



CONFIRMED

MINUTES

ORDINARY

COUNCIL MEETING

Held

26th of May 2021

At

Shire of Dardanup
ADMINISTRATION CENTRE EATON
1 Council Drive - EATON

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- ~ Large Print
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Upon request.

VISION STATEMENT

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

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COUNCIL ROLE

Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government / body /agency.
Executive/Strategic	The substantial direction setting and oversight role of the Council e.g. Adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
Legislative	Includes adopting local laws, town planning schemes and policies.
Review	When Council reviews decisions made by Officers.
Quasi-Judicial	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 MAY 2021, AT SHIRE OF DARDANUP - ADMINISTRATION CENTRE EATON, COMMENCING AT 5.00PM.

1	DECLARATION OF OPENING/ANNOUNCEMENTS OF VISITORS
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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.

Emergency Procedure

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

Affirmation of Civic Duty and Responsibility

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

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

Cr. Michael Bennett	-	Shire President
Cr. Peter Robinson	-	Deputy Shire President
Cr. Tyrrell Gardiner	-	Elected Member
Cr. Carmel Boyce	-	Elected Member
Cr. Mark Hutchinson	-	Elected Member
Cr. Janice Dow	-	Elected Member
Cr. Stacey Gillespie	-	Elected Member
Cr. Luke Davies	-	Elected Member

Mr André Schönfeldt	-	Chief Executive Officer
Mr Phil Anastasakis	-	Deputy Chief Executive Officer
Ms Susan Oosthuizen	-	Director Sustainable Development
Mr Luke Botica	-	Director Infrastructure
Ms Cathy Lee	-	Manager Governance & HR
Mr Murray Connell	-	Manager Development Services
Mr Troy Williamson	-	Manager Assets
Ms Natalie Hopkins	-	Manager Financial Services

2.2 Apologies

Cr. Patricia Perks	-	Elected Member
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2.3 Leave of Absence

None.

3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

None.

4 PUBLIC QUESTION TIME

DECLARATION OF INTEREST

Cr. M T Bennett declared a Prescribed Interest [*Local Government Act 1995 S5.63(1)(h)*] in Public Question regarding Cleanaway.

Cr. M T Bennett has previously declared an Indirect Financial interest in matters relating to Cleanaway as he owns a property in which the tenant of that property works for Cleanaway.

Cr. M T Bennett advised that under the Local Government Act 1995 there is not a requirement for him to leave the room for a Prescribed Interest and referred the question to the Chief Executive Officer to respond to.

4.1 Valerie Brandstater Regarding 'Item 12.2.3 - Title: Approval of Local Development Plan – Lot 2 Banksia Road, Crooked Brook'

I ask the Shire not to vote on the Local Development Plan and defer it until further investigations.

Department of Water and Environmental Regulation (DWER) as the State authority have stated the site as contaminated back in May 2014. DWER did not do a full investigation at that time or since then. The legal implications for the shire, if you don't realise the extent of contamination on site of Lot 2 could be costly.

Question 1: *Can the shire insist that DWER conduct a full and comprehensive investigation as required by 'contaminated sites guidelines and national environment protection as stated in (Appendix ORD: 12.2.3B)?*

Chief Executive Officer Response:

The administration and enforcement of the Contaminated Sites Act 2003 rests with the Department of Water and Environmental Regulation (DWER). However it should be noted that the Shire has been actively engaged with DWER who are currently doing a full review of the sites licence approvals which should include a review of any contamination issues.

Question 2: *Can the Shire please not allow Cleanaway to add to the height of 128 AHD? The landscape is now in line with existing formation.*

Chief Executive Officer Response:

The current works on the site have a DWER licence approval that allows for waste cells heights to 128m AHD. The local development plan is in fact proposing to limit future development to a lower height of 114m AHD.

4.2 Heather Elliott Regarding Item 12.2.2 - Title: Dardanup Landfill Masterplan – Lot 2 Banksia Road, Crooked Brook

Question 1: *Will Council add an additional Clause 4 to the Officer's Recommendation that acknowledges that there has been ongoing, extensive public opposition to any expansion of waste facilities in the Banksia Road Precinct because the site is unsuitable due to social, economic and environmental impacts.*

Chief Executive Officer Response:

Thank you for your suggestion which I'm sure Councillors will take into consideration when voting on the matter. I can advise that Council is deeply aware of the public views on the Cleanaway site and that is why the Shire has been working diligently on both the Masterplan and the local development plan for the land.

Heather Elliott: I would like to acknowledge and thank Council Officers for their work on this matter.

4.3 Heather Elliott Regarding 'Item 12.2.3 - Title: Approval of Local Development Plan – Lot 2 Banksia Road, Crooked Brook'

Background

The Officer's Report states under legal Implications that 'the LDP will form part of the statutory planning framework in which relevant environmental factors can be considered for the site. I ask Council to consider the detail DEAG submitted with regard to this LDP in their submission.

Specifically, in regard to Environmental Guidance for Planning and Development May 2008 Guidance Statement No 33.

This Guidance document identifies a number of areas which Local Council must incorporate in planning requirements for any future Amendments and Development Applications for this site. To ensure environmental objectives are met, enforceable planning conditions may need to be applied by the planning agency.

(A) CONTAMINATION

I ask for clarification with regard to contamination status and enforceable conditions on this aspect to be incorporated for this site. The Council Officer states that the site is registered as a Contaminated Site. However, DWER's submission contradicts this. Their REF 675551, which has been added to the Certificate of Title states a requirement for investigation of the site on 28th May 2014. The Report fails to identify implications for Local Government with regard to contamination prior to decision making for planning applications.

The Act provides for the identification, recording, management and remediation of contaminated sites in Western Australia. Major reforms contained in the Act include: requirements for owners, occupiers and people who caused contamination and contaminated and sites auditors to report known or suspected contaminated sites to the DEC.

C6.3.2 LOCAL AREA PLANNING

Prior to decision-making on a rezoning, subdivision or planning application, the potential for site contamination should be considered.

Site investigations should be in accordance with the DEC's Contaminated Site Management Series (see E3.3). Any limitations on known information should be acknowledged and taken into account during decision-making.

Question 1: *Will Council specify enforceable planning conditions in the LDP as required by 6.3.2 of this EPA Guidance, and seek clarification from DWER as to why the site has not been investigated, managed and remediated since 2014? Dumping likely contaminated material outside of the site onto Lot 81 is unacceptable and indicates poor management.*

Chief Executive Officer Response:

Mr André Schönfeldt advised that the LDP in itself is not enforceable. Instead the LDP will become part of the planning framework so it can be used in assessing the applications. The LDP is similar to a policy guides the assessment and decision making to grant or refuse approval. If an approval is granted then any conditions of the approval are enforceable.

(B) EPA REFERRAL FOR ENVIRONMENTAL IMPACT ASSESSMENT

Environmental impact assessment is described by the EPA as an orderly and systematic process for evaluating a scheme or a proposal, including its alternatives where relevant, and its effects on the environment, including the mitigation and management of those effects

Referral of the proposal to the EPA under s38 Environmental Protection Act 1986 (EP Act) should be considered if (a development) is it is not likely to be refused.

Question 2: *The Guidance Statement No 33 identifies that this site triggers a requirement for a referral by Council to the EPA under s38 EPA 1986 for future development proposals. Will Council incorporate a requirement for a referral in the LDP for impacts on areas of high significance, drinking water protection, and visual amenity?*

Chief Executive Officer Response:

Mr André Schönfeldt advised that the Environmental Protection Act has specific provisions where a body like a Local Government may consider a development application to be significant and refer to EPA. Council will consider this at the time of receiving future applications. A blanket approach is not possible as a smaller application for a small shed for instance may not trigger a significant proposal under the EP Act.

1.2.1 AREAS OF HIGH CONSERVATION SIGNIFICANCE

'The EPA is unlikely to recommend the approval of projects that have significant adverse impacts on these natural areas.

i) State and regional conservation areas Nature reserves, national parks, conservation parks, regional parks, marine parks, marine • nature reserves and marine management areas in accordance with Conservation and Land Management Act 1984 and Land Administration Act 1997.

In general, there is a presumption against recommending approval for proposals that are likely to have significant adverse impacts on 'Critical Assets'. Proposals with the potential for impacts on high value assets may need to be referred to the EPA (A4.2.1).

B6.3 DRINKING WATER PROTECTION (PDWSA)

The State Sustainability Strategy (Government of Western Australia 2003a) highlights the significance of drinking water protection:

EPA's objectives The EPA's objectives for public drinking water sources (PWDSA) are to ensure that: groundwater and surface water resources used for public water supply are protected in accordance with the Australian Drinking Water Guidelines (NHMRC & ARMCANZ 2001 as periodically updated)

B6.3.2 LOCAL AREA PLANNING

The EPA recommends that consideration is given to: the acceptability of the location of the proposed land use or development having regard to PDWSA protection the detailed design, intensity of development and management measures to be implemented

B6.4.1 TRIGGERS FOR REFERRAL OF A PROPOSAL TO THE EPA

The EPA expects that any proposal that is not consistent with the Water Quality Protection Note Land Use Compatibility in Public Drinking Water Source Areas (latest version) will not be approved by a decision-making authority. Referral of the proposal to the EPA under s38 Environmental Protection Act 1986 (EP Act) should be considered if it is not likely to be refused.

D3.3 CONSIDERING VISUAL AMENITY DURING PLANNING

- *Retain natural landforms and bushland vegetation in visually prominent places, as well as in other parts of a site, in order to maintain local landscape character.*
- *Avoid locating development where it would be visually obtrusive.*
- *Rehabilitate disturbed natural areas.*
- *Carry out landscaping works, to meet completion criteria.*

D3.4 REFERRAL TO THE EPA

The EPA does not normally expect a proposal to be referred on the basis of visual amenity alone. Occasionally, referral may be appropriate if the issue is of key significance for Western Australia and the issue is not to be, or cannot be, fully and publicly examined through land use planning or other legislative processes.

REHABILITATION

Is Council aware that since DEC adopted the Victorian EPA BPEM in 2011, all landfill sites in WA must now comply with this document?

Question 3: *Will Council incorporate into the LDP enforceable planning conditions to ensure the requirements for rehabilitation as per this BPEM:*

- 1. Financial assurance for:**
 - a. management costs incurred during operation**
 - b. closure**
 - c. after care of the landfill**
 - i. progressive rehabilitation (within 2 years of cell finishing)**
 - ii. maintenance program for plants – (20 – 30 years for phytocaps)**
 - d. rehab plan required early in design to include rehabilitation and after use options.**

Response:

Director Sustainable Development, Ms Susan Oosthuizen advised that under the EPA Act, the licence issued by DWER will set out conditions related to the rehabilitation of the site. The requirements for closing that landfill site will sit with the EPA / DWER. It is not something that Council can enforce under the planning legislation.

Chief Executive Officer, Mr André Schönfeldt noted that planning approval is separate from Environmental approvals issued by DWER under their legislation and policy. As such irrespective of the planning approval DWER would still issue a licence under their relevant legislation and policy and the rehabilitation would be dealt with by DWER at that time.

4.4 Fiona Moriarty Regarding Item 12.2.2 - Title: Dardanup Landfill Masterplan – Lot 2 Banksia Road, Crooked Brook

Regarding Cleanaway's Masterplan LPS. Is the Council aware that in 2011, DEC (now DER) decided all landfill applications should adhere to **Victoria's EPA BPEM Best Practice Environmental Management - Siting, design, operation, and rehabilitation of landfills?** This document makes clear many planning guidelines this Banksia Road has not complied with, including buffers to Conservation Parks of 100m, that "Mound" design of landfills should not be allowed, and location of recharge and aquifer areas used for public mains water should not be permitted.

Question 1: Has the Council been correctly referring also to the EPAs Environmental Guidance For Planning And Development May 2008 Guidance Statement No 33 which identifies several areas which Local Council must incorporate in planning requirements for any future Amendments and Development Applications for this site?

Chief Executive Officer Response:

Chief Executive Officer, Mr André Schönfeldt advised that Council would take this question on notice. The Environmental Guidance Note referred to is a note used by DWER when considering development applications. This guidance note does provide guidance to DWER when development applications are referred to them. The Shire receives advice received from DWER when applications are referred to DWER for feedback. The Shire would in most instances give high regard to DWER's comments in considering relevant development approvals.

This identifies key requirements that this landfill site seems to have historically (and evidently) not properly considered including visual impacts, water security, amenity and Conservation Park impacts etc.

Question 2: I therefore ask that all previous Planning Approvals made by Delegated Authority be reassessed by an independent planner.

Chief Executive Officer Response:

Mr André Schönfeldt advised that DWER will use their policies and legislation in providing advice to development applications referred to DWER. In addition DWER will use their policies and legislation to assess and issue licences where required and appropriate. Development Applications are not necessarily bound with DWER rules when planning approval is being sought.

There are two different types of approvals. Environmental Approvals which DWER regulate. And Planning Approvals which the Shire regulates. They may not always have anything to do with each other. Planning approvals are assessed against planning legislation, scheme provisions and the overall planning framework. Council does refer to DWER in most instances. But planning approvals granted are granted under the planning legislation not the Environmental legislation. As such approvals granted under the planning framework does not necessarily have to adhere to the DWER licence therefore reassessing the planning approvals will not achieve a different outcome.

Similarly DWER can issue a licence which generally marries up with the development approval. It does not always.

Allowing any expansion of the area for waste management and by continuing with identifying the area a "Waste Precinct" in the TPS could be seen as negligent. This was pushed by the Barnett government and repercussions of such a scheme is now clearer and multiplied, as the importance of health, tourism, agriculture, water supply and amenity in the area will likely be impacted by further expansion.

As a "suspected Contaminated Site" for many years, this site should have been the subject of an EPA Cumulative Impact Study before any approvals were granted, a process that the Shire appears to have neglected requesting before granting approvals by a possibly over reaching Delegated Authority.

Question 3: *I ask that a motion be presented to Council that all further planning approvals on this area be halted and that the areas zoning in the proposed TPS is retained as Special Rural with the usual non-conforming uses conditions.*

*Please also note that Petition 169 from October last year has now been re-presented to Legislative Council and tabled as petition 002, awaiting further supporting documents. It was signed by a further 548 people, the vast majority **not** being residents of the town of Dardanup. Petition 169 will be added to this number so a total of over 3100 people do not support the area as a Waste Precinct.*

Chief Executive Officer Response:

Mr André Schönfeldt - Council will consider this when Local Planning Scheme No. 9 is brought to them.

4.5 *Jenny Trigwell Regarding 'Item 12.2.3 - Title: Approval of Local Development Plan – Lot 2 Banksia Road, Crooked Brook'*

Question: *Several submissions requested an increased buffer on the eastern boundary adjoining the Conservation Park. Given the eastern portion of Lot 2 is quite heavily vegetated with native vegetation would it be prudent to consider a 50 metre buffer plus 10 metres of clear open area forming a fire track/fire break between the trees and the raised waste cells.*

Response:

Manager Development Services, Mr Murray Connell advised that the DBCA in their submission also highlighted the importance of this vegetation on the eastern portion of the site. You will note that point 5 of the resolution recommends removing the future landfill cells over this vegetation and adding a note on the local development plan that any future development may require a clearing permit. It is through this clearing permit process that further assessment will be made by DWER on the vegetation which may alter the setbacks.

4.6 Jenny Triqwell Regarding 'Item 12.2.3 - Title: Approval of Local Development Plan – Lot 2 Banksia Road, Crooked Brook'

There has been extensive long-term opposition, for social, economic, and environmental reasons, to the use, and proposed use, of the eastern lots along Banksia Road for waste disposal.

There were many submissions made to the Local Planning Strategy consultation in 2013. The Shire proceeded with the WAPC suggestion that a strategy to "identify land surrounding and including existing waste sites as a Waste Disposal/Processing area" be included in the LPS.

We acknowledge that the waste site on Lot 2 Banksia Road is recognised as one of the better managed waste facilities in WA, but this must not take precedence over the lack of suitability of the area, particularly in terms of location and proximity to ground water.

We cannot see how a large waste precinct in this area, is consistent with the State Planning Strategy 2050, in terms of effectively sterilising this land within one of the most habitable and well serviced regions in WA.

Question: *Will Council support the zoning of ONLY Lot 2 Banksia Road for Waste Disposal/Processing in LPS9 and amend the Strategy if necessary, to facilitate this?*

Chief Executive Officer Response:

Mr André Schönfeldt noted that this will be a decision that Council will make once they are presented with Local Planning Strategy No. 9.

4.7 Mr Tom Garbellini Regarding 'Item 12.2.3 - Title: Approval of Local Development Plan – Lot 2 Banksia Road, Crooked Brook'

Question 1: *Why is the shire spending rate payers' money on this plan?*

Chief Executive Officer Response:

Mr André Schönfeldt advised that the shire was putting a planning framework in place in order to assess future development applications. Currently there is no guidance in place as our Scheme does not have specific conditions. The Local Development Plan will help with that. It is completely appropriate to put those types of planning policies in place.

Question 2: *Has the shire looked into the health risk of those who live within 5 kilometres of the waste site?*

Chief Executive Officer Response:

Mr André Schönfeldt stated that he was not aware that 5km radius. The original approval was given in the 1990's and at that time the site had an expected 10 year life span. In 2005 a further approval was issued by the State Administrative Tribunal [SAT]. It unlikely that the health risks were considered for a 5 kilometre radius by the EPA or DWER in the past.

Question 3: How safe are the earth banks that are holding the cells up?

Chief Executive Officer Response:

Mr André Schönfeldt advised that the cells were to be carried out in accordance with the DWER licence.

5 APPLICATIONS FOR LEAVE OF ABSENCE**COUNCIL RESOLUTION**

135-21 MOVED - Cr. L Davies SECONDED - Cr. C N Boyce

THAT Cr. P R Perks be granted leave of absence for the Special Council meeting to be held on the 2nd of June 2021.

CARRIED
8/0

6 PETITIONS/DEPUTATIONS/PRESENTATIONS

None.

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 Ordinary Meeting Held 28th of April 2021

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

136-21 MOVED - Cr. L Davies SECONDED - Cr. M R Hutchinson

THAT the Minutes of the Ordinary Meeting of Council held on the 28th of April 2021, be confirmed as true and correct subject to no corrections.

CARRIED
8/0

8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

8.1 Title: Shire President Monthly Report

Reporting Department: Elected Members

Reporting Councillor: Cr. Michael T Bennett – Shire President

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

Event:	4 May 2021 – Bunbury Chamber of Commerce and Industry (BCCI)
Report:	Monthly catch-up between Presidents and Chief Executive Officers.

Event:	6 May 2021 – Citizenship Ceremony
Report:	Assistance of Deputy Shire President we received 11 Conferees. Hon. Nola Marino was also present and delivered the message from the Minister of Home Affairs.

Event:	18 May 2021 - Interactive Design Workshop - RFT F0209848 - Eaton Library & Administration Building - Design & Construct
Report:	Building Committee Interactive meeting included Perkins presentation. Supported by Successful Projects (Project Managers) and Stanton International (Probity Advisers).

Event:	19 May 2021 – Councillors meeting with Jodie Hans
Report:	Jodie Hanns MLA, Member for Collie-Preston attended to discuss commitments with the region.

Event:	20 May 2021 - WALGA Breakfast with Hon John Carey MLA, Minister for Housing; Local Government
Report:	Chief Executive Officer and President went to Perth for a breakfast with Minister for Local Government. In touch with Local Government and had a lot of suggestions that he would like to put in place.

Event:	20 May 2021 – Bunbury Geographe Economic Alliance (BGEA) Board Meeting
Report:	I attended the Board Meeting for the BGEA.

Event:	24 May 2020 SEN Radio Interview
Report:	Presented the following items: <ul style="list-style-type: none"> • National Walk to School Day • New Fenced Dog Exercise Park proposal • Community Scorecards arriving in Letter boxes

Event:	25 May 2021 - Briefing on the New Administration Building
Report:	Attended a briefing at the Shire on the new administration building.

RECEIVED

9 ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED

9.1 Title: Minutes of the CEO Review Committee Meeting held on the 13th of May 2021

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 (2) (a) a matter affecting an employee or employees.

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: Cr. M T Bennett advised that he had received the following Declarations of Interest prior to the Council meeting:

- *Chief Executive Officer, Mr André Schönfeldt declared a Financial Interest in Item 16.1 – CEO Review Committee Minutes as the discussion relates to Mr Schönfeldt income and performance directly. Mr Schönfeldt declares that he has not been involved in the preparation of the report to Council.*
- *Chief Executive Officer, Mr André Schönfeldt declared a Proximity Interest in Item 12.4.1 Strategic Financial Plan 2021/22 – 2030/31 as Funding for Gary Engel Park is being considered as part of the Parks & Reserves Asset Management Plan. Mr Schönfeldt advised that he owns and resides in property that is adjacent to the park.*
- *Chief Executive Officer, Mr André Schönfeldt declared an Impartiality Interest in Item 12.4.1 Strategic Financial Plan 2021/22 – 2030/31 as the Building Asset Management Plan forms part of the Strategic Financial Plan. My wife and son are members of the Eaton Combined Playgroup Association Incorporated - Eaton Family Centre that is included in the BAMP.*

Manager Governance & HR Comment

It is suggested that Council consider allowing Chief Executive Officer, Mr André Schönfeldt remain in the room during discussion of Item 12.4.1 in accordance with Section 5.68 (1)(a) of the Local Government Act 1995.

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

137-21 MOVED - Cr. M T Bennett SECONDED - Cr. S L Gillespie

THAT Council in accordance with Section 5.68 (1)(a) of the Local Government Act 1995 agree to allow Chief Executive Officer, Mr André Schönfeldt to be present during discussion on the matter of ‘Item 12.4.1 Strategic Financial Plan 2021/22 – 2030/31’.

CARRIED
8/0

- *Cr. P S Robinson declared a Financial Interest in ‘Item 12.4.1 –Strategic Financial Plan 2021/22 - 2030/31’ (SFP) with regard to Schedule 5, Page 10 of the SFP – in relation to Fire Control Officer allowances. Cr. P S Robinson is a Fire Control Officer and will receive an allowance. Cr. P S Robinson advises that he has a letter of participation approval from the Department of Local Government, Sport & Cultural Industries (DLGSC) Executive Director – Local Government dated 26 May 2021 to remain in the room and fully participate in the discussion and decision making relating to Item 12.4.1.*

- *Cr. P S Robinson declared an Impartiality Interest in 'Item 12.4.1 –Strategic Financial Plan 2021/22 - 2030/31' with regard to Schedule 8, page 22 of the SFP in relation to donations where the Crooked Brook Forest group are to receive a \$1,000 donation. Cr. P S Robinson is a member of the Crooked Brook Forest Group and advises that as a consequence there may be a perception that his impartiality on the matter may be affected. Cr. P S Robinson declares that I will consider this matter on its merits and vote accordingly.*
- *Cr. J Dow declared an Impartiality Interest in Item 12.2.2 - Title: Dardanup Landfill Masterplan – Lot 2 Banksia Road, Crooked Brook; and Item 12.2.3 - Title: Approval of Local Development Plan – Lot 2 Banksia Road, Crooked Brook. Cr. J Dow advised that she had previously signed a petition against Cleanaway.*
- *Cr. S Gillespie declared a Proximity Interest in 'Item 12.4.1 –Strategic Financial Plan 2021/22 - 2030/31' and discussions/decisions that relate to the expansion/upgrade of the pathway between Pratt Road and Hands Avenue. Cr. S Gillespie lives on Pratt Road.*
- *Cr. S Gillespie declared a Proximity Interest in 'Item 12.2.1 – Shire of Dardanup Dog Exercise Areas – Events. The Council will discuss dog exercise areas that include the Eaton Foreshore Reserve. Cr. S L Gillespie lives on Pratt Road and therefore has a proximity interest.*
- *Cr. T G Gardiner declared a Proximity Interest in 'Item 12.4.1 –Strategic Financial Plan 2021/22 - 2030/31'. The Road Asset Management Plan forms part of the Strategic Financial Plan 2021/22 – 2030/31. Within the RAMP, Henty Road is considered for funding. I am an adjacent land holder to Henty Road.*
- *Cr. T G Gardiner declared a Proximity Interest in 'Item 12.3.2 - Regional Road Safety Program – Local Government Roads' with regard to Henty Road. . I am an adjacent land holder to Henty Road.*
- *Cr. M T Bennett declared a Proximity Interest in 'Item 12.2.1 – Shire of Dardanup Dog Exercise Areas – Events. The Council will discuss dog exercise areas that include the Eaton Foreshore Reserve. I own property on Pratt Road and therefore have a proximity interest.*
- *Cr. M T Bennett declared a Financial Interest in Item 12.2.2 - Title: Dardanup Landfill Masterplan – Lot 2 Banksia Road, Crooked Brook; and Item 12.2.3 - Title: Approval of Local Development Plan – Lot 2 Banksia Road, Crooked Brook. Cr. M T Bennett advises he has a tenant that works for Cleanaway.*
- *Cr. M T Bennett declared a Proximity Interest in 'Item 12.4.1 –Strategic Financial Plan 2021/22 - 2030/31' The Pathway Asset Management Plan forms part of the Strategic Financial Plan 2021/22 – 2030/31. Within the PAMP, consideration to funding of the expansion/upgrade of the pathway between Pratt Road and Hands Avenue. I own property on Pratt Road and therefore have a proximity interest.*
- *Cr. M R Hutchinson declared a Proximity Interest in 'Item 12.3.2 - Regional Road Safety Program – Local Government Roads' as he owns land on Henty Road.*

Note: Cr. M T Bennett asked Councillors and Staff if there are any further Declarations of Interest to be declared.

There were no further Declarations of Interest made.

12 REPORTS OF OFFICERS AND COMMITTEES

12.1 EXECUTIVE REPORTS

12.1.1 Title: South West Designated Area Migration Agreement

<i>Reporting Department:</i>	<i>Executive</i>
<i>Reporting Officer:</i>	<i>Mr André Schönfeldt - Chief Executive Officer</i>
<i>Legislation:</i>	<i>Local Government Act 1995</i>
<i>Attachments:</i>	<i>12.1.1A – SW Designated Migration Agreement (SWDAMA) Business Case</i>
	<i>12.1.1B – Risk Assessment</i>
	<i>12.1.1C – List of Occupation Shortages</i>

Overview

Council is requested to endorse the South West Designated Migration Agreement (SWDAMA) application and business case attached (Appendix ORD: 12.1.1A), as the Designated Area Representative (DAR) on behalf of the South West Region.

Background

At its Ordinary Council meeting held on the 30th of September 2020 Council resolved the following [267-20]:

“THAT Council affirms the Shire of Dardanup’s commitment to facilitating a coordinated regional approach to a Designated Area Migration Agreement by:

- 1. Endorsing the draft Memorandum of Understanding (Appendix ORD: 12.9A).*
- 2. Authorising the unbudgeted expenditure of \$60,000 from the Economic Development Initiatives Account.*
- 3. Acknowledging and authorising the expected unbudgeted income of up to \$55,000 from other Local Governments within the South West region or other donors.”*

At its Ordinary Council Meeting held on the 25th of November 2020 Council resolved the following [322-20]:

“THAT Council

- 1. Supports the establishment of a Designated Area Migrant Agreement across the South West region of Local Governments;*
- 2. Provides in-principle support for the provision of \$5,000 per annum for the period of a five year Designated Area Migration Agreement to fund a Designated Area Representative to be employed by a South West Local Government; and*

3. *Provides in-principle support for the Shire of Dardanup to become the regional Designated Area Representative should no other suitable agency be willing to undertake this role.”*

Previous SWALGA resolution – 27th of November 2020:

“That the South West Country Zone of WALGA support the establishment of a DAMA across the South West region and requests individual local government to consider contributing towards a 5 year MOU to support the implementation of the DAMA through a Designated Area Representative body (DAR), which is still to be determined.”

As no-other suitable agency has nominated to undertake the DAR role it is recommended that Council endorses the business plan and for the Shire of Dardanup to act as the Designated Area Representative and lodge the application with the Commonwealth Government on behalf of the South West Region.

Legal Implications

The SWDAMA will be an agreement between the Shire of Dardanup and the Commonwealth Government of Australia. The process for endorsement of the application is outlined as follows:

How is a DAMA established?



- **Roles and Responsibilities**

As the Designated Area Representative the Shire will have certain obligations to fulfil which will be outlined in the final agreement. Typically the Roles and responsibilities are outlined as follows:

Designated Area Representative (DAR)

- Assessing and endorsing employers who want to sponsor overseas workers under the established DAMA
- Monitor activity, report on issues to the Department of Home Affairs
- Engagement and consultation with the Department of Home Affairs, employers and stakeholders as required

Department of Home Affairs

- Works with endorsed employers to establish the individual DAMA Labour Agreements
- Process nominations and visa applications made under the DAMA Labour Agreements
- Work with endorsed employers to evaluate and review the DAMA Labour Agreement annually
- Work with endorsed employers request (annually) on the maximum number of nominations

Employers (appointed migration agent)

- Seek endorsement from the DAR to sponsor overseas workers under the DAMA
- Enter into individual DAMA labour agreements with the Department of Home Affairs
- Ensure nomination criteria are met and to the best of their knowledge the nominee satisfy their visa criteria
- Pay all applicable fees and levies upfront at nominations
- Lodge nominations to fill vacancies for a 4 year period through the Temporary Skill Shortage (TSS) program or permanently through the Employer Nomination Scheme (ENS) program
- Work with the Department of Home Affairs to review the DAMA Labour Agreement annually
- Sponsors are subject to temporary residence sponsorship obligations and a sanctions framework under existing Migration law

Strategic Community Plan

Strategy 4.1.2 - Create a sustainable workforce by attracting and retaining a quality labour with skills aligned to the needs of local business. (Service Priority: Low)

Strategy 4.1.3 - Encourage business to develop by supporting the capacity of local firms and industry to establish, grow and employ. (Service priority: Moderate)

Environment - None.

Precedents

Whilst Council has not entered into such agreement before there are seven of Designated Area Migration Agreements already in place and functioning across the country including:

- Northern Territory: [Northern Territory Designated Area Migration Agreement](#)
- The Goldfields, WA: [City of Kalgoorlie Boulder](#)
- Great South Coast, VIC: [Warrnambool City Council](#)
- Adelaide City Technology and Innovation Advancement: [Skilled & Business Migration](#)
- South Australia Regional: [Skilled & Business Migration](#)
- Orana, NSW: [Regional Development Australia - Orana, NSW](#)
- Far North Queensland: [Cairns Chamber of Commerce DAMA – Cairns Chamber of Commerce, FNQ](#)

Budget Implications

As previously reported to Council it is expected that the administration costs of the DAMA would require 0.5FTE in the first instance to assist with education and assessment of the applications from businesses. The total cost associated with this is expected to be \$60,000 per annum.

As previously reported this cost is intended to be shared with other participating local governments. At the time of writing the report it was not yet confirmed which local governments will definitely contribute to this and which would not be able to do so.

As can be noted from the business case an application fee of \$250-\$350 per application will also be on charged to businesses to recover some of the costs associated with the administration of the DAMA.

Additional costs would be related to setting up and administering a webpage to provide the relevant information. This can be absorbed in current operating expenses.

Budget – Whole of Life Cost

The DAMA is intended to be a 5 year agreement. The total expected employee cost associated with the administration of this agreement over the period will be in the order of \$300,000.

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.

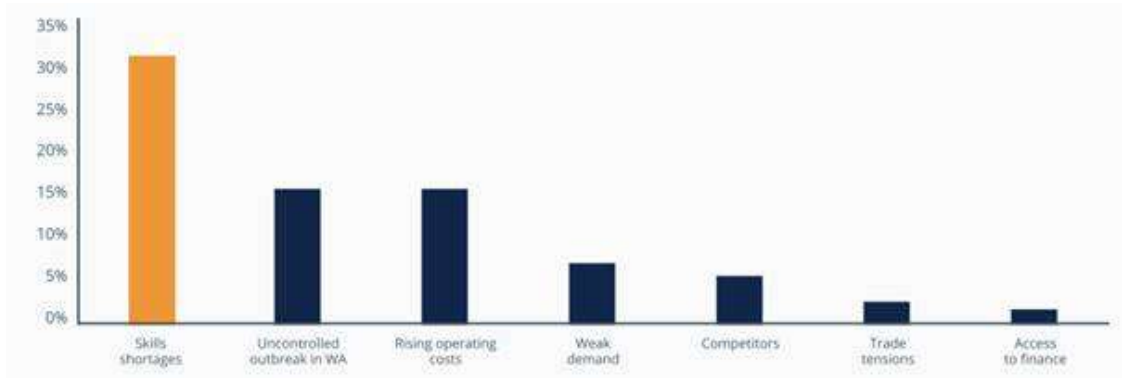
Tier 2 – ‘Low’ or ‘Moderate’ Inherent Risk.	
Risk Event	Ongoing costs of 0.5 FTE intended to be funded by participating local governments not being recovered
Inherent Risk Rating (prior to treatment or control)	Low (1 - 4)
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating 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>Financial Recovery of some expenses will occur through application fees.</p> <p>Reputational Council has previously supported being the Designated Area Representative.</p> <p>Legal and Compliance Adherence to the agreement will require assessment and monitoring of applications and approved visas.</p>

Officer Comment

The Shire of Dardanup volunteered to become the Designated Area Representative (DAR) for the South West. Should Council endorse the DAMA and continue to support being the DAR the Chief Executive Officer will lodge the application with the Commonwealth Government soon after. Please note it is not intended to exclude local government areas that fall within the South West from the DAMA if they are not willing to contribute to the administration cost. This is to ensure all local businesses within the South West regardless of the local government they are located in will have access to this agreement.

The following from the business case is highlighted for Council’s consideration (please see the full business case in (Appendix ORD: 12.1.1A).

