 2023, Council received a number of odour complaints from a nearby resident. In researching the matter, it was identified that a local farmer had been storing and applying pig manure within the area. Officers have followed this up through the relevant compliance processes. However, following continued complaints, Officers followed up with the Department of Water and Environmental Regulation (DWER) with regards to BHRC's licence.

DWER confirmed that the BHRC organics facility is no longer permitted to accept any animal waste under their Prescribed Premises Licence. There was a requirement that remaining animal waste at the facility had to be removed by December 2022. Which DWER indicated has been done.

Officers also followed up with BHRC regarding its odour management processes in place, particularly leading into the Easter long weekend. BHRC staff confirmed that processes at the Organics Facility are such that there should be no risk of odour over the long weekend. They also mentioned that if a complaint is made to Pollution Watch, they receive an automatic message on their phone (so it can be dealt with immediately).

Officers received the following formal response from BHRC:

Please be advised that the ordinary controls of staff monitoring odour and the prevailing wind direction will be in place.

Operational adjustments will be made by BHRC staff in the event conditions prove to be unfavourable.

Our Environmental Compliance Officer Christine is available along with DWER during all Public Holidays and Long Weekends to address any concerns that have been reported to pollutionwatch@dwer.com.au

It is noted that BHRC has recently called for Expressions of Interest (EOI) for the establishment of a new 35,000 tonne FOGO processing facility at Stanley Road, in the Shire of Harvey. This EOI was circulated to Councillors as a confidential document to provide further background to what BHRC's intended future is for its Banksia Road processing facility. It is noted from the EOI that the short term intent is for a FOGO receiving and initial processing facility to be established at Stanley Road, with processed materials to be transported and cured (composted) at Banksia Road.

Due to the odour intensive processes associated with receiving and the initial processing of FOGO, it is expected that the odour issues at Banksia Road should become more manageable moving forward. It is noted, however from the EOI and the Works approval, that the new facility does consider processing animal waste, which may pose additional challenges.

In the medium to longer term, and depending on funding availability, BHRC intends to construct closed composting tunnels at the Stanley Road site. This should ultimately result in the Banksia Road site being decommissioned. The EOI closes on 24th of April 2023. Officers will provide Councillors with any updates on the outcomes of this process, as soon as practical after receiving such information.

With regards to resolutions A [OCM Res: 239-22] and B [OCM Res: 240-22] Officers have been investigating alternative options for the Shire's FOGO Processing as detailed below. This report also presents Council with the details in regard to the cost and use of mulch by the Shire.

Legal Implications - None

Council Plan

6.2 - Adopt innovative and more sustainable waste management solutions.

Environment

The Shires proactive approach to waste collection and processing, along with the recently adopted Food Organics, Garden Organics (FOGO) bins service is expected to reduce the amount of waste going to landfill.

Precedents

Council implemented the FOGO service in October 2021.

Budget Implications

The current forecast for the entire FOGO processing for 22/23 financial year is \$153,000.

Budget – Whole of Life Cost - None.

Council Policy Compliance

Policy ‘Infr CP069 – Waste Management Policy

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to [Appendix ORD: 12.3.3] for full assessment document.

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.		
Risk Event	FOGO Waste Service	
Inherent Risk Rating (prior to treatment or control)	Moderate (5 - 11)	
Risk Action Plan (treatment or controls proposed)		
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.	
Risk Category Assessed Against	Financial	Additional cost of FOGO transport to another FOGO processing facility and gate fees.
	Service Interruption	The Shire’s kerb-side bin pick up could be affected, resulting in a service interruption to residents.
	Legal and Compliance	Non-compliance with the State Government Waste Avoidance and Resource Recovery Strategy.
	Reputational	The Shire’s reputation could be viewed negatively by the community if FOGO was disposed directly to landfill
	Environmental	FOGO entering into landfill if no solution is found

Officer Comment

The Shire of Dardanup is committed to providing an overarching waste service that is efficient and effective, which meets the needs and expectations of the community and strives to divert as much waste from landfill as possible. This aligns with the State Government’s material recovery targets outlined within the Waste Avoidance and Resource Recovery Strategy 2030 (State Waste Strategy). This Strategy has material recovery targets for municipal solid waste in the major regional centres of 55% by 2025 and 60% by 2030, with food and organic waste as a focus material.

Although the Federal Government recently announced a reduced target for FOGO from 2025 to 2030, it is understood that the WA State Government remains focused on achieving FOGO diversion from landfill by 2025.

The Shire’s Council Plan 2022 – 2032 recognised waste management services as an area for continuous improvement and innovation, with the identified *Outcome 6.2: Adopt innovative and more sustainable waste management solutions*. A review of the Shire’s waste management strategy / plan is due in the 23/24 financial year.

The Shire's current Waste Management Plan 2021 identifies the delivery of waste services as being an essential and core provision. This plan details the Shire's previous waste service scope pre-FOGO and detailed the (then) FOGO options for Council consideration. The three bin 'refuse, recycling and FOGO' system has subsequently been endorsed, delivered, and is achieving important targets of landfill diversion. The Waste Management Plan also discusses the threat of a Waste Landfill Levy, which was introduced to Perth metropolitan Councils, being extended into regional centres. This threat is still valid and a consideration for the Shire when this management plan is due for review.

At the time, Council received presentations from various agencies including the Bunbury Harvey Regional Council (BHRC). The plans presented to Council and its Sustainability Advisory Group from BHRC indicated that the FOGO processing facility at Banksia Road in Dardanup, would be relocated to Stanley Road by mid-2021. BHRC received \$6M as a grant from the Federal Government to facilitate the relocation and expansion of their services.

Council was also successful in its application for a grant through the State Government's Better Bins Plus program, which provided funding towards the purchase and roll out of the third bins. As a result of the grant and restructured waste collection services, the third bin could be rolled out to residents at an increase of just over \$5 per annum.

Based on the information at hand, Council in March 2021, agreed to this additional service and the relevant contracts were entered into, bins ordered, and education commenced. As can be noted from the table below, the roll out, even with some of the teething issues, was well adopted by the community and has resulted in significant diversion of waste from landfill.

Table 1: Kerb-Side Waste Collection Tonnages

Waste Type	2020/21	2021/22	2022/23 to date	2022/2023 EOFY forecast	2022/2023 %
Refuse	4,353	2,359	1,298	1,947	36%
Recycling	905	942	645	967	18%
FOGO	0	1,788	1,631	2,443	46%
TOTAL	5,258 tonnes	5,089 tonnes	3,574 tonnes	5,357 tonnes	100%

These figures have been collated over the last three financial years. Please note that FOGO was only introduced in October 2021.

As can be noted from the table, it is expected that in 2022/2023 a total of 2,443 tonnes of waste will be diverted from landfill to FOGO processing. This makes up 46% of the total waste collected through our kerb-side collection service. When the additional 967 (18%) of materials diverted to Recycling is added to this, the Shire's total waste diverted from landfill is 3,410 tonnes, which is 64%. As such the Shire has already exceeded the total recovery targets for both 2025 (55%) and 2030 (60%) set by the State Government.

FOGO therefore plays an important part in the Shire's Waste Management Strategy of diverting waste from landfill. Its adoption by our community and the outcomes achieved including the low levels of contamination should be considered as a success story, which should be celebrated and reinforced.

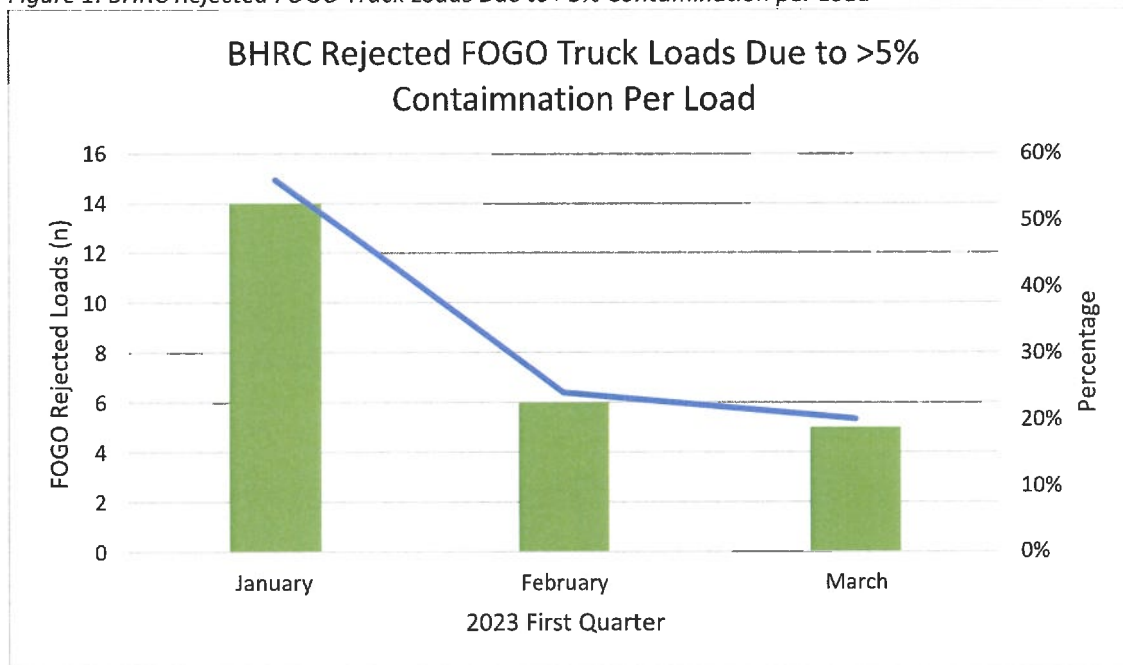
There hangs a shadow over this success, which primarily relates to the FOGO processing undertaken by BHRC at its Banksia Road site. Additionally, compliance concerns raised with regards to BHRC's management practices and compliance with relevant licences both at its landfill site at Stanley Road and its FOGO processing and composting site at Banksia Road, marred community opinion about the Shire of Dardanup's waste management practices and the FOGO service. As a result, there appears to be a community perception that due to "high levels" of contamination in the Shire's FOGO it all ends up in landfill anyway. This is simply not the case as discussed below.

- **FOGO Contamination**

BHRC has a contamination charge of \$120 per tonne (in lieu of the \$74) for FOGO truck loads, which are rejected due to loads having more than 5% contamination. The estimate of contamination is based on a visual assessment on site after the truck has discharged. In the first quarter of 2023, the Shire has had 25 rejected FOGO loads delivered to BHRC. Exact number of loads to be confirmed with Veolia.

From Figure 1 below, it can be seen that the number of rejected loads has decreased over the 2023 first quarter, with 56% (n=14) of rejected loads occurring in January 2023, compared to 24% (n=6) in February 2023 and 20% (n=5) in March 2023.

Figure 1: BHRC Rejected FOGO Truck Loads Due to >5% Contamination per Load



This decrease in FOGO contamination correlates to the Shire’s media campaign launched in February 2023 centred on the “Great Sorts” mailbox thank-you packs and \$100 supermarket voucher competition (provided by Veolia), and education clarifying biodegradable vs compostable FOGO bin bags. Concurrently, Veolia also launched a targeted letter program aimed at known 30-50 recidivist contaminating properties, warning of a possible \$50 contamination fee for ongoing contamination.

As a result of the waste education campaigns and direct compliance actions undertaken our community has reduced the contamination rates to acceptable levels. As a result of these campaigns it is expected that the Shire’s overall contamination rates are well below 5% and likely to be closer to 1% or 2%, which is well within the range for processing and composting without significant additional sorting or contamination removal required.

To continue to address FOGO contamination issues the Shire has developed a FOGO Contamination Action Plan. The plan is directed at understanding the contamination trends, key contaminants, and ongoing recidivist contaminators. This information helps to better structure ongoing media campaigns and the Shire’s waste education program, with the ultimate aim to reduce contamination volumes and associated processing costs.

Table 4: FOGO Contamination Action Plan

ITEM	ACTION	DETAILS	RESPONSIBLE
1	Physical audit of two full FOGO truck loads to determine the actual	These audits will occur in the third week of April 2023, and will provide a snap shot of days/loads consistently identified as contaminated.	Veolia and the Shire of Dardanup

ITEM	ACTION	DETAILS	RESPONSIBLE
	contamination rate (by weight) and identify the key contaminants		
2	Shire run media education campaign	Focus on biodegradable vs compostable FOGO bin bags. This is an ongoing action.	Shire of Dardanup
3	'Great Sorts' mailbox thank-you packs and \$100 supermarket voucher competition	Rewarding residents who are 'great sorts'. No specified end date.	Veolia
4	Targeted letter program aimed at properties with FOGO bin contamination	Includes discrete, informative bin stickers and warning letters. This is a 5 strike step process before a possible \$50 fee for ongoing contamination and month service suspension. There are currently 30-50 known recidivist contaminators. This is an ongoing action.	Veolia
5	Free compostable bin liners to residents	Available over the Eaton Office front counter. In an effort to reduce contamination resulting from using incorrect bin liners, the Shire can deliver caddy liners to all FOGO properties at a cost of \$8,000. This is an ongoing action.	Veolia and Shire of Dardanup
6	Waste Education Program	Targeted at primary schools and child-based education programs.	Veolia
7	Investigate future FOGO partnerships aside/away from BHRC	The Shire is actively investigating FOGO options and future business opportunities. These investigations are active, with the aim to present to council outlining possible options.	Shire of Dardanup

- *Alternative FOGO Processing Options*

Following on from Item 7 in the FOGO Contamination Action Plan, and in accordance with Council's resolutions in September 2022, Shire Officers have been investigating FOGO options and future business opportunities to present to Council. This included site visits and discussions with Perth metropolitan regional waste councils, industry leaders and possible commercial partnerships. Below is an outline of the current known options

Option 1: Continue with Bunbury Harvey Regional Council

Currently, the Bunbury Harvey Regional Council (BHRC) is seeking Expressions of Interest proposals for a new 35,000t capacity FOGO waste processing facility at Lot 45 Stanley Road, in the Shire of Harvey. Submissions closing on 24th of April 2023.

Outlined within the proposal is a two stage framework. Stage 1 details BHRC's Stanley Road facility receiving and conducting the initial processing of FOGO material, with further composting operations to continue at their Organics Facility off Banksia Road, Crooked Brook, in the Shire of Dardanup. This stage is guaranteed with secured funding.

Stage 2 details a further construction of aeration tunnels and an enclosed composting system at Stanley Road, however this stage is contingent on additional funding being secured. There is a risk of the Shire of Dardanup in the uncertainty of any contracts awarded and therefore unclear future processing costs

of the Shire's FOGO; we have no contract with BHRC and have not yet received the gate fees proposed by BHRC for 2023-2024 Financial year.

Without these factors known, it is recommended that Council consider other options where more certainty of costs and security of processing can be established.

Option 2: Shire of Dardanup Operated FOGO Processing

Officers considered the potential of the Shire of Dardanup undertaking various levels of processing of our own FOGO material at the Shire's current and/or future Waste Transfer Station. Various levels of processing were considered. However, the licencing and infrastructure required to deal with the receiving and initial processing of the uncured waste, in a way so as to avoid odour complaints, would make the processing of such low quantities of waste uneconomical and therefore unviable for Council to consider.

Option 3: Depiazzi Pty Ltd

The Shire President, CEO and Director Infrastructure held discussions with Depiazzi Pty Ltd around their potential interest in processing the Shire's FOGO. There is initial prospective interest, however Depiazzi is concerned about the potential contamination levels particularly in relation to glass or sharp metal waste. These concerns cannot easily be addressed and as outlined in Option 2 above, it would be unfeasible for the Shire to undertake further decontamination.

Option 4: C-Wise

Officers met with C-Wise in Nambelup to consider the options they present for the Shire's FOGO processing. It should be noted that C-wise is not a waste management company but, is instead a composting company that produce a soil amelioration product to the agricultural sector. Their business philosophy is centred on soil carbon, sequestration, and best farm management practices.

C-Wise has plans to build a new FOGO facility near their current site in Nambelup, Peel region, to process 100,000 to 200,000 tonnes of FOGO waste per annum. This facility is not yet confirmed and may only be commissioned and available from 2026 onward. Therefore, this may provide an alternative option in the medium to longer term.

Option 5: Resource Recovery Group

The Resource Recovery Group (RRG) in Canning Vale is a Regional Council that originally undertook the entire FOGO processing and composting treatment at their premises, since early 2000, as the Southern Metropolitan Regional Council. In 2019, the RRG converted this part of their operations to purely processing FOGO through decontamination to create a clean marketable FOGO product. RRG then provide this product to industry composters, GO Organics and Purearth.

RRG's process of receiving and processing FOGO is undertaken in sheds that are fully enclosed and under negative pressure. The odorous air is cycled through scrubbers and bio-filters to reduce the odour. The process includes the raw FOGO being run through a shredder and trommel to separate contaminants. This leads to a product that has less than 1% contaminants, with significantly reduced odour issues. The final product is then composted by the industry composters and produces a bagged compost product ready for sale.

RRG have welcomed Councillors to attend their facility and to see and experience what their site has to offer. Preliminary indications are that this may be a viable alternative option for the Shire's FOGO processing at a reasonably comparable rate.

Officers met with Resource Recovery Group on the 31st of March 2023 when visiting its processing facility and was shown the operational side at their premises, which was very impressive. After this meeting with the RRG, the Shire was provided with a fee for receiving and processing FOGO.

In considering this option the Shire would need to transport its FOGO from the Shire to the RRG facility that is located in Canning Vale, 154km from the Shire office. The current contract with Veolia makes provision for transport of FOGO to an alternative facility at an increased rate, which has now been provided, which is shown as Confidential Information (under separate cover) as it contains commercial in confidence information related to the specific Company.

Given the information received from Veolia relating to the transport cost of FOGO, together with the RRG processing fee it would result in an increased cost for the FOGO Waste Service. It is recommended that the Shire consider this option further as part of the Waste Management Plan review in 2023/24.

Option 6: Veolia

The Shire has a current contract with Veolia which contains a clause allowing the Shire to divert our FOGO to a different processing facility at an increased transport cost. Veolia have expressed an interest to offer the Shire an alternative FOGO arrangement of transporting and processing at their North Bannister site, which has an 110,000 tonne per annum composting operation. Veolia's rate to deliver this service is shown as Confidential Information (Under Separate Cover) as it contains commercial in confidence information related to the specific Company.

Having received this information and comparing it to the Shire's current FOGO processing and associated fee at the BHRC, it is recommended that this option not be considered at this point in time.

Conclusion

Given the recent information received from Veolia and the resulting outcomes of Options 5 and 6 discussed above, Officers recommend that the Shire remains with BHRC in the meantime and continue to investigate alternative ways to deal with FOGO going forward.

- *Mulch and FOGO*

In September Council has also requested information with regards to the Shire's use of mulch and whether or not this is available from BHRC. The answer to the latter is that BHRC produces a compost product from the FOGO processing and does not produce mulch from the products received. Therefore, mulch is not available from BHRC.

With regards to the Shire's usage of mulch - during the 2021/22 financial year the Shire purchased 915m³ of mulch at \$30,777.50.

The Shire's bulk verge-side green waste collects 300-400 tonnes of garden material, with between 200-300 tonnes collected in autumn and 80-100 tonnes collected in spring. Currently the Shire discharges the collected green waste free of charge to Depiazzi Pty Ltd.

The Shire's Waste Transfer Station collected 212.34 tonnes of green waste during the previous annual year, which BHRC Organics Facility removes and processes. This costs \$1,144 per month, \$13,728 per annum.

Currently the Shire has an exceedingly large pile of timber stored, which was collected from the road maintenance program and parks and environment service. This will cost the Shire \$16 per m³ to grind into a 50mm wood chip, through Depiazzi Pty Ltd. It is unknown the annual tonnage collection of this material as this large stockpile has accumulated over several years and some of the native vegetation material removed via road maintenance is dropped off at Depiazzi free of charge on an ad hoc basis.

There is a difference between wood chip and mulch, being that wood chip is a coarse material, and mulch is a finer product which has undergone heat and aerobic treatment. This mulch process breaks down the green waste debris to a refined matter which biodegrades readily and releases nutrients quicker in that decomposition process. Both products have their appropriate uses.

An opportunity exists to retail in-house generated woodchip material, or incorporate the green waste and FOGO collected material, into a market product to sell to industry in an establish contract.

END REPORT

12.3.4 Title: Waste Transfer Station and E-waste Services

Reporting Department	<i>Infrastructure Directorate</i>
Responsible Officer	<i>Mr Theo Naudé - Director Infrastructure</i>
Reporting Officer	<i>Ms Eliza-Jane Jacques – Coordinator of Environment and Waste</i>
Legislation	<i>Local Government Act 1995</i>
Council Role	<i>Executive/Strategic.</i>
Voting Requirement	<i>Simple Majority.</i>
Attachments	<i>Appendix ORD: 12.3.4 – Risk Assessment</i>

Overview

This report presents Council with an overview of the current e-waste services provided by the Shire and recommends options for Council’s consideration.

Change to Officer Recommendation - No Change.

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

88-23 MOVED - Cr. M T Bennett SECONDED - Cr. P R Perks

THAT Council:

1. **Supports the continuation of the revised community e-waste collection service by Mr Matt Meijer at a cost of \$5,200 for 2023-2024 financial year and requests the Chief Executive Officer to provide a report to Council in April 2024 on the outcomes of the first three quarters of this revised service.**

2. **Supports an application be made to the Department of Water and Environmental Regulation by the Shire to accept household batteries at the Shire of Dardanup’s Transfer Station.**

3. **Supports an amendment to the Cleanaway contract to include the guaranteed service of the Waste Transfer Station's general refuse disposal.**
4. **Supports investigations to amendments to the Veolia contract to undertake the Waste Transfer Station's full recycling service and refuse bin transport to the Dardanup Tip.**

CARRIED
7/0

Background

The State Government is committed to a ban on e-waste disposal to landfill by 2024 and is currently in consultation phase, with submissions to be analysed and used to inform the design and implementation of the impending ban. The ban is supported under the Waste Avoidance and Resource Recovery Strategy 2030.

Currently the Shire provides a kerb-side waste collection, a waste education program, bulk verge-side collection, public bins, a waste transfer station and a specialised e-waste service through Mr Matt Meijer. The e-waste service was first commenced in 2021, when Mr Meijer approached Council seeking support to provide a regular community e-waste collection service to divert this waste stream from landfill.

In considering Mr Meijer's proposal, Council resolved [Res: 90-21] at its Ordinary Council meeting in March 2021 as follows:

"THAT Council:

1. *Requests the Chief Executive Officer to submit an allocation of \$5,200 as part of the 2021/22 budget to support a twelve-month trial for an e-Waste collection service operated by Mr Matt Meijer in Eaton/Millbridge.*
2. *Requests the Chief Executive Officer, as part of the trial period to support:*
 - *Regular advertising of collection events for both Dardanup and Eaton including the Shire website, Social Media and using the electronic notice board;*
 - *Encouragement of separation of e-Waste from hard waste collections (it is usually left behind) through marketing initiatives;*
 - *Approving the locations for collection at Carramar Park and the Shire carpark in Eaton;*
 - *Providing a container at the Eaton and Dardanup offices and Shire Transfer Station specifically for e-Waste;*
 - *Providing the service provider, Mr Meijer with free disposal (five ute/trailer passes) at the Dardanup Transfer Station for waste that does not fall within those categories he can't manage; and*
 - *Providing the service provider, Mr Meijer with documentation to certify that the TVs and paint tins and other HHW are collected from households on behalf of the Shire of Dardanup.*
3. *Requests the Chief Executive Officer to present a report to Council on the outcomes of the 12-month trial.*
4. *Requests the Chief Executive Officer provide an interim 6 month report to Councillors through the Information Bulletin.*
5. *Requests the Chief Executive Officer to seek grant funding to fully fund this operation in the future.*

CARRIED 8/0"

Following almost twelve months of Mr. Meijer's services a report was presented to Council in May 2022 at the Special Council Meeting, where Council resolved as follows:

"THAT Council:

1. *Endorses the Draft 2022/23 Waste Management (Section 10.1) Schedule of Fees and Charges included as [Appendix SCM 12.4B], to become effective from the 28th of July 2022;*
2. *Where required, gives local public notice of the applicable Fees and Charges; and*
3. *Supports the continued budget contribution of \$5,200 per annum towards e-Waste collection service operated by Mr Matt Meijer in the Shire of Dardanup, with grants sourced to assist this initiative where possible.*

*CARRIED
8/0"*

In January 2023, the Shire received an email from Mr Meijer with an e-waste collection overview for the first 6 months of the 2022/23 financial year. This overview outlined item types and tonnages of many materials not considered as e-waste. Items such as pesticides, medical waste, flares, fire extinguishers, epiirbs, ink cartridges and everyday household hazardous waste in high volumes.

Officers sought advice from the Department of Water and Environmental Regulation (DWER) regarding waste regulations and volume thresholds. From this investigation, it became apparent that Mr Meijer would require a 'Carrier Licence' under the Environmental Protection (Controlled Waste) Regulations 2004. Officers have since facilitated a meeting between Mr Meijer and DWER to clarify the requirements and to create a constructive, proactive solution moving forward. Officers have subsequently met and corresponded with Mr Meijer on a number of occasions to clarify the service Mr Meijer is willing and able to undertake, what permissions are required from DWER to undertake this service, what services the Shire will need to provide and what the cost to Council would be. This is discussed in further detail in the Officer Comment section below.

Legal Implications

Section 6.16 to 6.19 of the Local Government Act 1995

6.16. Imposition of fees and charges

- (1) *A local government may impose* and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.*

** Absolute majority required.*

- (2) *A fee or charge may be imposed for the following —*

- (a) *providing the use of, or allowing admission to, any property or facility wholly or partly owned, controlled, managed or maintained by the local government;*
 - (b) *supplying a service or carrying out work at the request of a person;*
 - (c) *subject to section 5.94, providing information from local government records;*
 - (d) *receiving an application for approval, granting an approval, making an inspection and issuing a licence, permit, authorisation or certificate;*
 - (e) *supplying goods;*
 - (f) *such other service as may be prescribed.*
- (3) *Fees and charges are to be imposed when adopting the annual budget but may be —*
- (a) *imposed* during a financial year; and*

(b) *amended* from time to time during a financial year.*

** Absolute majority required.*

Council Plan

6.2 - Adopt innovative and more sustainable waste management solutions.

Environment

The Shires proactive approach to waste collection and processing, along with the community e-waste service is expected to reduce the amount of waste going to landfill.

Precedents

Mr. Meijer has been delivering the community e-waste collection service since 2021.

Budget Implications

Mr Meijer is seeking to continue the cost of the e-waste service he provides at \$5,200 per annum. It should be noted that Council will pay for the e-waste disposal costs which is expected to be in the order of \$10,000 per annum, though Total Green; the recognised National Computer and Television Recycling Scheme product stewardship provider for Western Australia. This would mean that to continue the e-waste service it would cost Council in the order of \$15,200.

Mr Meijer further indicated that he wants to revise the service that he delivered for the Shire, please refer to the details under the heading Officer Comment.

Should Council wish to support this, the increased cost would need to be considered in the 2023-2024 Annual budget expenditure for the Waste Transfer Station operations.

The costs associated with formalising the contracts with Cleanaway and Veolia in relation to the removal of bulk general waste and recyclable materials from the Waste Transfer Station is already included in the operational costs associated with the Waste Transfer Station. This therefore should not have any significant additional cost implications.

Budget – Whole of Life Cost

The Shire recently purchasing a sea container for e-waste storage, transport and processing via Total Green, the recognised National Computer and Television Recycling Scheme product stewardship provider for Western Australia. The costs associated with this service includes two charges being \$310 per tonne for items subsidised by Total Green, the National Computer and Television Recycling Scheme, and \$770 per tonne for items outside of that scope. This does not include the transport of the e-waste storage sea container to Perth and return.

Preliminary estimations are that between 5-15 tonnes of e-waste may be sent to Total Green. At a cost of either \$310 or \$700 per tonne, the expected cost for the removal of the e-waste is between \$1,500 and \$10,000 per annum. To offset these costs, a new \$10 e-waste fee for large e-waste items are recommended to be included in the Shire's Fees and Charges for 2023-2024. The service that Mr Meijer proposes to provide will separate scrap metals from e-waste. This will allow the Shire to on sell the scrap metals and save having to pay Total Green the per tonne fees for this part of the e-waste received. Mr Meijer's service could therefore become cost neutral having regard for this potential offset.

Council Policy Compliance

Policy 'Infr CP069 – Waste Management Policy

Risk Assessment

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to [Appendix ORD: 12.3.4] for full assessment document.

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.		
Risk Event	E-Waste Service	
Inherent Risk Rating (prior to treatment or control)	Moderate (5 - 11)	
Risk Action Plan (treatment or controls proposed)		
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.	
Risk Category Assessed Against	Financial	Further costs may be incurred to assist with enabling a dedicated e-waste sorting shed.
	Financial	Increase in fees for 2023-2024 for the e-waste service
	Financial	WTS fees are not competitive nor reflective of the real processing cost, as a result there is an increase in cost to Council.
	Service Interruption	Non-endorsement of Matt Meijer for the 2023/24 financial will increase costs and labour at the WTS. This has been established as a continuous service at the WTS
	Legal and Compliance	Non-compliance with the Stage Governments strategy to ban e-waste from landfill by 2024 as supported under the Waste Avoidance and Resource Recovery Strategy 2030.
	Legal and Compliance	Lack of contract in place for the service of the Shire’s general refuse and recycling.
	Environment	Incorrect disposal of household hazardous waste and e-waste through dumping/placement in general kerbside bins

Officer Comment

The Shire operates a Waste Transfer Station (WTS) at Lot 81 Marginata Close, Crooked Brook. The premises is licensed under the Environmental Protection Act, Part IV as a Category 62 Solid Waste Depot, receiving and sorting solid waste pending final disposal or reuse, compliant with license number L8888/2015/1. Over the 2022 period, the Shire of Dardanup collected, processed, recovered and disposed of 1,358.05 tonnes of waste (See Table 1 for details).

Table 1: Waste Transfer Station Tonnages for 2022

Waste Type	Tonnage	Disposal/Removal Method
General Refuse	998.1	Cleanaway Dardanup Tip
Green Waste	212.34	BHRC Organics Facility
Co-Mingled Recycling	15.9	Cleanaway Picton
Tyres	10.68	West Coast Waste
Mattresses	3.312*	In-house and Soft Landings
Waste Oil	4.78	Wren Oil
Gas Cylinders	0.327	Comet Services
Car Batteries	7.160	J&P Group
Scrap Metals	95.140	J&P Group
Chemical Drums	0.31	Drum Muster
Construction and demolition	10**	BHRC Organics Facility
TOTAL	1358.049 tonnes	

*Estimated at an average of 24kg per unit.

**Estimate as removal was required by BHRC Organics Facility (neighbouring business) and not weighed. This waste avenue has changed in 2023, and will be weighed as appropriate.

The WTS is open 8.30am to 4.00pm Monday, Wednesday, Friday, Saturday and Sunday. The facility is also open public holidays except New Year's Day, Good Friday and Easter Sunday, ANZAC Day, Christmas Day and Boxing Day. The WTS is a service provided to Shire residents for residential waste volumes only.

Recently the WTS has had an issue with the price disparity among other Councils in the region in relation to the waste fees and charges. The Shire's prices were not competitive and were not reflective of the real cost of processing. As a result, the WTS experienced increased customer volumes. This caused load increases on ground and a financial risk, especially in relation to the mattress service. This issue is being rectified with a sustainable increase in the proposed 2023/24 Waste service fees and charges.

Currently the WTS is without contract for the essential waste removal services of general refuse and recycling. There is a present uncontracted arrangement with Cleanaway Picton to transport and process these two waste streams, with the refuse being accepted at weighbridge charge at the Cleanaway Dardanup Landfill site.

It is recommended that these waste streams be contracted moving forward to guarantee service, as these services are essential to the Shire's rural residents and contain putrescible waste. Our current contract with Cleanaway for general waste disposal has a general scope to provide general waste disposal services from our kerb-side collection refuse bins, and our bulk household material from our bulk verge-side collection. It is recommended that the Cleanaway contract be revised to include receipt of the WTS general refuse within its scope.

Additionally, it is recommended that our current kerb-side collection and recycling processor, Veolia, be contracted to undertake the WTS full recycling service (Veolia presently recycling the WTS cardboard) and undertake the refuse bin transportation to Cleanaway Dardanup Tip. This will allow Veolia full custodianship over the collection, processing and recovery of the Shire's entire recycle waste, and allow for greater consistency in reporting and traceability.

The costs associated with these contract variations are already borne in the waste operations and should therefore have minimal impacts on the budget.

- *E-waste service and Household Hazardous Waste*

The WTS has a general ethos of sourcing and engaging with environmentally and/or socially responsible contractors for the waste stream removals and processing. These contractors include, where possible, recognised stewardship program providers and social enterprise not-for-profits.

Whilst the WTS is allowed to accept light globes and fluorescent tubes, the WTS cannot accept any other household hazardous waste, medical waste, commercial volumes or materials of commercial origin and truck/tractor tyres. All loads are inspected upon arrival to ensure compliance.

The Shire also contracts out a community e-waste collection to a local provider, Mr Matt Meijer, under Council resolution originally made in March 2021, which was renewed in similar form in May 2022. Both these resolutions provided a budgeted contribution of \$5,200 per annum (\$100 per week) for Mr Meijer to undertake the following:

- Bi-monthly Saturday community e-waste collections at Eaton and Dardanup respective.
- E-waste collection from a trailer based at the Shire's Waste Transfer Station (WTS).
- Quarterly per annum collection of batteries, bottle tops and lightbulbs from the Dardanup Office. Until recently, Mr Meijer also collected plastic bottle tops received at the Community Recycling Stations, however, Mr Meijer no longer collect this waste stream. These waste materials can be readily recycled at all Container for Change locations.

For this service, the Shire also provides regular in-kind contributions to advertise the collection events and provided free disposal (five ute/trailer passes) for Mr Meijer at the WTS for waste accepted by the WTS.

In delivering the service, Mr Meijer removes all the readily accessible metals from the e-waste units for profit, and also accepts car lead acid batteries for profit. However, Mr Meijer has also been collecting household hazardous wastes not originally agreed upon by the Shire, such as pesticides, medical waste, flares and Epirbs. As outlined above, this identified problems with the service Mr. Meijer provides as he does not possess a Controlled Waste Licence to transport and collect commercial volumes of household hazardous waste (HHW). Additionally, the collection and processing points (BHRC Stanley Road and Davenport Transfer Stations), have started to turn Mr Meijer away or charging him as a commercial operator. It is understood that due to licence compliance issues, BHRC are no longer allowed to accept commercial waste. As a result of Mr Meijer being classified as a commercial operator (due to volumes of waste), he can no longer drop off e-waste or other HHW to BHRC. The WTS at Davenport accepted e-waste dropped off by Mr Meijer, but have recently also indicated that this would come at a charge as Mr Meijer is now seen as a commercial operator.

This presented a challenge to both Mr Meijer and the Shire as it meant that some of the waste Mr Meijer was collecting, was no longer able to be disposed of at these facilities. The Shire has addressed the issue of e-waste by recently purchasing a sea container for e-waste storage, transport and processing via Total Green, the recognised National Computer and Television Recycling Scheme product stewardship provider for Western Australia. Additionally, the Shire is currently applying for a \$24,123 grant through the Department of Water and Environment Regulation (DWER) E-Waste Infrastructure Grants, for a dedicated e-waste sorting shed, shelving and storage cages at the Shire's Waste Transfer Station.

Moving forward Mr Meijer has requested to maintain his annual service fee of \$5,200 with a revised service proposal. This proposal consists of conducting the e-waste processing at the Shire's WTS facility and cancelling the monthly community collections at Dardanup and Eaton, respectively. Mr Meijer will continue to promote the correct disposal of recyclable items and additional communications will be produced to inform the public of these changes. As outlined above there will also be additional Shire costs associated with the storage, transport and processing of e-waste to Total Green.

Mr Meijer's proposed \$100 (\$5,200 p/annum) a week service for 23/24 as follows:

- Bi-monthly e-waste processing at the Shire Waste Transfer Station, could increase to 3 should the volumes requires it

Part of Mr Meijer's service will be sorting through e-waste at the WTS and remove metals and other landfill waste like light shades, vacuum cleaned bags etc. from the e-waste. This will then be processed as part of the scrap metal bins that is being collected and paid for to the Shire.

Additionally electric cables and electronic items will be taken away by Mr Meijer, which will reduce the items to be disposed of at cost to Council.

The bimonthly community collections at Eaton and Dardanup are to be cancelled effective 1 July 2023, as Matt Meijer believes this service is unnecessary given reduced collection volumes and the Shire WTS now has a dedicated e-waste collection stream. Mr Meijer will process all the Shire's dropped off e-waste at the WTS, which is easier and convenient.

To offset the costs of disposing of the e-waste received at the WTS, the Shire is proposing a charge of \$10 per large e-waste item in the 2023/24 Waste Services Fees and Charges for community members who drop off their e-waste directly to the WTS.

Mr Meijer outlined in his proposal that as a result of the processing he proposes to be undertaken at the WTS, there would be potential savings in the fees payable to Total Green as this would likely reduce the volumes of unsubsidised waste such as metals, which can then be disposed of through other providers at a cheaper rate.

Officers recommend that Council agrees to Mr Meijer to continue to undertake the revised e-waste service. It is further recommended that detailed records be kept as to the costs associated with disposal fees for e-waste items and the benefits from the processing by Mr Meijer, in order to further consider this service in early 2024.