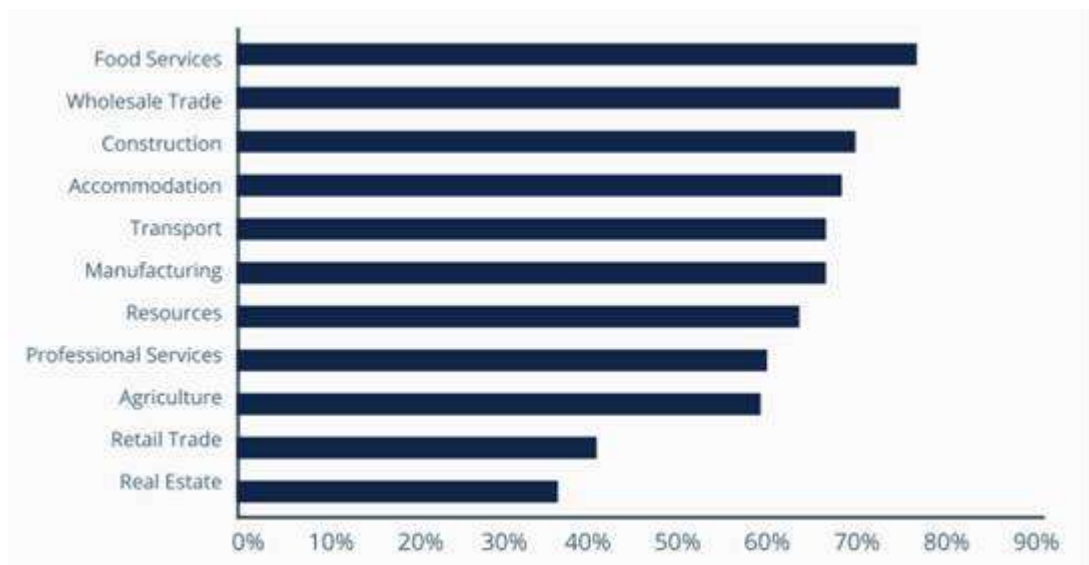
The Chamber of Commerce and Industry WA (CCIWA) conducted a Business Confidence Survey to find out the concerns towards the growth of Western Australian (WA) businesses. Skill shortages was the greatest concern for most of WA businesses.



**Figure: Biggest Barrier to growth in the year ahead*

As reported by the CCIWA, three out of every ten (31%) businesses identified skilled labour shortages as one of the largest barriers towards the growth of the business over the coming years. Skill shortages outweigh the other issue as the top barrier to growth.

In the CCIWA Business Confidence Survey, they have also identified the proportion of WA businesses struggling to hire for a particular skill set. The below graph shows the proportion struggling to fill a skill set:



**Figure: Proportion struggling to fill a skill set*

The surveys and individual sessions held by Perdemans and the Chambers of Commerce and Industry identified Shortages in the following Industries that could benefit from a DAMA being in place (the detailed list of occupations is attached) (Appendix ORD: 12.1.1C):

- Hospitality, Tourism and Accommodation Industry;
- Retail Trade Industry;
- Logistics – Truck Drivers and Plant operators;
- Timber - Sawmill or Timber Yard Worker and Logging Plant operators;
- Carers – Health and Welfare Workers;

- Dairy Industry;
- Construction, Engineering and Technology Industries; and
- Medical.

Please also note that the DAMA can be changed over time to allow additional concessions and additional skills to be included on the list. As further information from businesses seeking employees through this channel become available, the South West may build further business cases to amend the DAMA to include additional positions. Therefore if specific roles are not on the current list, it does not mean that it would never be on the list, but simply that a future business case should be prepared to add it in later.

Please also note that the DAMA would not be the first port of call for anyone starting recruitment. To be able to qualify there would be some prerequisite to be met summarised as follows in the application form:

*Summary of domestic recruitment efforts form for **each requested position***

- a. *copies of at least two job advertisements in a reputable website / newspaper / industry website (not general classifieds) with national reach*
- b. *invoices received by recruitment agencies (if used)*
- c. *evidence to prove the nominated positions have been advertised for 28 consecutive days. For example, screenshots from the start and end of advertising, receipts showing duration. Please note that the Department of Home Affairs requires that advertising must have been completed during the four months prior to submitting a nomination. Nomination occurs well after Dardanup Government endorsement so evidence supplied to Dardanup Government should show very recent advertising.*

Evidence must be compliant with current Department of Home Affairs labour market testing requirements, for more information on labour market testing requirements go to the [Department of Home Affairs website](#)

The DAMA business case provides details with regards to the challenges businesses are facing and has based on the data and surveys identified skills shortages that could benefit from having either concessions or visas through the DAMA to support businesses to recruit staff.

It is recommended that Council supports the business case and lodgement of the application to the Commonwealth Government.

Council Role - Executive/Strategic.

Voting Requirements - Simple Majority.

Change to Officer Recommendation - No Change.

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

139-21 MOVED - Cr. P S Robinson SECONDED - Cr. S L Gillespie

THAT Council:

1. **As the Designated Area Representative on behalf of the South West Region applies to the Commonwealth Government to establish a Designated Area Migration Agreement as per the attached South West Designated Area Migration Agreement Business case (Appendix ORD: 12.1.1A);**
2. **Authorises the Chief Executive Officer to negotiate and finalise the agreement as may be necessary; and**
3. **Supports the establishment of a Memorandum of Understanding with other local governments to contribute towards the administration and implementation of the South West Designated Area Migration Agreement.**

CARRIED
7/1

FOR THE MOTION	AGAINST THE MOTION
<i>Cr. M T Bennett</i> <i>Cr. P S Robinson</i> <i>Cr. L Davies</i> <i>Cr. T G Gardiner</i> <i>Cr. C N Boyce</i> <i>Cr. S Gillespie</i> <i>Cr. M Hutchinson</i>	<i>Cr. J Dow</i>

12.2 SUSTAINABLE DEVELOPMENT DIRECTORATE REPORTS

12.2.1 Title: Amendment - Shire of Dardanup Dog Exercise Areas - Events

<i>Reporting Department:</i>	<i>Sustainable Development Directorate</i>
<i>Reporting Officer:</i>	<i>Mrs Erin Hutchins - Coordinator - Emergency & Ranger Services</i>
<i>Legislation:</i>	<i>Dog Act 1976</i>
<i>Attachments:</i>	<i>12.2.1A – OCM Resolution re Dog Exercise Areas 12.2.1B – Risk Assessment</i>

DECLARATION OF INTEREST

Cr. S Gillespie declared a Proximity Interest in this item as the Council will discuss dog exercise areas that include the Eaton Foreshore Reserve. Cr. S L Gillespie lives on Pratt Road.

Cr. S L Gillespie left the room [5.52pm].

DECLARATION OF INTEREST

Cr. M T Bennett declared a Proximity Interest this item as the Council will discuss dog exercise areas that include the Eaton Foreshore Reserve. Cr. M T Bennett owns property on Pratt Road.

Cr. M T Bennett left the room [5.52pm].

Deputy Chairperson, Cr. P S Robinson assumed the chair.

Overview

Various dog exercise areas were approved by Council at the Ordinary Meeting held on the 30th of September 2020, with some having time restrictions and restrictions when an event is being conducted. To enable all events held on Shire reserves to be run safely dogs should be kept on a leash. The purpose of this report is for Council to consider placing a condition on the dog exercise areas that restricts dogs to be on a leash during an event.

Background

At the Council Meeting held on the 30th of September 2020, Council resolved [266-20] to specify dog exercise areas and corresponding time restrictions as outlined below. Please refer to (Appendix ORD: 12.2.1A) for a copy of the Council Resolution.

AREA	RECOMMENDATION
<i>Eaton Foreshore Reserve (Collie River Bridge to Boat Ramp Carpark (West))</i> <i>Eaton Foreshore Reserve (Graham Street (East) to Foster Street)</i>	<i>Dog exercise area with no time restrictions.</i>

AREA	RECOMMENDATION
<i>Eaton Foreshore Reserve (Boat Ramp Carpark (West) to Graham Street)</i>	<i>Signage – Dogs on lead in Playground and BBQ area.</i>
<i>Hunter Park Millbridge. (off Hunter Circle)</i>	<i>Dog exercise area between 3.00pm and 10.00am daily. Signage – Dogs on lead in Playground and BBQ area.</i>
<i>Leicester Reserve, Eaton (off Leicester Ramble)</i>	<i>Leicester Wetlands through to Watson Street Reserve - Dog exercise area with no time restrictions. Proposed Possum Sanctuary – Dogs Prohibited.</i>
<i>Watson Street Reserve</i>	<i>Dog exercise area with no time restrictions. Signage – Keep dogs out of bushland.</i>
<i>Wells Recreation Park Lot 55 Ferguson Road, Dardanup</i>	<i>Dog exercise area with no restrictions unless area is used for team games, training and/or events – dogs must be on lead.</i>
<i>Burekup Reserve Lot 107 Gardiner Street</i>	<i>Dog exercise area with no restrictions.</i>
<i>Lofthouse Park (Reserve 42368) Lofthouse Avenue Eaton</i>	<i>Dog exercise area between 3.00pm and 10.00am daily. Signage – Dogs on lead in Playground</i>
<i>Millbridge Reserve (R50867 Lot 2019 Millbridge Boulevard)</i>	<i>Dog exercise area with no restrictions.</i>
<i>Glenhuon Reserve (Oval (Football) and Softball Field)</i>	<i>On-lead area (only when area is not being used for team games, training and/or events).</i>
<i>Glenhuon Reserve Grassed Area (East)</i>	<i>Grassed Area (East) – Dog exercise area between 4.00pm and 7.30am Weekdays ONLY.</i>

The Shire, as well as other event organisers, regularly run events on Shire reserves such as the Eaton Foreshore Festival, Spring Out, YouthFest and Walk on the Wild Side. At the time of reviewing the dog exercise areas, these events and the possible implications of having dogs off lead were not initially considered.

Due to the possible risks of allowing dogs off lead during events, Officers recommend that all dog exercise areas include the condition that dogs are to be kept on a lead at all times during an event

Legal Implications

The *Dog Act 1976* requires the Council to consider and approve any changes to dog exercise areas or places where dogs are prohibited.

Dog Act 1976 –

- s31. Control of dogs in certain public places*
- (2B) A local government may, by absolute majority as defined in the Local Government Act 1995 section 1.4, specify a public place, or a class of public place, that is under the care, control or management of the local government to be a place where dogs are prohibited —*
- (a) at all times; or*
- (b) at specified times.*

(3A) A local government may, by absolute majority as defined in the Local Government Act 1995 section 1.4, specify a public place, or a class of public place, that is under the care, control or management of the local government to be a dog exercise area.

(3C) At least 28 days before specifying a place to be —

- (a) a place where dogs are prohibited at all times or at a time specified under subsection (2B); or
- (b) a dog exercise area under subsection (3A); or
- (c) a rural leashing area under subsection (3B),

a local government must give local public notice as defined in the Local Government Act 1995 section 1.7 of its intention to so specify.

(5) A local government must specify under subsection (3A) such dog exercise areas as are, in the opinion of the local government, sufficient in number, and suitable, for the exercising of dogs in the district.

Strategic Community Plan

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

Strategy 2.6.1 - Provide a variety of places to live, work and play that meet the current and future needs of the community. (Service Priority: Very High)

Environment - None.

Precedents

Dog Exercise Areas were previously considered by Council at the meeting held on the 30th of September 2020.

Budget Implications - None.

Budget – Whole of Life Cost - None.

Council Policy Compliance

Exec CP090 – Community Engagement - In this instance the policy doesn’t apply as the Dog Act 1976 determines advertising requirements and the local government must give local public notice of its intention to specify a dog exercise area (with any conditions) for a period of 28 days.

Risk Assessment

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

Tier 3 – ‘High’ or ‘Extreme’ Inherent Risk.	
Risk Event	Amendment Shire of Dardanup Dog Exercise Areas - Events
Inherent Risk Rating (prior to treatment or control)	High (12 - 19)

Tier 3 – ‘High’ or ‘Extreme’ Inherent Risk.	
Risk Action Plan (treatment or controls proposed)	Enforce dogs on leads at events held on dog exercise areas.
Residual Risk Rating (after treatment or controls)	Low (1 - 4)
Risk Category Assessed Against	Health Failing to enforce dogs on leads at events held on dog exercise areas may impact the health of people and animals and may cause death or significant injury.
	Legal and Compliance Incidents causing death or significant injury which may result in prosecution.
	Reputational Failing to enforce dogs on leads at events may result in negative comments made for the event and Council.

Officer Comment

At the time of the review of dog exercise areas, events on Shire reserves and the possible implications of having dogs off lead were not initially considered. This issue was raised during the lead up to the Walk on the Wild side event and it has been identified that having dogs on a lead would be safer for the community.

Although amendments to dog exercise areas can be given by way of Public Notice giving 28 days for any amendments, it is considered more efficient to simply add a condition to the existing dog exercise areas. This would negate the need for multiple and on-going public notices in preparation of an event. It is therefore recommended that Council approves the addition of a condition on all dog exercise areas that requires dogs to be on a leash during events. Signage can be updated by applying a sticker outlining the new requirement and negate the need to replace the entire sign.

Council Role - Executive/Strategic.

Voting Requirements - Absolute Majority.

OFFICER RECOMMENDED RESOLUTION

THAT Council:

1. Resolves that pursuant to Section 31 (3A) of the *Dog Act 1976*, the additional condition “Dogs to be kept on a lead at all times during an event” is included for all dog exercise areas;
2. Advertises that the additional condition comes into effect on the 30th of June 2021 pursuant to Section 31 (3c) of the *Dog Act 1976*;
3. Amend signage outlining the new condition (refer Part 1).

Discussion:

Officer’s suggested that Part 1 of the recommended resolution have the words “a Shire approved” event, as shown in red below:

Note: Chief Executive Officer, Mr André Schönfeldt noted that correspondence had been received by all elected members from Regional Manager WA of Cleanaway Solids, Mr John Mulholland regarding Items 12.2.2 –and 12.2.3.

12.2.2 Title: Dardanup Landfill Masterplan – Lot 2 Banksia Road, Crooked Brook

Reporting Department: Sustainable Development Directorate
Reporting Officer: Mr Murray Connell - Manager Development Services
Legislation: Local Government Act 1995
Attachments: 12.2.2 – Risk Assessment

DECLARATION OF INTEREST

Cr. M T Bennett had declared an Indirect Financial Interest in this item as he has a tenant that works for Cleanaway.

Cr. M T Bennett remained outside of the room.

DECLARATION OF INTEREST

Cr. J Dow declared an Impartiality Interest in this item as she had previously signed a petition against Cleanaway.

Cr. J Dow left the Meeting [5.54pm].

Overview

This report seeks Council approval to simply note the ‘Dardanup Landfill Masterplan Version 1’ prepared by Cleanaway and that the Version 1, dated November 2020 prepared by Cleanaway is publically available [**Refer Appendix ORD: 12.1B from the 16 December 2020 OCM**] on the Council website in the public interest.

Background

In November 2020, Cleanaway submitted the ‘Dardanup Landfill Masterplan’ for the landfill facility on Lot 2 Banksia Road, Crooked Brook. The Masterplan was intended to satisfy conditions 6, 7 and 9 of a previous development approval issued in 1999 by the Minister for Planning. The plan was also intended to clarify what has been previously approved and guide future operations of the site.

Council considered the Masterplan at its meeting held on the 16th December 2020 and resolved as follows [339-20]:

THAT Council

1. *Requests the Chief Executive Officer to publicly advertise the Master Plan and its appendices (Appendix ORD: 12.1B-12.1F) submitted by Cleanaway for a*

period of not less than 45 days, subject to the following modifications being made:

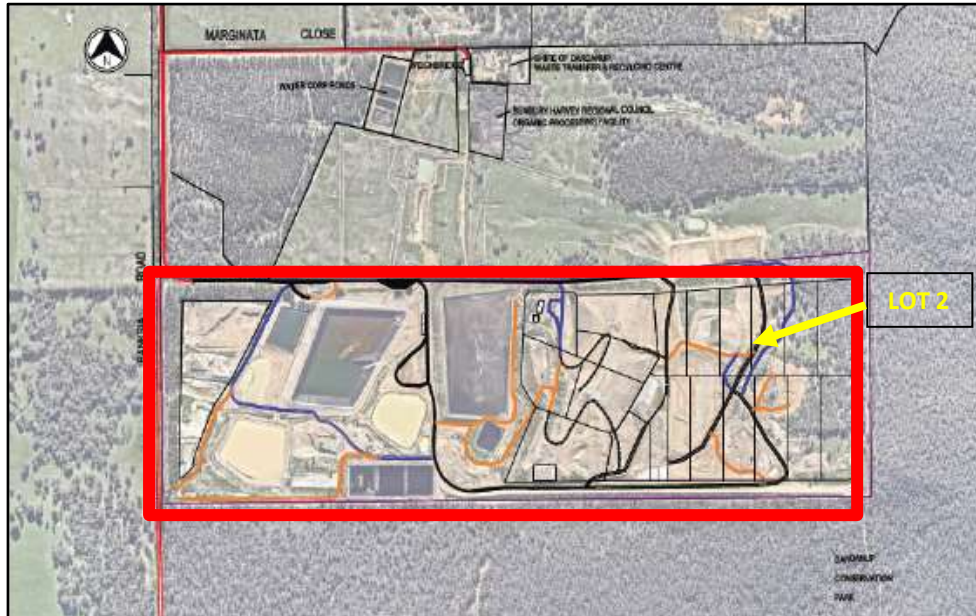
- a) *Requests Cleanaway to remove all reference to “Cleanaway Approved Concept Plan” from all plans and documents.*
 - b) *Requests Cleanaway to insert a map and/or figure to clearly illustrate the sites current planning approvals.*
 - c) *Requests Cleanaway to insert a table in the appendices that list all current planning approvals pertaining to the site.*
 - d) *Requests Cleanaway to adjust all the maps to show the whole of the site including the eastern boundary.*
 - e) *Requests Cleanaway to modify the Masterplan to address the Peer Review comments received from consultants, Urbaqua.*
 - f) *Requests Cleanaway to make further minor changes to the Dust Management Plan.*
2. *Requests the Chief Executive Officer to bring a report back to Council for consideration of the submissions received during the public consultation on the Master Plan, Dust Management Plan, Fire Management Plan, Rehabilitation and Closure Plan, Rehabilitation and Closure Plan – Landscaping Plan (Appendix ORD: 12.1B-12.1F).*
3. *Requests the Chief Executive Officer to prepare a Local Development Plan that considers the outcomes of the advertising and for the Local Development Plan to include the following:*
- a) *Off-site traffic impacts on the regional and external road networks to the Site, in terms of increased traffic volumes and/or truck movements.*
 - b) *Environmental impacts (water monitoring & contamination, storm-water/drainage, buffer zones, dust management) on and off-site for the Site.*
 - c) *A maximum height limit of 114mAHD.*
 - d) *Setbacks to be a minimum of 20m from all boundaries to establish buffer zones.*
 - e) *Buffer Zones are to be planted out with mature tree stock at a minimum width of 10m on all boundaries and a 10m clearance strip to the active working internal site.*
 - f) *Site context, character and environmental conditions.*

Since the 16th of December 2020 Council meeting Shire Officers have been actively pursuing Cleanaway to modify the Masterplan as per point 1 of the Council resolution so that advertising in the public interest could commence.

Cleanaway, however have advised that they will not be modifying the Masterplan and instead have submitted their own version of a local development plan. It is important to note that the local development plan process is the subject of a separate statutory process and further Council report(s) and the intention of this report is to address points 1 and 2 of the Council resolution of the 16th of December 2020 meeting.

Location Plan

The Dardanup landfill site is located on Lot 2 Banksia Road, Crooked Brook as indicated in the plan below.



Legal Implications

The Masterplan was originally intended to satisfy conditions 6, 7 and 9 of a previous development approval issued in 1999 by the Minister for Planning. However as Cleanaway has advised that they will not be modifying the Masterplan then separate plans will need to be submitted to the Shire to comply with the 1999 development approval conditions. The Masterplan therefore service no purpose under the Planning and Development Act 2005 and as such it is presented to Council for noting only.

By simply noting the Masterplan pursuant to the *Local Government Act 1995*, it does not give the document any statutory weight under the *Planning and Development Act 2005*. It merely acknowledges the existence of the Masterplan which can be used (if applicable and relevant) as a source of information with regard to any future development applications received or decision-making that may be required for the site. It is important to note that it does not fetter Council’s decision-making in the future nor will it amount to any tacit approval of the contents of the Masterplan.

Strategic Community Plan

Strategy 1.1.1 - Ensure equitable, inclusive and transparent decision-making. (Service Priority: High).

Environment - None.

Precedents

Council has previously considered the Masterplan at its meeting held on the 16th of December 2020, as detailed in the ‘BACKGROUND’ section of this report.

Consultation

Since the Council resolution from the 16th of December 2020 meeting, Shire Officers have been actively pursuing Cleanaway to modify the Masterplan. Cleanaway however, have advised that they will not be modifying the Masterplan.

Budget Implications - None.

Budget – Whole of Life Cost - None.

Policy Implications - None.

Risk Assessment

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

Tier 2 – ‘Low’ or ‘Moderate’ Inherent Risk.	
Risk Event	Failure to act on Council resolution for the Dardanup Landfill Masterplan
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 Council resolution that has not been acted upon.

Officer Comment

Shire Officers have been actively pursuing Cleanaway to modify its Masterplan as per the Council resolution so that it could be made publically available in the public interest under the *Local Government Act 1995*. At the 16th of December 2020 meeting Council resolved that for an orderly approach, the Masterplan should first be modified to address the peer review comments and other minor modifications. It would then be advertised and any submissions received could then be considered by Cleanaway for possible changes to its Masterplan before a local development plan would be prepared and finalised.

The Shire Officers in line with the Council resolution of 16th of December 2020, progressed the preparation of a local development plan for the site in order to ensure orderly and proper planning for the site in the absence of adequate provisions in the Town Planning Scheme No. 3.

Cleanaway however, have seen fit to pursue their own local development plan, which leaves the ‘status’ of the submitted Masterplan unresolved. It is important to acknowledge that by simply noting the Masterplan it does not give this document any statutory weight under the *Planning and Development Act 2005*. It merely accepts the existence of the Masterplan, without approving any of the contents, which can be used as a source of information by Council and its Officers in regard to any future decision-making on the site.

The Masterplan was intended to satisfy conditions 6, 7 and 9 of a previous development approval issued in 1999 by the Minister for Planning. It is now proposed that in order to comply with the 1999 development approval conditions separate plans (i.e. dust management plan, fire management plan, etc.) will need to be submitted to the Shire with these plans to be publicly advertised and then bought to Council for final approval.

Conclusion

Given that Cleanaway has declined to make changes to the Masterplan and has elected to submit its own local development plan, Officers recommend that Council simply note the ‘Dardanup Landfill Masterplan’ prepared by Cleanaway and in the public interest make it available on the Council’s website.

12.2.3 Title: Approval of Local Development Plan – Lot 2 Banksia Road, Crooked Brook

Reporting Department:	<i>Sustainable Development Directorate</i>
Reporting Officer:	<i>Mr Murray Connell - Manager Development Services</i>
Legislation:	<i>Planning and Development Act 2005</i>
Applicant:	<i>Shire of Dardanup</i>
Attachments:	<i>12.2.3A – Local Development Plan 12.2.3B – Submissions – Under Separate Cover 12.2.3C – Legal Advice (Confidential) – Under Separate Cover 12.2.3D – Risk Assessment Tool</i>

DECLARATION OF INTEREST

Cr. M T Bennett had declared an Indirect Financial Interest in this item as he has a tenant that works for Cleanaway.

Cr. M T Bennett remained outside of the room.

DECLARATION OF INTEREST

Cr. J Dow had declared an Impartiality Interest in this item as she had previously signed a petition against Cleanaway.

Cr. J Dow remained outside of the room.

Overview

The purpose of this report is to seek Council approval (subject to minor modifications) of the Local Development Plan (LDP) that has been prepared by the Shire of Dardanup for the Cleanaway landfill facility located on Lot 2 Banksia Road, Crooked Brook.

Background

In November 2020, Cleanaway submitted a 'Masterplan' for the landfill facility on Lot 2 Banksia Road, Crooked Brook. The Masterplan was intended to satisfy conditions 6, 7 and 9 of a previous development approval issued in 1999 by the Minister for Planning.

Council considered the Masterplan at its meeting held on the 16th of December 2020 and resolved as follows:

THAT COUNCIL:

1. *Requests the Chief Executive Officer to publicly advertise the Master Plan and its appendices (Appendix ORD: 12.1B-12.1F) submitted by Cleanaway for a period of not less than 45 days, subject to the following modifications being made:*
 - a) *Requests Cleanaway to remove all reference to "Cleanaway Approved Concept Plan" from all plans and documents.*

- b) *Requests Cleanaway to insert a map and/or figure to clearly illustrate the sites current planning approvals.*
 - c) *Requests Cleanaway to insert a table in the appendices that list all current planning approvals pertaining to the site.*
 - d) *Requests Cleanaway to adjust all the maps to show the whole of the site including the eastern boundary*
 - e) *Requests Cleanaway to modify the Masterplan to address the Peer Review comments received from consultants, Urbaqua.*
 - f) *Requests Cleanaway to make further minor changes to the Dust Management Plan.*
2. *Requests the Chief Executive Officer to bring a report back to Council for consideration of the submissions received during the public consultation on the Master Plan, Dust Management Plan, Fire Management Plan, Rehabilitation and Closure Plan, Rehabilitation and Closure Plan – Landscaping Plan (Appendix ORD: 12.1B-12.1F).*
3. *Requests the Chief Executive Officer to prepare a Local Development Plan that considers the outcomes of the advertising and for the Local Development Plan to include the following:*
- a) *Off-site traffic impacts on the regional and external road networks to the Site, in terms of increased traffic volumes and/or truck movements.*
 - b) *Environmental impacts (water monitoring & contamination, storm-water/drainage, buffer zones, dust management) on and off-site for the Site.*
 - c) *A maximum height limit of 114mAHD.*
 - d) *Setbacks to be a minimum of 20m from all boundaries to establish buffer zones.*
 - e) *Buffer Zones are to be planted out with mature tree stock at a minimum width of 10m on all boundaries and a 10m clearance strip to the active working internal site.*
 - f) *Site context, character and environmental conditions.*

Since the 16th of December 2020 Council meeting Officers have been actively pursuing Cleanaway to modify the Masterplan as per point 1 of the Council resolution so that advertising could commence. Whilst Council's resolution intended for the Cleanaway Masterplan to be modified, advertised and submissions considered before an LDP would be finalised and prepared, due to continued delays and ultimately a refusal from Cleanaway to amend the Masterplan, Officers instructed Taylor Burrell Barnett Town Planning & Design to prepare a LDP on behalf of Council. The LDP was prepared and accepted on 13th April 2021. As per the deemed provisions of the Planning and Development (Local Planning Schemes) Regulations 2015 the local government is required to advertise the LDP with 28 days of it being prepared. The LDP was therefore advertised for public comment commencing on 22nd April 2021 (please refer to the 'Consultation' section of this report for details).

Additionally it should be noted that as outlined in the previous Council report ('Dardanup Landfill Master Plan – Lot 2 Banksia Road, Crooked Brook') Cleanaway have advised that they will not be modifying the Masterplan but instead have decided to submit their own version of a LDP, which was received on the 6th of April 2021. Should all the relevant information be acceptable for the Cleanaway LDP, this will be advertised for public comment as well. However, should Council endorse this current LDP (the subject of this report) which is presented to Council for consideration, then the Cleanaway LDP will become a proposed amendment to an existing LDP under cl.59 of the deemed provisions of the Planning and Development (Local Planning Schemes) Regulations 2015. Officers are currently reviewing that document, which will be the subject of a separate Council report in due course.

Proposal

The Shire appointed consultants Taylor Burrell Barnett Town Planning & Design to draft a LDP to satisfy point 3 of the 16th of December 2020 Council resolution. Please refer to (Appendix ORD: 12.2.3A) for a copy of the LDP. The outline of the proposal is as follows:

Region Scheme	Greater Bunbury Region Scheme Rural zone
Local Planning Scheme	Town Planning Scheme No. 3 General Farming zone
Structure Plan/Precinct Plan	N/A
Use Class and Permissibility	Use Not Listed – ‘waste disposal facility’
Lot Size	121.67 hectares
Existing Land Use	Waste disposal facility
State Heritage Register	No
Local Heritage	N/A
Bushfire Prone Area	Yes

Legal Implications

The deemed provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* provides for the preparation of a local development plan as follows:

47. *When local development plan may be prepared*
A local development plan in respect of an area of land in the Scheme area may be prepared if –
- (d) *the Commission and the local government considers that a local development plan is required for the purposes of orderly and proper planning.*
48. *Preparation of local development plan*
- (1) *A local development plan must –*
- (a) *be prepared in a manner and form approved by the Commission; and*
- (b) *include any maps or other material considered by the local government to be necessary; and*
- (c) *set out the following information –*
- (i) *the standards to be applied for the buildings, other structures and works that form part of the development to which it applies;*
- (ii) *details of the arrangements to be made for vehicles to access the area covered by the plan.*
- (2) *The local government may prepare a local development plan in the circumstances set out in clause 47.*

With regard to clause 47(d) above, the Shire has sought confirmation from the Commission that a LDP is required and has received the following advice:

"That the Western Australian Planning Commission resolves, pursuant to Schedule 2, Part 6, cl.47(d) (Local Development Plan) of the Planning and Development (Local Planning Schemes) Regulations 2015, that a local development plan is required to be prepared for Lot 2 Banksia Road, Crooked Brook for the purposes of orderly and proper planning."

50. *Advertising of local development plan*
- (1) *The local government must, within 28 days of preparing a local development plan or accepting an application for a local development plan to be assessed and advertised –*
- (a) *advertise the proposed local development plan in accordance with subclause (2); and*
- (b) *seek comments in relation to the proposed local development plan from any public authority or utility service that the local government considers appropriate.*
- (2) *The local government –*
- (a) *must advertise the proposed local development plan by publishing in accordance with clause 87 –*
- (i) *the proposed local development plan; and*

- (ii) a notice of the proposed local development plan; and
- (iii) any accompanying material in relation to the proposed local development plan that the local government considers should be published; and
- (b) may also advertise the proposed local development plan by doing either or both of the following –
 - (i) giving notice of the proposed local development plan to owners and occupiers who, in the opinion of the local government, are likely to be affected by the approval of the plan;
 - (ii) erecting a sign or signs in a conspicuous place on the land the subject of the proposed local development plan giving notice of the proposed local development plan.
- (5) The period for making submissions specified in a notice under subclause (4)(b) must not be less than the period of 14 days after the day on which the notice of the proposed local development plan is first published under subclause (2)(a)(ii).

Strategic Community Plan

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

Environmental Implications

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

Precedents

Council has previously considered the requirement for a LDP for the site at its meeting held on the 16th of December 2020, as detailed in the 'BACKGROUND' section of this report.

Consultation

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

It is envisaged that further development applications for the subject land will be submitted in the near future and in order to formally have the LDP endorsed so that it can be given due regard, the advertising period was for the minimum period of 16 days (concluding on Friday the 7th of May 2021) and involved the following:

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

- Main Roads WA; and
- Water Corporation.

In response to the advertising a total of 28 submissions were received (22 from the public and 6 from Government/service agencies). Please refer to (Appendix ORD: 12.2.3B) for a copy of each submission.

Public Consultation

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

ISSUE RAISED	SHIRE OFFICER COMMENTS
Groundwater monitoring should be done on a 3 month / 6 month basis with results to be made public.	The LDP does require, where relevant, that development applications are to demonstrate consistency with any environmental approvals. The Department of Water and Environmental Regulation are responsible for managing and regulating the state's water resources and groundwater monitoring will be considered as part of any environmental approvals required for the site and (if applicable) conditions may be placed on any development approval requiring that those monitoring results be made public.
Commitment must be made to enforcement of the LDP.	The LDP does not in itself impose any conditions on the site. Conditions are imposed at the development application stage and the <i>Planning and Development Act 2005</i> stipulates the penalties for any breaches to those conditions.
Investigation is required on traffic routes that are suitable and co-contribution from the developers for maintenance and upkeep.	The LDP contains specific provisions under the 'Site Access and Circulation' section that deal with traffic impact and the suitability of the public road network including any upgrades required.
The landscape buffer requirement should be increased to 50m – 100m – 250m.	The 20m setback requirement is based on the current 'General Farming' zoning of the land as contained in Town Planning Scheme No. 3. Recent development applications along the southern boundary have all been supported by the Department of Biodiversity, Conservation and Attractions who manage the adjacent conservation park.
Hours of operation should be reduced.	Operational hours will be reviewed as part of any development application. The LDP requires the preparation of an Acoustic Report and Noise Management Plan to address any impacts on surrounding landowners.
Can't see the Shire gaining any more power to control the site by adopting the LDP.	Under the provisions of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> by adopting the LDP the local government <u>must</u> have due regard to the LDP when determining an application. The LDP will provide some additional parameters for future decision-making on the site.
Should not include any future landfill cells or any future development on the map.	Under the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> a local development plan means a plan setting out specific and detailed guidance for future development.

ISSUE RAISED	SHIRE OFFICER COMMENTS
	It is therefore considered appropriate to include the future cells noting however that the LDP specifically states that future proposed uses are still subject to approval.
Object to Cleanaway's Masterplan having been considered in drafting the LDP as it could be seen as tacit approval of the Masterplan.	The Masterplan was used as a source of information when preparing the LDP as it represented the latest information from Cleanaway. The Masterplan has in no way been approved by the Shire as detailed in the previous Council report ('Dardanup Landfill Master Plan – Lot 2 Banksia Road, Crooked Brook').
Any additional development should require a visual impact assessment.	The LDP makes specific reference to the requirement for a Visual Impact Assessment.
Height limit should be significantly less than present.	Council has determined that the height limit should not exceed 114m AHD which is the height of the landfill facility on site at present. Additionally it should be noted that other government licences have approved existing landfill cells to 128m AHD.
Fencing should be required on all sides of the site to minimise the impact on fauna from vectors and litter.	Noted and it is recommended that the 'Fencing' section of the LDP be modified to read as follows: <i>All boundaries of the site are to be fenced with chain mesh fencing to a minimum of 2m in height.</i>
No development should be considered without a referral to the EPA for an environmental assessment.	Depending on the specific nature of any future development application, the assessment process may involve referral of the application to various government departments/agencies including the Environmental Protection Authority.
Previous development should be considered for inclusion in any future development applications and the cumulative impact assessed.	The cumulative impacts from existing and future development should be considered in assessing each development application and it is recommended that additional text be inserted under the 'Statutory Framework' section of the LDP as follows: <i>Sufficient information should be provided with all development applications so that the local government can assess the cumulative impacts of previous / existing development.</i>
The Shire should consider the potential for site contamination and have the site investigated prior to further expansion.	Lot 2 is a contaminated site classified under the <i>Contaminated Sites Act 2003</i> . The Department of Water and Environmental Regulation administers and enforces the Act which includes classifying sites.
Any additional development on this site must be conditional on an Environmental Impact Assessment.	The LDP does have specific provisions regarding environmental management and future applications will be required to be supported by relevant technical plans that deal with environmental matters.
Include a clause approving the closure date of 2032 with a clause to close sooner if legal or contaminated issues are revealed.	The State Administrative Tribunal in 2005 removed the time limit on the development approval over Lot 2 and a LDP cannot remove exiting land use rights.
A lot of houses are not shown on Sheet 1 of the plan	Noted and it is recommended that Sheet 1 be reviewed and additional houses included.
Sheet 1 plan should be extended to 5km.	The Sheet 1 plan is provided as a context plan only. Given the plan already extends to the Dardanup townsite it is considered that the plan sufficiently provides the context of the site in relation to surrounding land.
Should there be a corresponding maximum below ground depth to the floor of the waste cells to reduce interface with groundwater.	The Department of Water and Environmental Regulation is responsible for managing and regulating the state's water resources and limitations on waste cell depth will be considered as part of any environmental approvals required for the site.