END REPORT

12.4 CORPORATE & GOVERNANCE DIRECTORATE REPORTS

12.4.1 Title: Amendment to Procurement Policy CnG CP034

Reporting Department	<i>Corporate & Governance Directorate</i>
Responsible Officer	<i>Mr Phil Anastasakis - Deputy CEO</i>
Reporting Officer	<i>Mr Phil Anastasakis - Deputy CEO</i>
Legislation	<i>Local Government Act 1995</i>
Council Role	<i>Legislative.</i>
Voting Requirement	<i>Simple Majority.</i>
Attachments	<i>12.4.1A – Current Policy CNG CP034 – Procurement Policy [Amendments Shown] 12.4.1B – Risk Assessment Tool</i>

Overview

This report is provided to Council to consider an amendment to Policy CnG CP034– Procurement Policy [Appendix ORD: 12.4.1A], which provides guidance to Council Staff on the processes and practices for the purchase of goods, services and works.

Change to Officer Recommendation - No Change.

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

89-23 MOVED - Cr. T G Gardiner SECONDED - Cr. M T Bennett

THAT Council make the following amendment to Council Policy CnG CP034 Procurement Policy:

- **The table outlining the Purchasing Practice Required under Part 1. of the “\$20,001- \$50,000 threshold (ex GST)” and “\$50,001- \$250,000 (ex GST)” be amended to read as follows:**

PURCHASING THRESHOLDS (EX GST)	PURCHASING PRACTICE REQUIRED
\$20,001 - \$50,000	1. Where the Shire of Dardanup has an established Panel of Pre-Qualified Suppliers relevant to the required purchasing category, at least three (3) one (1) written quotations from the panel suppliers only in accordance with the procedures prescribed in Section 6, OR 2.
\$50,001- \$250,000	A Procurement Plan is to be developed. Seek written quotations from suppliers by invitation under a formal Request for Quotation. 1. Where the Shire of Dardanup has an established Panel of Pre-Qualified Suppliers relevant to the required purchasing category, at least three (3) one (1) written quotations from the panel suppliers only in accordance with the procedures prescribed in Section 6, OR 2.

CARRIED
7/0

Background

A workshop for Procurement Policy CP034 & Significant Accounting Policies CP128 was carried out with Councillors on the 30th of November 2022. The Councillor workshop considered in detail the existing Procurement Policy CnG CO034 and the proposed amendments, which primarily related to increasing the Tender threshold from \$150,000 to \$250,000.

At its Ordinary Council Meeting held on the 25th of January 2023, Council adopted the updated Policy CnG CP034– Procurement Policy [Appendix ORD: 12.4.1A], however the Purchasing Thresholds Table did not reflect the changes agreed to in the Policy.

This agenda items corrects this inconsistency in the adopted Procurement Policy CnG CO034.

Legal Implications

Policy review is undertaken as a matter of good governance with some policies being required under the Local Government Act 1995.

Strategic policies that set governing principles and guide the direction of the organisation to align with community values and aspirations, are outlined in section 2.7 of the Local Government Act 1995.

2.7. Role of council

- (1) The council —
 - (a) governs the local government’s affairs; and
 - (b) is responsible for the performance of the local government’s functions.
- (2) Without limiting subsection (1), the council is to —
 - (a) oversee the allocation of the local government’s finances and resources; and
 - (b) determine the local government’s policies.

Under Section 5.41 of the Local Government Act 1995, part of the Chief Executive Officer’s function is to manage the day to day operations of the local government. Where a policy sits under this function, it is developed as an 'Administration Policy' rather than a 'Council Policy', which is a governing direction of Council.

Council Plan

13.1 - Adopt best practice governance.

13.2 - Manage the Shire's resources responsibly.

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

Environment - None.

Precedents

Guided by the principles of good governance, policies reflect the current positions of Council. Council reviews its policies regularly with the last full policy manual review taking place on the 28th of September 2022. This policy was endorsed by Council on the 25th of January 2023 and is presented again to correct anomalies.

Budget Implications - None.

Budget – Whole of Life Cost - None.

Council Policy Compliance - Current Council Policy CnG CP034– *Procurement Policy*.

Risk Assessment

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

TIER 2 – 'Low' or 'Moderate' Inherent Risk.	
Risk Event	CnG CP034 – Procurement Policy – Updated Policy
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	<p>Financial Ad-hoc financial management practices lead to non-compliance with Australian Accounting Standards, <i>Local Government Act 1995</i> and <i>Local Government (Financial Management) Regulations 1996</i>.</p> <p>Reputational Non-compliance will impact on the Shire's business reputation.</p>

Officer Comment

The Procurement Policy that was adopted at the 25th of January 2023 OCM was found to have errors in the final document that contradict one another. Changes were made to one section of the policy following the Councillor workshop but were not transposed fully to the adopted document.

Council are requested to adopt the amendment to Council Policy CP034 – *Procurement Policy* to correct the typographical errors made in the policy presented to the 25th of January 2023 OCM.

END REPORT

12.4.2 Title: Draft Corporate Business Plan 2023-2026

Reporting Department	Executive
Responsible Officer	Mr Phil Anastasakis - Deputy CEO
Reporting Officer	Mr Phil Anastasakis - Deputy CEO
Legislation	Local Government Act 1995
Council Role	Executive/Strategic.
Voting Requirement	Simple Majority.
Attachments	12.4.2A – Draft Corporate Business Plan 2023-2026 Actions Schedule 12.2.4B – Community Satisfaction Scorecard Report 2023 12.4.2C – Risk Assessment

Overview

This report presents Council with an updated draft Corporate Business Plan 2023-2026 Actions Spreadsheet, [Appendix ORD: 12.4.2A]. which forms part of Council's adopted "Council Plan 2022 – 2032". The adopted "Council Plan 2022 – 2032" incorporates both the Strategic Community Plan and Corporate Business Plan required under legislation.

Change to Officer Recommendation - No Change.

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

90-23 MOVED - Cr. P R Perks SECONDED - Cr. L W Davies

THAT Council:

1. **Receives the Community Satisfaction Scorecard Report 2023 [Appendix ORD: 12.4.2B].**
2. **Endorses the updated draft Shire of Dardanup Corporate Business Plan 2023-2026 Actions Spreadsheet, which forms part of Council's adopted "Council Plan 2022 – 2032" [Appendix ORD: 12.4.2A];**
3. **Authorises the Chief Executive Officer to update the Council Plan 2022-2032 to reflect any changes that may be required to the content as a result of Council decisions, or the adoption of the Long Term Financial Plan, Workforce Plan and relevant Asset Management Plans, including updating the local priorities as per the Community Satisfaction Survey conducted in February 2023.**

CARRIED
7/0

Background

Council adopted its reviewed and updated ten year “Council Plan 2022-2032” in July 2022 [OCM Res:179-22] to fulfil the role of both the Strategic Community Plan and Corporate Business Plan. This review was conducted four years after the development of its second Strategic Community Plan and forms part of the Department of Local Government, Sport & Cultural Industries Integrated Planning and Reporting Framework and legislative requirements.

The *Local Government Act 1995* requires the four year Corporate Business Plan to be reviewed and updated (if required) on an annual basis. Pages 12 to 48 of the “Council Plan 2022-2032” includes the Corporate Business Plan actions, which is the subject of this report in completing the annual review. The Strategic Community Plan is only reviewed every two years and is not due for an internal review until 2024/25.

- *Corporate Business Plan*

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

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

The Corporate Business Plan is reviewed annually to assess the progress of projects and realign actions and priorities with current information and funding availability. The first year of the Corporate Business Plan and Long Term Financial Plan is usually ‘sliced off’ to form the basis of the draft annual budget for consideration by the Council.

- *Linkage with Informing Strategies and Service Plans*

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

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

- *Review process*

This report presents Council with the Draft Corporate Business Plan 2023-2026 Action Schedule [Appendix ORD: 12.4.2A], which will be updated within the “Council Plan 2022-2032”. Council Officers have reviewed the Priority Projects and timings to reflect the completion of some actions, and the addition or amendment of others. The local priorities on page 7 of the Council Plan 2022-2032 will also be updated to reflect the updated priorities identified in the recently conducted Community Satisfaction Survey. [Appendix ORD: 12.4.2B – Community Satisfaction Survey Scorecard 2023].

Legal Implications

Local Government (Administration) Regulations 1996:

Division 3 — Planning for the future

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

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

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

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

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

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

- (5) *A local government may modify a corporate business plan, including extending the period the plan is made in respect of and modifying the plan if required because of modification of the local government's strategic community plan.*
- (6) *A Council is to consider a corporate business plan, or modifications of such a plan, submitted to it and is to determine* whether or not to adopt the plan or the modifications.*
*Absolute majority required.
- (7) *If a corporate business plan is, or modifications of a corporate business plan are, adopted by the Council, the plan or modified plan applies to the district for the period specified in the plan.*

Council Plan

13.1 - Adopt best practice governance

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

Environment - None.

Precedents

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

Budget Implications

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

Budget – Whole of Life Cost - None.

Council Policy Compliance

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

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

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

Risk Assessment

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

Tier 2 – ‘Low’ or ‘Moderate’ Inherent Risk.	
Risk Event	Draft Corporate Business Plan Review 2023-2026
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	<p>Legal and Compliance Legislative requirements and compliance determine the need for the production of Corporate Business Plan.</p> <p>Financial The financial implications associated within the elements of the Corporate Business Plan can affect the financial sustainability of Council.</p> <p>Reputational The inclusion of projects and works within the various plans within the Corporate Business Plan build community expectation.</p>

Officer Comment

Short to medium term priorities within Council’s Strategic Community Plan are translated into services and facilities that are delivered to the community through the Corporate Business Plan. This ensures strategic priorities are translated into real actions. The Council’s four-year Corporate Business Plan is reviewed annually and reported to community through the Annual Report. By combining the Strategic Community Plan and the Corporate Business Plan into one “Council Plan”, it is possible to see how the organisation is intending to deliver on the priorities in one compact document.

It was pleasing to note that according to the Community Satisfaction Scorecard 2023 the Shire of Dardanup’s Council Plan received an industry leading score from our community.

As part of this agenda, Council is also requested to consider the Long Term Financial Plan, draft Workforce Plan, and remaining Asset Management Plans and Service Strategies. As a result, further resolutions made by Council at this meeting which may impact on the scheduling of projects, actions and also the resources available to the organisation. It is therefore recommended that Council authorise the Chief Executive Officer to update the relevant sections to reflect resolutions made by Council that may affect the final Corporate Business Plan, which will be presented to the May 2023 Ordinary Council meeting for adoption.

END REPORT

12.4.3 Title: Draft Long Term Financial Plan 2023/24 – 2032/33

Reporting Department	Corporate & Governance Directorate
Responsible Officer	Mr Phil Anastasakis - Deputy CEO
Reporting Officer	Mr Phil Anastasakis - Deputy CEO
Legislation	Local Government Act 1995
Council Role	Executive/Strategic.
Voting Requirement	Simple Majority.
Attachments	12.4.3A – Draft Long Term Financial Plan 2023-2033 12.4.3B – Risk Assessment

Overview

Council is requested to consider and endorse the Draft Long Term Financial Plan 2023/24 -2032/33 which has been updated as part of the annual review of Council’s Corporate Business Plan. Year one of the final Long Term Financial Plan will form the basis of the 2023/24 Annual Budget” [Appendix ORD: 12.4.3A].

Change to Officer Recommendation - No Change.

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

91-23 MOVED - Cr. M T Bennett SECONDED - Cr. P R Perks

THAT Council endorses the Shire of Dardanup Draft Long Term Financial Plan 2023/24 – 2032/33 [Appendix ORD: 12.4.3A] which demonstrates a financially sustainable position over the next 10 year period.

CARRIED
5/2

FOR THE MOTION	AGAINST THE MOTION
Cr. M T Bennett	Cr. E P Lilly
Cr. L W Davies	Cr. S L Gillespie
Cr. T G Gardiner	
Cr. P S Robinson	
Cr P R Perks	

Background

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

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

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

The LTFP includes strategies regarding:

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

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

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

Financial Ratios	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
Current Ratio	1.01	1.00	1.00	1.02	0.99	1.09	1.27	1.51	1.33
Asset Consumption	0.62	0.61	0.63	0.66	0.65	0.65	0.64	0.65	0.93
Asset Renewal	1.00	1.08	1.00	1.14	1.02	1.27	1.10	1.60	1.27
Asset Sustainability	1.68	0.93	1.08	2.09	1.12	0.93	0.90	1.31	2.00
Debt Service Cover	7.44	11.51	17.85	7.91	1.51	8.49	14.77	4.36	3.89
Operating Surplus	0.01	0.03	0.18	-0.05	-0.26	-0.06	0.01	-0.18	-0.18
Own Source Revenue	0.94	0.88	1.12	0.83	1.72	0.85	0.84	0.75	0.74
Total Financial Health Indicator Score	85	83	90	70	55	69	86	75	N/A*

*The Financial Health Indicator is currently under review by the DLGSC. No FHI have been calculated for 2021/11 onwards.

Scenario modelling is used to explore alternative futures (such as optimistic, conservative and worst case scenarios) to determine the level of flexibility in the LTFP, and sensitivity testing is used to ascertain the impact of variations in the key assumptions (such as CPI estimates, payroll, interest rates, recurrent grant funding).

For the purposes of the Long Term Financial Plan and based on Council’s resolution to apply a 6.0% increase for 2023/24, the following rate increases have been forecast:

Year	23/24	24/25	25/26	26/27	27/28	28/29	29/30	30/31	31/32	31/32
Rate % Increase	6.0	5.0	4.0	4.0	4.0	4.0	3.0	3.0	3.0	3.0
Growth % **	1.29	1.45	1.92	1.80	1.91	1.72	1.81	2.22	2.10	2.14

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

Legal Implications

Local Government (Administration) Regulations 1996:

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

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

- (1) *A local government is to ensure that a corporate business plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.*
- (2) *A corporate business plan for a district is to cover the period specified in the plan, which is to be at least 4 financial years.*
- (3) *A corporate business plan for a district is to —*
 - (a) *set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government’s priorities for dealing with the objectives and aspirations of the community in the district; and*
 - (b) *govern a local government’s internal business planning by expressing a local government’s priorities by reference to operations that are within the capacity of the local government’s resources; and*

- (c) *develop and integrate matters relating to resources, including asset management, workforce planning and **long term financial planning**.*
- (4) *A local government is to review the current corporate business plan for its district every year.*
- (5) *A local government may modify a corporate business plan, including extending the period the plan is made in respect of and modifying the plan if required because of modification of the local government's strategic community plan.*
- (6) *A council is to consider a corporate business plan, or modifications of such a plan, submitted to it and is to determine* whether or not to adopt the plan or the modifications.*
*Absolute majority required.
- (7) *If a corporate business plan is, or modifications of a corporate business plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.*

Council Plan

13.1 - Adopt best practice governance

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

Environment - None.

Precedents

The previous Shire of Dardanup Long Term Financial Plan 2022/23 - 2031/32 that was reviewed and adopted last year has formed the foundation of the current Draft Long Term Financial Plan 2023/24 - 2032/33.

Budget Implications

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

Budget – Whole of Life Cost

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

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

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

Council Policy Compliance

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

Risk Assessment

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

Tier 2 – ‘Low’ or ‘Moderate’ Inherent Risk.	
Risk Event	Long Term Financial Plan 2023/24 – 2032/33
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	<p>Legal and Compliance Legislative requirements and compliance determine the need for the production of a Long Term Financial Plan.</p> <p>Financial The financial implications associated within the elements of the LTFP can affect the financial sustainability of Council.</p> <p>Reputational The inclusion of projects and works within the various plans within the LTFP build community expectation.</p>

Officer Comment

The financial projections within the Draft LTFP have been reviewed and updated based on Councillor and staff input, the 2022/23 mid-year budget review, updated forecasts and long term asset management works programs. The financial elements and plans integrated with the LTFP have been modelled to produce a ten year Rate Setting Statement [Appendix ORD: 12.4.3A], which identifies the projected rate income required to achieve a sustainable financial position.

A full copy of the final Long Term Financial Plan inclusive of the ten year Rate Setting Statement, detailed Schedules and Notes, will be provided as part of the Strategic Financial Plan document, which will be presented to the 24th of May 2023 Ordinary Council Meeting for adoption.

While Council has continued to incur increased costs in material and contract costs, through tight budgetary measures and cost control an end of year surplus for 2022/23 of \$339,064 is currently forecast. The following table summarises the projected end of year financial position for the next 10 years:

Long Term Financial Plan – 10 Year Financial Forecast											
Year	22/23 Forecast	23/24	24/25	25/26	26/27	27/28	28/29	29/30	30/31	31/32	32/33
\$ Surplus / (Deficit)	339,064	146,160	80,456	58,922	32,846	-5,065	-42,756	37,361	64,545	120,718	-88,834

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

However, based on the inclusion of all of the proposed budget requests from the April 2023 Integrated Planning Committee meeting, further refinement is required to bring all years into a positive end of year surplus position. This additional work will occur following the adoption by Council of the Draft Long Term Financial Plan and additional Budget Requests and will be presented to Council at the May 2023 Ordinary Council Meeting as part of the adoption of the final Long Term Financial Plan and Strategic Financial Plan.

END REPORT

12.4.4 Title: Monthly Statement of Financial Activity for the Period Ended on the 31st March 2023

Reporting Department:	Corporate & Governance Directorate
Responsible Officer	Mrs Natalie Hopkins - Manager Financial Services
Reporting Officer	Mr Ray Pryce - Accountant
Legislation	Local Government Act 1995
Council Role	Executive/Strategic.
Voting Requirement	Simple Majority.
Attachments	Appendix ORD: 12.4.4A – Risk Assessment Appendix ORD: 12.4.4B – Monthly Financial Report – 31 st of March 2023

Overview

This report presents the monthly Financial Statements for the period from the 1st of July 2022 to the 31st of March 2023 for Council endorsement.

Change to Officer Recommendation - No Change.

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

92-23 MOVED - Cr. P S Robinson SECONDED - Cr. T G Gardiner

THAT Council: receives the Monthly Statement of Financial Activity [Appendix ORD: 12.4.4B] for the period ended on the 31st of March 2023.

CARRIED
7/0

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 CP128 Significant Accounting Policies
- CnG CP306 – Accounting Policy for Capital Works.

Risk Assessment

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

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.							
Risk Event	Monthly Statement of Financial Activity for the Period Ended 31st of March 2023						
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	<table border="0"> <tr> <td>Legal and Compliance</td> <td>Non-compliance with the legislative requirements that results in a qualified audit.</td> </tr> <tr> <td>Reputational</td> <td>Non-compliance that results in a qualified audit can lead stakeholders to question the Council’s ability to manage finances effectively.</td> </tr> <tr> <td>Financial</td> <td>Not monitoring ongoing financial performance would increase the risk of a negative impact on the financial position.</td> </tr> </table>	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.
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 March 2023 is contained in [Appendix ORD: 12.4.4B] and consists of:

- Statement of Financial Activity by Nature and Type – including Net Current Assets (liquidity)
- Statement of Comprehensive Income by Program
- Notes to the Statement of Financial Activity:
 - * Note 1 Statement of Objectives

- * Note 2 Explanation of Material Variances
- * Note 3 Trust Funds
- * Note 4 Reserve Funds
- * Note 5 Statement of Investments
- * Note 6 Accounts Receivable (Rates and Sundry Debtors)
- * Note 7 Salaries and Wages
- * Note 8 Rating Information
- * Note 9 Borrowings
- * Note 10 Budget Amendments

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

The Statement of Financial Activity includes the end-of-year surplus brought forward from 2021/22 of \$175,393.