ISSUE RAISED	SHIRE OFFICER COMMENTS
No heavy vehicles are to use Panizza Road or the southern part of Banksia Road via Crooked Brook Road.	Noted and it is recommended that additional text be inserted under the 'Site and Access Circulation' section of the LDP as follows: No heavy vehicles associated with the landfill facility are permitted on Panizza Road and the unsealed portion of Banksia Road.
Future development applications should be assessed against the Environmental Guidance for Planning and Development Statement No. 33	The <i>Planning and Development Act (Local Planning Schemes) Regulations 2015</i> stipulate the matters that the local government must have due regard for when determining a development application. This includes a number of environmental aspects as follows: <ul style="list-style-type: none"> • any environmental protection policy approved under the <i>Environmental Protection Act 1986</i>. • The amenity of the locality including the environmental impacts of the development. • The likely effect of the development on the natural environment or water resources and any means that are proposed to protect or to mitigate impacts on the natural environment or the water resource.
The LDP needs to state that historical planning approvals do not set a precedent for future planning approvals.	The <i>Planning and Development Act (Local Planning Schemes) Regulations 2015</i> stipulate the matters that the local government must have due regard for when determining a development application. One of those matters is cl. 68(w) 'the history of the site where the development is to be located' and it is acknowledged that previous approvals do not set a binding obligation on the Shire to approve future development.

Consultation with Government/Service Agencies

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

DMIRS has determined that the LDP raises no significant issues with respect to mineral and petroleum resources, geothermal energy, and basic raw materials. Two mining leases and a mineral exploration licence cover the site and the site also has a gravel extractive industry. Sequential land use would have been preferred however it is noted that this is a plan for the extension of the existing use of the site. DMIRS supports the LDP with the recommendation that both mining companies are consulted before works commence on any adjacent land.

The LDP is specifically for Lot 2 and proposes no further expansion on adjacent land.

- *Water Corporation*

The Water Corporation's Dardanup WWTP is located immediately to the north of the LDP area with an odour buffer of 500m radius around the WWTP ponds. The Water Corporation has no objections to the LDP provided it does not give rise to any odour sensitive developments or land uses within the odour buffer area.

The LDP is specifically developed for the use of the site as a landfill facility and therefore would not give rise to any sensitive development and is considered compatible with the odour buffer.

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

DPIRD supports the LDP as it allows planning decisions to consider cumulative impacts of different developments on the site, requires vegetated buffers and fencing along the boundary, and includes guidance on the visual impact of the land uses.

The LDP refers to a 'Stormwater Management Plan where the development will impact upon the management of stormwater on site'. DPIRD suggests that the Stormwater Management Plan also mitigates the off-site impacts of stormwater, including water erosions risk on neighbouring properties.

It is recommended that the LDP text be modified to include the suggestion from DPIRD regarding the Stormwater Management Plan as follows:

*A **Stormwater Management Plan** where the development will impact upon the management of stormwater on site and should address the mitigation of the off-site impacts of stormwater, including water erosions risk on neighbouring properties.*

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

DWER has advised that Lot 2 was classified under section 13 of the *Contaminated Sites Act 2003* as *possibly contaminated – investigation required* on the 28th of May 2014 and a memorial (reference number M675551) was placed on the certificate of title. The site is located within an area of moderate to low risk of acid sulfate soils which may have been disturbed during construction of the landfill (and previous prospecting and quarrying activity) and may be impacting groundwater quality in the area.

Given the risks associated with potential disturbance of landfill material or acid sulfate soils, and the potential for groundwater contamination, the DWER recommends that the following advice note be applied to the local development plan:

An appropriate management plan should be prepared to address risks associated with site activities which will disturb landfill material or potentially contaminated groundwater. Please refer to Department of Water and Environmental Regulation's contaminated sites guidelines for information to assist with the management of contamination.

Acid sulfate soils (ASS) risk mapping indicates that the site is located within an area identified as representing a low to moderate risk of ASS occurring within 3 metres of the natural soil surface. Please refer to Department of Water and Environmental Regulation's acid sulfate soil guidelines for information to assist with the management of ground and/or groundwater disturbing works. <https://www.der.wa.gov.au/your-environment/acid-sulfate-soils/69-acidsulfatesoils-guidelines>.

As Lot 2 is subject to potentially contaminating activities and is located within a mapped acid sulfate soil risk area, future development approvals may require conditions for the investigation and management of contamination or acid sulfate soils.

It is considered appropriate to include some additional text as per the recommended advice from DWER, but that this be more succinct as DWER will have the opportunity to provide detailed advice on future development applications and also set conditions under the environmental licencing requirements.

It is recommended that the LDP text be modified to include additional advice under the 'Environmental Management' section as follows:

*An **Environmental Management Plan** that addresses vegetation clearing, hydrogeological impacts on surrounding land uses and the investigation and management of contamination and acid sulfate soils.*

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

DBCA has advised that the Lot 2 eastern native vegetation is contiguous with, and provides a buffer to, the Dardanup Conservation Park in addition to having significant conservation values itself.

The LDP depicts Cells 8 to 20 along the eastern portion of Lot 2 for "proposed uses subject to approval", some of which overlap the existing Lot 2 eastern native vegetation, in excellent condition. Development of these cells will result in the clearing of native vegetation.

DBCA's preference would be that the existing native vegetation within the eastern portion of Lot 2 be retained to protect the poorly reserved native vegetation and black cockatoo habitat, while also providing a buffer to the adjoining Dardanup Conservation Park.

Prior to any approval that will lead to clearing of excellent quality eastern vegetation on Lot 2, DBCA considers the application should be referred to the DWER for assessment for clearing permit and industry regulation requirements. DBCA also considers that the application should be referred to the Federal Department of Agriculture, Water and the Environment for assessment of potential impacts to threatened species under the EPBC Act.

The above comments are noted and clearing permits are the responsibility of DWER. Given the significance of the vegetation it is recommended that the LDP be modified to remove any future landfill cells over the eastern native vegetation and include a note advising that any future development in this area may require a clearing permit.

Other Consultation

The operators of the landfill facility, Cleanaway, have submitted that the existing approvals in particular need to be recognised so that the operator is not unduly restricted in relation to legal ongoing operations. Cleanaway has a number of concerns in relation to the LDP and requests a number of changes to be made as detailed below.

- *Cell height*

Cleanaway has already designed, planned for, and proposed a top of waste height of 149m AHD. The recent development application lodged for waste cells 9, 10 and 12A demonstrates this as well as the previous application for cells 6, 7 and 8 (submitted to DWER in 2016). The Landscape and Visual Assessment included as part of the development application demonstrates that the proposed maximum height of 149m AHD (top of waste) will have limited and manageable impacts on the visual amenity. The 114m AHD 'Height' wording should be amended to state:

Development is not to exceed a maximum height of 151m AHD (top of waste 149m AHD, plus 2m capping), as outlined in the Cross Section.

In any case, the LDP should not have a maximum height of 114m AHD as this is contrary to the licence that Cleanaway has been issued from the DWER for the implementation of the landfill to a height of 128m AHD.

As a minimum therefore, Cleanaway submits that the LDP instead include a provision that approved developments are to have maximum height that is demonstrated to be consistent with the prevailing visual amenity. Each future development application will need to be assessed on merit and include the relevant justification and therefore having a 'maximum height' stated on the LDP at this point in time which is below what is currently approved for the site is not logical nor consistent with orderly and proper planning.

The Officer offers the following response to the above submission by Cleanaway. It should be firstly acknowledged that there have been no approvals issued by the Shire for development to a height of 149m AHD regardless of what has been intended for the site nor has there been any detailed assessment of the Landscape and Visual Assessment. Whilst it is acknowledged that Cleanaway have an approval under its licence issued by DWER for 128m AHD for existing cells, height limits however have not been established or approved for the landfill facility as a whole.

Legal advice has been received with regard to the height limit of 114m AHD as determined by Council at the 16th of December 2020 meeting. Councillors please refer to (CONFIDENTIAL: Appendix ORD: 12.2.3C) for a confidential copy of the legal advice.

As height limits have been established for existing cells, but not the landfill facility as a whole, the Shire can impose a height limit for future cells. The 114m AHD height limit represents the current height of the land fill facility which is now at the general height of the tree/skyline when viewed more broadly. Any increases in this height would impact on the skyline of the Whicher and Darling ranges which provides the back drop for the Ferguson Valley which offers for a range of tourism activities that are marketed along the lines of an established Clean, Green and Sustainable brand. The site is already a prominent feature on the landscape which is visible from the much wider region including Bunbury and therefore the height of 114m AHD is considered appropriate.

- *Setbacks*

Cleanaway have requested that the 'Boundary Setback' wording be amended as follows:

Development is to be generally setback from site boundaries a minimum of 30m to the Primary Street (Banksia Road) and a minimum of 20m to all other boundaries, unless otherwise approved.

The proposed amended wording, while providing general setback guidance, also allows for slight variations that are either already present onsite or that may be proposed and justified in the future.

In response to the above the LDP under the 'Development Applications' section does allow for variations and states that '*Any variations to the provisions below will need to be fully justified ...*' and therefore no change to the LDP is considered necessary.

- *Landscaping Requirements*

Cleanaway have requested that the 'Landscaping Requirements' stated on the LDP be amended to provide flexibility since some sections of this landscaping will need to be less than 20m wide and/or have already been approved with a slight reduction in width.

Secondly, the ‘Landscaping Requirements’ stated on the LDP also require, ‘Native tree plantings at a minimum size of 30 litres with a minimum mature height of 10m.’ This should not be an absolute requirement but again should be more flexible, since this is normally detail that forms part of a landscaping plan. The tree size and height should therefore be deleted from the LDP and reference should be made to endorsement of a landscaping plan for the relevant portions of the site.

In response to the above the LDP is intended to provide minimum standards that can, if justified, be varied depending on the merits of each individual application. The ‘Development Applications’ section of the LDP does allow for variations and states that ‘Any variations to the provisions below will need to be fully justified ...’ and therefore no change to the LDP is considered necessary.

Budget Implications - None.

Budget – Whole of Life Cost - None.

Council Policy Compliance

SDev CP505 – Public Consultation – Planning Matters

This policy defines the consultation required to meet the statutory and ‘standard’ consultation requirements for planning matters. Under the policy a LDP is identified in the Consultation Matrix Table as ‘Consultation Level 3’ with a minimum consultation period of 14 days.

The level of consultation as detailed in the ‘CONSULTATION’ section of this report complies with the policy with the exception of placing a sign on-site (which is not a statutory requirement). This was not considered essential given the extent of public notification that was given to adjoining landowners and that a notice was placed in the newspaper.

Risk Assessment

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

Tier 2 – ‘Low’ or ‘Moderate’ Inherent Risk.	
Risk Event	Not approving the Local Development Plan
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 The Shire would be in conflict with the WAPC who have resolved that a LDP is required to be prepared.
	Reputational Council could be seen as having a view that the site does not require a LDP for the purposes of orderly and proper planning.
	Environment The LDP provides additional guidance on environmental matters.

Officer Comment

As per point 3 of the 16th of December 2020 Council resolution, the LDP must include the following information:

- a) Off-site traffic impacts on the regional and external road networks to the Site, in terms of increased traffic volumes and/or truck movements.
- b) Environmental impacts (water monitoring & contamination, storm-water/drainage, buffer zones, dust management) on and off-site for the Site.
- c) A maximum height limit of 114mAHD.
- d) Setbacks to be a minimum of 20m from all boundaries to establish buffer zones.
- e) Buffer Zones are to be planted out with mature tree stock at a minimum width of 10m on all boundaries and a 10m clearance strip to the active working internal site.
- f) Site context, character and environmental conditions.

In addition to the above information, the Shire is bound to prepare a LDP in a manner and form approved by the WAPC as detailed in the 'Framework for Local Development Plans, August 2015'. This document stipulates that a LDP is to generally consist of one A4 sheet comprising the LDP provisions and a spatial plan depicting the key elements of the LDP. Additional pages may be included but the LDP should avoid lengthy policy provisions.

The LDP conforms to the manner and form as described above and contains information that addresses each of the items as per point 3 of the 16th of December 2020 Council resolution under the following headings:

- Background
- Subject Site Context
- Statutory Framework
- Development Applications
- Boundary Setbacks
- Height
- Site Access and Circulation
- Landscaping Requirements
- Fencing
- Environmental Management

Conclusion

As has been advocated by both the Shire and WA Planning Commission, a local development plan is required to be prepared for Lot 2 Banksia Road, Crooked Brook for the purposes of orderly and proper planning. The LDP has been prepared in accordance with the manner and form approved by the Commission and has addressed each of the items as per point 3 of the 16th of December 2020 Council resolution.

As a result of the submissions minor modifications to the LDP are proposed with regard to environmental management, cumulative impacts, existing houses and height.

It is acknowledged that there is strong community opposition to the landfill facility however it must also be accepted that the existence of facility is the result of a Minister's decision, and this decision has been reinforced by the State Administrative Tribunal. The Shire has also granted a number of development approvals over the site.

The purpose of the LDP is to set out specific and detailed guidance for future development and it must be given due regard when determining development applications on the subject land. The LDP will provide the necessary statutory framework in which discretionary decision-making can be guided and the option to defer is not supported as there are development applications due to be lodged with the Shire in the very near future.

Council Role - Quasi-Judicial.

Voting Requirements - Simple Majority.

Discussion:

An addition of the words 'and to include wildlife egress points' was added to Part 6 of the resolution as shown in red below.

6. *Modifying the fencing section to read as follows:*

All boundaries of the site are to be fenced with chain mesh fencing to a minimum of 2m in height and to include wildlife egress points.

Change to Officer Recommendation -

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

- *Part 6 of Resolution amended with the addition of the words 'and to include wildlife egress points'.*

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

142-21 MOVED - Cr. T G Gardiner SECONDED - Cr. M R Hutchinson

THAT Council approve the 'Local Development Plan – Lot 2 Banksia Road, Crooked Brook' dated 01/04/2021 subject to the following modifications:

1. Modifying the first dot point under the 'Environmental Management' section to read as follows:

A Stormwater Management Plan where the development will impact upon the management of stormwater on site and should address the mitigation of the off-site impacts of stormwater, including water erosions risk on neighbouring properties.

2. Adding the following under the 'Statutory Framework' section:

Sufficient information should be provided with all development applications so that the local government can assess the cumulative impacts of previous / existing development.

3. Amending Sheet 1 to include any additional houses not already identified.

4. Adding the following under the 'Environmental Management' section:

An Environmental Management Plan that addresses vegetation clearing; hydrogeological impacts on surrounding land uses and the investigation and management of contamination or acid sulfate soils.

5. Modifying Sheet 2 by removing any future landfill cells over the existing vegetation located on the eastern portion of the site and include a note stating that any future development may require a clearing permit.

6. Modifying the 'Fencing' section to read as follows:

All boundaries of the site are to be fenced with chain mesh fencing to a minimum of 2m in height and to include wildlife egress points.

7. Adding the following under the 'Site Access and Circulation' section:

No heavy vehicles associated with the landfill facility are permitted on Panizza Road and the unsealed portion of Banksia Road.

CARRIED

6/0

Note: Cr. J Dow and Cr. M T Bennett returned to the room [6.02pm]. Cr. M T Bennett resumed the Chair.

PROCESS

Shire President, Cr. M T Bennett advised Council that he was going to move 'Item 12.3.5 – Request for Closure of Thoroughfare on Panizza Road' forward to be dealt with at this time. Mr Panizza was present in the public gallery.

12.3.5 Title: Request for Closure of Thoroughfare on Panizza Road (M Panizza)

<i>Reporting Department:</i>	<i>Infrastructure Directorate</i>
<i>Reporting Officer:</i>	<i>Mr Luke Botica - Director Infrastructure</i>
<i>Legislation:</i>	<i>Local Government Act 1995</i>
<i>Attachments:</i>	<i>12.3.5A – Correspondence from Mark Panizza</i> <i>12.3.5B – Risk Assessment</i>

Overview

Council is requested to consider a request to:

1. Close the thoroughfare on Panizza Road to prevent vehicles using this road as a through road as the preferred solution; or
2. Sealing of the gravel section of Panizza Road as alternative to the closure of thoroughfare.

Officers have delegated authority to process requests for the closure of thoroughfares. However, this request is brought to Council due to similar requests for closure of this road not being supported by the Council back in 2008 and 1998.

Background

Correspondence has been received from Mr Mark Panizza requesting Council consideration of closing the thoroughfare along Panizza Road. The section of Panizza Road referred to is between Crooked Brook Road and Depiazzi Road/Banksia Road.



The correspondence states Mr Panizza's concerns which are summarised as follows:

- The road is being used by trucks and other vehicles accessing the Banksia Road area;
- Vehicles using the road are generating excessive dust, thus affecting the adjoining residences;
- The bridge at the intersection of Panizza Road and Crooked Brook Road is damaged;
- The upkeep of the unsealed section of the road would be excessive due to the number of vehicles using the road; and
- If the road is not closed then road should be fully sealed.

It is further requested that if the road is not closed, then consideration be given to the sealing of the gravel section of the road.

A copy of the correspondence is provided at (Appendix ORD: 12.3.5A).

Legal Implications

The closure of thoroughfare needs to be in accordance with the Local Government Act 1995 Section 3.50 – Closing Certain Thoroughfares to Vehicles.

Strategic Community Plan

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

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

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

Environment

Closure of the road will reduce traffic and thus the amount of dust generated from the gravel section of the road.

If the gravel section of the road was upgraded to a sealed road, it will require the removal of native vegetation to accommodate an increased formation width.

Precedents

At the 12th of March 2008 Ordinary Council Meeting, the following resolution [43-08] was made by Council on a similar request to close thoroughfare on Panizza Road:

“THAT Council resolves to not proceed with the closure of thoroughfare to vehicles on Panizza Road and notifies Mr Parry of Panizza Road and other persons, who have responded to the advertisement, of the decision of Council.”

A similar request was also not supported by the Council in 1998.

Budget Implications

The following costs are associated with the closure of thoroughfare on Panizza Road:

- Advertising of proposal for comment – approximately \$800.
- Advertising of closure (if Council proceeds with closure) – approximately \$800.

- Works to close thoroughfare (fence, revegetation, signs etc) – approximately \$3,000.

A high level cost estimate for the construction and sealing of the gravel section of the road is in the order of \$200,000 to \$250,000. This work will involve clearing of native vegetation and earthworks to raise the road for drainage purposes.

Budget – Whole of Life Cost

The closure of thoroughfare on the road will reduce the ongoing maintenance costs associated with maintenance grading of the gravel section. It will also reduce the damage caused by trucks and other vehicles to the sealed section – such as edge breaks and shoulder wear resulting from vehicles passing each other and encroaching on the edges.

The maintenance cost reduction is maximised if the closure is positioned at the Banksia Road end. This will reduce the number of vehicles driving on the gravel section as access to the road will be limited to the Crooked Brook Road end.

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

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: 12.3.5B) for full assessment document.

Tier 3 – ‘High’ or ‘Extreme’ Inherent Risk.	
Risk Event	<ul style="list-style-type: none"> • Request for Closure of Thoroughfare on Panizza Road
Inherent Risk Rating (prior to treatment or control)	High (12 - 19)
Risk Action Plan (treatment or controls proposed)	<ul style="list-style-type: none"> • Closure of thoroughfare (physical barrier) • Public notice of closure, advising emergency services of changes and they will remap routes • Closure of thoroughfare (physical barrier) – eliminates need for compliance and opportunities for non-compliance. • Closure of thoroughfare (physical barrier) – eliminates need for compliance and opportunities for non-compliance. • Road closure to be implemented as an alternative to road upgrade
Residual Risk Rating (after treatment or controls)	Low (1 - 4) Moderation (5-11) Low (1 - 4) Low (1 - 4) Low (1 - 4)
Risk Category Assessed Against	Health Impact of dust generated from the road because of vehicles using this road as through route to waste precinct
	Service Interruption Emergency services impacted by the closure
	Legal and Compliance Policing problems if the closure is limited to certain classes of vehicles or road is left open and truck that should not be using the road are still using the road

Tier 3 – ‘High’ or ‘Extreme’ Inherent Risk.		
	Reputational	Complaints received regarding lack of compliance
	Environment	Tree clearing required for sealing works results in loss of habitat

Officer Comment

The section of Panizza Road referred to in the correspondence is situated between Crooked Brook Road and Banksia Road. The road is sealed for 1.17 kilometres starting from the Crooked Brook Road end. The remaining 970 metre section is gravel. Both Crooked Brook Road and Banksia Road (and Depiazzi Road which is connected to Banksia Road) are sealed roads. The intersection of Panizza Road and Crooked Brook Road is substandard due to a narrow bridge across a rural drain at the location. It is protected by guardrails.

The Shire’s Road Asset Management Plan road hierarchy indicates that the gravel portion of the road is to remain as gravel and subsequently there are no plans to upgrade the gravel section to a sealed section. This is based on the understanding that this standard is suitable for local use in a rural setting. However, based on Mr Panizza’s comments, this road is being used by regional traffic accessing extraction sites and the waste precinct along Depiazzi Road and Banksia Road. Shire officers have occasionally received complaints from other residents that trucks are using Panizza Road. There is an approval condition on the nearby waste operations that all waste trucks are to use the sealed road network only. The contractor operating the waste site has been reminded of this requirement in the past and have previously confirmed to the Shire that they actively advise their operators, contractors and clients of this requirement. All other operators (non-waste related) can use Panizza Road if they are operating “as-of-right” vehicles.

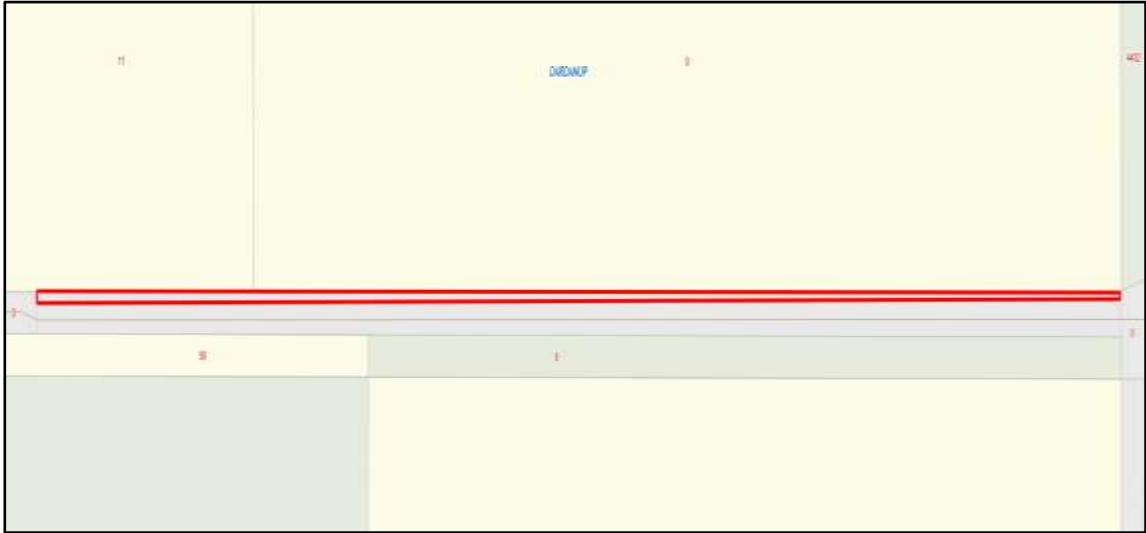
If Council wishes to address the concerns raised, it has the following options:

- Include the sealing of the road in the Shire’s forward works programs

Based on the current programming, this is likely to be still many years away and would have to displace another project that is currently listed in the program. The unsealed section of the road is low lying and will require significant work to raise the road and improve its alignment. It is expected to cost significantly more than a standard road.

The Shire recently acquired a portion of adjoining private land for the purposes of widening and correcting the alignment of the Panizza Road, road reserve. This widening was acquired free of charge as part of a lot boundary rationalization that was instigated by the property owner.

The road widening has allowed the minimum rural road reserve width of 20 metres to be achieved at the location where previously the width was below standard. The following diagram indicates the widening by the red boundary:



Shire staff sought this land as part of subdivision/rationalization proposal on the understanding that it may be required at some stage in the future and a sufficient road width needs to be provided. There is perhaps some expectation that the Shire will undertake road upgrade works in the foreseeable future.

- Close the road at the Banksia Road end

This can be done through the Local Government Act 1995 and involves simply closing the thoroughfare between Banksia Road and Panizza Road by a barrier, such as a gate or earth mound etc. There is a process to be followed including public notices and consideration of feedback. This type of closure is a closure of thoroughfare under the Local Government Act 1995 only and does not permanently close the road reserve (i.e. closure of the road and disposal of land) as what is normally done through the Land Administration Act 1996. Therefore, a closure of thoroughfare is reversible in future if and when the road is upgraded and would not require the acquisition of land.

The closure of thoroughfare option was considered by Council in 2008 and was not endorsed by Council following divided feedback from the community. The CEO and Director Infrastructure have delegated authority to undertake the closure of thoroughfare. However, officers are seeking Council consideration on the matter due to its sensitivity and possible divisiveness.

- Close the road to certain classes of vehicle

This can be done through the Local Government Act 1995 and involves closing the road to certain classes of vehicles. The Shire can place a notice that vehicles over a particular size are not to be driven on the road. This has two main issues - firstly, all vehicles of a banned class are not allowed to drive on the road regardless of their ownership or purpose – for example, if trucks of say 14 tonnes or more are not permitted, this will also impact on the residents along the road who may be operating trucks as part of their farming activities. Secondly, such restrictions will require policing and enforcement. This is problematic if evidence, such as times, registrations, photos etc are not available.

Based on the above, Officers propose the following course of action:

1. Officers arrange to place traffic classifiers on the road to obtain current traffic data. This will inform on the volumes and types of vehicles using the road.

12.2.4 Title: Amendment 203 to Town Planning Scheme No. 3 – Lots 103 & 110 Harris Road and Lot 436 Martin Pelusey Road, Picton East

<i>Reporting Department:</i>	<i>Sustainable Development Directorate</i>
<i>Reporting Officer:</i>	<i>Mr Gareth Webber - Planning Officer</i>
<i>Legislation:</i>	<i>Planning and Development Act 2005</i>
<i>Attachments:</i>	<i>12.2.4A – Amendment 203 Document</i> <i>12.2.4B – Risk Assessment</i>

Overview

The purpose of this report is to seek Council approval to initiate a proposed scheme amendment (Amendment 203) to the Shire of Dardanup Town Planning Scheme No. 3 (TPS3) to:

- Rezone part Lot 103 Harris Road and part Lot 436 (No. 96) Martin Pelusey Road from ‘General Farming’ to ‘Development’ zone;
- Rezone Lot 110 Harris Road from ‘Restricted Use’ to ‘Development’ zone; and
- Amend ‘Appendix 5 – Restricted Use Zones’ to delete Restricted Use 10.

Background

The subject site comprises three land parcels and is bounded by Martin-Pelusey Road on its eastern boundary, Harris Road on its southern boundary, and Colombas Drive on its western boundary. The north-west corner of the site abuts a railway reserve. The site currently accommodates a number of dams and outbuildings relating to existing farming and grazing purposes. There is also a timber sales operation and associated outbuildings, hardstand and access ways in the south western corner of Lot 110.

The land to the north and west of the subject land is currently used for agricultural purposes and is identified for future industrial land uses consistent with the Picton Industrial Park Southern Precinct District Structure Plan. The east side of Martin-Pelusey Road is also currently predominantly used for agricultural purposes and is covered by the Waterloo Industrial Park District Structure Plan which proposes future industrial development. To the south of Harris Road is the existing Picton Industrial Park which has been developed with industrial lots.

Proposal

The applicant, Rowe Group acting on behalf of the landowners, proposes to rezone Lot 103 Harris Road and Lot 436 Martin-Pelusey Road from ‘General Farming’ to ‘Development’ zone, and Lot 110 Harris Road from ‘Restricted Use’ to ‘Development’ zone.

Rezoning to the ‘Development’ zone will facilitate the redevelopment of the site in accordance with the provisions of the Precinct 2A – Picton Industrial Park (Southern Precinct) Local Structure Plan, which was approved by Council at its meeting held on the 29th of July 2020, and was approved subject to modifications by the Western Australian Planning Commission (WAPC) on the 22nd of December 2020.

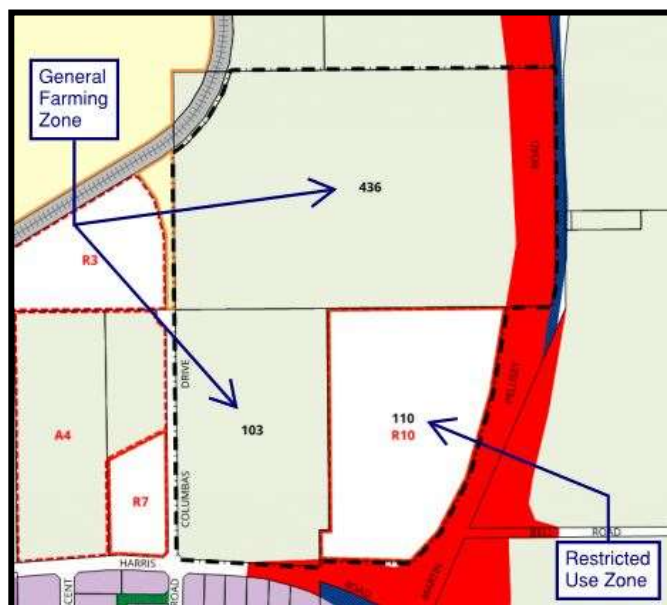
Please refer to (Appendix ORD: 12.2.4A) for details of Amendment 203. A full version that includes all attachments associated with Amendment 203 is available on the Shire of Dardanup website - Appendices: <https://www.dardanup.wa.gov.au/council/council-meetings/agendas-ependices/agendas-minutes-2021/>

Region Scheme	Greater Bunbury Region Scheme 'Industrial Deferred zone
Local Planning Scheme	Town Planning Scheme No. 3 General Farming and Restricted Use zone
Structure Plan/Precinct Plan	Picton Industrial Park Southern Precinct District Structure Plan
Lot Size:	73.129ha
Existing Land Use:	General Farming
State Heritage Register	No
Local Heritage	No
Bushfire Prone Area	Yes

Location Plan



Current Zoning Plan



Proposed Zoning Plan



Legal Implications

Part 5, Section 75 of the *Planning and Development Act 2005* provides for a local government to amend a local planning scheme.

Strategic Community Plan

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

Environment

As part of the amendment process, and prior to public advertising, the Environmental Protection Authority is required to assess the amendment under Part IV of the *Environmental Protection Act 1986*.

Precedents

The Precinct 2A – Picton Industrial Park (Southern Precinct) Local Structure Plan, which was approved by Council at its meeting held on the 29th of July 2020.

Consultation

Should Council initiate Amendment 203 it is required to be publicly advertised for a period of not less than 42 days in accordance with the requirements of the *Planning and Development (Local Planning Schemes) Regulations 2015*. Additionally consultation will occur in accordance with the 'Level 3' consultation process under Council policy *SDev CP505 – Public Consultation – Planning Matters*. As Amendment 203 is a standard amendment, the Shire will for a period of 42 days:

- Publish a notice of the development proposal in a newspaper circulating the area containing details of the proposal;
- Publish a notice, plan, application of the development proposal on the Shire's website under the 'Public Comment' section, and also place a copy on the notice board at the front of the Administration Building and make a copy of the document available for public inspection;

- Require the applicant to place a notice of the development proposal on a sign in a prominent position on the property that is subject of the development proposal, in a manner and form approved by the Commission;
- Provide written notice in the form of a letter to all land owners and occupiers, within a radius of at least 200m of the application site for land within the townsite boundaries or at least 500m radius for land outside of a townsite;
- Consult with the owners and occupiers of land beyond the forgoing areas where, in the opinion of the Shire, there will be an impact along key transportation facilities, tourist routes or view-sheds; and
- Consult as necessary with affected government agencies or statutory authorities as the case requires.

Budget Implications - None.

Budget – Whole of Life Cost - None.

Policy Implications - None.

Risk Assessment

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to (Appendix ORD: 12.2.4B) for full assessment document.

Tier 2 – ‘Low’ or ‘Moderate’ Inherent Risk.	
Risk Event	Amendment 203 to Town Planning Scheme No. 3
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	Environment Inadequate management of the development could pose a risk to the environment.

Officer Comment

The officers have assessed Amendment 203 key considerations against the following documents relevant to the proposal:

Greater Bunbury Strategy 2013

This Strategy guides urban, industrial and regional land use planning; and associated infrastructure delivery in the Greater Bunbury sub-region in the short, medium and long terms. The Strategy contains the *Greater Bunbury Structure Plan 2013* which identifies land ahead of the rezoning process so that future development can occur in a logical manner in response to future growth trends.

Amendment 203 is consistent with the Structure Plan which identifies the subject land as an ‘Industrial expansion area’.

Greater Bunbury Region Scheme (GBRS)

The subject land is predominantly zoned 'Industrial Deferred' under the GBRS, consistent with the land to the north and west. A portion of Lot 103 and 436 are reserved as 'Primary Regional Road' reflecting a now superseded alignment of the Bunbury Outer Ring Road. Amendment 203 does not cover these portions and may be subject to a separate scheme amendment pending discussions with Main Roads WA.