The current 2022/23 Budget (as amended) has an estimated surplus at 30th of June 2023 of \$232,213.

As at the reporting date, officers forecast the surplus at the 30th of June 2023 at \$337,578 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 2022/23 for reporting material variances is 5% or \$25,000, whichever is greater.

At this mid-point of the year, most reported variances between actual costs and the corresponding budget allocations are considered to be due to timing. Officers have continued to improve the seasonality factors associated with monthly budgets, however, there will be occasions when actual revenues and expenses do not follow historical or anticipated patterns.

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

The total investment portfolio is currently \$16,000,000 – being \$12,000,000 in Reserve Account and \$4,000,000 in general municipal fund term deposit funds. 87.5% of the portfolio is invested with AA rated Australian banks and 12.5% invested with BBB rated Australian banks.

Yield return on term deposit investments have improved with the changing economic conditions and recent Reserve Bank decisions to raise interest rates. Some major banks now offer rates around 4% p.a. for a 3 month term and 4.5% p.a. for 6 month deposits. At the same time last year, interest rates for comparable deposits were less than 0.5% for all terms up to 12 months. Officers are reviewing the impact of the changing interest rate environment on Council's interest revenue and borrowing costs.

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

REPORT END

12.4.5 Title: Schedule of Paid Accounts as at the 31st of March 2023

Reporting Department	<i>Corporate & Governance Directorate</i>
Responsible Officer	<i>Mrs Natalie Hopkins - Manager Financial Services</i>
Reporting Officer	<i>Ms Joanna Hanson</i>
	<i>Local Government (Financial Management) Regulations 1996</i>
Council Role	<i>Executive/Strategic.</i>
Voting Requirement	<i>Simple Majority.</i>
Attachments	<i>Appendix ORD: 12.4.5 – Risk Assessment</i>

Overview

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

Change to Officer Recommendation - No Change.

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

93-23 MOVED - Cr. M T Bennett SECONDED - Cr. S L Gillespie

THAT Council receives the Schedule of Paid Accounts report from 01/03/2023 to 31/03/2023 as follows:

SHIRE OF DARDANUP
31-03-2023 Schedule of Paid Accounts

Payment	Date	Name	Invoice Description	Fund	
ELECTRONIC FUNDS TRANSFER					
EFT50866	02/03/2023	A FRAZER & A D FRAZER	Ferguson Valley Art Trail - Pile Road Installation: Payment 2 Of 3	MUNI	16,500.00
EFT50867	02/03/2023	ABC FILTER EXCHANGE	ERC - Deep Fryer Filters	MUNI	55.00
EFT50868	02/03/2023	ADVANCED TRAFFIC MANAGEMENT WA P/L	Traffic Control: Waterloo & Hynes Road	MUNI	2,036.55
EFT50869	02/03/2023	AMY HELEN LAWRENCE	Reimburse Uniform Purchase	MUNI	60.00
EFT50870	02/03/2023	BELL FIRE EQUIPMENT COMPANY PTY LTD	2 x 5 Litre Jerry Cans: Burekup Bde - ESL Recurrent Exp	MUNI	176.00
EFT50871	02/03/2023	BLACKWOOD TANKS	80KL Water Tank - Upper Ferguson BFB	MUNI	12,305.00
EFT50872	02/03/2023	BLUESTEEL ENTERPRISES PTY LTD	Firefighting Equipment: J/C Brook & Ferguson BFB - ESL Recurrent Exp	MUNI	2,098.02
EFT50873	02/03/2023	BOC LTD	ERC Hire of Oxygen Bottles February 2023	MUNI	11.69
EFT50874	02/03/2023	BOOKTOPIA PTY LTD	Replacement Book Stock and Patron Book Requests - ECL	MUNI	188.52
EFT50875	02/03/2023	BRETT HODGSON	ERC Umpire Payment 01/03/2023	MUNI	162.00
EFT50876	02/03/2023	BROWNES FOODS OPERATIONS PTY LTD	ERC - Cafe Goods	MUNI	233.78
EFT50877	02/03/2023	BUNBURY MOWER SERVICE	Danita Ballard - PPE Chaps - Helmet Kit Protection	MUNI	195.00
EFT50878	02/03/2023	BUNBURY TRUCK SALES AND SERVICE CENTRE	100,000Km Service - DA9581	MUNI	964.31
EFT50879	02/03/2023	BUNBURY WOODTURNERS GROUP	Refund Hall Bond - Receipt # 123402	MUNI	540.00
EFT50880	02/03/2023	CAMERON BAKER	ERC Umpire Payment 01/03/2023	MUNI	54.00

Payment	Date	Name	Invoice Description	Fund	
EFT50881	02/03/2023	CATERED BY JACQUELINE	Catering for Ordinary Council Meeting Dinner - 22/02/2023	MUNI	975.00
EFT50882	02/03/2023	CECILIA MULLER	Reimburse Uniform Purchase	MUNI	170.00
EFT50883	02/03/2023	CHLOE SCOTT	ERC Umpire Payment 01/03/2023	MUNI	81.00
EFT50884	02/03/2023	CITYGATE PROPERTIES PTY LTD	Eaton Fair Voucher: Summer In Your Park Social Media Giveaway Prize - Movies By Moonlight 25/02/2023	MUNI	50.00
EFT50885	02/03/2023	CIVIL PROJECTS SOUTHWEST	Machine Hire: 4 x Shire Locations	MUNI	4,840.00
EFT50886	02/03/2023	COLLINS BOOKSELLERS	Rachel Johns Books for Future Prizes and Promotions - ECL	MUNI	129.94
EFT50887	02/03/2023	CORENNE LYNN	Macramé Workshop: 16/02/2023 - ECL	MUNI	250.00
EFT50888	02/03/2023	COUNTRY WATER SOLUTIONS	Reticulation Repairs and Maintenance - Hazelgrove Reserve	MUNI	1,309.94
EFT50889	02/03/2023	CRAVEN FOODS & BIDFOOD BUNBURY	ERC - Cafe Goods	MUNI	486.23
EFT50890	02/03/2023	DONNA BASTOW	ERC Umpire Payment 01/03/2023	MUNI	162.00
EFT50891	02/03/2023	DX PRINT GROUP PTY LTD	Business Cards x 500 - Peter Jackson	MUNI	178.20
EFT50892	02/03/2023	EATON BOWLING & SOCIAL CLUB INC	Rates Refund for Assessment A2192	MUNI	1,528.19
EFT50893	02/03/2023	EATON ENVIRONMENTAL SERVICES	ERC - Locate, Clean and Re bait Rodent Stations	MUNI	148.50
EFT50894	02/03/2023	ELLEN PATRICIA LILLY	Meeting Allowance	MUNI	1,267.25
EFT50895	02/03/2023	EMERGE ASSOCIATES	Ferguson Road Widening: Clearing Principals Report & Application Advice	MUNI	2,068.00
EFT50896	02/03/2023	GINA NEWPORT	Refund Hall Hire Bond - Receipt # 147553	MUNI	540.00
EFT50897	02/03/2023	GO ELECTRICAL CONTRACTING	ERC - Replace Faulty Downlights & Light in Kitchen, Repair Grandstand Control & Cable From Score Clock	MUNI	836.00

Payment	Date	Name	Invoice Description	Fund	
EFT50898	02/03/2023	GREENACRES TURF GROUP	100Sqm of Village Green Turf - Clarke Street	MUNI	840.00
EFT50899	02/03/2023	HANSON CONSTRUCTION MATERIALS PTY LTD	Fill/Aggregate - Clarke Street	MUNI	406.56
EFT50900	02/03/2023	HART SPORT	ERC Cost - Courts & Cafe	MUNI	655.00
EFT50901	02/03/2023	HOLLAND LOOP PTY LTD	Refund WAPC 157576: Lot 9501 Holland Loop - Stage 3 Outstanding Works Bond	MUNI	19,370.00
EFT50902	02/03/2023	HYNES CONTRACTING	Installation of Time Lapse Camera - Eaton Oval Clubrooms	MUNI	1,080.00
EFT50903	02/03/2023	IPWEA - WA DIVISION	IPWEA 2 Day State Conference - Theo Naude	MUNI	1,640.00
EFT50904	02/03/2023	ISABEL CODY	Reimburse Uniform Purchase	MUNI	155.67
EFT50905	02/03/2023	JASMINE SILLIFANT	Reimburse Uniform Purchase	MUNI	65.78
EFT50906	02/03/2023	JO JINGLES SOUTH WEST	Jo Jingles Sessions for The Eaton Community Library - February 2023	MUNI	2,200.00
EFT50907	02/03/2023	JODIE DEELEY	Movies By Moonlight - Eaton: Event Photographer & Post Event Editing	MUNI	300.00
EFT50908	02/03/2023	JOHN THOMPSON	ERC Umpire Payment 01/03/2023	MUNI	135.00
EFT50909	02/03/2023	KATE LOUISE MALONEY	Movies By Moonlight - Eaton: Pre-Movie Craft Activity	MUNI	460.00
EFT50910	02/03/2023	KENNY POMARE	ERC Umpire Payment 01/03/2023	MUNI	81.00
EFT50911	02/03/2023	KRYSTLE HARRISON	Reimburse Uniform Purchase	MUNI	50.00
EFT50912	02/03/2023	LUKE ANDREW RAMSAY	ERC Umpire Payment 01/03/2023	MUNI	108.00
EFT50913	02/03/2023	LUKE WILLIAM DAVIES	Meeting Allowance	MUNI	1,267.25
EFT50914	02/03/2023	MALATESTA ROAD PAVING AND HOTMIX	Emulsion - Offer Road	MUNI	400.00
EFT50915	02/03/2023	MARECE HETARAKA	ERC Umpire Payment 01/03/2023	MUNI	54.00

Payment	Date	Name	Invoice Description	Fund	
EFT50916	02/03/2023	MARK RICHARD HUTCHINSON	Meeting Allowance	MUNI	1,267.25
EFT50917	02/03/2023	MARY FAGAN	Movies By Moonlight - Chinese Dance Performance	MUNI	500.00
EFT50918	02/03/2023	MICHAEL BENNETT	Local Government Allowance & Travel Allowance	MUNI	1,349.90
EFT50919	02/03/2023	MODERN TEACHING AIDS PTY LTD	Book Easel for Early Literacy Programs - ECL	MUNI	162.91
EFT50920	02/03/2023	MOMA PRODUCTS PTY LTD	Giraffe Pole & Base - Sundry Plant & Trailers	MUNI	6,371.82
EFT50921	02/03/2023	OFFICEWORKS SUPERSTORES PTY LTD	ERC - Office Stationery	MUNI	791.41
EFT50922	02/03/2023	ONSITE RENTAL GROUP	Movies By Moonlight - Eaton: Hire of Lighting Tower	MUNI	299.57
EFT50923	02/03/2023	PATRICIA ROSE PERKS	Meeting Allowance	MUNI	1,267.25
EFT50924	02/03/2023	PERFECT LANDSCAPES	Weekly Lawn & Reserves Mowing Commencing 13/02/2023	MUNI	4,456.05
EFT50925	02/03/2023	PERTH OUTDOOR CINEMA	Movies By Moonlight: 3 x Locations - Hire of Outdoor Cinema Set Up and Operator	MUNI	3,030.00
EFT50926	02/03/2023	PETER ROBINSON	Meeting Allowance	MUNI	1,267.25
EFT50927	02/03/2023	PFD FOOD SERVICES PTY LTD	ERC - Cafe Goods	MUNI	604.55
EFT50928	02/03/2023	PLANNING INSTITUTE OF AUSTRALIA	2 Day Virtual Pia Rural, Regional & Remote Conference 2023 Attendance - Suzanne Occhipinti	MUNI	335.00
EFT50929	02/03/2023	PLATINUM MOTEL	Accommodation Cr. Stacey Gillespie 21-23-02-2023: Training - Mentor Net Program - Aims Courses	MUNI	300.00
EFT50930	02/03/2023	RACHAEL ELIZABETH BLAIR	Library Programs - Author Talk: 23/02/2023	MUNI	445.00
EFT50931	02/03/2023	RACHEL O'DONOGHUE	Reimburse Car Wash Cost - DA563	MUNI	23.00
EFT50932	02/03/2023	SCHWEPPE AUSTRALIA PTY LTD	ERC - Cafe Order	MUNI	838.90

Payment	Date	Name	Invoice Description	Fund	
EFT50933	02/03/2023	SOUTH WEST ACADEMY OF SPORT INC	5 x Tickets for Staff to Attend The SWAS Annual Awards Dinner	MUNI	475.00
EFT50934	02/03/2023	SOUTH WEST TREE SAFE	Removal of Dead Tree & Grind Stump - Avon Gardens	MUNI	660.00
EFT50935	02/03/2023	ST JOHN AMBULANCE WESTERN AUSTRALIA LTD	Payment for Tourism Event Grant for Crave Mountain Bike Event - Donation Expense	MUNI	894.39
EFT50936	02/03/2023	STACEY GILLESPIE	Meeting Allowance	MUNI	1,267.25
EFT50937	02/03/2023	STACEY PATTERSON	Council Contribution for Farewell Gift - Ligda Rodriguez	MUNI	50.00
EFT50938	02/03/2023	SYNERGY	Electricity Account: 6 x Shire Locations	MUNI	15,979.16
EFT50939	02/03/2023	TE WAIRIMU ELINOR POMARE	ERC Umpire Payment 01/03/2023	MUNI	162.00
EFT50940	02/03/2023	TELSTRA	Internet Service for Waterloo BFB & Phone Line: Wellington Mills BFB	MUNI	435.66
EFT50941	02/03/2023	THE CAFE MERCHANT	Catering for Wanju & Waterloo DSP Review - Govt Agencies & Service Providers Workshop: 16/02/2023	MUNI	397.00
EFT50942	02/03/2023	THE TRUSTEE FOR THE DOW FAMILY SUPERANNUATION FUND	Meeting Allowance	MUNI	1,267.25
EFT50943	02/03/2023	THERESE PRICE	ERC Umpire Payment 27/02/2023	MUNI	54.00
EFT50944	02/03/2023	TIANA FRASER	ERC Umpire Payment 27/02/2023	MUNI	44.00
EFT50945	02/03/2023	TOLL TRANSPORT - IPEC PTY LTD	2022-2023 Postage & Freight	MUNI	188.13
EFT50946	02/03/2023	TOTAL EDEN PTY LTD	Reticulation Repairs and Maintenance - 3 x Shire Locations	MUNI	918.21
EFT50947	02/03/2023	TOTALLY WORKWEAR	Works Protective Workwear - Bonnie Graham	MUNI	662.60
EFT50948	02/03/2023	TUTT BRYANT HIRE	Digger Hire for Drain Cleaning: 21/02/2023 - Russell Rd	MUNI	594.00
EFT50949	02/03/2023	TYRRELL GARDINER	Meeting Allowance	MUNI	1,859.17
EFT50950	02/03/2023	WA DISTRIBUTORS PTY LTD	ERC - Cafe Goods	MUNI	169.45

Payment	Date	Name	Invoice Description	Fund	
EFT50951	02/03/2023	WEST AUSTRALIAN NEWSPAPERS LTD	Newspaper Subscription - 23/02-18/05/2023	MUNI	164.34
EFT50952	02/03/2023	WINC AUSTRALIA PTY LTD	ERC - Office Stationary	MUNI	135.99
EFT50953	02/03/2023	WML CONSULTANTS	Ferguson Road Pavement Investigation - Progress Payment 1	MUNI	15,977.50
EFT50954	09/03/2023	ACCESS WELLBEING SERVICES	Employee Assistance Program Services	MUNI	176.00
EFT50955	09/03/2023	ALYSON SMITH	Reimburse Uniform Purchase	MUNI	316.80
EFT50956	09/03/2023	AMITY SIGNS	Rural Street Number Signs 22/23	MUNI	107.80
EFT50957	09/03/2023	AMY HELEN LAWRENCE	Reimburse Uniform Purchase	MUNI	144.91
EFT50958	09/03/2023	ANGELA WINTER	First Aid Training - 11 Shire Staff & CPR Refresher Training - 13 x Shire Staff	MUNI	2,025.00
EFT50959	09/03/2023	ASB BRANDED MERCHANDISE	Fight The Bite - Bisley x Airflow Ripstop Shirt - Michelle Dennis	MUNI	181.50
EFT50960	09/03/2023	AUSTRALIA POST	Monthly Invoice of Postage and Mail - February 2023	MUNI	2,261.10
EFT50961	09/03/2023	AUSTRALIAN TAX OFFICE	PAYG - Payrun: 03/03/2023	MUNI	82,943.00
EFT50962	09/03/2023	BCE SURVEYING PTY LIMITED	Survey Set Out and Control - 2nd Interim Invoice	MUNI	4,274.55
EFT50963	09/03/2023	BLACKWOODS	6 x Amber Flashing Lights - DA774	MUNI	1,838.39
EFT50964	09/03/2023	BLUESTEEL ENTERPRISES PTY LTD	Firefighting Equipment: Waterloo BFB - Eel Recurrent Exp	MUNI	1,818.48
EFT50965	09/03/2023	BOYLES PLUMBING AND GAS	Straighten & Tighten 2 x Taps: Damaged Due to Vandalism - Eaton Foreshore Toilets	MUNI	165.00
EFT50966	09/03/2023	BRETT HODGSON	ERC Umpire Payment - 08/03/2023	MUNI	135.00
EFT50967	09/03/2023	BROWNES FOODS OPERATIONS PTY LTD	ERC - Cafe Goods	MUNI	157.81
EFT50968	09/03/2023	BUNBURY BATTERIES & RADIATORS	1 x Din66H Battery - DA10408	MUNI	438.00