An application to lift the 'Industrial Deferred' zoning under the GBRS was submitted to the WAPC in February 2020. Once the WAPC has determined the local structure plan applicable to the subject land, it can then lift the 'Industrial Deferred' zoning. It is understood that the lifting request has been supported and is in its final stages of determination.

Shire of Dardanup Town Planning Scheme No. 3 (TPS3)

Both Lots 103 and 436 are predominantly zoned 'General Farming' under TPS3, with the exception of the section reserved 'Primary Regional Road'. Lot 110 is zoned 'Restricted Use 10' under TPS3 with the restricted use being 'Timber Sales and Storage'.

The Precinct 2A – Picton Industrial Park (Southern Precinct) Local Structure Plan was approved by Council at its meeting on the 29th of July 2020, and was approved subject to modifications by the WAPC on the 22nd of December 2020. Amendment 203 proposes to rezone the subject land to 'Development' to facilitate development in accordance with the approved local structure plan and to provide for general industrial land uses over the majority of the subject land.

Picton Industrial Park Southern Precinct District Structure Plan

This Structure Plan identifies the principal planning considerations to be taken into account in successfully developing the area predominantly for industrial development. Amendment 203 is consistent with the Structure Plan which identifies the subject land as a 'General Industry'.

Shire of Dardanup Local Planning Strategy (LPS)

This Strategy provides a strategic plan for the future of the Shire. Amendment 203 is consistent with the Strategy which identifies the subject land as an 'Industrial'.

Planning and Development (Local Planning Schemes) Regulations 2015

The Regulations require that the local government resolution must specify whether, in the opinion of the local government an amendment is a basic, standard or complex amendment.

In essence a 'basic' amendment is one that corrects an administrative error in the scheme or rectifies a zoning anomaly. A 'standard' amendment is one that is consistent with a local planning strategy, would have minimal impact on land in the area and does not result in any significant impacts on the land. A 'complex' amendment is one that is not consistent with a local planning strategy and is of a scale that will have an impact that is significant relative to the development in the locality.

Amendment 203 is considered to be a 'standard' amendment.

Conclusion

Officers recommend that Council initiate the proposed 'standard' Amendment 203 to the Shire of Dardanup Town Planning Scheme No. 3 (TPS3) as the amendment is considered to be consistent with the future planning context for the area.

The option to defer is not supported as there is considered sufficient information for Council to determine the matter.

Council Role - Quasi-Judicial.

Voting Requirements - Simple Majority.

Change to Officer Recommendation - No Change.

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

144-21 MOVED - Cr. P S Robinson SECONDED - Cr. J Dow

THAT Council:

1. **Adopts Amendment 203 to the Shire of Dardanup Town Planning Scheme No. 3 which proposes:**
 - a) **Rezoning part Lot 103 Harris Road and part Lot 436 Martin-Pelusey Road from 'General Farming' to 'Development' zone.**
 - b) **Rezoning Lot 110 Harris Road from 'Restricted Use' to 'Development' zone.**
 - c) **Amending 'Appendix 5 – Restricted Use' to 'Development' zone.**
 - d) **Update the Scheme Maps accordingly.**

2. **Determines that Amendment 203 is a 'standard amendment' for the following reasons:**
 - a) **The amendment is consistent with the objectives of the Development zone.**
 - b) **The amendment is consistent with a local planning strategy that has been endorsed by the Commission.**
 - c) **The amendment is consistent with the region planning scheme that applies to the area.**
 - d) **The amendment to the scheme map is consistent with the approved Structure Plan applicable to the site.**

- e) **The amendment will have minimal impact on land in the scheme area that is not the subject of the amendment.**

- f) **The amendment will have no significant environmental, social, economic or governance impacts on land in the scheme area not subject to the amendment proposal.**

CARRIED
8/0

12.3 INFRASTRUCTURE DIRECTORATE REPORTS

12.3.1 Title: Changes to Strategic Intersection Treatments on Eaton Drive

<i>Reporting Department:</i>	<i>Infrastructure Directorate</i>
<i>Reporting Officer:</i>	<i>Mr Nathan Ryder - Manager Infrastructure Planning & Design</i>
<i>Legislation:</i>	<i>Local Government Act 1995</i>
<i>Attachments:</i>	<i>12.3.1A – MRWA Correspondence - Concept 12.3.1B – Risk Assessment</i>

Overview

Shire Officers sought comment from Main Roads WA in relation to proposed intersection treatments and an overall strategy for the progressive development of intersection treatments along Eaton Drive, which had been previously endorsed by Council.

Some key elements of the proposed treatments have not been supported by Main Roads. The matter is therefore brought back to Council to seek endorsement of changes prior to proceeding with public consultation.

Background

At the Ordinary Council Meeting held on the 16th of December 2020, Council endorsed the following proposed intersection treatments for Eaton Drive for the purposes of seeking public comment [RES: 343-20]:

“THAT Council:

- 1. Acknowledges the outcomes of the Feasibility Study undertaken by WML Consultants, as presented in this report and at the workshop held on the 19th of November 2020;*
- 2. Endorses the following proposed intersection treatments and complementary road treatments for Eaton Drive for the purposes of public comment:*
 - a) Glenhuon Boulevard Traffic Signals (scheduled for construction 2021/2022);*
 - b) Hamilton Road Traffic Signals (scheduled for construction 2022/2023);*
 - c) Forrest Highway Extra Turn Lane including traffic lights entering North from the West into Eaton Drive and/or full intersection traffic signals (Main Roads Project, timing unknown);*
 - d) Lofthouse Avenue Traffic Signals (timing TBA, requires further modelling);*
 - e) Peninsula Lakes Drive traffic signals (timing TBA, requires further modelling);*
 - f) Left-in-Left-out treatment at Hands Avenue and Eaton Drive;*
 - g) Left-out treatment at Ann Street;*
 - h) A U-turn provision on Eaton Drive for vehicles exiting Hands Avenue onto Eaton Drive, in the vicinity of Frost Way; and*
 - i) Lavender Way and Eaton Drive intersection be converted to a left-in only intersection to address the U-turn issue at the Blue Wren intersection.*

3. *Requests that the Chief Executive Officer seeks approval from Main Roads Western Australia for the proposed intersection treatments along Eaton Drive;*
4. *Instruct the Chief Executive Officer to commence public consultation on the recommended intersection treatments once in-principle support is received from Main Roads;*
5. *Requests that the Chief Executive Officer reports back to Council with the results of the public consultation on the recommended option;*
6. *Instructs the Chief Executive Officer to not proceed with construction of the Blue Wren Roundabout, as per Council Resolution 289-20 from the Ordinary Council Meeting held on the 28th of October 2020, and as such, requests the Chief Executive Officer:*
 - a) *Advises the Regional Road Group and the State Black Spot Program administrators that the additional State Black Spot funding for the Eaton Drive Blue Wren Drive Roundabout Project is no longer required;*
 - b) *Advises the tenderers for construction of the Blue Wren Roundabout (RFT-F0172403), that the project will not be proceeding.”*

As per Item 3 of the above Council Resolution, Shire Officers sought comment from Main Roads WA, which was received by email on the 16th of April 2021. Subsequent correspondence was received a few days later on the 20th of April 2021.

A copy of the correspondence received from Main Roads is included in the Infrastructure Directorate Appendices Booklet (Appendix ORD: 12.3.1A).

A detailed consideration of the feedback received is provided in the Officer Comment section of this Report.

Since the signalised intersection at Eaton Drive and Hamilton Road was not supported by Main Roads, the matter is brought back to Council for further deliberation and to seek endorsement of changes prior to proceeding with the public consultation phase.

Legal Implications

There is a history of accidents on the Eaton Drive / Hamilton Road roundabout, possibly contributed to by vehicles trying to change lanes to access Hands Avenue.

Strategic Community Plan

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

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

Strategy 5.1.5 - A series of interconnected walkways, pathways and cycle ways that meets community needs and expectations. (Service Priority: High)

Environment

Relocation of the Hands Avenue over the drain, as indicated in the sketch provided by Main Roads, would have some impact on existing vegetation, however, the actual extent will not be known until further designs are developed, and at which stage the environmental impact will be assessed.

Precedents

The Council has previously endorsed road projects that have been listed in the Annual Budget and forward plans that are likely to attract a high level of public comment.

Budget Implications

Nil. The analysis and design of the traffic treatment is included in the 2020-2021 Budget, including the receipt of Regional Road Group funds toward the project.

The outcomes from the selection process and subsequent design will enable accurate estimation of the construction of the treatment required and its inclusion in the Shire's forward capital works programs. Staff will also seek further funds through the Regional Road Group.

Budget – Whole of Life Cost

The selected treatment, when constructed, will add road pavement to the Shire's road inventory. Additional pavement will add to the ongoing cost of maintaining and renewing the Shire's road network. However, due to traffic growth and demands placed on the intersections in the Eaton area, such works are necessary to maintain a safe and efficient road network.

Council Policy Compliance

The Community Engagement Policy is applicable to this project and will be a critical part in the delivery of the overall project. The following documents were used to develop the Community Engagement Plan for this project:

- *Shire of Dardanup - Community Engagement Plan Template*
- *Shire of Dardanup - Community Engagement Framework*
- *Shire of Dardanup - Community Engagement 10 Step Guide*

The plan identifies which decisions need to be made, and how these decisions are to be communicated to the relevant stakeholders. The decision needed for this project is:

“Whether the proposed intersection treatments along Eaton Drive is appropriate and acceptable to the community.”

It is proposed to provide regular cycles of information with the communication objectives of Educate, Inform, and Engage:

- | | |
|-----------------|--|
| <i>Educate:</i> | <i>Get their attention. Make it easy for the community to identify with the project with a strong first impression.</i> |
| <i>Inform:</i> | <i>Keep their interest. Give people the facts they seek, so that they can make decisions on the project and the consultation offers opportunity to be involved.</i> |
| <i>Engage:</i> | <i>Generate action. Building confidence in community relationships takes time and repeated engagement as you turn outgoing information into important community input.</i> |

Risk Assessment

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

Tier 2 – ‘Low’ or ‘Moderate’ Inherent Risk.	
Risk Event	Changes to Strategic Intersection Treatments on Eaton Drive
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)	Low (1 - 4)
Risk Category Assessed Against	Legal and Compliance The potential of legal action against Council for mitigating the risk of accidents.
	Reputational Not mitigating risk of accidents and poor communication and Community consultation.

Officer Comment

Feedback received from Main Roads is aligned with the proposed intersections treatments, as per Item 2 of Council Resolution [343-20], and Officer Comments are provided against each of these.

COUNCIL RESOLUTION 343-20	COMMENT FROM MAIN ROADS	OFFICER COMMENT AND RECOMMENDATION
2. <i>Endorses the following proposed intersection treatments and complementary road treatments for Eaton Drive for the purposes of public comment:</i>		
a) <i>Glenhuon Boulevard Traffic Signals (scheduled for construction 2021/2022);</i>	This site is less constrained than the Lofthouse Avenue intersection and our preliminary investigations indicate that a roundabout may be feasible. In order to obtain Main Roads approval for traffic signals, you will need to first demonstrate that a roundabout is unsuitable. For details refer to Main Roads Guidelines for the Selection of Intersection Control (Roundabouts and Traffic Signals).	<p>Main Roads stated that their preliminary investigations indicated that a roundabout may be feasible. Roundabouts are generally considered desirable by Main Roads over signalised intersections. This is at odds with the Shire’s previous informal discussions with MRWA where the outcome was that traffic signals would likely receive support from MRWA. The Shire’s initial roundabout design work, however, revealed impact on services and also a requirement for land acquisition. While a roundabout could be accommodated, the Shire’s understanding is that, due to the size of the roundabout, a reduction in speed limit to 50 km/hr would be required along that section of Eaton Drive. Shire Officers consider that this would be undesirable to road users.</p> <p>A signalised intersection at Glen Huon Boulevard is therefore proposed and would provide the following benefits:</p> <ol style="list-style-type: none"> 1. Appears to be able to be readily accommodated within the existing geometry

COUNCIL RESOLUTION 343-20	COMMENT FROM MAIN ROADS	OFFICER COMMENT AND RECOMMENDATION
		<p>of the intersection without requiring land acquisition;</p> <ol style="list-style-type: none"> 2. Allows existing speeds along Eaton Drive to be maintained at 60 km/hr; 3. Allows safer pedestrian crossings at the intersection in comparison to a roundabout; and 4. Provide breaks in the traffic along Eaton Drive, which would benefit the operation of the roundabout at Hamilton Road as well as other intersections along Eaton Drive. <p>The Shire is currently proceeding through the Main Roads gate approval process for a signalised intersection at Glen Huon Boulevard. Shire Officers believe there is sufficient justification for a signalised intersection in lieu of a roundabout, however, the proposal is subject to Main Roads approval. Therefore, it is recommended to continue the process for traffic signals at the Glen Huon Boulevard intersection, i.e. no change at this point in time.</p>
<p>b) <i>Hamilton Road Traffic Signals (scheduled for construction 2022/2023);</i></p>	<p>Conversion of existing roundabout to traffic signals is unlikely to be approved by Main Roads, given Main Roads position that roundabouts are preferred over traffic signalisation. In order to obtain Main Roads approval the applicant is required to demonstrate that a roundabout is not a suitable form of control, which would be difficult in this case given that the roundabout exists and appears to be operating well.</p> <p>As we understand it, the reasons for Council pursuing the conversion to traffic signals is to provide for safer pedestrian crossing of Eaton Drive and address the problem that drivers are having turning right out of Council Drive and then left into Hands Avenue. The attached concept plan shows how the</p>	<p>Main Roads has stated that the construction of traffic signals at this location is unlikely to be approved by Main Roads, given Main Roads' position that roundabouts are preferred over traffic signalisation, and that it would be difficult for the Shire to argue for traffic signals since the existing roundabout appears to be operating well.</p> <p>Main Roads carried out concept design work and provided the Shire with a sketch of a modification to the existing roundabout at Hamilton Road and a new intersection at Hands Avenue. The proposed concept (Appendix ORD: 12.3.1A) shows how the existing road geometry could be modified, without converting the intersection to signals, to address the issues of (i) providing for safer pedestrian crossing of Eaton Drive; (ii) the problem that drivers are having turning right out of Council Drive and</p>

COUNCIL RESOLUTION 343-20	COMMENT FROM MAIN ROADS	OFFICER COMMENT AND RECOMMENDATION
	<p>existing road geometry could be modified to address both these issues without converting the intersection to signals.</p> <p>Note that it may also be possible to have the pedestrian crossing of Eaton Drive shown on the plan as a signalised crossing. (Appendix ORD: 12.3.1A) is a photo of a signalised pedestrian crossing recently installed near a major roundabout on Marmion Avenue in Kinross which shows how the staggered crossing shown on the plan could be signalised.</p> <p>As part of our assessment of the two options for this intersection, we also prepared a concept layout for the signalisation (copy attached) [see below in this report]. Of note, is that the widening of Council Drive to develop the required lanes on the approach to Council Drive would impact on the existing shopping centre car park.</p> <p>Pedestrian crossing between Hands Avenue and new Council Drive would have to be configured as a staggered crossing similar to what is shown on the plan. Pedestrians would have to activate the signals separately for crossing of each carriageway. Again, all this would have to go through a Main Roads approval process which would include an assessment of the location and need for a signalised crossing.</p> <p>Can't see how signals at the new Council Drive intersection could be accommodated. Main issue is that it would be difficult to provide a right turn lane long enough on Eaton Drive to avoid the problem of right turning vehicles spilling into the through lane. Can also see some other potential issues, but you could investigate this further to absolutely prove the point.</p>	<p>then left into Hands Avenue; and (iii) the problem that drivers are having turning right out of Hands Avenue onto Eaton Drive.</p> <p>The concept provides the following features:</p> <ul style="list-style-type: none"> (i) A "spiral" roundabout that forces drivers turning right out of Council Drive into the left hand lane, meaning that those turning left into Hands Avenue do not need to merge; (ii) Increase refuge area in the median island of Eaton Drive for those turning right from Hands Avenue, increasing the safety of this turning movement; (iii) The new location of the Hands Avenue intersection increases the distance from the Hamilton Road roundabout, which may improve sightlines for those turning right out of Hands Avenue as well as merge distance for those who then turn left into Council Drive; (iv) Increases the deflection of the southbound lane of Eaton Drive heading into the Hamilton Road roundabout, which should have the effect of slowing traffic as it enters the roundabout; (v) The proposed staggered pedestrian crossing from Watson/Cudliss St to the other side of Eaton Drive could be signalised, which would be desirable. <p>Further to this, preliminary discussions with Citygate regarding access to the shopping centre have indicated that truck movements for the shopping centre originate from Forrest Highway and are required to u-turn on Eaton Drive to access loading bays. Removal of the Hamilton Road roundabout and signalisation of the Glenhuon Boulevard would force trucks to drive into residential areas perhaps not suitable for trucks in order to change carriageways. The roundabout at Hamilton Road would simplify this process and provide the most direct route to the shopping centre.</p>

COUNCIL RESOLUTION 343-20	COMMENT FROM MAIN ROADS	OFFICER COMMENT AND RECOMMENDATION
	<p>If the roundabout at Council Drive / Hamilton Road intersection is retained, a better option may be to also allow the right turn out of Hands Avenue as shown by the attached concept plan. Features of the concept plan are as follows.</p> <ul style="list-style-type: none"> • Moving the Hands Avenue intersection further from the intersection will provide significantly better intersection sight distance to northbound vehicles. • The Eaton Drive median has been widened to allow for a staged crossing of Eaton Drive so that drivers only have to deal with one direction at the time. • The intersection provides for semi-trailers which are "as of right" vehicles that should, but would struggle to fit through the existing intersection. • Southbound vehicles on Eaton Drive will be able to get to Hands Avenue by U-turning at the Council Drive / Hamilton Road roundabout. 	<p>It is recommended that the modified roundabout and Hands Avenue intersection concept provided by Main Roads is accepted by Council and progressed through the community consultation phase and also further study.</p> <p>To enable vehicles entering Eaton Drive from Hands Avenue, it is also recommended that a left hand turn pocket on Hands Avenue be included in the design.</p> <p>Some of the other refinements that could be explored during refinement of the concept are as follows:</p> <ol style="list-style-type: none"> 1. Keeping the Hands Avenue intersection as close as possible to the Hamilton Road roundabout to reduce the impact on the Hands Avenue drain and keep construction costs down. Part of this refinement would be to look at removing or at least reducing the length of the left hand turn pocket into Hands Avenue; 2. Incorporating another element into the "spiral" roundabout that forces drivers turning right out of Hamilton Road into the left hand lane of Eaton Drive, to improve safety for those turning left into Recreation Drive / Eaton Fair.
<p><i>c) Forrest Highway Extra Turn Lane including traffic lights entering North from the West into Eaton Drive and/or full intersection traffic signals (Main Roads Project, timing unknown);</i></p>	<p>No issue with proposed double right turn from Eaton Drive. As you are aware, Main Roads has already developed a plan showing how this can be developed.</p>	<p>Supported by Main Roads, therefore no change.</p>
<p><i>d) Lofthouse Avenue Traffic Signals (timing TBA, requires further modelling);</i></p>	<p>Traffic signals would appear to be the only practical way of achieving additional control at this intersection because of the site constraints. These signals would need to be linked to the signals at</p>	<p>Supported by Main Roads, therefore no change.</p>

COUNCIL RESOLUTION 343-20	COMMENT FROM MAIN ROADS	OFFICER COMMENT AND RECOMMENDATION
	<p>Recreation Drive during periods of peak flow.</p> <p>As previously advised, the double right turn at the Eaton Drive / Forrest Highway intersection is required to improve the lane utilisation on the southbound approach on Eaton Drive, noting that many drivers are currently using the median lane because of the difficulty of changing lanes before they get to the Forrest Highway. It is therefore important that the Lofthouse Avenue traffic signals not be implemented before the double right at the Forrest Highway traffic signals.</p>	
<p>e) <i>Peninsula Lakes Drive traffic signals (timing TBA, requires further modelling);</i></p>	<p>Traffic signals would appear to be the only practical way of achieving additional control at this intersection because of the site constraints.</p>	<p>Supported by Main Roads, therefore no change.</p>
<p>f) <i>Left-in-Left-out treatment at Hands Avenue and Eaton Drive;</i></p>	<p>Restricting the Hands Avenue intersection to Left-in / Left-out could result in a high number of U-turns at the Frost Way intersection, which would be an undesirable outcome.</p>	<p>The proposed Left-in-Left-out treatment would no longer be applicable since the widening of the median strip, as per the Main Roads' concept, would allow right hand turns from Hands Avenue into Eaton Drive. The widened median would allow two stage crossing and hence, safer right turns than currently provided.</p>
<p>g) <i>Left-out treatment at Ann Street;</i></p>	<p>-</p>	<p>No comment received from Main Roads, therefore no change.</p> <p>This treatment could be removed if the right turn from Hands Avenue is provided. However, this treatment could still be useful in providing an alternative to the right turn from Hands Avenue for those motorists that are more comfortable with a left turn onto Hamilton Road instead of a right turn into Eaton Drive.</p>
<p>h) <i>A U-turn provision on Eaton Drive for vehicles exiting Hands Avenue onto Eaton Drive, in the vicinity of Frost Way; and</i></p>	<p>A new intersection at the proposed location [of the future intersection of realigned Council Drive] is not desirable because of the closeness to other intersections. If it is allowed, then it will need to be limited to Left-in</p>	<p>Widening of the median strip, as per the Main Roads' concept to allow sufficient refuge for vehicles, would facilitate safer right hand turns from Hands Avenue on Eaton Drive. The U-turn provision at Frost Way would not be required. Therefore, it is</p>

COUNCIL RESOLUTION 343-20	COMMENT FROM MAIN ROADS	OFFICER COMMENT AND RECOMMENDATION
	/ Left-out. U-turning at Frost Way intersection could be an issue.	recommended to not include the U-turn provision.
i) <i>Lavender Way and Eaton Drive intersection be converted to a left-in only intersection to address the U-turn issue at the Blue Wren intersection.</i>	<p>No issue with the proposed roundabout at Blue Wren Drive intersection. If Lavender Way intersection is restricted to Left-in only, then this will reduce the priority from a timing perspective for the roundabout to be constructed.</p> <p>Restricting Lavender Way to Left-in only will direct more traffic to the Millard Street / Lofthouse Street intersection and the proposal for a roundabout at this intersection is therefore supported.</p>	Supported by Main Roads, therefore no change.

Main Roads also provided comment on one other matter that was not specifically mentioned in Council Resolution [343-20]:

Other Matters	Comment from Main Roads	Officer Comment and Recommendation
New Council Drive / Recreation Drive Intersection	The proposed connection of the New Council Drive to Recreation Drive creates a short stagger to Cormorant Entrance. This is a poor outcome, as it will effectively operate as a four-way intersection and make it difficult to upgrade to a roundabout, which would be a logical treatment if this ever became a black spot. If this cannot be changed, then the closure or partial closure of Cormorant Entrance should be considered.	This arrangement has already been approved
New Council Drive / Eaton Drive Intersection	A new intersection at the proposed location [of the future intersection of realigned Council Drive] is not desirable because of the closeness to other intersections. If it is allowed, then it will need to be limited to Left-in / Left-out. U-turning at Frost Way intersection could be an issue.	<p>This arrangement was already indicated on the overall concept.</p> <p>For reasons previously stated, a u-turn provision is not required at Frost Way or in its vicinity if there is a right-turn provision at Hands Avenue.</p>

By way of recap, as per Item 12.12 of the Minutes from the Ordinary Council Meeting held on the 16th of December 2020, WML Consultants were previously engaged to carry out modelling and prepare a feasibility study to examine the following options in the area of the Hamilton Road roundabout and Hands Avenue intersection:

1. Modify existing 4 leg roundabout (Hamilton/Eaton/Council) to a 5 leg roundabout option incorporating Hands Avenue as the fifth leg and with a mid-block signalised pedestrian crossing;
2. Maintain existing 4 leg roundabout and add 4 leg traffic signals incorporating Watson Street;
3. Maintain existing 4 leg roundabout and add 4 leg traffic signals incorporating Cudliss Street
4. Maintain existing 4 leg roundabout and add 4 leg roundabout incorporating Watson or Cudliss Streets with a mid-block signalised pedestrian crossing;
5. A new elongated intersection treatment with signalised pedestrian crossings; and
6. Replace the existing Eaton Drive / Hamilton Road / Council Avenue roundabout with a signalised 4 way intersection.

According to the modelling, Option 4 (Maintain existing 4-leg roundabout at Hamilton Road and add a 4-leg roundabout at Watson or Cudliss Streets), was actually the best option in regards to traffic flow. However, this option would have required land acquisition and did not solve the problem of road users who turned right out of Council Drive and then left into Hands Avenue with insufficient distance to safely merge into the left hand lane. The recommended option to Council was therefore Option 6 (replace the existing Hamilton Road roundabout with a signalised intersection), which appeared to solve all road user issues as well as facilitate safer pedestrian crossings over Eaton Drive. This was accepted by Council at the time as per Item 2b of Council Resolution [343-20] at the Ordinary Council Meeting held on the 16th of December 2020.

As part of the feedback received from Main Roads, Main Roads provided a sketch of a proposed modification to the road geometry that did not require traffic signals to address the problem of insufficient merge distance for drivers turning right from Council Drive into Eaton Drive and then turning left into Hands Avenue. The sketch also provides for drivers turning right from Hands Avenue into Eaton Drive and then turn left into Council Drive. The concept indicates moving the Hands Avenue intersection further north over the Hands Avenue drain, widening of the median location and also incorporates a staggered pedestrian crossing between the new Hands Avenue intersection and the new intersection of the realigned Council Drive. This pedestrian crossing could be signalised.

The sketch is provided by Main Roads is repeated below:



Since Main Roads has stated that conversion of the existing roundabout at Hamilton Road to traffic signal is unlikely to be approved by Main Roads, it is recommended that the modified roundabout and Hands Avenue intersection concept provided by Main Roads is accepted by Council thus enabling Shire staff to commence community consultation and to progress further with the study and design.

Council is requested to consider the following changes to the proposed strategy of intersection treatments:

1. Eaton Drive and Hamilton Road intersection to be modified in geometry, rather than providing a signalised intersection, generally in accordance with the sketch provided by Main Roads, incorporating a “spiral” lane configuration and a signalised pedestrian crossing between the Hands Avenue intersection and future intersection of the realigned Council Drive;
2. Hands Avenue intersection to include a right hand turn provision via widening of the median strip and a left hand turn pocket on Hands Avenue; and
3. No U-turn provision on Eaton Drive for vehicles exiting Hands Avenue onto Eaton Drive, in the vicinity of Frost Way.

Council Role - Executive/Strategic.

Voting Requirements - Simple Majority.

Discussion:

Shire President, Cr. M T Bennett advised that there had been two submissions received via email today. Cr. M T Bennett advised that the Chief Executive Officer would deal with these submissions administratively and they would be included once Council advertised calling for submissions.

Change to Officer Recommendation - No Change.

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

145-21 MOVED - Cr. T G Gardiner SECONDED - Cr. P S Robinson

THAT Council:

1. **Acknowledges the feedback received from Main Roads WA in regards to the proposed intersection treatments along Eaton Drive as per Council Resolution [343-20];**
2. **Endorses the following proposed intersection treatments and complementary road treatments for Eaton Drive for the purposes of public comment:**
 - a) **Glenhuon Boulevard Traffic Signals (scheduled for construction 2021/2022);**
 - b) **Hamilton Road Roundabout and Hands Avenue intersection modifications, to be generally in accordance with the concept provided by Main Roads, including a left hand turn pocket on Hands Avenue (scheduled for construction 2022/2023);**
 - c) **Forrest Highway Extra Turn Lane including traffic lights entering North from the West into Eaton Drive and/or full intersection traffic signals (Main Roads Project, timing unknown);**
 - c) **Lofthouse Avenue Traffic Signals (timing TBA, requires further modelling);**
 - e) **Peninsula Lakes Drive traffic signals (timing TBA, requires further modelling);**
 - f) **Left-out treatment at Ann Street;**
 - g) **Lavender Way and Eaton Drive intersection be converted to a left-in only intersection to address the U-turn issue at the Blue Wren intersection.**
3. **Requests the Chief Executive Officer to commence public consultation on the recommended intersection treatments; and**
4. **Requests that the Chief Executive Officer reports back to Council with the results of the public consultation.**

CARRIED
8/0

12.3.2 Title: Regional Road Safety Program – Local Government Roads

Reporting Department: Infrastructure Directorate
Reporting Officer: Mr Troy Williamson - Manager Assets
Legislation: Local Government Act 1995
Attachments: 12.3.2 – Risk Assessment

DECLARATION OF INTEREST

Cr. M R Hutchinson declared a Proximity Interest in this item as he owns land on Henty Road.

Cr. M R Hutchinson left the room [6.09pm].

DECLARATION OF INTEREST

Cr. T G Gardiner declared a Proximity Interest in this item as he an adjacent land holder to Henty Road.

Cr. T G Gardiner left the room [6.09pm].

Overview

The Shire of Dardanup has been advised that it is eligible to receive funding under the Australian Government's Regional Road Safety Program – Local Government Roads Program. This funding is in addition to the recently adopted 10 Year Program that forms part of the Shire's Road Asset Management Plan.

Ferguson Road and Henty Road are eligible under the program. Council is requested to consider the proposed road improvement project nominations under the Program and the recommendation to nominate Henty Road for funding.

Background

In January 2021 joint Commonwealth and State Governments released a statement announcing upgrades to regional WA roads through the \$455 million Regional Road Safety Program. The Program is jointly funded by the Australian (\$364 million) and Western Australian (\$91 million) Governments. The WA State Government committed that around 10% of the funding would be allocated to the upgrade of local roads.

The objective of the Program is to reduce and /or prevent road trauma on WA regional roads by undertaking a mass action program on regional Local Government controlled roads by applying "low cost" treatments that are known to reduce run off road crashes. The low cost treatment is based on optimising the existing road formation width by sealing the unsealed gravel shoulders, and providing audible edge lines. The program is designed to target sections of Local Government roads that have an identified run off road crash problem.

Funding to Local Government Authorities under this program will be available in two tranches of the Road Safety Program. The Program is structured where works undertaken on Local Government Roads

can be completed within either Tranche 2 (1st of July 2021 to the 31st of December 2021) or Tranche 3 (1st of January 2022 to the 30th of June 2022).

Projects approved under the program are fully funded, however, cannot exceed a unit rate of \$100,000 per km (i.e. road length, not lane kilometres), which is based on a typical sealed shoulder width of 1 metre. Unlike the Australian and State Government Black Spot programs which focus on site-specific treatments, this program considers an entire route.

The only works allowed under the program are:

- a. *Prepare (rework) and seal the existing unsealed shoulders.*
- b. *Install audible edge lines.*

Works not allowed within the program are:

- a. *Widening of the formation, culverts, bridges etc.*
- b. *Activities considered as maintenance such as reseals and vegetation clearing.*
- c. *Rehabilitation activities such as road overlays.*

The Shire of Dardanup was invited on the 15th of January 2021 to submit a nomination for two qualifying roads:

- Henty Road SLK 0.00 to 11.61 (whole length); and
- Ferguson Road SLK 0.00 to 25.58 (whole length)

Nominations were required to be submitted before the 2nd of February 2021 and following consultation with Main Roads WA regarding a number of clarifications on the project guidelines, Shire staff submitted two preliminary nominations in Tranche 3 as follows:

- Henty Road SLK 0.00 to 11.61 (whole length); and
- Ferguson Road SLK 19.60 (Gnomesville) to 25.58 (Shire Boundary)

Correspondence has now been received from MRWA that the two proposed projects have been conditionally approved for funding.

Legal Implications

If approved, nominated projects will need to meet the terms and conditions of funding under the program. It should be noted that, should circumstances arise that result in the inability to deliver a nominated project, Council is not obliged to undertake the works.

Strategic Community Plan

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

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

Strategy 5.1.2 - Advocate for transport choices by increasing the availability of safe, affordable and viable transport options. (Service Priority: High)

Environment

Road construction projects undertaken on the Shire's road network need to comply with the requirements of the:

- *Environment Protection Act 1986;*
- *Waterways Conservation Act 1976;*
- *Aboriginal Heritage Act 1972; and*
- *Heritage of Western Australia Act 1990.*

Precedents

Other road safety and improvement funding programs such as the Australian and State Government Black Spot programs have been ongoing for several years and Council has approved projects nominated to these programs in the past.

Budget Implications

Projects funded through the Regional Road Safety Program are 100% funded at a fixed rate of \$100,000 per kilometre of road length with no net cost to Council. However, this is on the basis that the proposed treatment of a sealed shoulder can be undertaken and completed within the proposed timeframes without any other preliminary works required.

If no preliminary works were required to the nominated projects the following funding would be available:

PROJECT LOCATION	PROGRAM FUNDING	NET COST TO COUNCIL
Henty Road (0.0-11.61 SLK)	\$1,161,000	\$0
Ferguson Road (19.60-25.58 SLK)	\$598,000	\$0

However, Shire staff have investigated the proposed project locations and believe that the standard treatment proposed under the program cannot be achieved without preliminary widening and clearing works to be undertaken.

Staff have sought feedback from Main Roads WA to further clarify the program guidelines and unit rates. The advice received from Main Roads WA indicated that no works outside of the guidelines would be funded and the adopted \$100,000/km unit rate could not be increased to suit localised conditions. This means that to achieve the standard proposed treatment, Council would need to fund preliminary works not covered under this program.

Shire staff have undertaken project estimations to ascertain the costs that would be the responsibility of Council.

It should be noted that there are two sections of Henty Road, (2.5-5.5 SLK & 8.0-11.0 SLK) that have been successful in gaining funding for the 2021-22 Financial Year through the Australian Government Black Spot Program. The Australian Government Black Spot Program funding would allow the preliminary works required to be undertaken at these locations at no net cost to Council. It should be noted that the Black Spot Project relates to shoulder widening and roadside improvements but does not include shoulder sealing. It does, however, provide a gravel shoulder suitably prepared for possible works under the Regional Road Safety Program.

The table below summarises the project cost break down that would be required to enable the Regional Road Safety Program standard treatment to be constructed within the program guidelines and meet the objectives of the scheme.