Payment	Date	Name	Invoice Description	Fund	
EFT50969	09/03/2023	BUNNINGS GROUP LIMITED	Items for Eaton Office Courtyard Tap Installation, Poster Sheets - ECL, TV Bracket - Ferguson BFB	MUNI	345.45
EFT50970	09/03/2023	CAMERON BAKER	ERC Umpire Payment - 08/03/2023	MUNI	27.00
EFT50971	09/03/2023	CECILIA MULLER	Reimburse Uniform Purchase	MUNI	149.45
EFT50972	09/03/2023	CHLOE SCOTT	ERC Umpire Payment - 08/03/2023	MUNI	81.00
EFT50973	09/03/2023	CIPHERTEL PTY LTD T/AS GATEWAY INTERNET SERVICES	Monthly Account for Point to Point Microwave Service Depot and Dardanup - February 2023	MUNI	2,893.00
EFT50974	09/03/2023	CITY OF BUNBURY	Cat Pound Sustenance Fees - February 2023	MUNI	57.00
EFT50975	09/03/2023	CITYGATE PROPERTIES PTY LTD	ERC - Sports Gift Cards - 6 x \$100.00 Vouchers	MUNI	600.00
EFT50976	09/03/2023	CIVIL PROJECTS SOUTHWEST	Digger Hire for Erosion Control & Rock Pitching - Hands Creek: 27/02 - 03/03/2023	MUNI	4,950.00
EFT50977	09/03/2023	CLEANAWAY SOLID WASTE PTY LTD	Pick Up 30M3 Hook Bins From Waste Transfer Station: 17-20/02/2023	MUNI	1,302.31
EFT50978	09/03/2023	CONSTRUCTION TRAINING FUND : BCITF	BCITF Remittance - February 2023	MUNI	1,821.63
EFT50979	09/03/2023	CORSIGN WA PTY LTD	Bridge Maintenance - Townsites & Rural	MUNI	10,615.00
EFT50980	09/03/2023	COUNTRY LANDSCAPING PTY LTD	Investigate Pump Cutting Out & Repair - Leschenault Catchment Council Shed & Retic Repairs - Millbridge Verges	MUNI	582.93
EFT50981	09/03/2023	CROSS SECURITY SERVICES	Glen Huon Change Rooms Service Call Out to Investigate Faulty Sensor	MUNI	325.60
EFT50982	09/03/2023	DELL FINANCIAL SERVICES PTY LTD	Dell Nutanix Hardware Refresh - 01/01-31/03/2023: Council Lease #22 Agreement: 009-141985-004	MUNI	4,475.22
EFT50983	09/03/2023	DEPARTMENT OF MINES, INDUSTRY, REGULATIONS & SAFETY (DMIRS) - BSL	BSL Remittance - February 2023	MUNI	3,017.73

Payment	Date	Name	Invoice Description	Fund	
EFT50984	09/03/2023	DEPUTEC PTY LTD	ERC - Deputy Roster Schedule Software - February 2023	MUNI	268.95
EFT50985	09/03/2023	DONNA BASTOW	ERC Umpire Payment - 08/03/2023	MUNI	135.00
EFT50986	09/03/2023	ELLIOTTS IRRIGATION PTY LTD	Iron Filter Services: Millbridge Lakes - February 2023	MUNI	320.10
EFT50987	09/03/2023	EXETEL PTY LTD	Exetel 200/200Mbit Data Communications - March 2023	MUNI	1,250.00
EFT50988	09/03/2023	FIRST AID KITS AUSTRALIA	First Aid Kit - High Risk Remote Area in Softpack: Waterloo BFB - ESL Recurrent Exp	MUNI	275.00
EFT50989	09/03/2023	GRACE RECORDS MANAGEMENT	Records Management External - Storage, Destruction And Consumables	MUNI	844.02
EFT50990	09/03/2023	HOCKING HERITAGE & ARCHITECTURE	Review Local Heritage Survey & Heritage List: Second Draft Documents	MUNI	2,673.00
EFT50991	09/03/2023	JASMINDE KOWALCZYK	Reimburse Seniors Training Cost - Fitness Education Online	MUNI	497.00
EFT50992	09/03/2023	JOHN THOMPSON	ERC Umpire Payment - 08/03/2023	MUNI	81.00
EFT50993	09/03/2023	KENNY POMARE	ERC Umpire Payment - 08/03/2023	MUNI	135.00
EFT50994	09/03/2023	KYLE JONES	ERC Umpire Payment - 08/03/2023	MUNI	81.00
EFT50995	09/03/2023	LES MILLS ASIA PACIFIC	Eaton Recreation Centre Monthly Les Mills License March 2023	MUNI	1,456.02
EFT50996	09/03/2023	LUKE ANDREW RAMSAY	ERC Umpire Payment - 08/03/2023	MUNI	108.00
EFT50997	09/03/2023	MAIA FINANCIAL PTY LTD	Lease 4, 18 & 25 Repayments for period 01/04 - 30/06/2023	MUNI	22,203.01
EFT50998	09/03/2023	MARKETFORCE	8 x Advertisements - Bunbury SW Times	MUNI	3,838.44
EFT50999	09/03/2023	MJB INDUSTRIES PTY LTD	5 x Invoices - Ferguson Road Improvements: Concrete Pipes & Single Pipe Headwalls	MUNI	5,336.87
EFT51000	09/03/2023	NIGHTGUARD SECURITY SERVICE SW	Alarm Monitoring: February 2023 - 4 x Shire Buildings	MUNI	1,804.00

Payment	Date	Name	Invoice Description	Fund	
EFT51001	09/03/2023	OFFICEWORKS SUPERSTORES PTY LTD	Supplies: Waterloo BFB - ESL Recurrent Exp	MUNI	120.92
EFT51002	09/03/2023	PFDFOOD SERVICES PTY LTD	ERC - Cafe Goods	MUNI	835.60
EFT51003	09/03/2023	PFI SUPPLIES	Supplies: Watson Street Reserve Toilets	MUNI	1,131.65
EFT51004	09/03/2023	SCHWEPPES AUSTRALIA PTY LTD	ERC - Cafe Goods	MUNI	597.30
EFT51005	09/03/2023	SCOPE RENTALS PTY LTD	Managed Print Service Contract Costs: Rental & Usage - March 2023	MUNI	4,492.90
EFT51006	09/03/2023	SECUREPAY PTY LTD	Bank Fees - 2022-2023 Securepay Web & IVR	MUNI	4.49
EFT51007	09/03/2023	SEEK LIMITED	Recruitment and Employment Advertising - February 2023	MUNI	985.88
EFT51008	09/03/2023	SERVICES AUSTRALIA - CHILD SUPPORT AGENCY	Employee Payroll Deduction PPE	MUNI	485.26
EFT51009	09/03/2023	SOUNDWAVE CAR STEREO	Supply & Install Thinkware F79032 - Da8222	MUNI	814.00
EFT51010	09/03/2023	SOUTHWEST VENTURES T/AS GEOGRAPHE FORD/BUNBURY HYUNDAI	New Seat Covers - DA993 & DA648	MUNI	1,220.51
EFT51011	09/03/2023	SYNERGY	Electricity - 19 x Shire Locations	MUNI	7,153.35
EFT51012	09/03/2023	SOUTH WEST PERSONNEL	Labour Hire 20-24/02/2023 - Scott Wilson	MUNI	2,374.68
EFT51013	09/03/2023	TELAIR PTY LTD	Library NBN Enterprise Ethernet Services - Data Network Connection: February 2023	MUNI	658.90
EFT51014	09/03/2023	TELSTRA	3 x Satellite Phones & Phone - West Dardanup BFB	MUNI	175.00
EFT51015	09/03/2023	TOLL TRANSPORT - IPEC PTY LTD	2022-2023 Postage & Freight - Environmental Health	MUNI	36.55
EFT51016	09/03/2023	TOTAL EDEN PTY LTD	Reticulation Repairs and Maintenance - Eaton Foreshore	MUNI	103.62
EFT51017	09/03/2023	TUTT BRYANT HIRE	Digger & Roller Hire - 3 x Shire Locations	MUNI	2,079.00
EFT51018	09/03/2023	VEOLIA RECYCLING & RECOVERY PTY LTD	Weekly Bin Collection of Cardboard - February 2023	MUNI	177.03

Payment	Date	Name	Invoice Description	Fund	
EFT51019	09/03/2023	WINC AUSTRALIA PTY LTD	Stationery Expense - Admin O/H & ECL	MUNI	1,371.61
EFT51020	09/03/2023	WOOLWORTHS GROUP LIMITED - ONLINE ORDER ONLY	Items for Depot, ERC & Eaton Admin - February 2023	MUNI	1,205.78
EFT51021	09/03/2023	WOOLWORTHS GROUP LIMITED - OPENPAY PORTAL	Items for Depot, ERC & Eaton Admin - February 2023	MUNI	823.96
EFT51022	09/03/2023	ZIPFORM PTY LTD	SOD 4Th Rates Instalment Notices	MUNI	1,774.77
EFT51023	16/03/2023	ADVANCED TRAFFIC MANAGEMENT WA P/L	4 x Invoices: Traffic Control - Hand Creek, Hynes Rd & Clarke St	MUNI	7,351.47
EFT51024	16/03/2023	ALL AUSSIE TRUCK AND BOBCAT SERVICES	General Maintenance - Banksia Road Site: February 2023	MUNI	2,508.00
EFT51025	16/03/2023	AMANDA CORBETT	Refund Partial ERC Gym Membership # 5398 Due to Error in Processing Suspension	MUNI	24.36
EFT51026	16/03/2023	AMPOL AUSTRALIA PETROLEUM PTY LTD	Shire Vehicles Fuel Usage - February 2023	MUNI	21,638.14
EFT51027	16/03/2023	AQUILA FOOD FOREST	Sustainable Living Workshop: 09/03/2023	MUNI	300.00
EFT51028	16/03/2023	AUSTRALIAN INSTITUTE OF BUILDING SURVEYORS	AIBS WA Chapter Conference - Peter Jackson	MUNI	1,260.00
EFT51029	16/03/2023	BCF BOATING CAMPING FISHING	Waders: Protective Clothing - Public Works	MUNI	179.98
EFT51030	16/03/2023	BLUESTEEL ENTERPRISES PTY LTD	Name Badge, Goggles & Gloves: Ferguson BFB - ESL Recurrent Exp	MUNI	93.50
EFT51031	16/03/2023	BRETT HODGSON	ERC Umpire Payment 15/03/2023	MUNI	162.00
EFT51032	16/03/2023	BUNBURY ARMY SURPLUS	Chain Saw Kit Bags - Public Works	MUNI	180.00
EFT51033	16/03/2023	BUNBURY HARVEY REGIONAL COUNCIL	Processing Kerbside FOGO Waste From Veolia Trucks - February 2023	MUNI	14,839.56
EFT51034	16/03/2023	BUNBURY MOWER SERVICE	Stihl Hedge Trimmer - Sharpen Blades and Test	MUNI	117.00

Payment	Date	Name	Invoice Description	Fund	
EFT51035	16/03/2023	BUNNINGS GROUP LIMITED	Items for Depot Repairs & Stores, Cement - Ferguson Road & Hands Creek	MUNI	875.73
EFT51036	16/03/2023	CAMERON BAKER	ERC Umpire Payment 15/03/2023	MUNI	108.00
EFT51037	16/03/2023	CB TRAFFIC SOLUTIONS	Revise Generic Traffic Management Plans Inc RTM Endorsement	MUNI	825.00
EFT51038	16/03/2023	CHANTELLE ROSE PLUMLEY	Rates Refund for Assessment A2926	MUNI	134.92
EFT51039	16/03/2023	CHLOE SCOTT	ERC Umpire Payment 15/03/2023	MUNI	54.00
EFT51040	16/03/2023	CLEANAWAY SOLID WASTE PTY LTD	Eaton Recreation Centre Skip Bin Cleaning Service: February 2023	MUNI	56.31
EFT51041	16/03/2023	CRAIG HOWELLS T/AS SEVEN TREES COFFEE	ERC - New Coffee Machine for Cafe	MUNI	8,976.66
EFT51042	16/03/2023	DARDANUP RURAL SUPPLIES	Steel Posts & Tape Measures - Ferguson Road	MUNI	525.90
EFT51043	16/03/2023	DARYL FISHWICK	ERC Umpire Payment 15/03/2023	MUNI	81.00
EFT51044	16/03/2023	DAVID JOHN LEEK T/AS ACEFIRE	February 2023 Servicing Fire Extinguishers - 15 x Shire Locations	MUNI	3,329.70
EFT51045	16/03/2023	DAVID PETER EPPEN	Rates Refund for Assessment A3104	MUNI	1,541.75
EFT51046	16/03/2023	DEPARTMENT OF FIRE AND EMERGENCY SERVICES	2022-23 Quarter 3 ESL Instalment as Per Option B Agreement	MUNI	238,691.28
EFT51047	16/03/2023	DIESEL FORCE	4 x Invoices: Repairs - DA2833, DA325 & DA698	MUNI	4,923.01
EFT51048	16/03/2023	DONNA BASTOW	ERC Umpire Payment 15/03/2023	MUNI	162.00
EFT51049	16/03/2023	E.D EDWADS & M EDWADS - CHIPS, FLIPS AND SIPS	Carramar Park Opening & Summer Sounds Event: Food Truck Vouchers for VIP's	MUNI	96.50
EFT51050	16/03/2023	EATON PRIMARY SCHOOL P & C ASSOCIATION	Refund Reserve Bond - Receipt # 147885	MUNI	1,040.00
EFT51051	16/03/2023	EATON VET CLINIC	Body Bags - Small & Medium Including Postage - Animal Control	MUNI	246.00

Payment	Date	Name	Invoice Description	Fund	
EFT51052	16/03/2023	ELDERS REAL ESTATE SOUTHERN DISTRICTS ESTATE AGENCY	Rates Refund for Assessment A11218	MUNI	535.49
EFT51053	16/03/2023	FERGUSON BFB	Reimburse Diesel Fuel Purchase: Ferguson BFB - ESL Recurrent Exp	MUNI	100.00
EFT51054	16/03/2023	GYMCARE	ERC Gym - Replacement Thigh Pad	MUNI	374.50
EFT51055	16/03/2023	HEATLEYS	Occ Health & Safety Expenditure: Gloves - Public Works	MUNI	463.23
EFT51056	16/03/2023	HERBERT SMITH FREEHILL	Legal Opinion - Land Swap With Citygate - Matter # 82734046	MUNI	17,816.50
EFT51057	16/03/2023	HOLCIM AUSTRALIA PTY LTD	12.78 Tonne Bluestone - Collie River Foreshore	MUNI	713.45
EFT51058	16/03/2023	IT VISION AUSTRALIA PTY LTD	1 Day Training Course Pensioner and Senior Rates WA 27/02/2023 - Rebecca Wilson	MUNI	825.00
EFT51059	16/03/2023	JOHN THOMPSON	ERC Umpire Payment 15/03/2023	MUNI	108.00
EFT51060	16/03/2023	JON DYAS	Personal Development Grant Payment 2022-2023	MUNI	400.00
EFT51061	16/03/2023	JP GROUP - CPSS PTY LTD	Lease # 2: Waste Transfer Station, Banksia Road 01/04 - 30/06/2023	MUNI	3,382.12
EFT51062	16/03/2023	KENNY POMARE	ERC Umpire Payment 15/03/2023	MUNI	81.00
EFT51063	16/03/2023	LANDGATE	GRV Interim Valuation Schedule No: G2023/4 & 5 Dated 04/02/2023 to 17/02/2023	MUNI	326.29
EFT51064	16/03/2023	LUKE WILKINSON	ERC Umpire Payment 15/03/2023	MUNI	108.00
EFT51065	16/03/2023	M & J ESSENTIAL SOLUTIONS PTY LTD	Employee Assistance Program Consultations	MUNI	280.00
EFT51066	16/03/2023	MALATESTA ROAD PAVING AND HOTMIX	3 x Supply & Lay AC10 Black Asphalt Overlay With Additional Profiling - Clarke Street	MUNI	64,150.19
EFT51067	16/03/2023	MARGERY ANN STEVENS	ERC Umpire Payment 13/03/2023	MUNI	44.00
EFT51068	16/03/2023	MELANIE MARIE MUNRO	Rates Refund for Assessment A10788	MUNI	2,010.22

Payment	Date	Name	Invoice Description	Fund	
EFT51069	16/03/2023	MJ GOODS	ERC - Wipes For Gym	MUNI	345.60
EFT51070	16/03/2023	NGIS AUSTRALIA PTY LTD	GIS Services - 16 Hours Consultancy - Contract Relief Staff - Admin OH	MUNI	2,816.00
EFT51071	16/03/2023	ONE ELEVEN (WA) PTY LTD - ROOFWEST	Graffiti Removal - Eaton Skate Park	MUNI	695.00
EFT51072	16/03/2023	PATRICIA THOMAS	Refund Cat Cage Hire Bond - Receipt # 147599	MUNI	150.00
EFT51073	16/03/2023	PERFECT LANDSCAPES	3 x Invoices: Weekly Reserves Mowing, Weekly Lawn Mowing & Topdressing - Eaton Oval	MUNI	7,120.80
EFT51074	16/03/2023	PFI SUPPLIES	Toilet Rolls - Dardanup Office	MUNI	147.50
EFT51075	16/03/2023	PLANNING INSTITUTE OF AUSTRALIA	PIA WA Advertising for Town Planning Vacancies March 2023	MUNI	360.00
EFT51076	16/03/2023	PRICE CONSULTING GROUP PTY LTD	Quarterly CEO KPI Review	MUNI	2,116.62
EFT51077	16/03/2023	REDBACK SECURITY	Movies By Moonlight - Eaton: 1 x Security Guard	MUNI	287.37
EFT51078	16/03/2023	REGIONAL MEDIA SPECIALISTS P/L	Monthly Community News Page in Bunbury Herald & Bunbury Mail - February 2023	MUNI	1,520.06
EFT51079	16/03/2023	RHONDA DAWN JAMES	Rates Refund for Assessment A1025	MUNI	2,000.00
EFT51080	16/03/2023	RICHARD TAIT MORRISON	Rates Refund for Assessment A3853	MUNI	796.50
EFT51081	16/03/2023	SAFESTART TEST & TAG	Electrical Test and Tag 22/23 - Eaton Administration Centre, Transportable Building and Events Equipment	MUNI	1,256.17
EFT51082	16/03/2023	SANPOINT PTY LTD AS TRUSTEE FOR THE FIORE FAMILY TRUST	Dardanup Civic Precinct Contract - Progress Claim 6	MUNI	1,671.60
EFT51083	16/03/2023	SCHWEPPE AUSTRALIA PTY LTD	ERC - Cafe Goods	MUNI	1,291.01
EFT51084	16/03/2023	SEEK LIMITED	Recruitment and Employment Advertising - Ad Pack for 2022-2023	MUNI	8,250.00
EFT51085	16/03/2023	SIGNS PLUS	Name Badges for Shire Staff	MUNI	135.50

Payment	Date	Name	Invoice Description	Fund	
EFT51086	16/03/2023	SOUTH WEST FIRE	Repair Leak at the Delivery Gasket on N044 - Upper Ferguson BFB - ESL Recurrent Exp	MUNI	391.04
EFT51087	16/03/2023	SOUTHERN CROSS AUSTEREO	Eaton Recreation Centre Radio Advertisement Campaign - January 2023	MUNI	4,395.60
EFT51088	16/03/2023	SOUTHERN LOCK AND SECURITY	Speed Sign Locks & Replace Broken Door Handle & Lock - ERC	MUNI	263.11
EFT51089	16/03/2023	SPARK & SOUL	Carramar Park Opening & Summer Sounds Event - Food Truck Vouchers for VIP's	MUNI	136.00
EFT51090	16/03/2023	SPRAYMOW SERVICES	Vertidrain - Eaton Oval	MUNI	3,784.00
EFT51091	16/03/2023	SYNERGY	Electricity - 22 x Shire Locations	MUNI	34,842.15
EFT51092	16/03/2023	SOUTH WEST PERSONNEL	Labour Hire 27/02- 03/03/2023 - Various Shire Locations	MUNI	2,374.68
EFT51093	16/03/2023	T J DEPIAZZI & SONS	Delivery of 100m3 Lawn Mix - Eaton Oval	MUNI	6,074.20
EFT51094	16/03/2023	TE WAIRIMU ELINOR POMARE	ERC Umpire Payment 15/03/2023	MUNI	81.00
EFT51095	16/03/2023	TELSTRA	Staff Mobiles & Ipad Monthly Charges, Internet - Dardanup BFB & Alarm Monitoring - Dardanup Office	MUNI	3,867.21
EFT51096	16/03/2023	TERESA MAREE PARTRIDGE	Reimburse Uniform Purchase	MUNI	77.46
EFT51097	16/03/2023	THERESE PRICE	ERC Umpire Payment 13/03/2023	MUNI	54.00
EFT51098	16/03/2023	TOTALLY WORKWEAR	Protective Clothing: Public Works - Keith Clarke	MUNI	500.50
EFT51099	16/03/2023	TRANSFAE WA	Quick Response Community Event Grant Payment 2022-2023	MUNI	550.00
EFT51100	16/03/2023	WATER CORPORATION	Water Use and Service Charges - 5 x Shire Locations	MUNI	4,918.80
EFT51101	16/03/2023	WESTERN AUSTRALIAN RANGERS ASSOCIATION INC	3 Years Membership WA Rangers Assn - Murray Halden	MUNI	120.00

Payment	Date	Name	Invoice Description	Fund	
EFT51102	16/03/2023	WML CONSULTANTS	Professional Fees for Ferguson Road 0-0.27 Preliminary Investigations	MUNI	1,545.50
EFT51103	16/03/2023	WSP AUSTRALIA PTY LTD	Banksia Road Landfill - Groundwater Monitoring 1	MUNI	6,576.90
EFT51104	23/03/2023	A FRAZER & A D FRAZER	Ferguson Valley Art Trail Sculpture - Final Payment	MUNI	11,000.00
EFT51105	23/03/2023	A1 SIGN SHOP	Reflective Sign, Post and Installation - Pile Road Sculpture	MUNI	351.41
EFT51106	23/03/2023	ACCESS WELLBEING SERVICES	Employee Assistance Program Services	MUNI	396.00
EFT51107	23/03/2023	ACTIVE DISCOVERY	Replacement of Baby/Toddler Bucket Swing Seat - Glen Huon Playground	MUNI	104.50
EFT51108	23/03/2023	ADVANCED TRAFFIC MANAGEMENT WA P/L	3 x Invoices: Traffic Control - Ferguson Road	MUNI	4,698.90
EFT51109	23/03/2023	AMANDA TUBERES	Reimburse Farewell Gift for Gareth Webber - Shire Contribution	MUNI	100.00
EFT51110	23/03/2023	AMITY SIGNS	4 x 1200mm Steel Hand Rail - Hands Avenue	MUNI	858.00
EFT51111	23/03/2023	ANGELA WINTER	Full First Aid Training - 2 x Shire Staff	MUNI	150.00
EFT51112	23/03/2023	AUSTRALIAN INSTITUTE OF MANAGEMENT - WESTERN AUSTRALIA	Attendance at 'Influencing Skills' Training Course - Judy Franks - 05/05/2023	MUNI	606.00
EFT51113	23/03/2023	AUSTRALIAN TAX OFFICE	PAYG - Payrun: 17/03/2023	MUNI	84,955.00
EFT51114	23/03/2023	AUSTRALIND PREMIX & S & J EXCAVATIONS	Stabilised Sand - Ferguson Road	MUNI	3,388.00
EFT51115	23/03/2023	B & B STREET SWEEPING PTY LTD	Sweep Kerb Line, Intersections and Street Parking Bay on Shenton Road	MUNI	222.75
EFT51116	23/03/2023	BAILEY HARKNESS	ERC Umpire Payment - 20/03/2023	MUNI	54.00
EFT51117	23/03/2023	BRECKEN CORPORATE CARE	Pre Employment Medical Additional Tests - Ashlee Horn - ERC Group Fitness Team Leader	MUNI	454.30
EFT51118	23/03/2023	BRETT HODGSON	ERC Umpire Payment - 22/03/2023	MUNI	189.00

Payment	Date	Name	Invoice Description	Fund	
EFT51119	23/03/2023	BROWNES FOODS OPERATIONS PTY LTD	ERC - Cafe Goods	MUNI	354.53
EFT51120	23/03/2023	BUNBURY HOLDEN & MITSUBISHI	Replace Turbo Hose, DPF Regeneration & Oil Change - DA8222	MUNI	566.47
EFT51121	23/03/2023	BUNBURY MOWER SERVICE	Repairs to Stihl Hedge Trimmer & Steel Mesh Visor - Occ Health & Safety Exp	MUNI	195.00
EFT51122	23/03/2023	BUNBURY TOYOTA	ODA - 60,000Km Service & Wheel Alignment	MUNI	853.92
EFT51123	23/03/2023	BUNNINGS GROUP LIMITED	Angle Grinder, Recip Saw, Blades, Battery, Battery Charger, Grinder, Cutting Disk, 2 X Saws & Blades - Sundry Parks & Gardens	MUNI	1,948.11
EFT51124	23/03/2023	BUREKUP DEVELOPMENTS PTY LTD	Refund Outstanding Works Bond & Defects Liability Bond	MUNI	16,945.37
EFT51125	23/03/2023	CADGROUP AUSTRALIA PTY LTD	Bluebeam Annual Renewal - Expiry 27 May 2024	MUNI	9,094.80
EFT51126	23/03/2023	CAMERON BAKER	ERC Umpire Payment - 22/03/2023	MUNI	81.00
EFT51127	23/03/2023	CAROLINE MEARS	Chair Yoga Workshops - February 2023	MUNI	410.00
EFT51128	23/03/2023	CAT WELFARE SOCIETY INC	Cat Haven - Adoption Report: February 2023	MUNI	22.00
EFT51129	23/03/2023	CHLOE SCOTT	ERC Umpire Payment - 22/03/2023	MUNI	81.00
EFT51130	23/03/2023	CIVIL & STRUCTURAL ENGINEERS	Structural Inspection and Report on Condition of Existing Light Poles at Softball Pavilion	MUNI	2,150.50
EFT51131	23/03/2023	CIVIL PROJECTS SOUTHWEST	Machine Hire for Road Repair - Sykes Rd, Hands Rd, Joshua Brook Rd & Grave Preparation - Dardanup Cemetery	MUNI	4,950.00
EFT51132	23/03/2023	CLEANAWAY SOLID WASTE PTY LTD	General Waste Disposal: Crooked Brook Rd	MUNI	6,822.00
EFT51133	23/03/2023	CLEVERPATCH PTY LTD	Craft Supplies for Library Programs - ECL	MUNI	180.81
EFT51134	23/03/2023	CONNECT CALL CENTRE SERVICES	February 2023 - After Hours Call Centre Service for The Shire Of Dardanup	MUNI	412.56
EFT51135	23/03/2023	COUNTRY WATER SOLUTIONS	Reticulation Maintenance - Glen Huon Oval & Gary Engel Park	MUNI	471.65

Payment	Date	Name	Invoice Description	Fund	
EFT51136	23/03/2023	CRAIG HOWELLS T/AS SEVEN TREES COFFEE	ERC - Cafe Goods	MUNI	203.00
EFT51137	23/03/2023	CRAVEN FOODS & BIDFOOD BUNBURY	ERC - Cafe Goods	MUNI	1,453.00
EFT51138	23/03/2023	CS LEGAL	Professional Fees for 5 x Debt Recovery Claims - 01/08/2022	MUNI	2,145.00
EFT51139	23/03/2023	DARDANUP ELECTRICAL SERVICES PTY LTD	Supply & Install Floor Cable Protection & Charging Cable Extension - J/C Brook Bde - ESL Recurrent Exp	MUNI	748.00
EFT51140	23/03/2023	DARDANUP RURAL SUPPLIES	Star Pickets: Rural Road Signs - Ancillary Mtce	MUNI	99.50
EFT51141	23/03/2023	DATA #3 LIMITED	2 x Dell EMC Switch: Admin O/H & 9 Month Adobe Acrobat Pro Licence Renewal - Expiry Date 1/12/2023	MUNI	19,480.87
EFT51142	23/03/2023	DELL AUSTRALIA PTY LTD	9 x Dell Latitude 7430 - Admin O/H	MUNI	16,236.00
EFT51143	23/03/2023	DONNA BASTOW	ERC Umpire Payment - 22/03/2023	MUNI	162.00
EFT51144	23/03/2023	DORMAKABA AUSTRALIA PTY LTD	Maintenance of Auto Doors - Dardanup Office	MUNI	198.00
EFT51145	23/03/2023	DUCTWORKS AUSTRALIA BUNBURY & BUSSELTON AIR	Diagnose Air-Con Fault on Unit in Kitchen - Martin-Pelusey Rd Depot	MUNI	170.00
EFT51146	23/03/2023	ELLIOTTS IRRIGATION PTY LTD	Iron Filter Services: Watson Reserve - February 2023	MUNI	320.10
EFT51147	23/03/2023	EMERGE ASSOCIATES	Clearing Principles Report and Permit - Ferguson Road Widening	MUNI	1,050.50
EFT51148	23/03/2023	FIT2WORK	Monthly Invoice for Police Checks - February 2023	MUNI	153.56
EFT51149	23/03/2023	FREMANTLE ESPLANADE HOTEL LTD	IPWEA State Conference 2023: Accommodation, Parking, Meals - Theo Naude 08-10/03/2023	MUNI	768.00
EFT51150	23/03/2023	FULTON HOGAN INDUSTRIES WA	Hotmix: Dowdells Line & Offer Rd	MUNI	1,552.76
EFT51151	23/03/2023	GABRIELLA HAYWARD	Reimburse Domino's Pizza Purchased for Councillor Meeting 20/03/2023 - Purchase Orders Not Accepted	MUNI	103.21

Payment	Date	Name	Invoice Description	Fund	
EFT51152	23/03/2023	GO ELECTRICAL CONTRACTING	Isolate, Replace Wiring and Lights - ERC Carpark	MUNI	1,677.50
EFT51153	23/03/2023	HANSON CONSTRUCTION MATERIALS PTY LTD	Aggregate for Road Maintenance - Joshua Brook Road	MUNI	441.05
EFT51154	23/03/2023	HART SPORT	ERC - 4 x Tennis Net Hanger	MUNI	23.60
EFT51155	23/03/2023	HEATLEYS	Ear Plugs & Coveralls: Occ Health & Safety Expenditure - Public Works & Vehicle Cleaning Supplies - Waterloo BFB - ESL Recurrent Exp	MUNI	910.86
EFT51156	23/03/2023	HOOLEYS CATERING COMPANY	22/03/2023 Ordinary Council Meeting Catering	MUNI	734.50
EFT51157	23/03/2023	HOUGH CABINETS	Supply & Install Cabinets - Dardanup Central BFB	MUNI	2,448.60
EFT51158	23/03/2023	HYNES CONTRACTING	Tip Truck & Bobcat Hire - Pick Up & Install 15 Tonne of Rip Rap Rock to One Tree Point - Collie River Foreshore	MUNI	720.00
EFT51159	23/03/2023	JETLINE KERBING CONTRACTORS	Kerbing to Entrance to Remove Tripping Hazard & Allow Construction of a Garden Bed - Dardanup Civic Precinct	MUNI	2,035.00
EFT51160	23/03/2023	JOANNA HANSON	Reimburse Uniform Purchase	MUNI	39.99
EFT51161	23/03/2023	JOHN THOMPSON	ERC Umpire Payment - 22/03/2023	MUNI	27.00
EFT51162	23/03/2023	K'S HOME KITCHEN	Catering - 08/03/2023 - Integrated Planning Committee Meeting	MUNI	320.00
EFT51163	23/03/2023	KMART	Headphones for Teams / Online Meetings for Grants Officer - Admin O/H	MUNI	35.00
EFT51164	23/03/2023	LANDGATE	GRV Interim Valuations: 12/11/2022 - 09/12/2022	MUNI	732.03
EFT51165	23/03/2023	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	2023 Finance Professionals Conference 22/03/2023 - Natalie Hopkins	MUNI	2,660.00
EFT51166	23/03/2023	LUKE ANDREW RAMSAY	ERC Umpire Payment - 22/03/2023	MUNI	108.00
EFT51167	23/03/2023	M & J ESSENTIAL SOLUTIONS PTY LTD	Employee Assistance Program Consultations	MUNI	420.00

Payment	Date	Name	Invoice Description	Fund	
EFT51168	23/03/2023	MALATESTA ROAD PAVING AND HOTMIX	Emulsion: Garvey Road & Dardanup West Road	MUNI	400.00
EFT51169	23/03/2023	MARECE HETARAKA	ERC Umpire Payment - 22/03/2023	MUNI	108.00
EFT51170	23/03/2023	MELANIE MAY RING	Refund Working With Children Check Fee	MUNI	87.00
EFT51171	23/03/2023	MIDALIA STEEL PTY LIMITED	3 x 6m Steel Angle for Benches - Dardanup Cemetery	MUNI	297.03
EFT51172	23/03/2023	MONITORED ELECTRONICS	Three Months Monitoring of Smartlink GSM Medical Alarms 01/04-30/06/2023 - ERC	MUNI	57.20
EFT51173	23/03/2023	NINTEX PTY LTD	Nintex Promapp Starter Pack - Corporate & Governance Services Admin O/H	MUNI	9,900.00
EFT51174	23/03/2023	ONE ELEVEN (WA) PTY LTD - ROOFWEST	Removal Graffiti Vandalism - Hazelgrove Park	MUNI	495.00
EFT51175	23/03/2023	PERFECT LANDSCAPES	Wettasoil Application: Eaton & Glen Huon Ovals	MUNI	8,695.45
EFT51176	23/03/2023	PERKINS WA PTY LTD	Shire Of Dardanup - Design & Construct Contract - New Admin, Library & Community Building: Progress Claim # 9	MUNI	599,931.35
EFT51177	23/03/2023	PFD FOOD SERVICES PTY LTD	ERC - Cafe Goods	MUNI	1,072.10
EFT51178	23/03/2023	PUBLIC SECTOR TRAINING SOLUTIONS PTY LTD	Specialised Fraud Awareness Training 23-24/02/2023	MUNI	13,750.00
EFT51179	23/03/2023	QUALITY PRESS	Print & Supply Ranger Carbonised Books: Council - ESL Recurrent Exp	MUNI	575.30
EFT51180	23/03/2023	REBECCA JAYNE HOBBY	Reimburse Uniform Purchase	MUNI	220.14
EFT51181	23/03/2023	SCHWEPPES AUSTRALIA PTY LTD	ERC - Cafe Goods	MUNI	1,575.64
EFT51182	23/03/2023	SERVICES AUSTRALIA - CHILD SUPPORT AGENCY	Employee Payroll Deduction PPE	MUNI	485.26
EFT51183	23/03/2023	SHIRE OF DONNYBROOK BALINGUP	Long Service Leave Liability - Stephen Potter	MUNI	12,168.50

Payment	Date	Name	Invoice Description	Fund	
EFT51184	23/03/2023	SOUTH REGIONAL TAFE	Chainsaw Skillset - Danita Ballard - 13/02/2023	MUNI	81.70
EFT51185	23/03/2023	SOUTH WEST MECHANICAL & FLEET SERVICES	Vehicle Service - DA005	MUNI	506.21
EFT51186	23/03/2023	SOUTH WEST TREE SAFE	Remove Tree & Grind Stump - Rose Street	MUNI	1,100.00
EFT51187	23/03/2023	SOUTHERN LOCK AND SECURITY	ERC Cafe - Replace Dry Goods Store Lock	MUNI	332.09
EFT51188	23/03/2023	SOUTHWEST VENTURES T/AS GEOGRAPHE FORD/BUNBURY HYUNDAI	30,000Km Service - DA996	MUNI	570.00
EFT51189	23/03/2023	SYNERGY	Electricity Account for Gary Engel Park - 16/02/2023 - 19/03/2023	MUNI	4,656.45
EFT51190	23/03/2023	SOUTH WEST PERSONNEL	Labour Hire - Scott Wilson 07-10/03/2023	MUNI	3,324.55
EFT51191	23/03/2023	TE WAIRIMU ELINOR POMARE	ERC Umpire Payment - 22/03/2023	MUNI	81.00
EFT51192	23/03/2023	TELSTRA	Telephone Lines - Eaton Admin Centre & Waterloo BFB	MUNI	4,633.45
EFT51193	23/03/2023	THE TRUSTEE FOR AM2 & FM2 TRUST	MYOSH Licence Fee, Implementation & Training: Occ Health & Safety Expenditure - Public Works	MUNI	7,663.70
EFT51194	23/03/2023	TIANA FRASER	ERC Umpire Payment - 20/03/2023	MUNI	44.00
EFT51195	23/03/2023	TOLL TRANSPORT - IPEC PTY LTD	Postage & Freight - Burekup BFB & Wellington Mills BFB - ESL Recurrent Exp	MUNI	47.77
EFT51196	23/03/2023	TOTAL EDEN PTY LTD	Reticulation Repairs & Maintenance - 5 x Shire Locations	MUNI	3,134.65
EFT51197	23/03/2023	WATER CORPORATION	Water Use and Service Charges - 13 x Shire Locations	MUNI	11,738.94
EFT51198	23/03/2023	WEATHERSAFE WA	Canvas Cover With Print 'RV Site Closed for Event' - Townsites Road Signs	MUNI	715.00
EFT51199	23/03/2023	WESTERN AUSTRALIAN TREASURY CORPORATION	Loan 65 - Final Repayment	MUNI	23,151.42

Payment	Date	Name	Invoice Description	Fund	
EFT51200	23/03/2023	WINC AUSTRALIA PTY LTD	Governance Stationery - Eaton Admin O/H	MUNI	930.95
EFT51201	23/03/2023	WORK CLOBBER	Aaron Sheppard & Owen Fenton: Protective Clothing - Public Works	MUNI	904.20
EFT51202	30/03/2023	1SPATIAL AUSTRALIA PTY LTD	Pro-Rate Renewal of FME Local Government Subscription (Population < 15K) 09/03 - 30/06/2023	MUNI	2,557.50
EFT51203	30/03/2023	ADVANCED TRAFFIC MANAGEMENT WA P/L	5 x Invoices: Traffic Control - Pile RD & Ferguson Rd	MUNI	11,076.91
EFT51204	30/03/2023	ALL AUSSIE TRUCK AND BOBCAT SERVICES	General Maintenance - Banksia Rd - March 2023	MUNI	1,584.00
EFT51205	30/03/2023	ALLAN FRANCIS SAMUELS	Refund Upfront Gym Membership Fees Due to Cancellation	MUNI	542.72
EFT51206	30/03/2023	ALMA RENEE THOMSON	Reimburse Mental Health Training Costs - Lifeline WA	MUNI	277.20
EFT51207	30/03/2023	AUSTRALIA POST	Duplicate Incorrect Payment of Invoice #33313 (Debtor 23273)	MUNI	358.60
EFT51208	30/03/2023	AUSTRALIAN UNITED SILICA CORP PTY LTD	Rates Refund for Assessment A11547	MUNI	224.22
EFT51209	30/03/2023	BCE SURVEYING PTY LIMITED	Licensed Survey Costs: Proposed Road Closure, Amalgamation & Subdivision - Lots 5 & 221 Ferguson Road	MUNI	2,552.00
EFT51210	30/03/2023	BLACKWOODS	Safety Gloves & Glasses - Occ Health & Safety Expenditure - Public Works	MUNI	258.47
EFT51211	30/03/2023	BRETT HODGSON	ERC Umpire Payment - 29/03/2023	MUNI	27.00
EFT51212	30/03/2023	BROWNES FOODS OPERATIONS PTY LTD	ERC - Cafe Goods	MUNI	251.60
EFT51213	30/03/2023	BUNBURY COFFEE MACHINES	ERC - Cafe Goods	MUNI	594.00
EFT51214	30/03/2023	BUNBURY HARVEY REGIONAL COUNCIL	Monthly Hook Bin Hire & Weekly Greenwaste Collection - February 2023	MUNI	1,144.00
EFT51215	30/03/2023	BUNBURY MACHINERY	Hire of Fertiliser Spreader - Glen Huon Oval	MUNI	68.09
EFT51216	30/03/2023	BUNBURY MOWER SERVICE	Hedge Trimmer Repairs - Sundry Plant	MUNI	293.00