PROJECT LOCATION	TOTAL PROJECT COST	FUNDING		
		REGIONAL ROAD SAFETY PROGRAM	BLACKSPOT	SHIRE
Henty Road (0.0-11.61 SLK)	\$2,460,406	\$1,161,000	\$800,000	\$499,406
Ferguson Road (19.60-25.58 SLK)	\$1,132,362	\$598,000	\$0	\$534,362
TOTALS	\$3,592,768	\$1,759,000	\$800,000	\$1,033,768

It can be seen that a total of \$1,033,768 would need to be funded by Council in the 2021-22 Financial Year to comply and receive funding of \$1,759,000 available under the Regional Road Safety Program. Based on the currently adopted 10 Year Program in the Road Asset Management Plan, the two projects would not be possible together or separately due to the significant allocation required from the shire's own sources and the insufficient balance in the Road Reserve.

The full length of Henty Road could be achieved by displacing another project scheduled for the 2021-22 financial year. Council may wish to consider deferring the widening of the sealed section of Venn Road (but still undertake the sealing of the gravel section of Venn Road) and transfer the funds to the Henty Road Project. Possible changes that Council may consider compared to what is currently scheduled are as follows:

- Currently scheduled:

(Note: Henty Road and Venn Road Projects only shown to demonstrate the impact of the change)

PROJECT	SECTION	TYPE	TOTAL SPEND	NBS	R2R	RRSP	TOTAL	NET COST TO COUNCIL
Venn Road	0.00 - 0.69 SLK	Construct sealed road	\$159,419				\$0	\$159,419
Venn Road	0.69 - 2.22 SLK	Widen, reconstruct & seal	\$474,241		\$316,017		\$316,017	\$158,224
Henty Road	2.50 - 5.50 SLK, 8.00 - 11.00 SLK	Reinstate shoulders remove roadside hazards & delineation.	\$810,474	\$800,000			\$800,000	\$10,474
Combined Total			1,444,135	\$800,000	\$316,017	\$0	\$1,116,017	\$328,118

- Possible Change – Option 1 – Defer part of Venn Road and add full length of Henty Road:

PROJECT	SECTION	TYPE	TOTAL SPEND	NBS	R2R	RRSP	TOTAL	NET COST TO COUNCIL
Venn Road	0.00 - 0.69 SLK	Construct sealed road	\$159,419				\$0	\$159,419
Venn Road	0.69 - 2.22 SLK	Widen, reconstruct & seal	\$0		\$0		\$0	\$0
Henty Road	0.00 – 11.61 SLK	Seal shoulders, remove roadside hazards & delineation.	2,460,406	\$800,000	\$316,017	\$1,161,000	\$2,277,017	\$183,389
Combined Total			1,444,135	\$800,000	\$316,017	\$0	\$1,116,017	\$342,808

- **Possible Change – Option 2 – Complete all of Venn Road and seal shoulders on Black Spot sections of Henty Road only:**

PROJECT	SECTION	TYPE	TOTAL SPEND	NBS	R2R	RRSP	TOTAL	NET COST TO COUNCIL
Venn Road	0.00 - 0.69 SLK	Construct sealed road	\$159,419				\$0	\$159,419
Venn Road	0.69 - 2.22 SLK	Widen, reconstruct & seal	\$474,241		\$316,017		\$316,017	\$158,224
Henty Road	2.50 - 5.50 SLK, 8.00 - 11.00 SLK	Seal shoulders, remove roadside hazards & delineation.	1,410,474	\$800,000		\$600,000	\$1,400,000	\$10,474
Combined Total			2,044,135	\$800,000	\$316,017	\$600,000	\$1,716,017	\$328,118

Note that Option 1 is approximately \$15,000 more in total and will require the widening of the narrow sealed section of Venn Road to be reprogrammed into the 2022-2023 financial year. Under this option, the full length of Henty Road will be widened and the gravel section of Venn Road would still be sealed.

Option 2 is cost neutral i.e. does not incur any additional net cost to Council. In this option the seal on Henty Road is only widened along the two 3-kilometre Black Spot sections of the road. The full length of Venn Road is still upgraded.

Budget – Whole of Life Cost

If the proposed projects are successful in gaining funding any new infrastructure or expansion to the road network will create an on-going maintenance requirement over the life of the asset and renewal at the end of the asset’s useful life.

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: 12.3.2) for full assessment document.

Tier 3 – ‘High’ or ‘Extreme’ Inherent Risk.	
Risk Event	Regional Road safety Program – Local Government Roads
Inherent Risk Rating (prior to treatment or control)	High (12 - 19)
Risk Action Plan (treatment or controls proposed)	Construct proposed treatments in compliance with Federal and State Blackspot Programs & Regional Road Group Program.
Residual Risk Rating (after treatment or controls)	Moderate (5 - 11)
Risk Category Assessed Against	Health Not undertaking treatments at these locations may result in further accidents.
	Financial Risk that assets are not upgraded or created to meet demand.
	Reputational Council may receive negative publicity for not addressing accidents which are eligible for RRSP funding.

Officer Comment

The image below shows the proposed finished treatment required to meet the guidelines prescribed under the Regional Road Safety Program. The treatment consists of a sealed shoulder (typically 1 metre wide) and audible edge lines.



It can be seen in this example that the finished treatment is depicted in relatively flat terrain, where sufficient shoulder width exists and compliant clear zones are obtained where no significant vegetation or roadside hazards are present.

To enable this to be achieved, at the two identified project locations of Henty Road and Ferguson Road, significant preliminary works would need to be undertaken prior to the final implementation of the typical treatment proposed under the Regional Road safety Program. This is due to the steep terrain, adverse slopes due to the narrow road reserves, lack of existing gravel shoulder widths and clearing that would be required to achieve any extra width required. These works would not be considered for funding under this program.

Staff believe that the nature of the treatment outlined in this program would achieve an improvement in road user safety at the proposed project locations and has previously been successfully proposed by staff for a 6 kilometre section of Ferguson Road (13.56-19.56 SLK) through the State Black Spot Program that is scheduled to be designed and constructed in the 2021-22 and 2022-23 Financial Years respectively. This Blackspot project, to in essence achieve a similar result as that proposed under the Regional Road Safety Program, is estimated to cost in the vicinity of \$1,400,000 and consists of preliminary works and the final sealing of the shoulders and installation of an audible edge line. Under this Black Spot Program the project is funded on a two thirds/one third basis with a net cost to Council of \$466,666. If the same project was undertaken through the Regional Road Safety Program the project would only attract funding of \$600,000 with a net cost to Council of \$800,000.

Staff believe that funding sources such as the Australian Government/State Government Black Spot Programs and the annual Regional Road Group Project Funding Program are more appropriate to seek funding opportunities where future projects of this nature can be planned and undertaken in their entirety to achieve the desired safety outcomes within achievable timeframes and budget constraints.

It is therefore recommended that the Regional Road Safety Program not be applied to Ferguson Road and that it only be applied to the two sections to be upgraded under the Australian Government Black Spot Program.

It should be noted that Shire staff have been in contact with Main Roads WA to seek feedback on the possibility of splitting the Henty Road Project into separate sections that would align with the approved Black Spot sections (2.5-5.5 SLK & 8.0-11.0 SLK) so that they could still be undertaken through the Regional Road Safety Program, thus resulting in no net cost to Council. Although this does not meet the intent of the program to address entire routes it should still be explored.

Council Role - Executive/Strategic.

Voting Requirements - Simple Majority.

Change to Officer Recommendation - No Change.

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

146-21 MOVED - Cr. P S Robinson SECONDED - Cr. C N Boyce

THAT Council:

1. **Does not proceed with the funding submissions of Henty Road (0.00-11.61 SLK) and Ferguson Road (19.60-25.58 SLK) in Tranche 3 of the Regional Road Safety Program – Local Government Roads.**
2. **Seeks approval from Main Roads WA to submit two nominations for Henty Road, (Section 1 – 2.50-5.50 SLK & Section 2 – 8.00-11.00 SLK) in Tranche 3 of the Regional Road Safety Program - Local Government Roads.**
3. **Should council be successful in receiving funding as per point 2 above:**
 - a) **Authorises a budget amendment to give effect to the grant funding and associated expenditure; and**
 - b) **Notes that there will be no net additional costs to Council.**

CARRIED
6/0

Note: Cr. T G Gardiner and Cr. M R Hutchinson returned to the room [6.11pm].

12.3.3 Title: Proposed Road Upgrade – Road Reserve / Church Access Road

<i>Reporting Department:</i>	<i>Infrastructure Directorate</i>
<i>Reporting Officer:</i>	<i>Mr Troy Williamson - Manager Assets</i>
<i>Legislation:</i>	<i>Local Government Act 1995</i>
<i>Attachments:</i>	<i>12.3.3 – Risk Assessment</i>

Overview

This report is presented to Council to consider a request from Mr Danny Harris, representing the Dardanup Catholic Parish as Committee Chairman, to upgrade the sealed road reserve portion of the access road that adjoins the Our Lady of the Immaculate Conception Church in Dardanup.

Background

The area in question runs to the north of the intersection of Charlotte Street and Ferguson Road in the Dardanup town site and consists of the sealed section (365m²) of road reserve under the responsibility of the Shire of Dardanup. The adjoining sealed carpark (455m²), Lot 102, is the responsibility of the landowner, Roman Catholic Bishop of Bunbury.

The locality diagram below shows the road reserve, Church and Lot 102 to the east;



The existing road reserve contains a sprayed bituminous surface that provides access to the Church carpark and surrounds, private property to the north and the Our Lady of Lourdes Primary School Oval. The area is also used regularly as a pickup and drop-off area for parents accessing the school.

The existing sealed surface is in fair condition with some potholing that requires maintenance but is not currently scheduled for any significant renewal or upgrade works in the current Road Asset Management Plan – 10 Year Program.

The picture below shows the current condition of the site;



Mr Harris has requested that Council consider upgrading the area of road reserve to an asphalt surface standard as recently constructed along the intersecting section of Ferguson Road. Mr Harris explained that this would enhance the precinct and that if this was supported by Council the Church would fund the upgrade of the adjoining parking area to the same standard.

Legal Implications

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

6.8. Expenditure from municipal fund not included in annual budget

- (1) *A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —*
- (a) *is incurred in a financial year before the adoption of the annual budget by the local government; or*
 - (b) *is authorised in advance by resolution*; or*
 - (c) *is authorised in advance by the mayor or president in an emergency.*

** Absolute majority required.*

The road reserve is under the care, control and management of the Shire. Therefore, the Shire is responsible for preserving and maintaining the road.

The current road width and condition is sufficient for the low volume of traffic on a road of this nature. There are no issues relating to the safety of road users.

Strategic Community Plan

Strategy 1.1.3 - Monitor and ensure compliance with the regulatory framework for local government governance and operations. (Service Priority: High)

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

Environment

The upgrading of the area to a higher standard does not require any widening of the formation, therefore, no clearing of native vegetation is required.

Precedents

Council has previously approved expenditure to upgrade infrastructure as a result of community requests.

Budget Implications

A review of the site was undertaken by staff to ascertain the state of the existing sealed area. Staff have determined the scope of works and required cost to implement a surface upgrade to an asphalt standard. The following diagram outlines the proposed scope of works and indicative material quantities;



The proposed works would entail the preparation and installation of a flush beam kerb to the perimeter of the site and a 25mm thick asphalt overlay along with site preparation, clean up and traffic management. The proposed project cost has been indicatively estimated as follows;

DESCRIPTION OF WORKS	COUNCIL CONTRIBUTION	CHURCH CONTRIBUTION
Site preparation, traffic management & reinstatement	\$2,770	\$3,040
Flush beam kerbing	\$6,760	\$2,730
Asphalt Overlay	\$4,783	\$5,962
10% contingency	\$1,431	\$1,173
Total cost for contribution	\$15,744	\$12,905

There are no funds allocated towards the upgrade of the road to a higher standard in the current Budget. There are also no current plans to upgrade the road to a higher standard in the 10 Year Programs that form part of the Road Asset Management Plan.

If the proposed works are approved by Council, and as the works would be undertaken as a single project managed by staff utilising Shire contractors, a formal detailed quote would need to be sought prior to commencement to ascertain the exact cost that each party would be responsible for.

If Council were to agree to the works then the cost that the Shire would be responsible for would need to be included in the 2021-22 budget.

Budget – Whole of Life Cost

The proposed upgrade of the site to an asphalt standard would reduce the need for reactive maintenance, however the initial cost of an asphalt surface treatment is more expensive than a sprayed bituminous re-seal that would be undertaken if the site was renewed at the existing standard.

The asphalt and kerbing would have a useful life of 40 years that would need to be considered in future renewal programs.

Council Policy Compliance - 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: – 12.3.3) for full assessment document.

Tier 2 – ‘Low’ or ‘Moderate’ Inherent Risk.	
Risk Event	Upgrading of sealed section of Road Reserve adjacent to Lot 102 – Ferguson Road Dardanup.
Inherent Risk Rating (prior to treatment or control)	Moderate (5 - 11)
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.
Risk Category Assessed Against	Legal and Compliance Failure to seek Council approval for unbudgeted expenditure in accordance with the Local Govt Act 1995. Non-compliance with Procurement Policy.

Tier 2 – ‘Low’ or ‘Moderate’ Inherent Risk.		
	Financial	Works are unbudgeted and may impact on other capital works programs.
	Reputational	Failure to seek Council approval for unbudgeted expenditure could be seen in a negative light by the community.

Officer Comment

The proposed upgrade of the road reserve is summarised as follows:

- 365m² of 25mm asphalt overlay, 70 metres in length extending from the existing asphalt join at the intersection of Ferguson Road and approximately 5.2 metres wide;
- 104m reinforced flush beam kerb.

Construction standards would be to the satisfaction of the Shire and verified through the Shire’s normal processes.

Whilst upgrading of the existing sealed section of the reserve is not identified in the 10 Year Programs that form part of the Road Asset Management Plan, the higher asphalt and kerbed standard would be in keeping with the surrounds and would formalise the area and provide a higher amenity to those accessing the site.

Council Role - Executive/Strategic.

Voting Requirements - Absolute Majority.

OFFICER RECOMMENDED RESOLUTION ‘A’

THAT Council:

1. Undertakes the upgrading (asphalt overlay and kerbing) of the sealed section of the road reserve adjacent to Lot 102, Ferguson Road Dardanup.
2. Includes \$15,744 (excluding GST) expenditure in the 2021-2022 Budget to be sourced from the Road Construction and Maintenance Reserve; and
3. Only undertakes the works if the adjoining church carpark is completed at the same time.

By Absolute Majority

OR

Voting Requirements - Simple Majority.

OFFICER RECOMMENDED RESOLUTION ‘B’

THAT Council does not undertake the upgrading (asphalt overlay and kerbing) of the sealed section of the road reserve adjacent to Lot 102, Ferguson Road Dardanup.

12.3.4 Title: Watson Reserve Master Plan

<i>Reporting Department:</i>	<i>Infrastructure Directorate</i>
<i>Reporting Officer:</i>	<i>Ms Vicki Pretorius - Landscape Design Officer</i>
<i>Legislation:</i>	<i>Local Government Act 1995</i>
<i>Attachments:</i>	<i>12.3.4A – Draft Master Plan for Watson Reserve 12.3.4B – Community & Stakeholder Comments 12.3.4C – Final Master Plan for Watson Reserve 12.3.4D – Plan Report for Final Master Plan 12.3.4E – Risk Assessment</i>

Overview

The amended Draft Master Plan (the Plan) for Watson Reserve, together with consultation outcomes, is presented to Council for endorsement.

Background

The development of a Master Plan for improvements to Watson Reserve was endorsed by Council at its Ordinary Meeting held on the 6th of April 2016 by resolution [68-16].

The Plan was developed in-house by Shire staff based on input obtained from community engagement in 2018 and input from other Shire staff and the Shire's Development Control Unit. The draft Plan was presented to the Eaton Townscape Committee at its meeting held on the 5th of December 2018 and was subsequently endorsed for public advertising for the purposes of seeking community comment at the Ordinary Council meeting held on the 23rd of January 2019 [05-19]. The draft Plan [R25417-18-600-1-A], as advertised to the community, is included for information in (Appendix ORD: 12.3.4A). Community and stakeholder comments received in response to this engagement are included in the submissions table in (Appendix ORD: 12.3.4B).

An update on the draft Plan was provided to the newly formed Eaton Advisory Group, which effectively replaced the Eaton Townscape Committee, at its meeting held on the 10th of February 2021. The Group confirmed a wish for the Plan to cover not just the open park area of the reserve, but also the bush areas extending south to Pratt Road and north to the Scout Hall on Leake Street. The Plan was adjusted to show the expanded area and other suggestions from the Eaton Advisory Group have been included.

Part of the community engagement process was the referral of the plan to external agency stakeholders for review and comment. The endorsement of local Noongar Elders was deemed crucial to the finalisation of the Plan. The endorsement of the Elders was obtained during a meeting held in Watson Reserve on the 30th of March 2021.

The Plan was subsequently amended and is now presented to Council to seek its endorsement as the final approved Master Plan. The amended Plan [Drawings 2021-CPT-006-01 & 2021-CPT-006-02] is included in (Appendix ORD: 12.3.4C) and the accompanying Plan Report, which provides additional information, is included in (Appendix ORD: 12.3.4D).

Legal Implications - None.

Strategic Community Plan

Strategy 2.1.1 - Protect and preserve open spaces, natural vegetation and bushland. (Service Priority: Very High)

- Strategy 2.6.1 - Provide a variety of places to live, work and play that meet the current and future needs of the community. (Service Priority: Very High)
- Strategy 3.1.1 - To foster Creativity in the community through our public spaces and urban environment. (Service Priority: High)
- Strategy 5.2.1 - Encourage Physical Activity by providing services and recreational facilities that encourage our community towards an active and healthy lifestyle. (Service Priority: Very High)

Environment

It is recognised that the reserve is a significant natural asset with high environmental values that should be safeguarded and improved in instances where they might be at risk. A wetland runs through Watson Reserve, underneath the boardwalk along the main limestone path running along the river and wrapping around to the back of the existing public toilets. There is a large proportion of existing native remnant vegetation within the Reserve, with only 14% of the total reserve area existing as 'open space' and the balance existing as native remnant vegetation, with more weed infestation closer to the residential property boundaries to the east of the bush area. Riverine erosion has been highlighted as a key concern. Also relevant is an existing resident Western Ringtail Possum population.

Additional information is included in the Plan Report in (Appendix ORD: 12.3.4D).

It is recommended that the existing Natural Area Management Plan for Watsons Reserve, originally prepared in 2010 by consultants Eco Edge, be reviewed and updated to ensure that the natural environment including native flora and fauna are preserved and protected. The Shire has ongoing operations plans for managing Shire natural assets including the vegetation and wetland in Watson Reserve.

Precedents

Council endorsed the advertising of the draft Watson Reserve Master Plan for the purposes of seeking community feedback at its ordinary council meeting held on the 23rd of January 2019.

Budget Implications

An allocation of \$86,780 was made in the 2020/2021 budget for the provision of a new water iron filtration unit in Watson Reserve. This was installed in 2021 and is now operational. \$45,000 has also been allocated to the renewal of irrigation pipes for the same time period.

The existing gazebo is scheduled for renewal works in 2023-24, with funding of \$8,530 allocated.

The Shire has an allocation of \$8,524 in the Parks and Reserves Asset Management Plans for minor landscape improvements in 2021/2022 (park signage and a seat) with further more significant expansion and upgrade works scheduled to occur in 2027/2028 with an allocation of \$120,681. These works will be derived from projects identified in the endorsed Master Plan.

Council Policy Compliance

Council Policy Exec CP090 – *Community Engagement and the Community Engagement Framework* is applicable to master planning projects such as the Watson Reserve Master Plan. In accordance with this policy and in development of the draft Plan, the community has been engaged through seeking input to the preparation of the original draft plan and through seeking feedback on the advertised draft Plan. This enabled staff to adjust the Plan where required to best meet community needs and expectations.

The reserve is regarded by local residents as a 'hidden gem' and is highly valued as a place to visit for active and passive recreation and to simply enjoy the scenic natural setting of the Collie River.

It is a popular place for locals to exercise their dogs off lead and to socialise (both the people and the dogs) and is also a popular fishing and picnic spot. Locals remember the area as a former popular swimming spot along the river and Noongar Elders have recounted stories of this being a popular place for gathering to share food and socialise.

At a workshop held on the 30th of March 2021 with local Aboriginal Elders, including the Traditional Guardian of the Collie River Mr Joe Northover, the Elders expressed a wish for Watson Reserve to be given a Noongar name. They discussed several options including one based on the Noongar name for 'The Elbow', relating to the bend in the river, and another relating to a place of gathering. It is proposed that dual naming of Watson Reserve be supported and that any key signage for the reserve include both the current name 'Watson Reserve' and the Noongar name, which is to be confirmed with the same group of Elders.

The list of proposed improvements, as included on the advertised draft Plan, and changes resulting in the amended Plan, were based on the outcomes of community and external stakeholder consultation, input from the Eaton Advisory Group and from the local Elders Group.

IMPROVEMENTS AS LISTED IN PREVIOUS DRAFT PLAN, AS ADVERTISED FOR PUBLIC COMMENT	CHANGED TO – AS INCLUDED IN AMENDED PLAN	COMMENTS
1. Proposed iron filtration unit and enclosure	1. Iron filtration unit and enclosure (installed in 2020/21)	Added note to show that this has been installed (2020/21)
2. Proposed cement stabilised limestone path to link bridge to existing path (possibly seal in future with universally accessible material) with possible heavy logs along car park side of path to restrict vehicle access (suggest to replace logs in future with bollards)	No change	
3. Proposed shade shelter with accessible picnic setting	4 Proposed <i>new picnic</i> shelter with accessible picnic setting	From shade shelter to new picnic shelter – more relevant to intended use
4. Proposed link path from toilets to river side path via gazebo to link with path along river	No change	
5. Proposed low square multi-use seating platforms	6 Proposed seating, <i>possibly</i> low square multi-use platforms	Added 'possibly' – selection of seating in detailed design phase
6. Proposed double bin enclosures	7 Proposed double bin enclosures, <i>possibly incorporating fishing hook and line bins</i>	Following community concerns raised about fishing hooks and line discarded in the reserve
7. Proposed park welcome signage and possible code of shared use (2 signs near car park in main part of reserve, 1 sign at Scouts end)	No change	
8. Proposed removal of existing U-bar in path	9 Proposed removal of existing U-bar in path, if no longer required	To be determined at detailed design stage
9. Proposed seat adjacent path, near popular dog swim beach	No change	

IMPROVEMENTS AS LISTED IN PREVIOUS DRAFT PLAN, AS ADVERTISED FOR PUBLIC COMMENT	CHANGED TO – AS INCLUDED IN AMENDED PLAN	COMMENTS
10. Proposed renewal / upgrade of reserve lighting, as required	No change	
11. Make 'dog swim beach' safer by removing submerged rocks	No change	
12. Proposed new tree planting - suggest <i>Agonis flexuosa</i> (WA Peppermint) as primary species	Proposed new tree planting - suggest <i>Agonis flexuosa</i> (WA Peppermint) as primary species	Allowing for other species to be planted. Recommend local native species for all reserve areas.
13. Proposed installation of nesting boxes for native micro-bats (locate on site)	No change	
14. Retain and refurbish existing memorial seat; suggest relocating in future onto or near 'future possible new river platform' (as identified in item 16 below)	No change, only reference to 'item no. 16' removed	
15. Possible new 2.5m wide universally accessible path surfacing from bridge to northern extent of reticulated turf	16 <i>Proposed</i> new 2.5m wide universally accessible path surface along 'park' area of reserve (area with reticulated turf/open space)	Changed from possible future to proposed, to reflect increased priority following discussions to extend river heritage trail pathway into Watson Reserve
16. Possible new river fishing platform - suggest a leaf shaped fixed deck	24 Possible future new river fishing platform - suggest a leaf shaped deck or floating platform	Change to allow flexibility in choosing a floating jetty / platform if this is more suitable
17. Possible renewal of existing gazebo and new accessible ramps	No change	
18. Possible drink fountain with dog bowl	No change	
19. Possible additional reserve signage including directional / informational	No change	
20. Possible upgrade to car parking - recommend natural look 'earth coloured' surfacing (subject to detailed design)	26 Possible future upgrade to car parking - recommend natural look 'earth coloured' surfacing (work around existing trees - retain)	Added '(work around existing trees - retain)' following Eaton Advisory Group discussion
21. Possible future parking area for trailers (work around existing trees - retain)	No change	
22. Possible future mobile trader bay (work around existing trees - retain)	No change	
23. Possible modification to access driveway entrance and bottom end, to create two vehicle pull-over bays for safer vehicle access and egress	29 Possible future modification to access driveway entrance and bottom end, to create two vehicle pull-over bays for safer vehicle access and egress / <i>improve general safety of driveway</i>	Added 'improve general safety of driveway' following internal staff discussions (need to investigate options before committing to definite design solutions in Plan)
24. Possible new maintenance access points, with removable bollards	No change	
25. Possible future path circuit linking toilets with proposed new river platform	No change	

IMPROVEMENTS AS LISTED IN PREVIOUS DRAFT PLAN, AS ADVERTISED FOR PUBLIC COMMENT	CHANGED TO – AS INCLUDED IN AMENDED PLAN	COMMENTS
26. Possible new vehicle exclusion bollards around car park (e.g. composite material) to replace existing bollards, limestone blocks and temporary logs	19 Changed from 'possible future' to 'proposed'	To improve general aesthetics of reserve, include in earlier landscape upgrade stages if possible
27. Possible future bicycle parking	20 Proposed bicycle parking (location to be confirmed)	Due to universally accessible pathway proposed to extend from heritage trail into Watson Reserve, proposal to include bicycle facilities
28. Possible future interpretive signage -- to tie in with upcoming River Heritage Trail project (2019-20)	No change – only removed words 'upcoming' and 'project 2019-20'	
29. Possible future refurbishment of steps at 'dog swim beach'	No change	

NEW NUMBERED ITEMS – IN AMENDED PLAN:		
	2 Proposed improvements to existing boardwalks and 'bridge' into reserve	Due to master plan area being extended to Scout Hall end, this was not previously included but was identified as a priority through the Eaton Advisory Group
<ul style="list-style-type: none"> Recommend future environmental works including bushland weed removal and river bank erosion mitigation works (subject to funding) 	23 Proposed future environmental projects including river bank erosion mitigation works (throughout Reserve) and ongoing bushland weed removal	Following Eaton Advisory Group concerns about environmental matters including riverine erosion, and following a study which has been completed on erosion mitigation along the Collie River
<ul style="list-style-type: none"> Possible future security camera - in most suitable location with view to car park and toilets 	Included as item 36	Included as a proposed improvement following continuing community concern about antisocial behaviour in the reserve
<ul style="list-style-type: none"> Possible additional dog waste bag dispensers, if required. 	Included as item 37	Primarily operational, but included here due to community concerns expressed in engagement.
<ul style="list-style-type: none"> Possible opportunities for 'art in the park' - e.g. dog themed / native fauna 	Included as item 38	Included as a proposed improvement
<ul style="list-style-type: none"> Possible future improvements near the Scout Hall including to the river platform and the access way, plus a new retaining wall adjacent the path 	Included as item 22: Proposed improvements near the Scout Hall including to the river fishing platform and the access pathway, plus signage and removable bollards to restrict unauthorised vehicles	Included as a proposed improvement. Retaining wall has been constructed; concern was expressed over unauthorised vehicles entering the reserve from both ends (possibly for close river access for fishing)

NEW NUMBERED ITEMS – IN AMENDED PLAN:		
Possible future enhanced river access for recreational purpose, subject to recommendations from Lower Collie River Master Plan (erosion mitigation) project	Included as item 39	Included following submission by Shire President and discussion with Director Infrastructure
Proposed incorporation of 'dual' naming on reserve signage, to incorporate Noongar name for the reserve - to be selected and confirmed with the appropriate local Elders (not shown on plan)	Included as item 40	Included following proposal from local Aboriginal Elders during workshop

GENERAL NOTES		
<ul style="list-style-type: none"> Recommended natural look and feel wherever possible, including timber-look materials and earthy colours 		Retained as general note
<ul style="list-style-type: none"> Proposed retention of stumps and logs for dog play features and for habitat 		Retained as general note

During the initial community engagement, several comments were received that were against the installation of a BBQ in the reserve. Some dog owners were concerned that if a BBQ was installed, there might be conflict from those using a BBQ complaining about dogs jumping up on people eating food, possibly resulting in restrictions to the existing dog off lead exercise privileges. The Open Space Levels of Service for Watson Reserve do however indicate that a BBQ would be appropriate in this reserve, so should any Councillor amendments to the Master Plan be made then the issue of whether or not to install a BBQ in the reserve could be considered. The logical place for a BBQ might then be at the location of the new proposed picnic shelter, closer to the 'fishing beach' end and further away from the existing gazebo which is a popular gathering place for people exercising their dogs.

All proposed improvements included in the draft Master Plan are the result of investigations by Shire staff, feedback from the community through the Eaton Advisory Group and through direct community consultation, and assessed against best practice Asset Management recommendations including Level of Service (LOS) provision recommendations of the Shire's Assets team.

The works identified on the Plan will be prioritised for implementation through consultation with the Eaton Advisory Group and Council, as part of the 10 Year Programs contained in the various Asset Management Plans.

More detailed information is included in the Master Plan Report which is included in (Appendix ORD: 12.3.4D).

Council Role - Executive/Strategic.

Voting Requirements - Simple Majority.

Change to Officer Recommendation - No Change.

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

149-21 MOVED - Cr. M T Bennett SECONDED - Cr. C N Boyce

THAT Council endorses the amended Watson Reserve Master Plan [Drawings 2021-CPT-006-01 & 2021-CPT-006-02] (Appendix ORD: 12.3.4C) as the final Master Plan, subject to no changes.

CARRIED
8/0

12.3.5 Title: Request for Closure of Thoroughfare on Panizza Road (M Panizza)

Reporting Department: Infrastructure Directorate
Reporting Officer: Mr Luke Botica - Director Infrastructure
Legislation: Local Government Act 1995
Attachments: 12.3.5A – Correspondence from Mark Panizza
12.3.5B – Risk Assessment

Note: This item was dealt with earlier in the meeting – Refer to page 47 of these minutes.

Note: Cr. S L Gillespie left the room [6.22pm].

12.3.6 Title: Burekup Entry Statement – Additional Project Allocation

<i>Reporting Department:</i>	<i>Infrastructure Directorate</i>
<i>Reporting Officer:</i>	<i>Mr Luke Botica - Director Infrastructure</i>
<i>Legislation:</i>	<i>Local Government Act 1995</i>
<i>Attachments:</i>	<i>None</i>

Overview -

Council is requested to approve a budget variance to allow the construction of the new Burekup Entry Statement.

Background -

The Burekup Entry Statement has been designed in consultation with the Burekup Advisory Group and the concept was endorsed by Council at the Ordinary Meeting of Council held on the 24th of February 2021 (Resolution 28-21).

The concept has been developed into a detailed design and shop drawings have been prepared that are suitable for construction. Quotations have been obtained for the construction of the entry statement. The best price received was over the budget allocation and Officers are seeking Council approval to amend the budget to allow the project to proceed.

Legal Implications -

Council approval is required to amend the budget for the project.

Strategic Community Plan

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

Environment - None.

Precedents - None.

Budget Implications -

There is an allocation of \$20,000 to this project (J11637) in the 2020-2021 Budget.

Based on the best quotation, a further \$17,000 is required to complete the project.

It is proposed to source the additional funds as follows:

- Surplus funds from J11574 Burekup Oval Shade Sails of \$3,902;
- Surplus funds from J12662 Burekup Street Lighting of \$11,555; and
- Transfer from the Parks & Reserves Budget \$1,543

It should be noted that \$2,357 has been spent on a consultant to develop the concept into a design suitable for construction. This work was funded from the project budget as well.

Budget – Whole of Life Cost -

The upkeep and future renewal of part or all of the sign will be included in the Shire's Forward Capital Works Plans.

Council Policy Compliance -

Quotations were obtained in accordance with Council Policy CnG CP034 Procurement Policy.

Risk Assessment -

The Risk Management Governance Framework has been considered in arriving at the officer recommendation.

Tier 2 – 'Low' or 'Moderate' Inherent Risk.	
Risk Event	Burekup Entry Statement – Additional Project Allocation
Inherent Risk Rating (prior to treatment or control)	High (12 - 19)
Risk Action Plan (treatment or controls proposed)	Approval of increased budget to all the best quotation to be accepted for the construction of the entry statement.
Residual Risk Rating (after treatment or controls)	Moderate
Risk Category Assessed Against	Financial Recent trend of price increases may impact on the project if the project is delayed or new quotations obtained.

Officer Comment

Five quotations were received for the construction of the entry statement, all of which exceeded the budget. The best quotation, meets the Shire specification and requirements; however, requires an additional \$17,000 to be allocated to the project budget.

The additional funds can be sourced from a combination of surplus funds and Reserve funds. The surplus funds are the remaining funds following the completion of those other projects.

Officers also explored the option of removing or interchanging components of the entry statement to reduce the overall cost; however, such action would compromise on the design and desired result may not be achieved.

If approved by Council, an order will be placed with the contractor immediately and it is expected that the entry statement will be completed by mid-July based on the advice received from the contractor.

It is recommended that Council approve the budget amendments.

Council Role - Executive/Strategic.

Voting Requirements - Absolute Majority.

Change to Officer Recommendation - No Change.

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

150-21 MOVED - Cr. T G Gardiner SECONDED - Cr. P S Robinson

THAT Council:

1. **Approves an increase in budget allocation for J11637 Burekup Entry to \$37,000;**
2. **Notes that the additional expenditure is offset by funds from the following sources:**
 - **Surplus funds from J11574 Burekup Shade Sails of \$3,902;**
 - **Surplus funds from J12662 Burekup Lighting of \$11,555; and**
 - **Transfer from the Parks & Reserves Budget of \$1,543.**

CARRIED

7/0

By Absolute Majority

12.4 CORPORATE & GOVERNANCE DIRECTORATE REPORTS

12.4.1 Title: Strategic Financial Plan 2021/22 - 2030/31

<i>Reporting Department:</i>	<i>Corporate & Governance Directorate</i>
<i>Reporting Officer:</i>	<i>Mr Phil Anastasakis – Deputy Chief Executive Officer</i>
<i>Legislation:</i>	<i>Local Government Act 1995</i>
<i>Attachments:</i>	<i>12.4.1A – Strategic Financial Plan 2021/22 12.4.1B – Risk Assessment</i>

DECLARATION OF INTEREST

Chief Executive Officer, Mr André Schönfeldt declared a Proximity Interest in this item as funding for Gary Engel Park is being considered as part of the Parks & Reserves Asset Management Plan. Mr Schönfeldt advised that he owns and resides in property that is adjacent to the park.