Payment	Date	Name	Invoice Description	Fund	
EFT51217	30/03/2023	BUNBURY SUBARU	Service DA0 - 48 Month Service	MUNI	404.58
EFT51218	30/03/2023	BUNNINGS GROUP LIMITED	5 x Invoices: ERC Court Equipment, Camera - Animal Control, Donga Repairs - Recycling Yard, Varnish - Dardanup Civic Precinct, Bench Repairs - Dardanup Cemetery	MUNI	1,437.86
EFT51219	30/03/2023	CAMERON BAKER	ERC Umpire Payment - 29/03/2023	MUNI	27.00
EFT51220	30/03/2023	CHLOE SCOTT	ERC Umpire Payment - 29/03/2023	MUNI	54.00
EFT51221	30/03/2023	CIVIL PROJECTS SOUTHWEST	Truck Hire - Ferguson Rd & Hakea Close	MUNI	5,885.00
EFT51222	30/03/2023	CLEANAWAY SOLID WASTE PTY LTD	3 x Invoices: Bin Collection - Banksia Rd & Crooked Brook Rd	MUNI	6,365.14
EFT51223	30/03/2023	COUNTRY LANDSCAPING PTY LTD	Reticulation Repairs - Gary Engel Pump Station & Millbridge Verges	MUNI	1,503.56
EFT51224	30/03/2023	CRAVEN FOODS & BIDFOOD BUNBURY	ERC - Cafe Goods	MUNI	1,053.04
EFT51225	30/03/2023	CROSS SECURITY SERVICES	ERC - 5 x Fobs & Demonstration	MUNI	263.90
EFT51226	30/03/2023	CROWN PERTH	Accommodation & Breakfast 21 & 22/03/23 - Natalie Hopkins & Katherine Kaurin - LG Professionals: 2023 Finance Professionals Conference	MUNI	830.00
EFT51227	30/03/2023	DARREN RIGBY	Refund Key Bond - Receipt # 142723	MUNI	40.00
EFT51228	30/03/2023	DARYL FISHWICK	ERC Umpire Payment - 29/03/2023	MUNI	54.00
EFT51229	30/03/2023	DELL FINANCIAL SERVICES PTY LTD	Lease #23 Councillor Laptops - Contract 009-0141985-005: 01/02-30/04/2023	MUNI	1,265.12
EFT51230	30/03/2023	DEPARTMENT OF PLANNING, LANDS AND HERITAGE	Refund DAP F0318554 & DAP/23/02457	MUNI	10,604.00
EFT51231	30/03/2023	DIESEL FORCE	4 x Invoices: Air Con Repair - DA9774, Service - DA613, Fault Light & Fuel Pump - DA2833	MUNI	6,563.64

Payment	Date	Name	Invoice Description	Fund	
EFT51232	30/03/2023	DOLPHIN DISCOVERY CENTRE	ERC - Vacation Care - Excursion to Dolphin Discovery Centre 18/01/2023	MUNI	425.00
EFT51233	30/03/2023	DONNA BASTOW	ERC Umpire Payment - 29/03/2023	MUNI	108.00
EFT51234	30/03/2023	EVE YOGA	Eaton Recreation Centre Contracted Yoga Classes: 08-18/02/2023	MUNI	660.00
EFT51235	30/03/2023	GURU PRODUCTIONS PTY LTD	Creation & Broadcast of 3 Minute Video For Channel 7 Destinations WA Television Program - Economic Development	MUNI	5,500.00
EFT51236	30/03/2023	HANSON CONSTRUCTION MATERIALS PTY LTD	46.40 Tonne Spalls - Ferguson Road	MUNI	1,735.36
EFT51237	30/03/2023	HARDHAT MEDIA PTY LTD	Timelapse Camera Rental & Data Charges - 02/03-01/06/2023 - New SOD Administration Building/Library Project	MUNI	2,425.50
EFT51238	30/03/2023	HEATLEYS	Gloves - Occ Health & Safety Expenditure - Public Works	MUNI	53.46
EFT51239	30/03/2023	HERSEY'S SAFETY P/L	Stores & Materials for Depot	MUNI	1,022.38
EFT51240	30/03/2023	INTEGRAN PTY LTD	Wanju & Waterloo DCP Awarded Consultant Contract - Progress Payment	MUNI	10,185.52
EFT51241	30/03/2023	JASMINE SILLIFANT	Reimburse Uniform Purchase	MUNI	99.88
EFT51242	30/03/2023	JASON TROY NICHOLLS	Refund Partial Dog Registration Fee Due to Sterilisation	MUNI	150.00
EFT51243	30/03/2023	JB HI-FI LTD	Adonit Neo Stylus & iPad Pro Case - Minor Assets	MUNI	178.95
EFT51244	30/03/2023	JOHN MCINERNEY	Library Programs - 2 X Tai Chi Workshops: December 2022 & February 2023	MUNI	240.00
EFT51245	30/03/2023	JOHN THOMPSON	ERC Umpire Payment - 29/03/2023	MUNI	54.00
EFT51246	30/03/2023	KATHERINE KAURIN	Reimburse Meal & Parking Costs Whilst Attending LG Professionals Conference: 21-22/03/2023	MUNI	84.42
EFT51247	30/03/2023	KENNY POMARE	ERC Umpire Payment - 29/03/2023	MUNI	81.00

Payment	Date	Name	Invoice Description	Fund	
EFT51248	30/03/2023	KENT LYON ARCHITECT	Superintendent Services - New SOD Administration Building/Library Project	MUNI	4,290.00
EFT51249	30/03/2023	KMART	Youth Advisory Sleeve Tops: Community Projects/Events - Youth Workshop & SD HC Cards - LOPS	MUNI	160.00
EFT51250	30/03/2023	LIONS CLUB OF EATON	November Connected Community BBQ - Catering Provisions	MUNI	350.00
EFT51251	30/03/2023	LUKE NABEIN	Rates Refund for Assessment A11151	MUNI	87.22
EFT51252	30/03/2023	LUKE WILKINSON	ERC Umpire Payment - 29/03/2023	MUNI	54.00
EFT51253	30/03/2023	LYDIA BREHENY	Refund ERC Gym Membership Fees Due to Date Error	MUNI	565.00
EFT51254	30/03/2023	MALATESTA ROAD PAVING AND HOTMIX	Supply & Lay Asphalt - Wells Reserve Clubrooms Car Park & Repair Asphalt - Waterloo BFB	MUNI	28,897.00
EFT51255	30/03/2023	MARECE HETARAKA	ERC Umpire Payment - 29/03/2023	MUNI	54.00
EFT51256	30/03/2023	MARKET CREATIONS AGENCY PTY LTD	10 Additional Support Hours for SOD Website: Software Licensing & Service Exp - Admin O/H	MUNI	1,540.00
EFT51257	30/03/2023	MCKAYHLA POMARE	ERC Umpire Payment - 29/03/2023	MUNI	81.00
EFT51258	30/03/2023	MJ GOODS	Wipes For ERC Gym	MUNI	432.00
EFT51259	30/03/2023	ONSITE RENTAL GROUP	Lease 26 - Hire of Office & Ablution Block: February 2023	MUNI	3,213.30
EFT51260	30/03/2023	OUTDOOR WORLD BUNBURY	Refund of Planning Application Fee - Carport Application Cancelled (Not Required) - 42 Perendale Loop	MUNI	147.00
EFT51261	30/03/2023	PERFECT LANDSCAPES	Weekly Reserves & Lawn Mowing Commencing 20/03/2023	MUNI	4,698.05
EFT51262	30/03/2023	PFI SUPPLIES	ERC - Cleaning Products for Centre	MUNI	942.65
EFT51263	30/03/2023	PICTON TYRE CENTRE PTY LTD - BUNBURY TYRE SPECIALISTS	Puncture Repair - DA429	MUNI	51.00

Payment	Date	Name	Invoice Description	Fund	
EFT51264	30/03/2023	PIXIEWOOD CREATIONS	Entertainment for Eaton Australia Day Breakfast Event - Community Projects	MUNI	160.00
EFT51265	30/03/2023	RAWLINSONS (W.A.)	Quantity Survey to Assess Perkins Construction Variation Schedule for the New Sod Admin Building/Library Project	MUNI	7,293.00
EFT51266	30/03/2023	SAFESTART TEST & TAG	Electrical Test and Tag 22/23 - Eaton Administration Centre, Transportable Building & Events Equipment	MUNI	2,480.50
EFT51267	30/03/2023	SAMANTHA ATKINSON	Reimbursement for Tafe Training Fees Paid - Community Development Essentials Skills Set Workshops	MUNI	89.10
EFT51268	30/03/2023	SCHWEPPE AUSTRALIA PTY LTD	ERC - Cafe Goods	MUNI	559.83
EFT51269	30/03/2023	SCOPE ELECTRICAL CONTRACTING PTY LTD	Replace Lights: Workshop, Store Room, Wash-down Bay & Flood Light In Wash-down Bay - Martin-Pelusey Rd Depot & Repair Cr Park Lights - Eaton Foreshore, Pratt Rd & Lofthouse Park	MUNI	4,247.76
EFT51270	30/03/2023	SIGNS PLUS	Name Badges - Sally, Amy, Amanda, Raylee (Library Officers), Mel Ring (Place & Community)	MUNI	81.50
EFT51271	30/03/2023	SOUTH WEST NETWORKING	Fix Infrastructure Door Closer & Adjust Kitchen Door Closer - Eaton Office	MUNI	393.75
EFT51272	30/03/2023	SOUTHERN LOCK AND SECURITY	ERC - School Storeroom Door: Key Broke Inside Barrel. Replace Bilock Cylinder & Key	MUNI	304.59
EFT51273	30/03/2023	STANTEC AUSTRALIA PTY LTD	Consultants - Transport: Local Bike Plan - Additional Scope as a Result of Councillor Workshop Held on 31 August 2022	MUNI	6,974.00
EFT51274	30/03/2023	STATE LIBRARY OF WESTERN AUSTRALIA	Freight Recoup January to June 2023 - ECL	MUNI	856.12
EFT51275	30/03/2023	SUSHIRU	ERC - Cafe Goods	MUNI	100.00
EFT51276	30/03/2023	SYNERGY	Electricity Account For 5 x Shire Locations	MUNI	9,997.50

Payment	Date	Name	Invoice Description	Fund	
EFT51277	30/03/2023	TAYLOR BURRELL BARNETT	Consultant Fees - Developer Contribution Plan for Dardanup: Progress Payment	MUNI	2,307.36
EFT51278	30/03/2023	TE WAIRIMU ELINOR POMARE	Reimburse Scissor Lift Hire Fee & 2 x Ratchet Strap Purchase	MUNI	198.00
EFT51279	30/03/2023	TELSTRA	Telephone & Internet Account for Wellington Mills Bush Fire Brigade	MUNI	125.65
EFT51280	30/03/2023	TERESA MAREE PARTRIDGE	Reimburse Accommodation & Parking Costs Whilst Attending Grievance Officer Training 22-24/03/2023	MUNI	553.10
EFT51281	30/03/2023	THERESE PRICE	ERC Umpire Payment - 27/03/2023	MUNI	54.00
EFT51282	30/03/2023	TIANA FRASER	ERC Umpire Payment - 27/03/2023	MUNI	44.00
EFT51283	30/03/2023	TYRECYCLE PTY LTD	Removal of Tyres From The Waste Transfer Station	MUNI	2,047.54
EFT51284	30/03/2023	VEOLIA RECYCLING & RECOVERY PTY LTD	Veolia Monthly Bin Processing - February 2023	MUNI	75,895.93
EFT51285	30/03/2023	VOCAL FUSION YOUTH CHOIR	Movies By Moonlight Burekup - Donation for Southern Port Festive Auslan Choir	MUNI	150.00
EFT51286	30/03/2023	WA LASER ENGRAVING	Name Plaques for WA Citizen of The Year Awards 2023 - 3 x Winners	MUNI	116.40
EFT51287	30/03/2023	WESTERN AUSTRALIAN TREASURY CORPORATION	Loan 59 - Eaton Recreation Centre - Final Repayment	MUNI	51,763.63
EFT51288	30/03/2023	WORK CLOBBER	BJ Richards & Renee Thompson: Protective Clothing - Public Works	MUNI	602.60
CHEQUES					
40	02/03/2023	SHIRE OF DARDANUP - PLEASE PAY CASH	Petty Cash Recoup 17/01 - 17/02/2023	MUNI	160.05
BPAY					
DD17062.1	01/03/2023	MINE SUPER	Presidential Allowance	MUNI	3,000.00
DD17079.1	09/03/2023	UNIVERSITY OF CANBERRA	Kristy Hitchens - Study Assistance: Scc102 GC policy evaluation Semester 1, 2023	MUNI	3,287.50

Payment	Date	Name	Invoice Description	Fund	
DD17093.1	15/03/2023	DEPARTMENT OF TRANSPORT	2022-2023 Department Of Transport - Vehicle Licensing Information Searches	MUNI	20.50
DD17108.1	22/03/2023	IINET LTD	Monthly Charge for NBN Wireless 4 & Business NBN 100 - April 2023	MUNI	174.94
CREDIT CARD					
DD17126.1	29/03/2023	FACEBOOK IRELAND LIMITED	Events - Social Media Marketing: Youthfest	MUNI	132.00
DD17126.2	29/03/2023	SAI GLOBAL AUSTRALIA PTY LTD	Australian Standard Urban Green Infrastructure: Planning And Decision Framework - Subscriptions / Memberships Exp - Admin O/H	MUNI	96.31
DD17126.3	29/03/2023	MAILCHIMP	Monthly Subscription And Charge For Email Newsletters: February 2023	MUNI	329.03
DD17126.4	29/03/2023	DEPARTMENT OF PRIMARY INDUSTRIES AND REGIONAL DEVELOPMENT	Non-Farming Pic Re-Registration - Poundage Contract Exp - Animal Control	MUNI	76.50
DD17126.5	29/03/2023	SURVEYMONKEY EUROPE	Subscription To Online Survey Service - 19/02-18/05/2023	MUNI	111.00
DD17126.6	29/03/2023	CROWN PERTH	Natalie Hopkins Room Service Whilst Attending LG Professionals 2023 Finance Professionals Conference	MUNI	48.41
INTERNATIONAL					
DD17110.1	22/03/2023	ENOVAPOINT	Junglebell Pro Premium Support Production Licence (2 Units: 2013 and 2019 - 07/03/2023 to 06/03/2024)	MUNI	988.20
DIRECT DEBIT					
TRUST					
PAYROLL					
DD17066.1	03/03/2023	AWARE SUPER PTY LIMITED	Payroll Deductions	MUNI	32,280.65
DD17066.2	03/03/2023	HUGHES SUPERANNUATION FUND	Superannuation Contributions	MUNI	206.97

Payment	Date	Name	Invoice Description	Fund	
DD17066.3	03/03/2023	MLC SUPER FUND	Superannuation Contributions	MUNI	1,675.18
DD17066.4	03/03/2023	DIAMOND SEA SUPERANNUATION FUND	Payroll Deductions	MUNI	440.99
DD17066.5	03/03/2023	ONE PATH MASTERFUND	Superannuation Contributions	MUNI	143.80
DD17066.6	03/03/2023	HOSTPLUS	Payroll Deductions	MUNI	1,643.93
DD17066.7	03/03/2023	SUNCORP BRIGHTER SUPER	Superannuation Contributions	MUNI	248.82
DD17066.8	03/03/2023	LOCAL GOVERNMENT SUPER	Superannuation Contributions	MUNI	268.72
DD17066.9	03/03/2023	HESTA SUPER FUND	Payroll Deductions	MUNI	1,647.91
DD17066.10	03/03/2023	MIML - MACQUARIE SUPER ACCUMULATOR	Payroll Deductions	MUNI	1,045.50
DD17066.11	03/03/2023	AUSTRALIAN RETIREMENT TRUST	Superannuation Contributions	MUNI	158.22
DD17066.12	03/03/2023	ASGARD INFINITY E WRAP SUPER	Payroll Deductions	MUNI	784.30
DD17066.13	03/03/2023	AUSTRALIAN ETHICAL SUPERANNUATION	Payroll Deductions	MUNI	265.87
DD17066.14	03/03/2023	ANZ SMART CHOICE SUPER (ONEPATH MASTERFUND)	Superannuation Contributions	MUNI	6.17
DD17066.15	03/03/2023	AUSTRALIAN SUPER	Superannuation Contributions	MUNI	135.12
DD17066.16	03/03/2023	AMP FLEXIBLE SUPER - SUPER ACCOUNT	Payroll Deductions	MUNI	460.58
DD17066.17	03/03/2023	IOOF PORTFOLIO SERVICE SUPERANNUATION FUND	Superannuation Contributions	MUNI	461.33
DD17066.18	03/03/2023	COLONIAL FIRST STATE FIRST CHOICE WHOLESALE PERSONAL SUPER	Superannuation Contributions	MUNI	145.02
DD17066.19	03/03/2023	MERCER SUPER TRUST	Superannuation Contributions	MUNI	172.21