Chief Executive Officer, Mr André Schönfeldt declared an Impartiality Interest in this item as the Building Asset Management Plan forms part of the Strategic Financial Plan. Mr Schönfeldt's wife and son are members of the Eaton Combined Playgroup Association Incorporated - Eaton Family Centre that is included in the BAMP.

As per Resolution 137-21 of this meeting Mr André Schönfeldt remained in the room.

DECLARATION OF INTEREST

Cr. P S Robinson declared a Financial Interest in this item with regard to Schedule 5, Page 10 of the SFP – in relation to Fire Control Officer allowances. Cr. P S Robinson advised that he is a Fire Control Officer and will receive an allowance.

Cr. P S Robinson advises that he has a letter of participation approval from the Department of Local Government, Sport & Cultural Industries (DLGSC) Executive Director – Local Government dated 26 May 2021 to remain in the room and fully participate in the discussion and decision making relating to Item 12.4.1.

Cr. P S Robinson remained in the room.

DECLARATION OF INTEREST

Cr. P S Robinson declared an Impartiality Interest in 'Item 12.4.1 – Strategic Financial Plan 2021/22 - 2030/31' with regard to Schedule 8, page 22 of the SFP in relation to donations where the Crooked Brook Forest group are to receive a \$1,000 donation.

Cr. P S Robinson is a member of the Crooked Brook Forest Group and advises that as a consequence there may be a perception that his impartiality on the matter may be affected. Cr. P S Robinson declares that I will consider this matter on its merits and vote accordingly.

DECLARATION OF INTEREST

Cr. S Gillespie declared a Proximity Interest in this item discussions/decisions that relate to the expansion/upgrade of the pathway between Pratt Road and Hands Avenue are included in the Strategic Financial Plan and Cr. S Gillespie lives on Pratt Road.

As per Resolution 138-21 of this meeting Cr. S L Gillespie remained in the room during discussion on this item and advised she would leave during voting on the matter.

DECLARATION OF INTEREST

Cr. T G Gardiner declared a Proximity Interest in this item as discussions/decisions that relate to the Road Asset Management Plan forms part of the Strategic Financial Plan 2021/22 – 2030/31. Within the RAMP, Henty Road is considered for funding.
Cr. T G Gardiner is an adjacent land holder to Henty Road.

As per Resolution 138-21 of this meeting Cr. T G Gardiner remained in the room during discussion on this item and advised she would leave during voting on the matter.

DECLARATION OF INTEREST

Cr. M T Bennett declared a Proximity Interest in this item as the Pathway Asset Management Plan forms part of the Strategic Financial Plan 2021/22 – 2030/31. Within the PAMP, consideration to funding of the expansion/upgrade of the pathway between Pratt Road and Hands Avenue.

Cr. M T Bennett owns property on Pratt Road and therefore has a proximity interest.

As per Resolution 138-21 of this meeting Cr. M T Bennett remained in the room during discussion on this item and advised she would leave during voting on the matter.

Overview

Council is requested to consider and endorse the Strategic Financial Plan 2021/22-2030/31 which has been updated as part of the annual review of the Long Term Financial Plan, Corporate Business Plan, Asset Management Plans and Workforce Plan.

Background

Council is requested to review and receive the Strategic Financial Plan for 2021/22. This document is provided under a separate cover (Appendix ORD: 12.4.1A – Under Separate Cover). The Strategic Financial Plan provided in the appendices includes the various Asset Management Plans Summary Programs.

Council's Corporate Planning Framework (Chart 1) articulates the financial planning framework, systems and processes that are included as part of the annual review and updated of the Strategic Financial Plan.

The Strategic Financial Plan is a rolling 10 year forecasting and planning document primarily focused on the long term financial plan and asset planning. The asset management plans not only plan project expenditure and their timing, but also incorporate funding planning through the setting aside of monies into respective reserve funds to ensure projects are funded in the planned year of activity.

The Strategic Financial Plan includes the following documents;

a) *Long Term Financial Plan*

The purpose of this Plan is to project the financial income and expenditure of Council for the next 10 years, and in doing so determine the rating, grant and other income requirements. The Long Term Financial Plan is an integrated financial model which incorporates the financial requirements associated with the Workforce Plan, Asset Management Plans and other Service Strategies, and was presented and adopted by Council [OCM 115-21] in a separate report on the 28th of April 2021.

In adopting the Long Term Financial Plan 2021/22-2030/31, Council have endorsed a proposed rate revenue increase of 3.0% for 2021/22 (with a 0% increase in minimum rates), and 4.0% thereafter. Year one of the Long Term Financial Plan forms the foundation of the 2021/22 budget. The following table summarises the projected rate revenue increases and end of financial year surplus / (deficit) for the next 10 years:

	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
Rate Increase	3.0%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%
Surplus / (Deficit)	\$27,057	\$24,558	\$6,095	\$13,067	\$25,731	\$26,038	\$48,690	\$147,521	\$176,884	\$223,618

b) *Debt Management Plan*

The general purpose of this document is to plan and monitor Council's debt levels and to note any proposed new loans. The Debt Management Plan consolidates all Councils current & future borrowings into one document that allows the impact of new borrowing decisions to be readily identified.

The Debt Management Plan was presented to the Integrated Planning Committee meeting on the 17th of March 2021, and was subsequently adopted by Council [OCM 75-21] on the 31st of March 2021. As part of the deliberations associated with the Long Term Financial Plan where a number of building projects were brought forward on the works program, and the introduction of FOGO Waste bins, changes have occurred to the loan schedule previously adopted by Council. The Debt Management Plan incorporated within the Strategic Financial Plan has been updated to reflect those changes endorsed by Council.

c) *Reserve Funds Plan*

This document summarises Reserve Fund requirements for the period of the Long Term Financial Plan. It consolidates the proposed funding that will be required to meet existing asset funding gaps and specific large operating expenses, while highlighting those Restricted and Unrestricted Reserve funds.

The Reserve Funds transfers for the various Asset Management Plans was presented to the Integrated Planning Committee meeting on the 17th of March 2021, and was subsequently adopted by Council [OCM 80-21 to 88-21] on the 31st of March 2021. As part of the deliberations associated with the Long Term Financial Plan where a number of building projects were brought

forward on the works program, changes have occurred to some of the reserve transfers which were presented and adopted by Council [OCM 115-21] on the 28th of April 2021.

The following table summarises the projected total reserve funds available over the next 10 years (\$ million):

	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
Restricted	5.24	4.85	4.70	4.73	4.76	4.81	4.87	4.96	5.07	5.61
Unrestricted	11.13	7.56	5.19	4.88	5.00	5.42	5.52	6.34	7.15	8.11
TOTAL	\$16.37	\$12.412	\$9.89	\$9.61	\$9.77	\$10.23	\$10.39	\$11.30	\$12.23	\$13.72

d) *Rating Strategy*

This document defines and articulates Council's rating objectives associated with a General Rating methodology, and incorporates the decisions made by Council during the 2021/22 Long Term Financial Plan review process. The Rating Strategy also includes the principles around the raising of a Bulk Waste Collection Specified Area Rate, the Eaton Landscaping Specified Area Rate, the Minimum Rate payment, and Discounts and Concessions applied for Pensioners, Seniors, Early Payment and Concessions.

The Rating Strategy was presented to the Integrated Planning Committee meeting on the 17th of March 2021, and was subsequently adopted by Council [OCM 74-21] on the 31st March 2021 based on a 2% rate increase for 2021/22, followed by a 3% increase for the next four years, and 4% thereafter. As part of the deliberations associated with the Long Term Financial Plan 2021/22-2030/31, Council endorsed [OCM 115-21] a revised proposed rate revenue increase of 3.0% for 2021/22 (with a 0% increase in minimum rates), and 4.0% thereafter.

e) *Workforce Plan*

This document details staffing levels for the next 10 years. The Draft 2021/22 - 2030/31 Workforce Plan was presented to the Integrated Planning Committee meeting on the 17th of March 2021, and was subsequently adopted by Council [OCM 78-21] on the 31st of March 2021.

The following table summarises the projected Full-time Equivalent (FTE) staffing numbers for the next 10 years:

	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
FTE Numbers	115.27	115.57	116.57	119.37	120.37	122.07	124.77	125.97	126.67	126.87

The final Workforce Plan staffing levels have been incorporated into the Long Term Financial Plan adopted by Council [OCM 115-21] on the 28th of April 2021.

f) *10 Year Building Asset Plan – 2021/22*

This is a 10 year asset management budget. It details the construction, additions and major maintenance of Council buildings.

g) *10 Year Engineering Plant & Vehicle Asset Plan – 2021/22*

This is a 10 year asset management budget. It details the acquisition and replacement of works plant & vehicles within Council's Infrastructure Services Department.

h) 10 year Executive & Compliance Vehicle Asset Plan – 2021/22

This is a 10 year asset management budget. It details the acquisition and replacement of Councils Executive & Compliance vehicle fleet.

i) 10 year Information Technology Asset Plan – 2021/22

This is a 10 year asset management budget. It details the acquisition and replacement of Councils Information Technology hardware and software requirements.

j) 10 year Eaton Recreation Centre Equipment Asset Plan – 2021/22

This is a 10 year asset management budget. It details the acquisition and replacement of gym and other equipment at the Eaton Recreation Centre.

k) Road Asset Management Plan Summary – 2021/22

This asset management plan details Council's road transport preservation and expansion requirements.

l) Pathway Asset Management Plan Summary – 2021/22

This asset management plan details Council's pathway network preservation and expansion requirements.

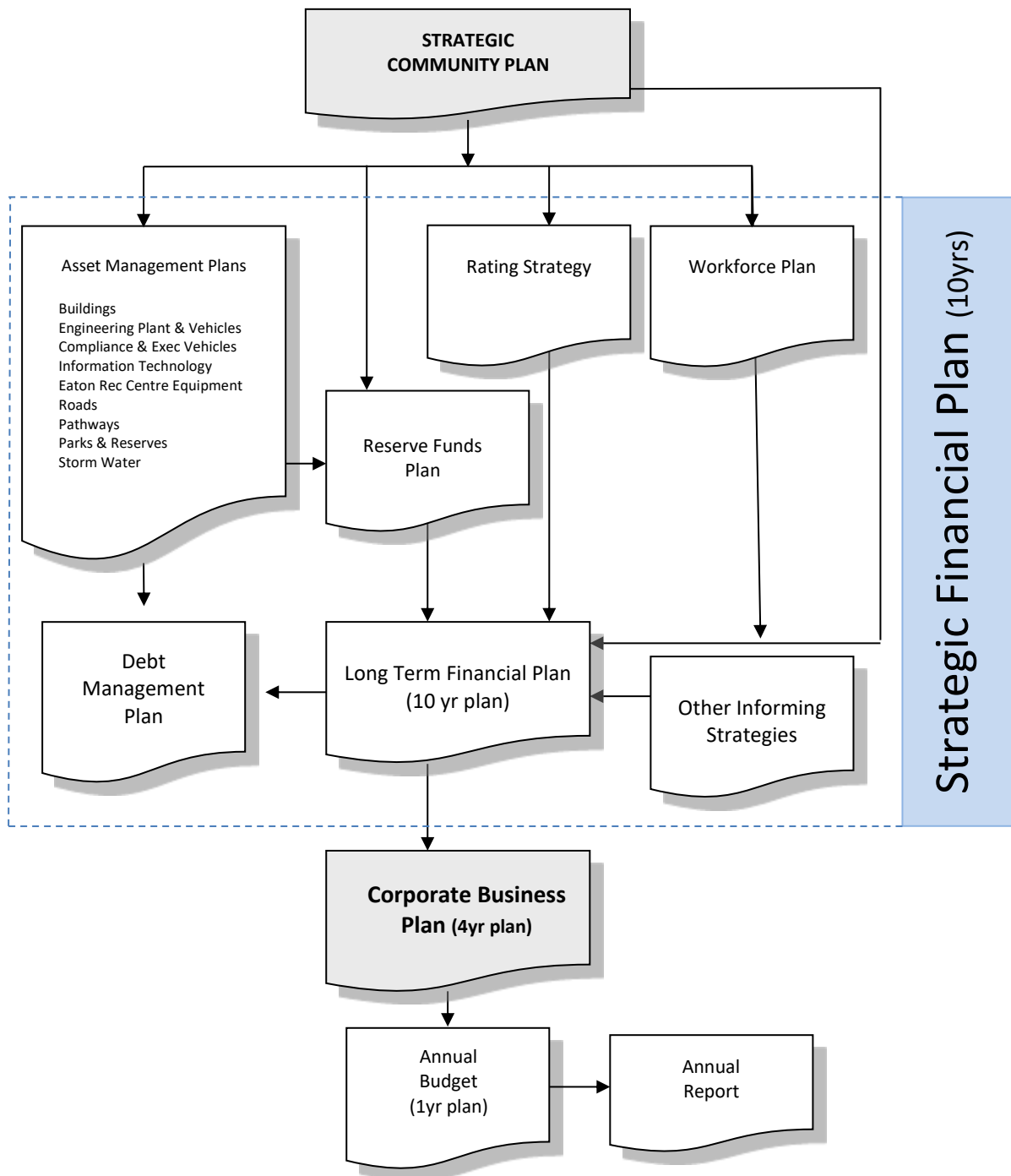
m) Parks & Reserves Asset Management Plan Summary – 2021/22

This asset management plan details Council's Parks & Reserves preservation and upgrades.

n) Storm Water Asset Management Plan Summary – 2021/22

This asset management plan details Council's storm water assets identified for major drainage upgrades.

Corporate Planning Flow Chart
(Chart 1)



Legal Implications

Local Governments are required to adopt a Long Term Financial Plan. It is a 10 year rolling plan that informs the Corporate Business Plan (4yr plan) to activate the Strategic Community Plan priorities.

Council has a legislative requirement to comply with section 5.56 of the Local Government Act 1995, which requires all local governments to produce a 'Plan for the Future' of its district, with the Strategic Community Plan and Corporate Business Plan making up this Plan.

Local Government (Administration) Regulations 1996:

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

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

- (1) *A local government is to ensure that a corporate business plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.*
- (2) *A corporate business plan for a district is to cover the period specified in the plan, which is to be at least 4 financial years.*
- (3) *A corporate business plan for a district is to —*
 - (a) *set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government's priorities for dealing with the objectives and aspirations of the community in the district; and*
 - (b) *govern a local government's internal business planning by expressing a local government's priorities by reference to operations that are within the capacity of the local government's resources; and*
 - (c) *develop and integrate matters relating to resources, including asset management, workforce planning and long term financial planning.*
- (4) *A local government is to review the current corporate business plan for its district every year.*
- (5) *A local government may modify a corporate business plan, including extending the period the plan is made in respect of and modifying the plan if required because of modification of the local government's strategic community plan.*
- (6) *A council is to consider a corporate business plan, or modifications of such a plan, submitted to it and is to determine* whether or not to adopt the plan or the modifications.*
*Absolute majority required.
- (7) *If a corporate business plan is, or modifications of a corporate business plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.*

Strategic Community Plan

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

Environment - None.

Precedents

This Strategic Financial Plan is adopted annually and is the lead document for the Annual Budget and Long Term Financial Planning.

Budget Implications

The Strategic Financial Plan impact on the budget is in line with 2021/22 forecasts.

Budget – Whole of Life Cost

Financial commitments made within these plans will be included in the Corporate Business 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 CnG CP018 – *Corporate Business Plan & Long Term Financial Plan* outlines the objective and requirements to enable the annual budget to be adopted by the end of June each year.

Risk Assessment

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

Tier 2 – ‘Low’ or ‘Moderate’ Inherent Risk.	
Risk Event	Strategic Financial Plan 2021/22 - 2030/31
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 various plans and financial projections.</p> <p>Financial The financial implications associated within the elements of the Strategic Financial Plan can affect the financial sustainability of Council.</p> <p>Reputational The inclusion of projects and works within the various plans within the Strategic Financial Plan build community expectation.</p>

Officer Comment

Financial planning as a driver of the Annual Budget has greatly enhanced Council’s ability to plan in detail the priority, affordability and timing of future community projects. These plans not only forecast expenditure requirements, but more importantly, plan for cash flow requirements necessary to fund planned activity.

The Long Term Financial Planning process indicates a Local Government’s long term financial sustainability and allows early identification of financial issues and their longer term impacts.

Upon adoption of the Strategic Financial Plan, staff will continue to develop the Annual Budget. The Annual Budget provides the opportunity to fine tune the estimates from year 1 the Long Term Financial Plan, therefore it is anticipated that there will be some minor changes in the final budget document.

Council Role - Executive/Strategic.

Voting Requirements - Simple Majority.

DECLARATION OF INTEREST

Following discussions, Cr. M T Bennett and Cr. T G Gardiner left the room [6.25pm] having declared an interest in this item.

Cr. S L Gillespie had left the room earlier at 6.22pm.

Cr. P S Robinson assumed the chair.

Change to Officer Recommendation - No Change.

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

151-21 MOVED - Cr. C N Boyce SECONDED - Cr. P S Robinson

THAT Council adopts the 2021/22 Strategic Financial Plan (Appendix ORD: 12.4.1A – Under Separate Cover), inclusive of the updates to the Plans and Strategies noted in the Council agenda report.

CARRIED
3/2

Note: Cr. M T Bennett, Cr. T G Gardiner and Cr. S L Gillespie returned to the room [6.27pm].

12.4.2 Title: New Reserve Accounts - Eaton Public Open Space; Dardanup Public Open Space and Burekup Public Open Space

Reporting Department:	<i>Corporate & Governance Directorate</i>
Reporting Officer:	<i>Mrs Natalie Hopkins - Manager Financial Services</i>
Legislation:	<i>Local Government Act 1995</i>
Attachments:	<i>12.4.2 – Risk Assessment</i>

Overview

This report is presented to Council to endorse the creation of three (3) new Reserve Accounts pursuant to legislative requirements under the Planning and Development Act 1995 Regulation 154. The three (3) new Reserve Accounts recommended to be created are:

- Eaton Public Open Space Reserve Account;
- Dardanup Public Open Space Reserve Account; and
- Burekup Public Open Space Reserve Account.

Background

A Reserve Account is an account established under section 6.11 of the *Local Government Act 1995* for setting aside money for a specific purpose to be used in a future period. The Reserve Account, or Reserve Fund as it is sometimes referred to, must be consolidated with the Municipal Fund when reporting the financial position of a local government.

Recent changes to the *Planning and Development Act 195 Regulation 154* that were enacted in December 2020 now require Public Open Space Funds to be held in a Reserve Account. Prior to this recent change in legislation ‘money paid in lieu of open space’ (i.e. Public Open Space Funds paid to Council by developers) was required to be held in a Trust Account as under section 6.9 of the *Local Government Act 1995* and in accordance with the regulations at that time.

It is proposed the following new Reserve Accounts are created within this 2020/21 financial year to allow for the transfer of existing Public Open Space funds held in Council’s Trust Account to the new Reserve Accounts:

Reserve Account Name	Purpose of the Reserve Account
Eaton Public Open Space Reserve	Established to account for Developer Contributions to Public Open Space in Eaton in accordance with the Planning and Development Act 1995.
Dardanup Public Open Space Reserve	Established to account for Developer Contributions to Public Open Space in Dardanup in accordance with the Planning and Development Act 1995.
Burekup Public Open Space Reserve	Established to account for Developer Contributions to Public Open Space in Burekup in accordance with the Planning and Development Act 1995.

Legal Implications

Local Government Act 1995

6.11. Reserve accounts

- (1) Subject to subsection (5), where a local government wishes to set aside money for use for a purpose in a future financial year, it is to establish and maintain a reserve account for each such purpose.
- (2) Subject to subsection (3), before a local government —
 - (a) changes* the purpose of a reserve account; or
 - (b) uses* the money in a reserve account for another purpose,
 it must give one month's local public notice of the proposed change of purpose or proposed use.
 * Absolute majority required.
- (3) A local government is not required to give local public notice under subsection (2) —
 - (a) where the change of purpose or of proposed use of money has been disclosed in the annual budget of the local government for that financial year; or
 - (b) in such other circumstances as are prescribed.
- (4) A change of purpose of, or use of money in, a reserve account is to be disclosed in the annual financial report for the year in which the change occurs.
- (5) Regulations may prescribe the circumstances and the manner in which a local government may set aside money for use for a purpose in a future financial year without the requirement to establish and maintain a reserve account.

Local Government (Financial Management) Regulations 1996

17. Reserve accounts, title of etc.

- (1) A reserve account is to have a title that clearly identifies the purpose for which the money in the account is set aside.
- (2) In the accounts, annual budget and financial reports of the local government a reserve account is to be referred to —
 - (a) in the information required by regulations 27(g) and 38, by its full title; and
 - (b) otherwise, by its full title or by an abbreviation of that title.
 [Regulation 17 amended: Gazette 20 Jun 1997 p. 2839.]

18. When local public notice not required for change of use of money in reserve account (Act s. 6.11(3)(b))

A local government is not required to give local public notice of a proposed change of use of money in a reserve account —

- (a) where the money is to be used to meet expenditure authorised by the mayor or president under section 6.8(1)(c); or
- (b) where the total amount to be so used does not exceed \$5 000 in a financial year; or
- (c) where each of the following conditions is satisfied —
 - (i) a decision to change the use of the money is made while there is in force a state of emergency declaration applying to the district, or part of the district, of the local government;
 - (ii) the local government considers that the change of use is required to address a need arising from the hazard, or from the impact or consequences of the hazard, to which the state of emergency declaration relates;
 - (iii) the decision and the reasons for it are recorded in the minutes of the meeting at which the decision is made.

36. *Annual financial report, content of (Act s. 6.4(2))*

- (1) *The annual financial report is to include —*
- (a) *a statement setting out all movements of money to and from reserve accounts which has not been included in the income statement but which has been included in the rate setting statement; and...*

38. *Reserve accounts, information about in annual financial report*

- (1) *In relation to each reserve account, the annual financial report is to include details of —*
- (a) *the purpose for which the money in the account is set aside; and*
- (b) *the amount set aside during the financial year; and*
- (c) *the amount used during the financial year; and*
- (d) *the opening balance brought forward on 1 July; and*
- (e) *the closing balance at 30 June; and*
- (f) *if the money held in a financial institution or institutions is insufficient to match the corresponding asset account in the balance sheet —*
- (i) *the extent of the insufficiency; and*
- (ii) *the reason for the insufficiency; and*
- (iii) *when the insufficiency is likely to be made up;*
- and*
- (g) *when the local government anticipates the money in the account will be used; and*
- (h) *if the purpose of the account was changed or if money in the account was used for another purpose —*
- (i) *the purpose for which the money was used; and*
- (ii) *the amount changed or used; and*
- (iii) *the objects of, and reasons for, the change or use.*
- (2) *In relation to an asset re-valuation reserve established in accordance with the AAS, the annual financial report is not to include the details set forth in subregulation (1).*

Planning and Development Act 1995.

154. *Money paid in lieu of open space, application of*

- (1) *All money received by a local government under section 153 is to be paid into a separate reserve account established and maintained under the Local Government Act 1995 section 6.11 for the purposes set out in subsection (2)(a) to (d).*
- (2) *The money is to be applied —*
- (a) *for the purchase of land by the local government for parks, recreation grounds or open spaces generally, in the locality in which the land included in the plan of subdivision referred to in section 153 is situated; or*
- (b) *in repaying any loans raised by the local government for the purchase of any such land; or*
- (c) *with the approval of the Minister, for the improvement or development as parks, recreation grounds or open spaces generally of any land in that locality vested in or administered by the local government for any of those purposes; or*
- (d) *with the approval of the Commission, in reimbursing an owner (the **first owner**) of land included in a joint subdivision agreement for land that has been set aside and vested for parks, recreation grounds or open space where —*
- (i) *the first owner set aside a greater proportion of land than another owner (the **second owner**); and*
- (ii) *as a consequence, the local government and the Commission approved of the second owner paying to the local government a sum in lieu of land being set aside for that purpose and that sum, or the relevant proportion of that sum, being reimbursed to the first owner for the excess proportion of land set aside by the first owner.*
- (3) *If interest is earned from the investment of moneys held under subsection (1), that money is to be applied for a purpose set out in subsection (2).*

Strategic Community Plan

Strategy 1.1.3-Monitor and ensure compliance with the regulatory framework for local government governance and operations. (Service Priority: High)

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

Environment - None.

Precedents

Council has previously created new Reserve Accounts as part of the Annual Budget process. The creation of the three (3) new Reserve accounts is a legislative requirement under the *Planning and Development Act 1995* and the *Local Government Act 1995*.

Budget Implications

Council's Public Open Space Funds are currently held in the Eaton, Dardanup and Burekup Public Open Space Trust Accounts.

On endorsement of the resolution by Council, all Public Open Space funds held will be transferred from Council's Trust Bank Account to the new Reserve Accounts. It is expected the transfer will occur early June 2021 to ensure Council complies with all legislative requirements in a timely manner, and prior to financial statements preparation for the year ending on the 30th of June 2021.

The forecast Reserve Balances as at the 30th of June 2021 are:

Reserve Account Name	Estimated Balance at 30 June 2021
Eaton Public Open Space Reserve	\$411,960 less budgeted (20/21) transfers from POS - \$210,000 Eaton Skate Park - \$61,200 Peninsula Lakes Park = \$140,760
Dardanup Public Open Space Reserve	\$97,543
Burekup Public Open Space Reserve	\$349,188

Budget – Whole of Life Cost - None.

Council Policy Compliance

Compliance to Council Policy CnG CP128 – *Significant Accounting Policies* Policy.

Risk Assessment

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

Tier 2 – 'Low' or 'Moderate' Inherent Risk.	
Risk Event	New Reserve Accounts - Eaton Public Open Space; Dardanup Public Open Space and Burekup Public Open Space
Inherent Risk Rating (prior to treatment or control)	Low (1 - 4)

Tier 2 – ‘Low’ or ‘Moderate’ Inherent Risk.	
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.
Risk Category Assessed Against	Financial Risk of misstatement in the Annual Budget and / or Annual Financial Statements.
	Legal and Compliance Risk of Council breaching the Local Government Act 1995; Planning and Development Act 1995. Risk that Public Open Space funds collected by Council are not held in the correct Reserve Accounts as per legislative requirements.
	Reputational Loss of reputation through non-compliance or mismanagement of funds.

Officer Comment

Council is to consider the creation of three new Public Open Space Reserve accounts that will be used to hold funds paid to Council by developers for the future development of public open space within the Shire of Dardanup.

The change in legislation is reflective of a similar statutory change over 10 years ago which then required the Public Open Space funds to be held in a ‘Trust Account’. The decision to move the funds from Council’s Trust Account to three new Public Open Space Reserve Accounts (Eaton, Dardanup and Burekup) is simply a regulatory requirement that Council is encouraged to support.

The majority of funds currently held for Public Open Space is money paid in lieu of open space. Regulation 154 of the Planning and Development Act 1995 requires the approval of the Minister to grant permission to Council to utilise and ‘spend’ any Public Open Space funds held in the account/s.

Council Role - Executive/Strategic.

Voting Requirements - Simple Majority.

Change to Officer Recommendation - No Change.

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

152-21 MOVED - Cr. T G Gardiner SECONDED - Cr. M R Hutchinson

THAT Council:

1. Supports the establishment of three (3) new Reserve Accounts as follows:

Reserve Account Name	Purpose of the Reserve Account
Eaton Public Open Space Reserve	Established to account for cash-in-lieu of Public Open Space contributions in Eaton in accordance with the Planning and Development Act 1995.

Reserve Account Name	Purpose of the Reserve Account
Dardanup Public Open Space Reserve	Established to account for cash-in-lieu of Public Open Space contributions in Dardanup in accordance with the Planning and Development Act 1995.
Burekup Public Open Space Reserve	Established to account for cash-in-lieu of Public Open Space contributions in Burekup in accordance with the Planning and Development Act 1995.

2. Acknowledges the transfer of Public Open Space Funds from Council's Trust Account to the new Reserve Accounts will be processed prior to the 30th of June 2021;
3. Notes the new Reserve Accounts will be included in the annual financial statements for the year ending on the 30th of June 2021, and subsequent budgets and reporting periods thereafter.

CARRIED
8/0

12.4.3 Title: Monthly Statement of Financial Activity for the Period Ended on the 30th of April 2021

Reporting Department: Corporate & Governance Directorate
Reporting Officer: Mr Ray Pryce - Accountant
Legislation: Local Government Act 1995
Attachments: 12.4.3A – Risk Assessment
 12.4.3B – Statement of Financial Activity to 30 April 2020

Overview

This report presents the monthly Financial Statements for the period ended on the 30th of April 2021 for Council adoption.

Background

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

Legal Implications

Local Government Act 1995 – Section 6.4

6.4. *Financial Report*

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

Local Government (Financial Management) Regulations 1996 r. 34

Part 4 — Financial Reports — s. 6.4

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

(1A) *In this regulation —*

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

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

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

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

Strategic Community Plan

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

Environment - None.

Precedents

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

Budget Implications

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

Budget – Whole of Life Cost - None.

Council Policy Compliance

CnG CP036 Investment Policy & CnG CP128 Significant Accounting Policies

Risk Assessment

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

Tier 2 – ‘Low’ or ‘Moderate’ Inherent Risk.	
Risk Event	Monthly Statement of Financial Activity for the Period Ended 30 April 2021
Inherent Risk Rating (prior to treatment or control)	Moderate (5 - 11)
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.
Risk Category Assessed Against	Legal and Compliance Non-compliance with the legislative requirements that results in a qualified audit.
	Reputational Non-compliance that results in a qualified audit can lead stakeholders to question the Council’s ability to manage finances effectively.

Tier 2 – ‘Low’ or ‘Moderate’ Inherent Risk.		
	Financial	Not monitoring ongoing financial performance would increase the risk of a negative impact on the financial position.

Officer Comment

The Monthly Financial Report for the period ended on the 30th of April 2021 is contained in (Appendix ORD: 12.4.3B) and consists of:

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

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

The Statement of Financial Activity includes the end-of-year surplus brought forward from 2019/20 of \$474,501, with a forecast surplus at the 30th of June 2021 of \$169,558 based on current officer estimates of annual operations.

Note 2 – Explanation of material variances. 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 2020/21 for reporting material variances is 5% or \$25,000, whichever is greater.

At the 30th of April 2021, the net current position (closing funds) shows a surplus of \$4,446,317 as opposed to the year-to-date budget estimate of a deficit of \$470,954. Although there are numerous variances, the difference is substantially due to the timing of acquisition and construction of Council assets and associated revenues from grants, contributions and reserve transfers. Generally, the budget is prepared on the basis of an even spread of grant revenue and asset acquisition costs across the year. However, most of the capital works are being carried out in the latter part of this year and the timing of receipt of some associated grants is linked to the construction timing. Officers expect that some asset acquisition and construction projects may not be completed by 30 June 2021 and need to be carried over to the 2021/22 budget. Details of these are currently being collated and will be reported in the next monthly financial report to the Council as well as incorporated into the 2021/22 Draft Budget.

Additional details are provided in Note 2 with the reasons for revenue or expenditure variances exceeding the minimum reportable variance level for the various reporting programs and asset classes.

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 \$23,611,665 consists of \$5,000,000 unrestricted municipal funds and \$18,611,665 Reserve Account funds. It is mainly invested with AA rated Australian banks (87% of the portfolio). Yield return on bank term deposit investments remain subdued in a period of generally worldwide record low interest rates. Government and Reserve Bank stimulus measures in place to assist with economic stability and recovery amid the Covid-19 pandemic are contributing to the low interest rate regime.

Council Role - Executive/Strategic.

Voting Requirements - Simple Majority.

Change to Officer Recommendation - No Change.

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

153-21 MOVED - Cr. P S Robinson SECONDED - Cr. C N Boyce

THAT Council receives the Monthly Statement of Financial Activity (Appendix ORD: 12.4.3B) for the period ended on the 30th of April 2021.

CARRIED
8/0

12.4.4 Title: Schedule of Paid Accounts as at the 7th of May 2021

Reporting Department:	Corporate & Governance Directorate
Reporting Officer:	Ms Jasmine Sillifant – Accounts Payable Officer
Legislation:	Local Government (Financial Management) Regulations 1996
Attachments	12.4.4 – Risk Assessment

Overview

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

Background

Council delegates authority to the Chief Executive Officer annually:

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

Legal Implications

Local Government Act 1995

S6.5. Accounts and records

Local Government (Financial Management) Regulations 1996

R11. Payments, procedures for making etc.

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

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

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

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

- (2) A list of accounts for approval to be paid is to be prepared each month showing —
 - (a) for each account which requires council authorisation in that month —
 - (i) the payee’s name; and
 - (ii) the amount of the payment; and
 - (iii) sufficient information to identify the transaction; and
 - (b) the date of the meeting of the council to which the list is to be presented.

- (3) A list prepared under subregulation (1) or (2) is to be —
 - (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
 - (b) recorded in the minutes of that meeting.

Strategic Community Plan

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

Environment - None.

Precedents

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

Budget Implications

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

Budget – Whole of Life Cost - None.

Council Policy Compliance

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

Risk Assessment

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

Tier 2 – ‘Low’ or ‘Moderate’ Inherent Risk.		
Risk Event	Schedule of Paid Accounts as at the 7 th of May 2021	
Inherent Risk Rating (prior to treatment or control)	Moderate (5 - 11)	
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.	
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.	
Risk Category Assessed Against	Financial	Not monitoring ongoing financial performance would increase the risk of a negative impact on the financial position.
	Reputational	Non-compliance that results in a qualified audit can lead stakeholders to question the

Tier 2 – ‘Low’ or ‘Moderate’ Inherent Risk.		
		Council’s ability to manage finances effectively

Officer Comment

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

Council Role - Executive/Strategic.

Voting Requirements - Simple Majority.