Payment	Date	Name	Invoice Description	Fund	
DD17066.20	03/03/2023	TWU SUPERANNUATION FUND	Superannuation Contributions	MUNI	12.64
DD17066.21	03/03/2023	KAURIN FAMILY SUPERANNUATION FUND	Payroll Deductions	MUNI	238.49
DD17066.22	03/03/2023	PLUM SUPERANNUATION FUND	Superannuation Contributions	MUNI	124.85
DD17066.23	03/03/2023	REST SUPERANNUATION	Payroll Deductions	MUNI	2,321.21
DD17066.24	03/03/2023	THE BRO CODE SUPER FUND	Superannuation Contributions	MUNI	56.58
DD17066.25	03/03/2023	MEDIA SUPER	Superannuation Contributions	MUNI	581.61
DD17066.26	03/03/2023	CONSTRUCTION & BUILDING INDUSTRY SUPER	Superannuation Contributions	MUNI	130.02
DD17066.27	03/03/2023	AUSTRALIANSUPER	Payroll Deductions	MUNI	8,277.51
DD17066.28	03/03/2023	THE TEMPLEMAN FAMILY SUPERANNUATION FUND	Superannuation Contributions	MUNI	16.25
DD17066.29	03/03/2023	HUB24 SUPERANNUATION FUND	Superannuation Contributions	MUNI	293.50
DD17099.1	17/03/2023	AWARE SUPER PTY LIMITED	Payroll Deductions	MUNI	32,430.59
DD17099.2	17/03/2023	HUGHES SUPERANNUATION FUND	Superannuation Contributions	MUNI	37.93
DD17099.3	17/03/2023	MLC SUPER FUND	Superannuation Contributions	MUNI	1,648.54
DD17099.4	17/03/2023	DIAMOND SEA SUPERANNUATION FUND	Payroll Deductions	MUNI	405.42
DD17099.5	17/03/2023	ONE PATH MASTERFUND	Superannuation Contributions	MUNI	143.80
DD17099.6	17/03/2023	HOSTPLUS	Payroll Deductions	MUNI	557.84
DD17099.7	17/03/2023	SUNCORP BRIGHTER SUPER	Superannuation Contributions	MUNI	248.82
DD17099.8	17/03/2023	LOCAL GOVERNMENT SUPER	Superannuation Contributions	MUNI	268.72

Payment	Date	Name	Invoice Description	Fund	
DD17099.9	17/03/2023	HESTA SUPER FUND	Payroll Deductions	MUNI	1,654.09
DD17099.10	17/03/2023	MIML - MACQUARIE SUPER ACCUMULATOR	Payroll Deductions	MUNI	1,045.50
DD17099.11	17/03/2023	AUSTRALIAN RETIREMENT TRUST	Superannuation Contributions	MUNI	163.70
DD17099.12	17/03/2023	ASGARD INFINITY E WRAP SUPER	Payroll Deductions	MUNI	744.00
DD17099.13	17/03/2023	AUSTRALIAN ETHICAL SUPERANNUATION	Payroll Deductions	MUNI	265.87
DD17099.14	17/03/2023	ANZ SMART CHOICE SUPER (ONEPATH MASTERFUND)	Superannuation Contributions	MUNI	6.17
DD17099.15	17/03/2023	AUSTRALIAN SUPER	Superannuation Contributions	MUNI	139.18
DD17099.16	17/03/2023	AMP FLEXIBLE SUPER - SUPER ACCOUNT	Payroll Deductions	MUNI	468.28
DD17099.17	17/03/2023	IOOF PORTFOLIO SERVICE SUPERANNUATION FUND	Superannuation Contributions	MUNI	461.33
DD17099.18	17/03/2023	COLONIAL FIRST STATE FIRST CHOICE WHOLESALE PERSONAL SUPER	Superannuation Contributions	MUNI	137.47
DD17099.19	17/03/2023	MERCER SUPER TRUST	Superannuation Contributions	MUNI	172.21
DD17099.20	17/03/2023	TWU SUPERANNUATION FUND	Superannuation Contributions	MUNI	6.32
DD17099.21	17/03/2023	KAURIN FAMILY SUPERANNUATION FUND	Payroll Deductions	MUNI	286.51
DD17099.22	17/03/2023	PLUM SUPERANNUATION FUND	Superannuation Contributions	MUNI	97.28
DD17099.23	17/03/2023	REST SUPERANNUATION	Payroll Deductions	MUNI	2,281.85
DD17099.24	17/03/2023	THE BRO CODE SUPER FUND	Superannuation Contributions	MUNI	42.44
DD17099.25	17/03/2023	MEDIA SUPER	Superannuation Contributions	MUNI	581.61

Payment	Date	Name	Invoice Description	Fund	
DD17099.26	17/03/2023	CONSTRUCTION & BUILDING INDUSTRY SUPER	Superannuation Contributions	MUNI	136.12
DD17099.27	17/03/2023	AUSTRALIANSUPER	Payroll Deductions	MUNI	8,388.62
DD17099.28	17/03/2023	THE TEMPLEMAN FAMILY SUPERANNUATION FUND	Superannuation Contributions	MUNI	56.89
DD17099.29	17/03/2023	HUB24 SUPERANNUATION FUND	Superannuation Contributions	MUNI	293.50
DD17123.1	31/03/2023	AWARE SUPER PTY LIMITED	Payroll Deductions	MUNI	31,724.16
DD17123.2	31/03/2023	HUGHES SUPERANNUATION FUND	Superannuation Contributions	MUNI	44.25
DD17123.3	31/03/2023	MLCG SUPER FUND	Superannuation Contributions	MUNI	1,648.54
DD17123.4	31/03/2023	DIAMOND SEA SUPERANNUATION FUND	Payroll Deductions	MUNI	435.66
DD17123.5	31/03/2023	ONE PATH MASTERFUND	Superannuation Contributions	MUNI	146.96
DD17123.6	31/03/2023	HOSTPLUS	Payroll Deductions	MUNI	615.96
DD17123.7	31/03/2023	SUNCORP BRIGHTER SUPER	Superannuation Contributions	MUNI	248.82
DD17123.8	31/03/2023	LOCAL GOVERNMENT SUPER	Superannuation Contributions	MUNI	268.72
DD17123.9	31/03/2023	HESTA SUPER FUND	Payroll Deductions	MUNI	1,517.50
DD17128.1	31/03/2023	AUSTRALIANSUPER	Superannuation Contributions	MUNI	32.73
DD17123.10	31/03/2023	MIMI - MACQUARIE SUPER ACCUMULATOR	Payroll Deductions	MUNI	1,045.50
DD17123.11	31/03/2023	AUSTRALIAN RETIREMENT TRUST	Superannuation Contributions	MUNI	157.61
DD17123.12	31/03/2023	ASGARD INFINITY E WRAP SUPER	Payroll Deductions	MUNI	744.00
DD17123.13	31/03/2023	AUSTRALIAN ETHICAL SUPERANNUATION	Payroll Deductions	MUNI	265.87

Payment	Date	Name	Invoice Description	Fund	
DD17123.14	31/03/2023	AUSTRALIAN SUPER	Superannuation Contributions	MUNI	306.94
DD17123.15	31/03/2023	AMP FLEXIBLE SUPER - SUPER ACCOUNT	Payroll Deductions	MUNI	422.08
DD17123.16	31/03/2023	GOOF PORTFOLIO SERVICE SUPERANNUATION FUND	Superannuation Contributions	MUNI	461.33
DD17123.17	31/03/2023	COLONIAL FIRST STATE FIRST CHOICE WHOLESALE PERSONAL SUPER	Superannuation Contributions	MUNI	212.53
DD17123.18	31/03/2023	MERCER SUPER TRUST	Superannuation Contributions	MUNI	172.21
DD17123.19	31/03/2023	TWO SUPERANNUATION FUND	Superannuation Contributions	MUNI	31.61
DD17123.20	31/03/2023	KAURIN FAMILY SUPERANNUATION FUND	Payroll Deductions	MUNI	366.57
DD17123.21	31/03/2023	PLUM SUPERANNUATION FUND	Superannuation Contributions	MUNI	71.34
DD17123.22	31/03/2023	REST SUPERANNUATION	Payroll Deductions	MUNI	2,378.72
DD17123.23	31/03/2023	THE BRO CODE SUPER FUND	Superannuation Contributions	MUNI	42.44
DD17123.24	31/03/2023	MEDIA SUPER	Superannuation Contributions	MUNI	581.61
DD17123.25	31/03/2023	CONSTRUCTION & BUILDING INDUSTRY SUPER	Superannuation Contributions	MUNI	130.02
DD17123.26	31/03/2023	AUSTRALIANSUPER	Payroll Deductions	MUNI	7,509.97
DD17123.27	31/03/2023	THE TEMPLEMAN FAMILY SUPERANNUATION FUND	Superannuation Contributions	MUNI	8.13
DD17123.28	31/03/2023	HUB24 SUPERANNUATION FUND	Superannuation Contributions	MUNI	293.51
					2,233,765.05

Payment	Date	Name	Invoice Description	Fund
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REPORT TOTALS

EFT	2,066,040.77			
Muni	160.05			
Cheque				
Trust	0.00			
Payroll	159,299.84			
Credit Card	793.25			
Direct Debit	0.00			
International	988.20			
BPAY	6,482.94			
TOTAL	2,233,765.05			

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



Chief Executive Officer: _____

CARRIED
7/0

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

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

- To make payments from Trust and Municipal Funds;
- To purchase goods and services to a value of not more than \$250,000;
- To purchase goods and services for the Tax Office and other Government Agencies up to the value of \$300,000;
- To purchase goods and services for Creditors where an executed agreement or legal obligation exists which has prior Council endorsement, up to the value of \$300,000.

Legal Implications

Local Government Act 1995

S6.5. Accounts and records

Local Government (Financial Management) Regulations 1996

R11. Payments, procedures for making etc.

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

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

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

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

- (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
- (b) recorded in the minutes of that meeting.

Council Plan

- 13.1 - Adopt best practice governance.
- 13.2 - Manage the Shire’s resources responsibly.

Environment - None.

Precedents - None.

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

Budget Implications

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

Budget – Whole of Life Cost - None.

Council Policy Compliance

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

Risk Assessment

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

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.	
Risk Event	Schedule of Paid Accounts as at the 31 st March 2023
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	<p>Financial Not monitoring ongoing financial performance would increase the risk of a negative impact on the financial position.</p> <p>Reputational Non-compliance that results in a qualified audit can lead stakeholders to question the Council’s ability to manage finances effectively</p>

Officer Comment

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

END REPORT

12.5 COMMITTEES

12.5.1 Title: Minutes Integrated Planning Committee – 19th of March 2023

Reporting Department	Corporate & Governance Directorate
Responsible Officer	Mr Phil Anastasakis - Deputy CEO
Reporting Officer	Mrs Donna Bailye – Governance Coordinator Mrs Rebecca Hobby - Personal Assistant to D/CEO
Legislation	Local Government Act 1995 Appendix ORD: 12.5.1A – Minutes of IPC Meeting Appendix ORD: 12.5.1B – Pathway Asset Management Plan 2023/24 – 2032/33
Attachments	Appendix ORD: 12.5.1C – Building Asset Management Plan 2023/24-2032/33 Appendix ORD: 12.5.1D – Road Asset Management Plan 2023/24-2032/33 Appendix ORD: 12.5.1E – Draft Workforce Plan 2023/24 – 2032/33

NOTE

Note: The Chief Executive Officer, Mr André Schönfeldt advised that there is an administrative error relating to the numbering of Appendices 12.1.5A and 12.1.5B. The Appendices have been amended to read 12.5.1A and 12.5.1B, respectively.

MINUTES OF THE SHIRE OF DARDANUP INTEGRATED PLANNING COMMITTEE MEETING HELD ON WEDNESDAY, 19th OF MARCH 2023, AT SHIRE OF DARDANUP - ADMINISTRATION CENTRE EATON, COMMENCING AT 9.00AM.

Officer Comment

The Minutes of the Integrated Planning Committee Meeting held on the 19th of April 2023 [Appendix ORD: 12.5.1A] are attached.

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

94-23 MOVED - Cr. M T Bennett SECONDED - Cr. P S Robinson

THAT Council receives the Minutes [Appendix ORD: 12.5.1A] of the Integrated Planning Committee Meeting held on the 19th of April 2023.

CARRIED
7/0

INTEGRATED PLANNING COMMITTEE & COUNCIL RESOLUTION “A”

95-23 MOVED - Cr. M T Bennett SECONDED - Cr. P R Perks

THAT Council endorses the following projects be included for consideration in the Draft LTFP, Draft Corporate Business Plan and Draft 2023/24 Budget:

- 1. Councillor Budget Requests - No Items Requested**
- 2. Staff Budget Requests:**
 - a) Reconciliation Action Plan - \$15,000 in 23/24;**
 - b) Library RFID Equipment & Maintenance - \$5,000 per annum and ongoing;**
 - c) Bushland Reserves – Annual Firebreak Clearing - \$22,000 per annum and ongoing;**
 - d) Vehicle for Senior Projects Officer/PACE (Designated as a Pool Car to be stored at the Shire Depot) - \$40,000 in 23/24 with the future replacement added to Executive & Compliance Vehicle Asset Management Plan.**

CARRIED
7/0

INTEGRATED PLANNING COMMITTEE & COUNCIL RESOLUTION “B”

96-23 MOVED - Cr. M T Bennett SECONDED - Cr. P S Robinson

THAT Council:

- 1. Adopts the following Annual Transfers to the Pathways Reserve for the delivery of the 10 Year Pathways Works Program:**

	23-24	24-25	25-26	26-27	27-28	28-29	29-30	30-31	31-32	32-33
	Annual Transfer (x \$1,000)									
2023/2024 Draft LTFP	100	150	150	200	200	200	200	200	200	250

- 2. Endorses the 10 year Pathways Asset Management Plan 2023/24-2032/33 Pathways Works Program [Appendix ORD: 12.1.5B].**

CARRIED
7/0

INTEGRATED PLANNING COMMITTEE & COUNCIL RESOLUTION “C”

97-23 MOVED - Cr. M T Bennett SECONDED - Cr. T G Gardiner

THAT the Integrated Planning Committee recommends that Council adopts the following Annual Transfers to the Parks & Reserves Upgrades Reserve for the delivery of the 10 Year Parks and Reserves Works Program:

	23-24	24-25	25-26	26-27	27-28	28-29	29-30	30-31	31-32	32-33
	Annual Transfer (x \$1,000)									
2023/2024 Draft LTFP	250	250	250	300	150	150	150	150	150	150

CARRIED
7/0

INTEGRATED PLANNING COMMITTEE & COUNCIL RESOLUTION “D”

98-23 MOVED - Cr. M T Bennett SECONDED - Cr. P R Perks

THAT Council:

- Adopts the following Annual Transfers to the Building Maintenance Reserve for the delivery of the 10 Year Building Works Program:**

	23-24	24-25	25-26	26-27	27-28	28-29	29-30	30-31	31-32	32-33
	Annual Transfer (x \$1,000)									
2023/2024 Draft LTFP	750	600	500	500	350	450	450	450	450	450

- Endorses the 10 year Building Asset Management Plan 2023/24-2032/33 Building Works Program [Appendix ORD: 12.5.1C];**
- Approves the reallocation of Capital Building Projects in the 2022-23 Budget, funded from the Building Maintenance Reserve, as follows:**

JOB #	LOCATION	ORIGINAL BUDGET	BUDGET AMENDMENT 22/23
J14321	Dardanup Office	\$25,000	\$25,000
J11708	Dardanup Hall	\$50,000	\$0
J11712	Ferguson Hall	\$15,000	\$20,000
J11714	CWA Hall - Eaton	\$25,000	\$45,244
J11713	Dardanup Community Centre	\$25,000	\$20,000
J11639	Wells Recreation Club Rooms	\$0	\$22,000
		\$140,000	\$132,244

CARRIED
7/0
By Absolute Majority

INTEGRATED PLANNING COMMITTEE & COUNCIL RESOLUTION “E”

99-23 MOVED - Cr. M T Bennett SECONDED - Cr. E P Lilly

THAT Council:

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

	23-24	24-25	25-26	26-27	27-28	28-29	29-30	30-31	31-32	32-33
	Annual Transfer (x \$1,000)									
2023/2024 Draft LTFP	650	600	600	900	1,150	1,150	1,150	1,150	1,250	1,500

2. **Endorses the 10 year Road Asset Management Plan 2023/24-2032/33 Road Works Program [Appendix ORD: 12.5.1D].**

CARRIED
7/0

INTEGRATED PLANNING COMMITTEE & COUNCIL RESOLUTION “F”

100-23 MOVED - Cr. P R Perks SECONDED - Cr. P S Robinson

THAT Council endorses the Shire of Dardanup draft Workforce Plan 2023/24 - 2032/33 as per [Appendix ORD: 12.5.1E].

CARRIED
7/0

13 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

None.

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

None.

15 PUBLIC QUESTION TIME

None.

16 MATTERS BEHIND CLOSED DOORS

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

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

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

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

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

101-23 MOVED - Cr. S L Gillespie SECONDED - Cr. P S Robinson

THAT in accordance with the Local Government Act 1995, S 5.23, section (2)(c) and (2)(d) Council goes Behind Closed Doors [5.55pm] to discuss a matter affecting 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; and legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting.

CARRIED
7/0

Note: Manager Financial Services, Mrs Natalie Hopkins left the meeting [5.55pm].

16.1 Title: Pratt Road Car Park – Revised Project Costs

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

REPORT UNDER SEPARATE COVER

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

DECLARATION OF INTEREST

Cr. MT Bennett declared an Impartiality Interest in this item.

Cr. S L Gillespie declared a Proximity Interest in this item and left the room [5.55pm].

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

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

102-23 MOVED - Cr. M T Bennett SECONDED - Cr. T G Gardiner

THAT Council:

1. **Authorises the Chief Executive Officer to terminate the Contract (CON-F0291634) via mutual agreement with Carbone Bros Pty Ltd, and pays a total of \$31,976.64 (ex GST) representing the entire amount payable to Carbone Bros Pty Ltd as settlement.**
2. **Notes that as part of terminating the contract the Shire will collect the materials that Carbone Bros Pty Ltd ordered for the project from the Contractor's nominated depot, to the value of \$24,999.67 (ex GST).**
3. **Includes in the budgetary discussions for the 2023-2024 Annual Budget the design and construction of new rear car parking facilities with access off Eagle Crescent (including modifications to the existing car park entrance at Bobin Street and connecting sealing one way road), and resealing the existing car park including line marking and bollards.**
3. **Thanks Mr. Carbone for his understanding of the complexities around this project and for the way he worked with Shire Staff to achieve a mutually agreed outcome. It is acknowledged that Carbone Bros Pty Ltd programmed its work based on a signed contract over a long period of time and put a lot of work and effort into delivering the project. It is appreciated that Carbone Bros Pty Ltd display such community spirit and worked with Shire Officers to achieve an outcome that is to the benefit of the Shire and its Community.**

4. **Amends the 22/23 Annual Budget to include the contribution and renewal of the two carparks along Bobin Street and Eagle Crescent in lieu of the Pratt Road Project, and for the new project to also consider providing a drop off bay on Pratt Road near the Bowling Club and Senior Citizens Building.**

CARRIED
6/0

Note: Cr. S L Gillespie returned to the room [6.08pm].

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

103-23 MOVED - Cr. P R Perks SECONDED - Cr. T G Gardiner

THAT Council return from Behind Closed Doors [6.08pm].

CARRIED
7/0

Note: In accordance with Standing Order 5.2(6) the Presiding Officer, did not 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 24th May 2023, commencing at 5.00pm at the **Shire of Dardanup – Dardanup Hall, Little Street - Dardanup.**

There being no further business the Presiding Officer declared the meeting closed at 6.08pm.



CONFIRMATION OF MINUTES

“As the person presiding at the meeting at which these minutes were confirmed on the 26th April 2023, I certify that these minutes have been confirmed as a true and accurate record of proceedings”.

Signature:

Email: michael.bennett@dardanup.wa.gov.au