Change to Officer Recommendation - No Change.

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

154-21 MOVED - Cr. T G Gardiner SECONDED - Cr. C N Boyce

THAT Council receives the Schedule of Paid Accounts report from 10/04/2021 to 07/05/2021 as follows:

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
ELECTRONIC FUNDS TRANSFER					
EFT42215	15/04/2021	A1 Sign Shop	Dual Use Pathway Signs - Collie River Foreshore at Asphalt Pathway Section	MUNI	316.66
EFT42216	15/04/2021	Advanced Cleaning South West	Cleaning of Shire Facilities - February & March 2021	MUNI	9,384.74
EFT42217	15/04/2021	Advanced Traffic Management WA P/L	Supply Traffic Management - Eaton Drive Expansion - 24/03/2021 - 30/03/2021, 6/04/2021 & Ferguson Road 24/03/2021	MUNI	8,201.33
EFT42218	15/04/2021	Amity Signs	Rural Street Number Sign	MUNI	64.90
EFT42219	15/04/2021	Ampol Australia Petroleum Pty Ltd	Fuel - Shire Vehicles March 2021	MUNI	16,192.03
EFT42220	15/04/2021	Ash Chowdhury	2020/21 Uniform Reimbursement	MUNI	112.95
EFT42221	15/04/2021	Australian Tax Office	PAYG Withholding Fortnight Ending 16/04/2021	MUNI	76,449.00
EFT42222	15/04/2021	B & B Street Sweeping Pty Ltd	Street Sweeping x 8 Locations	MUNI	1,188.00
EFT42223	15/04/2021	Barry Allen Electrical Services	Lighting Repairs at Wells Recreational Park For 3 Lighting Towers	MUNI	462.00
EFT42224	15/04/2021	Bell Fire Equipment Company Pty Ltd	Breakmaker Fire Rake/Hoe Hand tool - 6 Prong x 2	MUNI	297.00
EFT42225	15/04/2021	Boc Ltd	Dry Ice for Environmental Health Department	MUNI	21.94
EFT42226	15/04/2021	Brownes Foods Operations Pty Ltd	ERC - Cafe Order	MUNI	109.20
EFT42227	15/04/2021	Built Right Approvals	Contract Work - Swimming Pool Inspections (49) & Relief Hours Building Surveyor 5/03/2021, 8/03/2021 & 12/03/2021	MUNI	3,971.00
EFT42228	15/04/2021	Bunbury Coffee Machines	ERC - Cafe Order	MUNI	464.00
EFT42229	15/04/2021	Bunbury Harvey Regional Council	Banksia Road - Organics & Waste Disposal and Hook Bin Hire - March 2021	MUNI	1,262.13

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT42230	15/04/2021	Bunbury Mower Service	10L 2 Stroke Oil, 20L Bar Oil & 6 Fuel Filters - Blade Sharpening	MUNI	438.95
EFT42231	15/04/2021	Bunbury Psychological Services	Counselling Services - Employee Assistance Program	MUNI	308.00
EFT42232	15/04/2021	Bunbury Subaru	Replace Damaged Windscreen - DA429	MUNI	1,941.62
EFT42233	15/04/2021	Bunbury Tyrepower - Picton	Replacement of Tyres - DA698 & DA8457	MUNI	4,986.00
EFT42234	15/04/2021	Bunnings Group Limited	Tools and Materials For Depot & Items for Crèche Worm Farm	MUNI	504.54
EFT42235	15/04/2021	Burekup Bush Fire Brigade	Reimbursement For Telstra Bills July 2020 - March 2021, Hot Water System and Light Assembly For 1.4	MUNI	2,129.67
EFT42236	15/04/2021	Caterlink	ERC - Roband Grill Station - Model GSA810S	MUNI	1,118.70
EFT42237	15/04/2021	Ciphertel Pty Ltd T/A Gateway Internet Services	Monthly Account For Point to Point Microwave Service - March 2021	MUNI	2,893.00
EFT42238	15/04/2021	Civilcon	Emergency Repair of Water Leak at Eaton Administration Office	MUNI	260.70
EFT42239	15/04/2021	Cleanaway	Various Services for March 2021	MUNI	55,483.48
EFT42240	15/04/2021	Cleanaway Solid Waste Pty Ltd	Landfill Waste & Kerbside Collection - 25/03/2021 - 7/04/2021	MUNI	13,725.93
EFT42241	15/04/2021	Coates Civil Consulting Pty Ltd	Road Design Partial Claim - Ferguson Road, Henty Road & Venn Road Upgrades	MUNI	27,527.50
EFT42242	15/04/2021	Danthonia Designs	Burekup Entry Statement - Production Drawings and Engineering	MUNI	1,781.73
EFT42243	15/04/2021	Dapco Tyre and Auto Centre	Vehicle Services - DA648; DA 8673; DA 9406; Trailer Tyres	MUNI	2,102.15
EFT42244	15/04/2021	Dardanup Gas	Two Gas Bottles for Dardanup Office	MUNI	237.00
EFT42245	15/04/2021	Dardanup Heritage Collective	L1 QR Event Grant - Dardanup Heritage Collective Showcase	MUNI	500.00
EFT42246	15/04/2021	Dardanup Horse and Pony Club	Payment of Approved Regional Tourism Grant - One Day Event 2021	MUNI	3,000.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT42247	15/04/2021	Dave Lanfear Consulting Pty Ltd	Sport and Recreation Plan - 10% On Completion of Final Report	MUNI	3,234.00
EFT42248	15/04/2021	Department of Planning Lands and Heritage	2021 South West Heritage Conference - 23/04/2021 - Planning Officers x 2	MUNI	300.00
EFT42249	15/04/2021	Deputec Pty Ltd	ERC - Deputy Roster Software - March 2021	MUNI	90.70
EFT42250	15/04/2021	Diesel Force	Repairs to Replace Turbo Line - DA873	MUNI	683.88
EFT42251	15/04/2021	Donna Bailye	2020/21 Uniform Reimbursement	MUNI	270.46
EFT42252	15/04/2021	Earth 2 Ocean Communications	Repairs Required For Two Way Radio DA8222	MUNI	115.50
EFT42253	15/04/2021	Eaton Community College	Payment For Shire Use of Electricity, Water & Newspapers As Per Agreement	MUNI	1,754.49
EFT42254	15/04/2021	Ella Geluk-Howarth	2020/21 Uniform Reimbursement	MUNI	8.87
EFT42255	15/04/2021	Engie Mechanical Services WA Pty Ltd	Major Service of Eaton Administration Office - Various Air-conditioning Units	MUNI	599.50
EFT42256	15/04/2021	Exetel Pty Ltd	Exetel 200/200Mbit Data Communications - April 2021	MUNI	1,250.00
EFT42257	15/04/2021	Flush-Away Plumbing	Degassing of 75 Fridges and Freezers	MUNI	1,500.00
EFT42258	15/04/2021	Fresh Floral Studio	Sympathy Flowers	MUNI	75.00
EFT42259	15/04/2021	Henry Mcinnes	Summer Sounds - Cadell Park - 1 x 40 Minute Set, Sound check and Travel Costs	MUNI	200.00
EFT42260	15/04/2021	Howson Technical	Project Management Services - Various Projects - 16/03/2021 - 31/03/2021	MUNI	8,360.00
EFT42261	15/04/2021	IPWEA National	IPWEA E-Book Subscription (All Publications) and Joining Fee	MUNI	3,162.50
EFT42262	15/04/2021	Jonathan Christopher & Moira Julia Johns	Rates Refund	MUNI	124.65

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT42263	15/04/2021	Judith Anne Withers	Refund of Bond For Animal Cage	MUNI	150.00
EFT42264	15/04/2021	Kayli Plank	2020/21 Uniform Reimbursement	MUNI	25.00
EFT42265	15/04/2021	Kleenit Pty Ltd	Cleaning of Bins at Watson Reserve	MUNI	330.00
EFT42266	15/04/2021	Kmart	Craft Items For Vacation Care	MUNI	125.00
EFT42267	15/04/2021	Landgate	DOLA Online Property Search - April 2021	MUNI	26.70
EFT42269	15/04/2021	Mark Atherton	Reimbursement For Renewal of High Risk Work License - Forklift	MUNI	42.50
EFT42270	15/04/2021	Market Creations	Graphic Design For Waste Services Community Engagement	MUNI	5,500.00
EFT42271	15/04/2021	Marketforce	Public Notices and Advertising for Feb/March 2021	MUNI	6,063.95
EFT42272	15/04/2021	Nara Training and Assessing	Beginners Forklift Training - Administration Officer - Depot - 11/03/2021 & 12/03/2021	MUNI	420.00
EFT42273	15/04/2021	Nickolas Farnsworth	Reimbursement For High Risk Work Licence & Passport Photos	MUNI	62.45
EFT42274	15/04/2021	Nightguard Security Service	Security Callout Service - March 2021	MUNI	198.00
EFT42275	15/04/2021	Nutrition Systems	ERC - Cafe Order	MUNI	173.25
EFT42276	15/04/2021	Onsite Rental Group	Hire of Temporary Office Behind Eaton Admin Centre	MUNI	1,397.55
EFT42277	15/04/2021	Perfect Landscapes	Mowing Week Commencing 29/03/2021	MUNI	4,554.00
EFT42278	15/04/2021	PFI Supplies	Cleaning Supplies For Eaton Admin Office and Depot	MUNI	149.45
EFT42279	15/04/2021	Phil Anastasakis	Parking to Attend Moore Australia Budgeting Workshop in Perth on 12/03/2021	MUNI	23.22
EFT42280	15/04/2021	Robert Hannes Seewald	Refund of Bond For Cat Cage Hire	MUNI	150.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT42281	15/04/2021	Securepay Pty Ltd	Bank Fees - Securepay Web & IVR Credit Card Payments - March 2021	MUNI	33.79
EFT42282	15/04/2021	SMR Psychology	Employee Assistance Program - Counselling	MUNI	374.00
EFT42283	15/04/2021	Spotlight Pty Ltd	Items For Vacation Care Craft	MUNI	17.32
EFT42284	15/04/2021	St John Ambulance Western Australia Ltd	Heart start Defibrillator Battery - Eaton Administration Building & Replacement Vehicle Kit	MUNI	314.89
EFT42285	15/04/2021	Suez Recycling & Recovery (Perth) Pty Ltd	Monthly Kerbside Recycling Processing - March 2021	MUNI	1,130.42
EFT42286	15/04/2021	Synergy	Electricity Account For 3 x Shire Sites	MUNI	2,105.05
EFT42287	15/04/2021	Taylor Burrell Barnett	Local Development Plan - Lot 2 Banksia Rd - Project Inception, Ldp Design and Preparation	MUNI	7,671.51
EFT42288	15/04/2021	Team Viewer Germany Gmbh	Teamviewer Corporate Subscription Renewal 19/03/2021 to 18/03/2022	MUNI	2,120.00
EFT42289	15/04/2021	Telstra	Satellite Phones x 3 & Dardanup Office Fax - April 2021	MUNI	236.94
EFT42290	15/04/2021	Toll Transport	Postage & Freight - Health Samples - 25/02/2021 & 26/03/2021	MUNI	21.46
EFT42291	15/04/2021	Total Eden Pty Ltd	Decoders - Gary Engel Park	MUNI	888.83
EFT42292	15/04/2021	Tutt Bryant Hire	Hire of Multi Tyre Roller & Drum Roller - 28/02/2021 - 31/03/2021	MUNI	8,145.98
EFT42293	15/04/2021	Veolia Environmental Services (Australia) Pty Ltd	Clean Out Drainage Pits - Millard Street & Hale Street	MUNI	1,201.75
EFT42294	15/04/2021	Winc Australia Pty Ltd	Stationery Order - Eaton Admin Centre & Eaton Community Library	MUNI	813.08
EFT42295	15/04/2021	Woolworths Group Limited	ERC and Eaton Admin Grocery Purchases	MUNI	477.58
EFT42296	15/04/2021	Work Clobber	PPE Uniform Order - Principal Works Supervisor	MUNI	409.35

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT42297	22/04/2021	2040 Outreach Pty Ltd	5 x Signed 2040 Books Used As Part of Community Consultation and Engagement On Vision 2050.	MUNI	225.23
EFT42298	22/04/2021	Access Wellbeing Services	Employee Assistance Program Consultations	MUNI	176.00
EFT42299	22/04/2021	Alinta	ERC Electricity Account - 16/03/2021 - 19/04/2021	MUNI	3,935.98
EFT42300	22/04/2021	All Seasons Sanctuary Golf Resort Bunbury	Venue Hire - 19/03/2021 - Executive and Managers Planning Day	MUNI	1,475.00
EFT42301	22/04/2021	Amity Signs	2 x Signs for ERC, 4 x Street Signs for Various Locations and Sand Bags for Eaton Drive	MUNI	655.05
EFT42302	22/04/2021	Angela Winter	CPR Refresher for 27 x Participants & Provide First Aid Course for 2 x Participants	MUNI	1,770.00
EFT42303	22/04/2021	Ash Chowdhury	2020/21 Uniform Reimbursement	MUNI	219.85
EFT42304	22/04/2021	Bailey Harkness	Umpire Recoup 20/04/2021	MUNI	67.50
EFT42305	22/04/2021	Boc Ltd	ERC - Hire of Oxygen Bottle - March 2021	MUNI	12.54
EFT42306	22/04/2021	Brandicoot	Monthly Web Hosting For Shire Sites - March 2021	MUNI	935.05
EFT42307	22/04/2021	Brownes Foods Operations Pty Ltd	ERC - Stock Purchases	MUNI	182.37
EFT42308	22/04/2021	Bunbury Bearings	4 Male Elbow Air Fittings For DA628	MUNI	33.00
EFT42309	22/04/2021	Bunbury Geographe Economic Alliance	Minor Sponsorship Package - Regional Tourism Grant - South West Future Jobs Skills Forum 2021	MUNI	3,300.00
EFT42310	22/04/2021	Bunbury Mower Service	Parts For Hedge Trimmers and Small Chainsaws	MUNI	392.50
EFT42311	22/04/2021	Bunbury Psychological Services	Counselling Services - Employee Assistance Program	MUNI	154.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT42312	22/04/2021	Bunnings Group Limited	Parts and Repairs for Maintenance at Shire Sites, Cement/Concrete for Eaton Drive, Garvey Road & Dowdells Line & Concrete Cutting Blades	MUNI	2,139.53
EFT42313	22/04/2021	Cameron Baker	Umpire Recoup 21/04/2021	MUNI	44.00
EFT42314	22/04/2021	CFM - Myzone	ERC - Mz-Switch & Coloured Straps	MUNI	1,100.55
EFT42315	22/04/2021	Cineads Australia Pty Ltd	ERC - Scheduled Media Screening January 2021	MUNI	1,100.00
EFT42316	22/04/2021	City of Bunbury	Cat & Dog Pound Sustenance Fees - March 2021	MUNI	207.40
EFT42317	22/04/2021	Cleanaway	Waste and Recycle Bin Deliveries, Repairs and Replacements - March 2021 & Bin Hire for Movies by Moonlight Eaton	MUNI	2,598.46
EFT42318	22/04/2021	Cleanaway Solid Waste Pty Ltd	Landfill Waste & Kerbside Collection 8/04/2021 - 14/04/2021	MUNI	5,744.97
EFT42319	22/04/2021	Connect Call Centre Services	After Hours Call Centre Service - March 2021	MUNI	591.31
EFT42320	22/04/2021	Coventry Group Limited T/A Konnect	PTO Shear Bolts M10 x 70	MUNI	56.47
EFT42321	22/04/2021	Dardanup Art Spectacular	Regional Tourism Grant	MUNI	3,100.00
EFT42322	22/04/2021	David Lovett	2020/21 Uniform Reimbursement	MUNI	259.85
EFT42323	22/04/2021	Diesel Force	Grader Service - DA9774	MUNI	3,043.43
EFT42324	22/04/2021	Donna Bastow	Umpire Recoup 21/04/2021	MUNI	110.00
EFT42325	22/04/2021	Donna Nicholls	Umpire Recoup 19/04/2021 & 20/04/2021	MUNI	157.50
EFT42326	22/04/2021	Eaton Pet Vet	Veterinary Consultation and Supply Fees - April 2020	MUNI	190.00
EFT42327	22/04/2021	Elders Real Estate Southern Districts Estate Agency	Rates Refund	MUNI	1,069.76
EFT42328	22/04/2021	Eve Yoga	ERC - Yoga Sessions Eve Yoga x 6 - 7/04/2021 - 17/04/2021	MUNI	360.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT42329	22/04/2021	Go Electrical Contracting	ERC - East North Grandstand Repairs Underneath and Control Cable	MUNI	297.00
EFT42330	22/04/2021	Grace Records Management	Records Management - March 2021	MUNI	600.68
EFT42331	22/04/2021	Gresley Abas Pty Ltd	Concept Design and Additional Scope - ERC Revitalisation Project - Final Claim	MUNI	7,216.00
EFT42332	22/04/2021	Hayley June Castle	Rates Refund	MUNI	400.00
EFT42333	22/04/2021	Heatley's	Chain Set - 3.5T for Eaton Drive Extension Project	MUNI	352.00
EFT42334	22/04/2021	Hynes Contracting	Spreading of Mulch at Tourist Bay to be Reimbursed by MRWA	MUNI	550.00
EFT42335	22/04/2021	Illion Australian Pty Ltd (Tenderlink)	Tenderlink Public Notice Fee - RFQ F0210290 - DA9287	MUNI	198.00
EFT42336	22/04/2021	Information Enterprises Australia	Course - EDRMS Training Techniques - IDS Officers x 2 - 28/04/2021 and 29/04/2021	MUNI	445.50
EFT42337	22/04/2021	IPWEA National	ISO TC251 Asset Management Update - Webinar - 20/04/2021- Senior Assets Officer	MUNI	187.00
EFT42338	22/04/2021	James Reilly	2020/21 Uniform Reimbursement	MUNI	369.97
EFT42339	22/04/2021	Jasmine Sillifant	2020/21 Uniform Reimbursement	MUNI	148.87
EFT42340	22/04/2021	Jason Cartledge	Umpire Recoup 21/04/2021	MUNI	66.00
EFT42341	22/04/2021	Jim's Test and Tag	Electrical Test and Tag 2020/21 x 5 Sites	MUNI	1,212.56
EFT42342	22/04/2021	Karyn Rowe	Umpire Recoup 19/04/2021 & 20/04/2021	MUNI	180.00
EFT42343	22/04/2021	Kate & Regan Rodney Pye	Rates Refund	MUNI	1,761.00
EFT42344	22/04/2021	Landgate	Valuations - March 2021	MUNI	406.08

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT42345	22/04/2021	Larry Price	Repairs to Ride On Mower - DA10105	MUNI	909.66
EFT42346	22/04/2021	Local Government Professionals Australia WA	ERC - Training for Team Leader - Finance For Non-Financial People Workshop	MUNI	380.00
EFT42347	22/04/2021	Lorris May Carter	Rates Refund	MUNI	396.00
EFT42348	22/04/2021	Lucy Owen-Conway	2020/21 Uniform Reimbursement	MUNI	124.97
EFT42349	22/04/2021	Marketforce	Public Notices x 2 - South Western Times Advertising	MUNI	1,091.20
EFT42350	22/04/2021	Mckayhla Pomare	Umpire Recoup 21/04/2021	MUNI	110.00
EFT42351	22/04/2021	McLeod's Barristers and Solicitors	Legal Advice	MUNI	345.61
EFT42352	22/04/2021	MGM Bulk Pty Ltd	Supply and Deliver MRWA Base course Spec. Gravel - Eaton Drive Expansion - 665 Tonnes	MUNI	15,361.50
EFT42353	22/04/2021	Peta Nolan	2020/21 Uniform Reimbursement	MUNI	80.00
EFT42354	22/04/2021	PFD Food Services Pty Ltd	ERC - Stock Purchases	MUNI	759.35
EFT42355	22/04/2021	PFI Supplies	Cleaning Supplies - Shire Sites	MUNI	309.45
EFT42356	22/04/2021	Quest Conveyancing Pty Ltd	Rates Refund	MUNI	598.05
EFT42357	22/04/2021	Rain Bird Australia Pty Ltd	Irrigation Sim Cards x 2 From March 2021 - May 2023	MUNI	416.90
EFT42358	22/04/2021	Roldan Tomas	Umpire Recoup 21/04/2021	MUNI	66.00
EFT42359	22/04/2021	Schweppes Australia Pty Ltd	ERC - Stock Purchases	MUNI	837.89
EFT42360	22/04/2021	SMR Psychology	Employee Assistance Program - Counselling	MUNI	187.00
EFT42361	22/04/2021	SOS Office Equipment	Photocopier Meter Reading - Shire Printers - March 2021	MUNI	5,958.51

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT42362	22/04/2021	South West Mechanical & Fleet Services	Diesel Fuel - Eaton Drive Extension	MUNI	175.56
EFT42363	22/04/2021	South West Psychology & Consultancy	Counselling Services - Employee Assistance Program	MUNI	176.00
EFT42364	22/04/2021	Southwest Ventures T/A Geographe Ford/Bunbury Hyundai	First Service DA9668	MUNI	470.00
EFT42365	22/04/2021	Spotlight Pty Ltd	Payment of Approved L1 QR Community Grant- Dardanup Knits and Knots Craft Group	MUNI	501.00
EFT42366	22/04/2021	Statewide Cleaning Supplies Pty Ltd	ERC - Gym Cleaning Wipes	MUNI	1,083.50
EFT42367	22/04/2021	Synergy	Electricity Account For Eaton Admin Centre, Gary Engel Park & Depot 16/03/2021 - 20/04/2021	MUNI	7,714.05
EFT42368	22/04/2021	Taj Kempe Photography	Photographer - Youthfest 2021- Final Payment	MUNI	250.00
EFT42369	22/04/2021	Te Wairimu Elinor Pomare	Umpire Recoup 21/04/2021	MUNI	88.00
EFT42370	22/04/2021	Telstra	Telephone and Various Lines For Eaton Admin Centre	MUNI	6,022.46
EFT42371	22/04/2021	Therese Price	Umpire Recoup 19/04/2021 & 20/04/2021	MUNI	180.00
EFT42372	22/04/2021	Total Team Building	Facilitation of Sustainable Development Team Building - 22/04/2021	MUNI	2,999.00
EFT42373	22/04/2021	Totally Workwear	PPE - Works Crew - Pants x 3, Jacket x 1, Shirts x 5	MUNI	777.70
EFT42374	22/04/2021	Troy Williamson	2020/21 Uniform Reimbursement	MUNI	207.98
EFT42375	22/04/2021	Vanessa Rose Black	Umpire Recoup 20/04/2021	MUNI	90.00
EFT42376	22/04/2021	West Australian Newspapers Ltd	Subscription For West Australian Newspapers April 2021 - July 2021	MUNI	164.34
EFT42377	22/04/2021	Western Australia Treasury Corporation	Loan 61 Repayment	MUNI	14,573.75
EFT42378	22/04/2021	Winc Australia Pty Ltd	ERC - Stationery	MUNI	299.48

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT42379	22/04/2021	Woolworths Group Limited	ERC - Stock Purchases & Eaton Admin Grocery Items	MUNI	410.31
EFT42380	22/04/2021	Work Clobber	PPE - Works Crew - Pants x 3, Boots x 2	MUNI	406.85
EFT42381	22/04/2021	Zoe Hill	Umpire Recoup 19/04/2021	MUNI	90.00
EFT42382	29/04/2021	21 Graphic Design Pty Ltd	Graphic Design and Creation of Artwork For Community News - March 2021	MUNI	99.00
EFT42383	29/04/2021	Advanced Traffic Management WA P/L	Traffic Management - Ironstone Road Ferguson - Tree Pruning Works	MUNI	1,008.84
EFT42384	29/04/2021	Allegiance Security Personnel	Security Guards For Youthfest x 2	MUNI	440.00
EFT42385	29/04/2021	Amber Byrne	Refund For Winter Sports Season September - March 2021 - Paid Upfront at ERC	MUNI	270.00
EFT42386	29/04/2021	Angela Winter	Provide First Aid Course x 6	MUNI	635.00
EFT42387	29/04/2021	Aquachill	Hire of Plumbed-In Water Cooler For 12 Months (April 2021 - April 2022) - Eaton Admin Office	MUNI	686.40
EFT42388	29/04/2021	Arbor Guy	Prune Marri Tree Gardiner Street Near Skatepark - Burekup	MUNI	638.00
EFT42389	29/04/2021	Aussie Building Specialists and Geotech	Site Inspection For Assessment of Existing Centre Post Footing. Issue Certificate of Structural Adequacy	MUNI	990.00
EFT42390	29/04/2021	Australian Tax Office	PAYG Fortnight Ending 30/04/2021	MUNI	76,681.00
EFT42391	29/04/2021	Bailey Harkness	Umpire Recoup 27/04/2021	MUNI	67.50
EFT42392	29/04/2021	BGC Construction	Eaton Bowling Club Redevelopment - Design & Construct - Progress Claim No. 5	MUNI	121,177.47
EFT42393	29/04/2021	Boyanup Capel Dardanup Football Club - Eaton Boomers FC	Eaton Sports Club - Cleaning Fee In Lieu of Hall Hire Citizenship Ceremony 10 March 2021	MUNI	85.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT42394	29/04/2021	Brooke Mclean	Reimbursement For Flex Virtual Day 2	MUNI	69.00
EFT42395	29/04/2021	Buckingham Family Butchers	ERC - Roast Beef	MUNI	68.60
EFT42396	29/04/2021	Bullivants Pty Ltd - Sling Rig	Lifting Chains - Depot Maintenance	MUNI	612.70
EFT42397	29/04/2021	Bunbury Auto One	Trailer Electrical Plugs and Chain Oil	MUNI	64.30
EFT42398	29/04/2021	Bunbury Bus Hire & Tint A Car Bunbury	Bus Hire for Skatepark Tour	MUNI	785.40
EFT42399	29/04/2021	Bunbury Holden	Vehicle Service 165,000 - DA9279	MUNI	502.04
EFT42400	29/04/2021	Bunbury Machinery	New Pump for Quad Bike DA8979, Switches for Trailer, Rakes and Fluro Tape	MUNI	472.06
EFT42401	29/04/2021	Bunbury Mower Service	Blade Sharpening Service - Hedge Trimmers	MUNI	703.00
EFT42402	29/04/2021	Bunnings Group Limited	HASP and Staples, Silicon, Grinding Discs & Steel Tube for Watson Reserve - Pet Carriers & Wrenches for Ranger Services	MUNI	190.36
EFT42403	29/04/2021	Cameron Baker	Umpire Recoup 28/04/2021	MUNI	44.00
EFT42404	29/04/2021	Caroline Mears	Chair Yoga x 4 - Dardanup and Eaton	MUNI	260.00
EFT42405	29/04/2021	Charlee Jones	Performance For Youthfest 2021	MUNI	85.00
EFT42406	29/04/2021	Charlotte White	Mindfulness Through Watercolours - School Holiday Workshop	MUNI	200.00
EFT42407	29/04/2021	Cleanaway Solid Waste Pty Ltd	Landfill Waste & Kerbside Collection - 21/01/2021 - 27/01/2021 & 15/04/2021 - 21/04/2021	MUNI	10,791.48
EFT42408	29/04/2021	Cross Security Services	ERC - Security Monitoring - 1/04/2021 - 30/06/2021	MUNI	143.00
EFT42409	29/04/2021	City of Gosnells	Long Service Leave Contribution For Previous Employee (Liability held by Council)	MUNI	1,435.33

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT42410	29/04/2021	Danthonia Designs	Variation Production Drawings - Burekup Entry Statement Signage	MUNI	501.60
EFT42411	29/04/2021	Daryl Fishwick	Umpire Recoup 28/04/2021	MUNI	66.00
EFT42412	29/04/2021	Debbie Ey	Refund of Bond For Animal Cage Hire	MUNI	150.00
EFT42413	29/04/2021	Department of Premier and Cabinet	Publication of Dust Control Local Law	MUNI	538.92
EFT42414	29/04/2021	Department of Transport	Community Jetty Renewal Fee - May 2021 to May 2022	MUNI	42.20
EFT42415	29/04/2021	Discover Deadly	Walk On The Wild Side 2021 3 Hour - Discover Deadly Interactive Display	MUNI	907.63
EFT42416	29/04/2021	Dominos Eaton	Sustainable Development Team Building Day - 22/04/2021 - Catering	MUNI	229.15
EFT42417	29/04/2021	Donna Bastow	Umpire Recoup 28/04/2021	MUNI	132.00
EFT42418	29/04/2021	Donna Nicholls	Umpire Recoup 27/04/2021	MUNI	67.50
EFT42419	29/04/2021	Dormakaba Australia Pty Ltd	Periodic Maintenance - Eaton Office Automatic Door	MUNI	198.00
EFT42420	29/04/2021	Ebony Beresford	Refund For Winter Sports Season September 2020 - March 2021 Paid Upfront at ERC	MUNI	108.00
EFT42421	29/04/2021	Events West Pty Ltd	Walk On The Wild Side - Staging, Sound System Hire, Sound Tech, Marquees, Chairs and Tables	MUNI	3,042.12
EFT42422	29/04/2021	Go Electrical Contracting	ERC - Supply and Replace 3 x Led Tubes & Cable Extension for Score Clocks	MUNI	283.80
EFT42423	29/04/2021	Heatley's	Pro Vibe Anti Vibration Gloves - Various Sizes & Respirators x 5	MUNI	943.20
EFT42424	29/04/2021	Herbert Smith Freehill	Legal Advice - Proposed New Eaton Administration Project	MUNI	7,145.60

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT42425	29/04/2021	Howson Technical	Project Management Services - 1/04/2021 - 15/04/2021 - Various Projects	MUNI	7,315.00
EFT42426	29/04/2021	Hynes Contracting	Shier Reserve Concrete Pathway Including Mesh & Clarke Street Pathway Limestone and Gravel	MUNI	43,900.00
EFT42427	29/04/2021	Illion Australian Pty Ltd (Tenderlink)	Tender Advertising x 4 - January 2021	MUNI	792.00
EFT42428	29/04/2021	IPWEA - WA Division	Full Regional Member Delegate For The IPWEA Conference including Partner at Networking Dinner	MUNI	1,035.00
EFT42429	29/04/2021	Jason Cartledge	Umpire Recoup 28/04/2021	MUNI	66.00
EFT42430	29/04/2021	Jim's Test and Tag	Supply and Install Replacement 9 Volt Mains Smoke Alarms x 3 & Emergency Exit Signs x 2	MUNI	1,677.50
EFT42431	29/04/2021	Justine Eichner	Umpire Recoup 28/04/2021	MUNI	44.00
EFT42432	29/04/2021	K's Home Kitchen	Catering for Integrated Planning Committee Meeting 14/04/2021	MUNI	455.00
EFT42433	29/04/2021	Karyn Rowe	Umpire Recoup 27/04/2021	MUNI	90.00
EFT42434	29/04/2021	Kenny Pomare	Umpire Recoup 28/04/2021	MUNI	88.00
EFT42435	29/04/2021	Kent Lyon Architect	Contract Administration - Eaton Bowling Club	MUNI	6,402.00
EFT42436	29/04/2021	Kings Tree Care	Verge Tree Pruning 18 Denison Link	MUNI	1,210.00
EFT42437	29/04/2021	Lizzie McCormick	Refund of Bond For Animal Cage Hire	MUNI	150.00
EFT42438	29/04/2021	Madison Hancock	Umpire Recoup 27/04/2021	MUNI	67.50
EFT42439	29/04/2021	Maia Financial Pty Ltd	Nutanix Software Licensing Lease - 1/04/2021 - 30/06/2021 & Buyout of Leased Equipment	MUNI	11,532.04
EFT42440	29/04/2021	Malatesta Road Paving and Hotmix	Pile Road Primer Seal	MUNI	576.64

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT42441	29/04/2021	Mantrac	Machine Hire - Mulching Charterhouse Street & Reinstallation of Soccer Goal Burekup Oval	MUNI	3,487.00
EFT42442	29/04/2021	Matthew Pieter Mangano	2020/21 Uniform Reimbursement	MUNI	89.95
EFT42443	29/04/2021	Mckayhla Pomare	Umpire Recoup 28/04/2021	MUNI	88.00
EFT42444	29/04/2021	MJB Industries Pty Ltd	Precast Drainage Items - Eaton Drive Expansion	MUNI	50,182.17
EFT42445	29/04/2021	Moore Australia (WA) Pty Ltd	Financial Reporting Workshops - 12/03/2021 & 28/05/2021 - Manager Financial Services and Deputy CEO	MUNI	5,654.00
EFT42446	29/04/2021	Naturaliste Hygiene	Sharps Disposal Service April 2021 - Eaton Foreshore Public Toilets & Watson Street Reserve Public Toilets	MUNI	165.00
EFT42447	29/04/2021	Nutrien Ag Solutions	Gladiator 20L x 5 for Various Parks and Reserves	MUNI	605.00
EFT42448	29/04/2021	Paxon Consulting Group Pty Ltd	Final Consultancy Fees - Preparation of Business Case For Reticulated Gas From Burekup to Dardanup	MUNI	2,992.00
EFT42449	29/04/2021	Perfect Landscapes	Mowing Week Commencing 5/04/2021 & 12/04/2021	MUNI	8,943.00
EFT42450	29/04/2021	PFI Supplies	Mop, Hose & Soap - Eaton Admin and Eaton Foreshore Toilets	MUNI	88.50
EFT42451	29/04/2021	Renouf Fitness Equipment	Replacement Fitness Equipment - Slam Balls and Cable Attachments	MUNI	202.50
EFT42452	29/04/2021	Roldan Tomas	Umpire Recoup 28/04/2021	MUNI	44.00
EFT42453	29/04/2021	Rylee Justins	Refund For Winter Sports Season September 2020 - March 2021 Paid In Full at ERC	MUNI	162.00
EFT42454	29/04/2021	Select Music Agency Pty Ltd	Performance For Youthfest 2021	MUNI	750.00
EFT42455	29/04/2021	Shire of Capel	Report Writing For Local Government - 3 x Officers and One Late Cancellation	MUNI	1,836.88

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT42456	29/04/2021	Shire of Harvey	Bridge Maintenance Work Recoup - Investigate and Repair Lights On Treendale Bridge	MUNI	845.74
EFT42457	29/04/2021	Sophie Hart	Umpire Recoup 27/04/2021	MUNI	45.00
EFT42458	29/04/2021	SOS Office Equipment	Printers Rental - 11/02/2021 - 10/05/2021 - 10 x Printers	MUNI	14,355.00
EFT42459	29/04/2021	South West Septics	ERC - Grease Trap Empty 29/03/2021	MUNI	264.00
EFT42460	29/04/2021	Successful Projects	Project Management & Contract Administration - Administration Building Project - March 2021	MUNI	6,875.00
EFT42462	29/04/2021	SciTech Discovery Centre	SciTech at The Eaton Foreshore - School Holiday Program	MUNI	865.00
EFT42463	29/04/2021	T-Quip	TOP110-0624-03 Blade Atomic - TORO GM360	MUNI	397.80
EFT42464	29/04/2021	The Cafe Merchant	Catering For Youthfest Green Room	MUNI	125.00
EFT42465	29/04/2021	The Photography and Film Boutique	Walk On The Wildside 2021 - Virtual Photo booth	MUNI	770.00
EFT42466	29/04/2021	Therese Price	Umpire Recoup 27/04/2021	MUNI	67.50
EFT42467	29/04/2021	Timbered Services Pty Ltd	Timber Specialist Advice for Eaton Bowling Club Project	MUNI	396.00
EFT42468	29/04/2021	Toll Transport	Postage & Freight - For Brigades and Ranger Services	MUNI	160.89
EFT42469	29/04/2021	Undercover SW	Incursion For Vacation Care - Hire of 20 Laser Guns and Pop Up Tents	MUNI	600.00
EFT42470	29/04/2021	Western Australia Birds of Prey Centre	Walk On The Wild Side 3 Hour Birds of Prey Interactive Display	MUNI	1,350.00
EFT42471	29/04/2021	Woolworths Group Limited	Dog & Cat Treats For Walk On The Wildside Event & Milk For Eaton Office	MUNI	55.18
EFT42472	29/04/2021	Zachary Cloutman - Cloutz Event Hire	Amusements For Youthfest 2021 & Walk On the Wildside 2021	MUNI	2,467.21

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT42473	06/05/2021	21 Graphic Design Pty Ltd	Events Calendar April 2021 & School Holidays Events Calendar April 2021	MUNI	148.50
EFT42474	06/05/2021	Activ Industries Bunbury	Clean Up of Burekup Tennis Courts	MUNI	693.00
EFT42475	06/05/2021	Advanced Traffic Management WA P/L	Supply Traffic Management - Eaton Drive Expansion - 7/04/2021 - 20/04/2021	MUNI	3,528.80
EFT42476	06/05/2021	Akolade Pty Ltd	8th Annual National Economic Recovery & Development Forum 2021 - 16/06/2021 & 17/06/2021 - Director Sustainable Development	MUNI	2,418.90
EFT42477	06/05/2021	All Aussie Truck and Bobcat Services	Hire Truck and Bobcat for General Clean Up of Tip Site - March/April 2021	MUNI	1,980.00
EFT42478	06/05/2021	Allegiance Security Personnel	Walk On The Wildside - 18/04/2021 - 1 Security Guard	MUNI	220.00
EFT42479	06/05/2021	Amity Signs	ERC - New Sign For Gym Entrance	MUNI	181.50
EFT42480	06/05/2021	Amy Helen Lawrence	2020/21 Uniform Reimbursement	MUNI	30.00
EFT42481	06/05/2021	Australia Post	Monthly Invoice of Mail and Postage - April 2021	MUNI	1,330.35
EFT42482	06/05/2021	Australian Tax Office	PAYG Interim Payment Run 7/05/2021	MUNI	174.00
EFT42483	06/05/2021	Australind Landscaping Supplies	Marri Chip - Depot Maintenance, Soil Conditioner Karre and Peat for Dardanup Office Gardens	MUNI	873.50
EFT42484	06/05/2021	Australind Premix & S & J Excavations	8% Stabilised Sand for Eaton Drive Expansion	MUNI	5,852.00
EFT42485	06/05/2021	Avis Southwest Rentals	Hire of 12 Seater Van - Councillor Bus Trip	MUNI	220.37
EFT42486	06/05/2021	B & B Street Sweeping Pty Ltd	Road Sweeping - Charolais Mews & Sump Clean - Hale Street	MUNI	726.00
EFT42487	06/05/2021	Backyard Donuts - Grant Raynel	Youthfest 2021 Food Van Vouchers for Volunteers	MUNI	60.00
EFT42488	06/05/2021	Barry Allen Electrical Services	Repairs to Faulty GPO In Stationary Room	MUNI	159.50

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT42489	06/05/2021	BCE Surveying Pty Limited	Survey Services - Eaton Drive Expansion - March 2021 Interim Invoice	MUNI	5,256.44
EFT42490	06/05/2021	Bell Fire Equipment Company Pty Ltd	West Dardanup BFB - Water Tank Repairs	MUNI	1,100.00
EFT42491	06/05/2021	Better Telco Solutions Pty Ltd	Repair of A Broken Network Port For Engineering Printer	MUNI	240.63
EFT42492	06/05/2021	Big W	Recycle Tidy Bags & Books For Eaton Community Library	MUNI	26.25
EFT42493	06/05/2021	Brad Brooksby Consulting	Crooked Brook Rd Intersection With Ironstone Rd - Road Safety Audit	MUNI	570.63
EFT42494	06/05/2021	Brooke Scott	ERC - Sprint Cover On 9-01-2021 & 9-04-2021	MUNI	127.00
EFT42495	06/05/2021	Brownes Foods Operations Pty Ltd	ERC - Cafe Order	MUNI	106.53
EFT42496	06/05/2021	Built Right Approvals	Contract Relief - Building - 12/04/2021, 16/04/2021 & 19/04/2021 & 28 x Swimming Pool Inspections	MUNI	2,703.25
EFT42497	06/05/2021	Bunbury Community Radio Inc	Walk On The Wild Side - Event MC - 3 Hours	MUNI	150.00
EFT42498	06/05/2021	Bunbury Machinery	Laser Level Hire - Eaton Drive - 3 Weeks	MUNI	868.82
EFT42499	06/05/2021	Bunnings Group Limited	Fence Repair Tools and Materials For Tip Site & Supplies for Walk on the Wild Side Event	MUNI	270.15
EFT42500	06/05/2021	Buss Group	Rural Bridge Routine Maintenance	MUNI	22,206.63
EFT42501	06/05/2021	Buswest	Vacation Care - Excursion to Sykes Park	MUNI	181.50
EFT42502	06/05/2021	C.E.M. Alliance Pty Ltd	Dardanup Central Bushfire Station Building & Waterloo Bushfire Brigade Redevelopment - Progress Claim 20%	MUNI	200,996.40
EFT42503	06/05/2021	Carmel Boyce	Meeting Attendance & ICT Allowance	MUNI	1,158.92
EFT42504	06/05/2021	Caroline Mears	Walk On The Wild Side - Goat Yoga & Chair Yoga Sessions x 3 for April 2021	MUNI	445.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT42505	06/05/2021	Charlotte Mills	Umpire Recoup 5/05/2021	MUNI	22.00
EFT42506	06/05/2021	City of Bunbury	2020-2021 Cat Pound Sustenance Fees - April 2021	MUNI	572.55
EFT42507	06/05/2021	City of Busselton	Contribution to Busselton-Margaret River Airport Marketing Fund For 2020/2021	MUNI	2,200.00
EFT42508	06/05/2021	Citygate Properties Ptd Ltd	Walk On The Wild Side - Discovery Trail - 3 x \$25 Eaton Fair Vouchers	MUNI	75.00
EFT42509	06/05/2021	Cleanaway	Bins For Youth Fest Event In Burekup	MUNI	111.12
EFT42510	06/05/2021	Cleanaway Solid Waste Pty Ltd	Landfill Waste & Kerbside Collection - 22/04/2021 - 28/04/2021 & Hire of Bins at Transfer Station April 2021	MUNI	7,696.39
EFT42511	06/05/2021	Craven Foods	Cafe Stock	MUNI	358.00
EFT42512	06/05/2021	Cross Security Services	Alarm System Monitoring - 1/04/2021 - 30/06/2021	MUNI	286.00
EFT42513	06/05/2021	Daryl Fishwick	Umpire Recoup 5/05/2021	MUNI	154.00
EFT42514	06/05/2021	David John Leek T/A Acefire	Portable Fire Extinguishers - Servicing & Replacement - All Shire Sites	MUNI	4,323.44
EFT42515	06/05/2021	Dell Australia Pty Ltd	Service and Replacement Battery for Notebook Computer	MUNI	232.90
EFT42516	06/05/2021	Dell Financial Services Pty Ltd	Nutanix Server (Dell) Lease - 1/06/2021 - 31/08/2021	MUNI	2,983.75
EFT42517	06/05/2021	Diesel Force	Service For Tractor DA2833 & DA9774	MUNI	4,681.24
EFT42518	06/05/2021	Donna Bastow	Umpire Recoup 5/05/2021	MUNI	154.00
EFT42519	06/05/2021	Donna Nicholls	Umpire Recoup 3/05/2021	MUNI	90.00
EFT42520	06/05/2021	E.D Edwards & M Edwards - Chips, Flips and Sips	Food Truck Vouchers For Performers/Volunteers - Youthfest	MUNI	45.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT42521	06/05/2021	Eaton Vet Clinic	2020-2021 Animal Management Program (Sterilisation) - March 2021	MUNI	35.00
EFT42522	06/05/2021	Ecosystem Solutions Pty Ltd	Bushfire Management Plan For Waterloo BFB Development	MUNI	1,980.00
EFT42523	06/05/2021	Elliott's Irrigation Pty Ltd	Supply and Install An Iron Removal Filtration System & Perform Mainline Blowout - Watson Reserve	MUNI	13,942.50
EFT42524	06/05/2021	Engie Mechanical Services WA Pty Ltd	ERC - Air Conditioning Maintenance Meeting Room	MUNI	1,875.50
EFT42525	06/05/2021	Evan Mills	Umpire Recoup 5/05/2021	MUNI	110.00
EFT42526	06/05/2021	Eve Yoga	ERC - Yoga Sessions Eve Yoga - 21/04/2021, 23/04/2021 & 24/04/2021	MUNI	180.00
EFT42527	06/05/2021	Events West Pty Ltd	Youthfest 2021 - AV Sound, Lighting and Stage Equipment, Tables, Chairs and Portable Toilet Hire	MUNI	7,050.15
EFT42528	06/05/2021	Fit2Work	Australian Employee Police Checks - April 2021	MUNI	191.95
EFT42529	06/05/2021	Freestyle Now	Pop-Up Skate Ramps For Youthfest	MUNI	2,035.00
EFT42530	06/05/2021	Gabriella Hayward	2020/21 Uniform Reimbursement	MUNI	389.40
EFT42531	06/05/2021	Hart Sport	ERC - Pickle Ball Paddles x 4 and Balls, Netball Post Pads, Tennis Net Hanger x 4, Rigid Strapping Tape x 2 Tubes	MUNI	953.50
EFT42532	06/05/2021	Heatley's	Coveralls - Medium x 50	MUNI	683.10
EFT42533	06/05/2021	Hooleys Catering Company	Council Meeting Dinner - 28/04/2021 x 14 People	MUNI	742.00
EFT42534	06/05/2021	Howson Technical	Project Management Services - Various Projects - 16/04/2021 - 30/04/2021	MUNI	2,299.00
EFT42535	06/05/2021	IPWEA National	ISO TC251 Asset Management Update - Webinar - 20/04/2021 - Manager Assets	MUNI	187.00
EFT42536	06/05/2021	IT Vision Australia Pty Ltd	Pensioners & Seniors Rates Training - 23/04/2021 - Sonya Williams	MUNI	770.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT42537	06/05/2021	Jacob Thomas Munro	Rates Refund	MUNI	534.88
EFT42538	06/05/2021	Janice Patricia Dow	Meeting Attendance & ICT Allowance and Travel Allowance x 232km	MUNI	1,325.96
EFT42539	06/05/2021	Jason Cartledge	Umpire Recoup 5/05/2021	MUNI	110.00
EFT42540	06/05/2021	Jayne Lee Performance & Entertainment	Paint The Town Read MC at Walk On The Wild Side Event - 2 x Story time in the Park Sessions	MUNI	770.00
EFT42541	06/05/2021	Jim's Test and Tag	Supply and Install Replacement 10A RCD to Distribution Board - ERC	MUNI	220.00
EFT42542	06/05/2021	Jo Jingles South West	Jo Jingles Sessions March 2021 - 16 x Sessions	MUNI	2,640.00
EFT42543	06/05/2021	June Keil	Gardening Courses - Eaton Community Library x 2	MUNI	200.00
EFT42544	06/05/2021	Justine Eichner	Umpire Recoup 5/05/2021	MUNI	66.00
EFT42545	06/05/2021	Karyn Rowe	Umpire Recoup 30/04/2021, 3/05/2021 & 4/05/2021	MUNI	210.00
EFT42546	06/05/2021	Kylie's Magical Face Painting	Walk On The Wild Side - 3 Hours - 2 x Airbrush Face painters	MUNI	660.00
EFT42547	06/05/2021	Les Mills Asia Pacific	ERC - Monthly Licence Fees - May 2021	MUNI	974.70
EFT42548	06/05/2021	Luke Davies	Meeting Attendance & ICT Allowance	MUNI	1,158.92
EFT42549	06/05/2021	Mainline Plumbing	Replace Cistern Dardanup Hall & Supply and Install Hot Water System Eaton Senior Citizens	MUNI	2,540.00
EFT42550	06/05/2021	Malatesta Road Paving and Hotmix	Final Seal - Crooked Brook Road, Mountford Road & Pile Road and Primer Seal - Eaton Drive	MUNI	79,258.91
EFT42551	06/05/2021	Mark Richard Hutchinson	Meeting Attendance & ICT Allowance	MUNI	1,158.92
EFT42552	06/05/2021	Meet The Animals	Walk on the Wild Side Event - Petting Zoo	MUNI	850.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT42553	06/05/2021	Melody Wain - In Touch With Dog	Walk On The Wild Side - Dog Massage and Assessments	MUNI	600.00
EFT42554	06/05/2021	Michael Bennett	Local Government Allowance, Meeting Attendance & ICT Allowance	MUNI	3,838.25
EFT42555	06/05/2021	MJ Goods	Grout and Tile Cleaner	MUNI	32.65
EFT42556	06/05/2021	MJB Industries Pty Ltd	2 x 600 Single Pipe Headwalls - Shier Reserve Pathway	MUNI	736.32
EFT42557	06/05/2021	Natural Area Consulting Management Services	Bushfire Fuel Reduction Mitigation Treatments - Progress Claim 1 - Millars Creek and Watson Reserve	MUNI	2,640.00
EFT42558	06/05/2021	Neville John Chamberlain	Refund of Fee For Copy of Building Plans	MUNI	41.00
EFT42559	06/05/2021	NT Organic Industries Pty Ltd - Kelly Hope	Auslan Services - Youthfest 21	MUNI	240.00
EFT42560	06/05/2021	Officeworks Superstores Pty Ltd	A3 Laminator Grey and Envelopes	MUNI	324.25
EFT42561	06/05/2021	Onsite Rental Group	Hire of Temporary Office Behind Eaton Admin Centre - April 2021	MUNI	1,352.47
EFT42562	06/05/2021	Patricia Perks	Meeting Attendance & ICT Allowance	MUNI	1,158.92
EFT42563	06/05/2021	Perfect Landscapes	Mowing Week Commencing 19/04/2021	MUNI	4,389.00
EFT42564	06/05/2021	Peter Robinson	Local Government Allowance, Meeting Attendance & ICT Allowance	MUNI	1,697.84
EFT42565	06/05/2021	PFD Food Services Pty Ltd	ERC - Cafe Order	MUNI	886.30
EFT42566	06/05/2021	PFI Supplies	ERC - Cleaning Products	MUNI	977.40
EFT42567	06/05/2021	Qmani Pty Ltd	2020-21 Qmani Sms Monthly Charges - April 2021	MUNI	66.00
EFT42568	06/05/2021	Rachel O'Donoghue	Reimbursement For Purchase of Safety Fencing For Walk On The Wild Side Event	MUNI	71.50
EFT42569	06/05/2021	Raelene Tedd	Umpire Recoup 4/05/2021	MUNI	67.50

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT42570	06/05/2021	Regional Media Specialists P/L	Bulk Purchase of Newspaper Advertising Space For Community News - March & April 2021	MUNI	2,736.76
EFT42571	06/05/2021	Scapegoat Dairy	Walk On The Wild Side - Goat Yoga - Equipment and Goats Hire	MUNI	510.00
EFT42572	06/05/2021	Schweppes Australia Pty Ltd	ERC - Cafe Order	MUNI	783.80
EFT42573	06/05/2021	Securepay Pty Ltd	Bank Fees - 2020-2021 Securepay Web & IVR Credit Card Payments - April 2021	MUNI	6.07
EFT42574	06/05/2021	Signs Plus	Name Badges For Shire Staff	MUNI	51.50
EFT42575	06/05/2021	South West Compressors	Replace Pressure Switch - Dardanup Central	MUNI	288.27
EFT42576	06/05/2021	South West Mechanical & Fleet Services	Diesel Fuel - Eaton Drive	MUNI	660.54
EFT42577	06/05/2021	South West Sand Cleaning	Sand Cleaning x 11 Playgrounds	MUNI	5,967.45
EFT42578	06/05/2021	South West Tree Safe	Pruning Lot 5 Garvey Road and Height Pruning Outside Wren Oil including Traffic Management	MUNI	4,840.00
EFT42579	06/05/2021	Sportspower Bunbury	ERC - Sport Equipment 3 x Netballs, 1 Set Of Basketball Bibs	MUNI	160.00
EFT42580	06/05/2021	Spraymow Services	Carry Out Rural Weed Spraying and Supply and Apply Amendmax and Solid Tine Vertidrain of Playing Surfaces at Dardanup, Eaton and Glen Huon Ovals	MUNI	19,829.59
EFT42581	06/05/2021	St John Ambulance Western Australia Ltd	St John - Crew For Youthfest 10/04/2021 & Band-aids for Depot First Aid Kit	MUNI	360.80
EFT42582	06/05/2021	Stacey Gillespie	Meeting Attendance & ICT Allowance	MUNI	1,158.92
EFT42583	06/05/2021	State Library of Western Australia	Freight Recoup Dardanup & Eaton Library 2020/21	MUNI	1,539.12

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT42584	06/05/2021	Stephen Delane	Reimbursement For Purchase of Phone Cover	MUNI	19.95
EFT42585	06/05/2021	Suez Recycling & Recovery (Perth) Pty Ltd	Monthly Kerbside Recycling Processing - April 2021	MUNI	14,956.17
EFT42586	06/05/2021	Survey South	QUO F0151067 Provision of Survey Works For Dardanup West Road, Crooked Brook	MUNI	3,300.00
EFT42587	06/05/2021	Synergy	Electricity Charges for 9 x Shire Sites	MUNI	4,515.88
EFT42588	06/05/2021	T & V Fencing	Re-Programming of Gate Remotes - Depot	MUNI	110.00
EFT42589	06/05/2021	Tailtap	Tailtap Coaches For SW Skate Park Tour	MUNI	1,100.00
EFT42590	06/05/2021	Telstra	Telephone Use For West Dardanup BFB	MUNI	40.00
EFT42591	06/05/2021	The Photography and Film Boutique	Virtual Photo booth Hire - Youthfest 2021	MUNI	770.00
EFT42592	06/05/2021	The Workwear Group	Uniform Order - Teresa Partridge	MUNI	183.12
EFT42593	06/05/2021	Theona Christine Sloan	Presenting & Product For Library Workshop Kitchen Sunflower 28/04/2021	MUNI	147.98
EFT42594	06/05/2021	Therese Price	Umpire Recoup 30/04/2021, 3/05/2021 & 4/05/2021	MUNI	210.00
EFT42595	06/05/2021	Toll Transport	Postage & Freight - Waterloo BFB PPE	MUNI	10.73
EFT42596	06/05/2021	Toni Hotchin	Umpire Recoup 4/05/2021	MUNI	67.50
EFT42597	06/05/2021	Total Eden Pty Ltd	Valve Box Dardanup Oval, Mainline Repairs Eaton Foreshore, Sprinklers for Watson Reserve	MUNI	1,709.56
EFT42598	06/05/2021	Tutt Bryant Hire	Hire of Machinery for Eaton Drive Extension March/April 2021 & Excavator Hire Clarke Street and Hamilton Road	MUNI	24,286.76
EFT42599	06/05/2021	Tyrrell Gardiner	Meeting Attendance & ICT Allowance	MUNI	1,158.92
EFT42600	06/05/2021	Undercover SW	Laser Tag In Burekup - School Holidays	MUNI	500.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT42601	06/05/2021	Vanessa Rose Black	Umpire Recoup 3/05/2021 & 4/05/2021	MUNI	180.00
EFT42602	06/05/2021	WALGA	WALGA Breakfast With Hon John Carey MLA - Minister For Housing 20/05/2021 - CEO and Shire President	MUNI	110.00
EFT42603	06/05/2021	Wardandi Miya-K Kaadajiny Aboriginal Crp	Walk On The Wild Side - Welcome to Country and Stage Performance	MUNI	300.00
EFT42604	06/05/2021	Winc Australia Pty Ltd	Stationery Order - Eaton Community Library & ERC	MUNI	228.19
EFT42605	06/05/2021	WML Consultants	Proposed Road Network Upgrades Eaton Area - Design Consultancy to 23/04/2021	MUNI	1,691.25
EFT42606	06/05/2021	Woolworths Group Limited	Catering For Skate Park Tour	MUNI	257.99
EFT42607	06/05/2021	Work Clobber	PPE Principal Works Supervisor - 2 x Shirts & 2 x Jackets	MUNI	785.50
EFT42608	06/05/2021	World Eskrima Kali Arnis Federation Inc - Bunbury Eskrima	Self-Defence Workshop - March 2021	MUNI	200.00
CHEQUES					
24	06/05/2021	Department of Justice	Prosecution Notice Fees x 2 - 14/06/2021	MUNI	311.40
TRUST					
PAYROLL					
DD15674.1	16/04/2021	Aware Super Pty Limited	Payroll Deductions	MUNI	35,445.76
DD15674.2	16/04/2021	Hostplus	Superannuation Contributions	MUNI	571.33
DD15674.3	16/04/2021	Perpetual Wealth Focus Super Plan	Superannuation Contributions	MUNI	151.39
DD15674.4	16/04/2021	MLC Super Fund	Superannuation Contributions	MUNI	567.97

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
DD15674.5	16/04/2021	Colonial First State First Choice Wholesale Personal Super	Superannuation Contributions	MUNI	165.36
DD15674.6	16/04/2021	Diamond Sea Superannuation Fund	Payroll Deductions	MUNI	249.18
DD15674.7	16/04/2021	One Path Masterfund	Superannuation Contributions	MUNI	143.60
DD15674.8	16/04/2021	Suncorp Brighter Super	Superannuation Contributions	MUNI	207.89
DD15674.9	16/04/2021	AMP Flexible Super - Super Account	Superannuation Contributions	MUNI	123.10
DD15674.10	16/04/2021	Local Government Super	Superannuation Contributions	MUNI	232.58
DD15674.11	16/04/2021	Commonwealth Essential Super	Superannuation Contributions	MUNI	257.92
DD15674.12	16/04/2021	Asgard Infinity E Wrap Super	Superannuation Contributions	MUNI	272.29
DD15674.13	16/04/2021	Hesta Super Fund	Superannuation Contributions	MUNI	391.32
DD15674.14	16/04/2021	Rest Superannuation	Payroll Deductions	MUNI	977.45
DD15674.15	16/04/2021	The Bro Code Super Fund	Superannuation Contributions	MUNI	88.02
DD15674.16	16/04/2021	ANZ Smart Choice Super (Onepath Masterfund)	Superannuation Contributions	MUNI	175.83
DD15674.17	16/04/2021	Media Super	Superannuation Contributions	MUNI	522.66
DD15674.18	16/04/2021	MIML - Macquarie Super Accumulator	Payroll Deductions	MUNI	1,402.74
DD15674.19	16/04/2021	Australian super	Superannuation Contributions	MUNI	2,696.03

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
DD15674.20	16/04/2021	Burton Superannuation Fund	Superannuation Contributions	MUNI	257.93
DD15691.1	16/04/2021	Hostplus	Superannuation Contributions	MUNI	20.27
DD15706.1	30/04/2021	Aware Super Pty Limited	Payroll Deductions	MUNI	35,061.26
DD15706.2	30/04/2021	Media Super	Payroll Deductions	MUNI	574.91
DD15706.3	30/04/2021	Hostplus	Superannuation Contributions	MUNI	295.76
DD15706.4	30/04/2021	Perpetual Wealth Focus Super Plan	Superannuation Contributions	MUNI	170.04
DD15706.5	30/04/2021	MLC Super Fund	Superannuation Contributions	MUNI	567.97
DD15706.6	30/04/2021	Colonial First State First Choice Wholesale Personal Super	Superannuation Contributions	MUNI	165.36
DD15706.7	30/04/2021	Diamond Sea Superannuation Fund	Payroll Deductions	MUNI	254.71
DD15706.8	30/04/2021	One Path Masterfund	Superannuation Contributions	MUNI	140.87
DD15706.9	30/04/2021	Suncorp Brighter Super	Superannuation Contributions	MUNI	207.89
DD15706.10	30/04/2021	AMP Flexible Super - Super Account	Superannuation Contributions	MUNI	92.67
DD15706.11	30/04/2021	Local Government Super	Superannuation Contributions	MUNI	232.58
DD15706.12	30/04/2021	Asgard Infinity E Wrap Super	Superannuation Contributions	MUNI	272.29

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
DD15706.13	30/04/2021	Commonwealth Essential Super	Superannuation Contributions	MUNI	257.93
DD15706.14	30/04/2021	Hesta Super Fund	Superannuation Contributions	MUNI	391.00
DD15706.15	30/04/2021	Unisuper	Superannuation Contributions	MUNI	130.79
DD15706.16	30/04/2021	Rest Superannuation	Payroll Deductions	MUNI	959.18
DD15706.17	30/04/2021	The Bro Code Super Fund	Superannuation Contributions	MUNI	51.95
DD15706.18	30/04/2021	ANZ Smart Choice Super (Onepath Masterfund)	Superannuation Contributions	MUNI	625.36
DD15706.19	30/04/2021	MIML - Macquarie Super Accumulator	Payroll Deductions	MUNI	1,402.74
DD15706.20	30/04/2021	Australian super	Superannuation Contributions	MUNI	2,742.18
DD15706.21	30/04/2021	The Templeman Family Superannuation Fund	Superannuation Contributions	MUNI	49.35
DD15706.22	30/04/2021	Burton Superannuation Fund	Superannuation Contributions	MUNI	257.93
DD15718.1	30/04/2021	Aware Super Pty Limited	Superannuation Contributions	MUNI	139.88
CREDIT CARD					
DD15719.1	29/04/2021	Department of Transport	Special Series Number Plate Application - 275DA - Hayley Bowen	MUNI	200.00
DD15719.2	29/04/2021	Mailchimp	Monthly Subscription and Charge For Electronic Newsletters April 2021	MUNI	105.21

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
DD15719.3	29/04/2021	Facebook Ireland Limited	Community Events & Activities - Facebook & Instagram - 2020-21	MUNI	117.15
DD15719.4	29/04/2021	Commonwealth Bank of Australia	Credit Card Compromised and Now Cancelled (Columbian Peso) Disputed Transactions Will Be Refunded	MUNI	73.54
DIRECT DEBIT					
DD15683.1	15/04/2021	Sgfleet	Vehicle Maintenance Fee 2020/21	MUNI	1,181.34
DD15738.1	3/05/2021	Fitness on Demand	Monthly Fee	MUNI	148.45
INTERNATIONAL					
BPAY					
DD15692.1	21/04/2021	Alinta	ERC - Quarterly Invoice For Gas Consumption - 12/01/2021 - 13/04/2021	MUNI	140.40
DD15709.1	29/04/2021	linet Ltd	Broadband Services - 1/05/2021 - 1/06/2021	MUNI	239.94
REPORT TOTALS					1,445,245.37
EFT	1,352,762.72				
Muni Cheque	311.40				
Trust	0.00				
Payroll	89,965.22				
Credit Card	495.90				
Direct Debit	1,329.79				
International	0.00				
BPAY	380.34				
TOTAL	1,445,245.37				

CERTIFICATE of Chief Executive Officer

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



MR ANDRÉ SCHÖNFELDT
Chief Executive Officer

CARRIED
8/0

12.5 COMMITTEES

12.5.1 Title: Local Emergency Management Committee Meeting Minutes Held 12th of May 2021

Reporting Department: Sustainable Development Directorate
Reporting Officer: Mrs Kathleen Hault - Personal Assistant to Director Sustainable Development
Legislation: Local Government Act 1995
Attachments: 12.5.1A – LEMC Minutes

MINUTES OF THE SHIRE OF DARDANUP LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING HELD ON WEDNESDAY, THE 12th OF MAY 2021, AT SHIRE OF DARDANUP - ADMINISTRATION CENTRE EATON, COMMENCING AT 10.00AM.

Officer Comment

The Minutes of the Local Emergency Management Committee Meeting held on the 12th of May 2021 are attached (Appendix ORD: 12.5.1A).

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

155-21 MOVED - Cr. T G Gardiner SECONDED - Cr. C N Boyce

THAT Council receives the Minutes of the Local Emergency Management Committee Meeting held on the 12th of May 2021 (Appendix ORD: 12.5.1A).

CARRIED
8/0

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:

- | |
|---|
| <p><i>S 5.23 (1) Subject to subsection (2), the following are to be open to members of the public-</i></p> <ul style="list-style-type: none"> <i>(a) all Council meetings; and</i> <i>(b) all meetings of any committee to which a local government power or duty has been delegated.</i> <p><i>(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 -</i></p> <ul style="list-style-type: none"> <i>(a) a matter affecting an employee or employees;</i> <i>(b) the personal affairs of any person;</i> <i>(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;</i> <i>(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;</i> <i>(e) a matter that if disclosed, would reveal -</i> <ul style="list-style-type: none"> <i>(i) a trade secret;</i> <i>(ii) information that has a commercial value to a person; or</i> <i>(iii) information about the business, professional, commercial or financial affairs of a person,</i> <i>where the trade secret or information is held by, or is about, a person other than the local government;</i> <i>(f) a matter that if disclosed, could be reasonably expected to -</i> <ul style="list-style-type: none"> <i>(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;</i> <i>(ii) endanger the security of the local government's property; or</i> <i>(iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety;</i> <i>(g) information which is the subject of a direction given under section 23 (1a) of the Parliamentary Commissioner Act 1971; and</i> <i>(h) such other matters as may be prescribed.</i> <p><i>(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.</i></p> |
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OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

156-21 MOVED - Cr. P S Robinson SECONDED - Cr. C N Boyce

THAT in accordance with the Local Government Act 1995, S 5.23, the Council go Behind Closed Doors [6.30pm] to discuss a matter that relates to an employee or employees.

CARRIED

8/0

Note: All staff left the room [6.30pm] with the exception of Manager Governance & HR, Ms Cathy Lee. All elected members remained in the room.

16.1 Title: Minutes of the CEO Review Committee Meeting held on the 13th of May 2021

Reporting Department: Executive

Reporting Officer: Ms Cathy Lee - Manager Governance & HR

Legislation: Local Government Act 1995

Attachments: Confidential Minutes and Report – Under Separate Cover

MINUTES FOR THE SHIRE OF DARDANUP CEO REVIEW COMMITTEE MEETING HELD ON THURSDAY, 13 MAY 2021, AT SHIRE OF DARDANUP - ADMINISTRATION CENTRE EATON, COMMENCING AT 12.30PM.

DECLARATION OF INTEREST

Chief Executive Officer, Mr André Schönfeldt declared a Financial Interest in this item as the discussion relates to Mr Schönfeldt income and performance directly. Mr Schönfeldt declares that he has not been involved in the preparation of the report to Council.

Mr André Schönfeldt left the room [6.30pm].

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.

Change to Officer Recommendation - No Change.

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

157-21 MOVED - Cr. M R Hutchinson SECONDED - Cr. C N Boyce

THAT Council receives the minutes of the CEO Review Committee Meeting (Appendix ORD: 16.1) held on 13 May 2021.

CARRIED
8/0

AND

**CEO REVIEW COMMITTEE RECOMMENDED RESOLUTION
& OFFICER RECOMMENDED RESOLUTION
& COUNCIL RESOLUTION**

158-21 MOVED - Cr. M R Hutchinson SECONDED - Cr. C N Boyce

THAT Council:

1. **Notes that the appraisal of Mr Andries Schönfeldt, Chief Executive Officer, has been completed for the period of June 2020 to May 2021.**
2. **Endorses the findings of the 2020-21 Annual Performance Review Report (Under Separate Cover – Confidential Tardis Ref: [EMP-R0959727](#)) as presented by Price Consulting and thanks Mr Schönfeldt for his efforts.**
3. **Requests that Mr Schönfeldt presents to the Committee a business case for his professional development by 31 July 2021.**
4. **Resolves that Mr Schönfeldt’s Total Remuneration Package for the coming year remains unchanged with the exception of the \$1,000.00 increase that will apply from 1 July 2021 resulting from the increase to the compulsory superannuation guarantee contribution.**
5. **Approves the CEO’s Performance Criteria for the 2021-2022 period, as attached (Under Separate Cover – Confidential Tardis Ref: [EMP-R0959743](#)).**

CARRIED
8/0

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

159-21 MOVED - Cr. P S Robinson SECONDED - Cr. C N Boyce

THAT Council return from Behind Closed Doors [6.58pm].

CARRIED
8/0

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:

- Special Meeting of Council will be Wednesday, the 2nd of June 2021, commencing at 5.00pm at the Shire of Dardanup - Administration Centre Eaton.
- Ordinary Meeting of Council will be Wednesday, the 30th of June 2021, commencing at 5.00pm at the Shire of Dardanup - Administration Centre Eaton.

There being no further business the Presiding Officer declared the meeting closed at 6.58pm.

**CONFIRMATION OF MINUTES**

“As the person presiding at the meeting at which these minutes were confirmed on the 30th of June 2021, I certify that these minutes have been confirmed as a true and accurate record of proceedings”.

Signature: 

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