



AGENDA

ORDINARY

COUNCIL MEETING

To Be Held

Wednesday, 26th of October 2022
Commencing at 5.00pm

At

Shire of Dardanup
ADMINISTRATION CENTRE EATON
1 Council Drive - EATON

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NOTICE OF AN ORDINARY COUNCIL MEETING

Dear Council Member

The next Ordinary Meeting of the Shire of Dardanup Council will be held on Wednesday, the 26th of October 2022 in the Council Chambers, Shire of Dardanup – Administration Centre Eaton, 1 Council Drive, Eaton – Commencing at 5.00pm.

MR ANDRÉ SCHÖNFELDT

Chief Executive Officer

Date: 21st of October 2022

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

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

VISION STATEMENT

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

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COUNCIL ROLE

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

DISCLAIMER

"Any statement, comment or decision made at a Council or Committee meeting regarding any application for an approval, consent or licence, including a resolution of approval, is not effective as an approval of any application and must not be relied upon as such.

Any person or entity that has an application before the Shire must obtain, and should only rely on, written notice of the Shire's decision and any conditions attaching to the decision, and cannot treat as an approval anything said or done at a Council or Committee meeting.

Any advice provided by an employee of the Shire on the operation of a written law, or the performance of a function by the Shire, is provided in the capacity of an employee, and to the best of that person's knowledge and ability. It does not constitute, and should not be relied upon, as a legal advice or representation by the Shire. Any advice on a matter of law, or anything sought to be relied upon as a representation by the Shire should be sought in writing and should make clear the purpose of the request."

RISK ASSESSMENT

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

RISK CATEGORY CONSEQUENCE TABLE - GUIDELINE

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

RISK - LIKELIHOOD TABLE

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

LEVEL OF RISK GUIDE

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

SHIRE OF DARDANUP

AGENDA FOR THE SHIRE OF DARDANUP ORDINARY COUNCIL MEETING TO BE HELD ON WEDNESDAY, THE 26th OF OCTOBER 2022, 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 to declare the meeting open, welcome those in attendance, refer to the Disclaimer, Acknowledgement of Country, Emergency Procedure and the Affirmation of Civic Duty and Responsibility on behalf of Councillors and Officers:

Acknowledgement of Country

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

Emergency Procedure

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

Affirmation of Civic Duty and Responsibility

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

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

2.1 Attendance

2.2 Apologies

2.3 Leave of Absence

2.4 Previous Meetings

OCTOBER 2022										
DATE	TYPE	CR. M T BENNETT	CR. L W DAVIES	CR. J DOW	CR. T G GARDINER	CR. S L GILLESPIE	CR. M R HUTCHINSON	CR. E P LILLY	CR. P R PERKS	CR. P S ROBINSON
21/09/22	AF	✓	NA	✓	✓	LoA	✓	✓	Ap	✓
28/09/22	OCM	✓	✓	✓	✓	LoA	✓	✓	✓	✓
10/10/22	WS Artwork – Dardanup Civic Precinct – RAC Grant	✓	NA	Ap	✓	✓	Ap	Ap	✓	NA
12/10/22	WS Cat L/L	✓	NA	✓R	✓	✓	✓	Ap	✓	Ap
19/10/22	AF	✓	NA	✓	✓	✓	✓	✓	Ap	✓R

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

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

3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

None.

4 PUBLIC QUESTION TIME

5 APPLICATIONS FOR LEAVE OF ABSENCE

COUNCIL RESOLUTION

THAT be granted leave of absence for the Ordinary Council Meeting to be held on the 23rd of November 2022.

6 PETITIONS/DEPUTATIONS/PRESENTATIONS

None.

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 Ordinary Council Meeting Held on the 28th of September 2022

OFFICER RECOMMENDED RESOLUTION

THAT the Minutes of the Ordinary Meeting of Council held on the 28th of September 2022, be confirmed as true and correct subject to no/the following corrections:

8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

8.1 Title: Shire President Monthly Report

Reporting Department: Elected Members

Reporting Councillor: Cr. Michael T Bennett – Shire President

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

Event:	05/09/2022 – JTPS1 Committee Meeting
Report:	I was elected Chairman for this committee. Mainly discussion around new formula and future calculations for Developer Contribution Policy payments.
Event:	05/09/2022 – Citizenship Ceremony
Report:	Single conferee citizenship due to requirement to travel internationally.
Event:	09/09/2022 - Eaton Basketball Assoc. & Slammers Representatives
Report:	Meeting to discuss future of Eaton Recreation Centre and Slammers Games.
Event:	12/09/2022 – WALGA Interview
Report:	Interview to provide a testimonial on WALGA Governance services.
Event:	14/09/2022 – Southern Seawater and BGEA Board Meeting
Report:	Attendance at BGEA - Minutes available in the Information Bulletin.
Event:	15/9/2022 – Councillor Networking Event
Report:	Guest Speakers – Cameron McKenna - Attentis Technology and Wendy Perdon - South West Timber Hub. Held at the Eaton Bowling and Social Club, the event was attended neighbouring Council, Councillors, CEOs and a selection of industry representatives. Thanks to all who attended and we have since received an estimate to cover our shire along with eight of our neighbours.
Event:	20/9/2022 – Citizenship Ceremony
Report:	6 Conferees received Citizenship.
Event:	29/09/2022 – ABC Interview
Report:	ABC SW Interview regarding FOGO.
Event:	30/09/2022 – QUBE Bulk
Report:	Met with Daniel Mainstone, SW Regional Manager
Event:	3 & 4/10/2022 - WALGA Annual General Meeting and Convention
Report:	Attendance at AGM and Convention. I believe this needs to be revamped and I would personally be in favour of a one day AGM next year and a two and a half day conference the following year.
Event:	06/10/2022 – Western Power AA5 briefing to WALGA
Report:	Online Briefing - Steve Edwell, Chair of the Economic Regulation Authority of WA [ERA], provided an overview of the AA5 [Access Arrangements – Western Power] draft decision with a focus on the matters that are most relevant to local governments such as street lighting and underground power.

9 ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED

9.1 Title: Bunbury & Districts Softball Association – 2022 Annual Financial Report & Business Plan 2022-2025

9.2 Title: Minutes of the CEO Review Committee Meeting held on the 19th of October 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: Chairperson to advise that the meeting will go behind closed doors toward the end of the meeting to discuss S.5.23 section (2)(a) a matter affecting an employee or employees; and (2)(e)(iii) information about the business, professional, commercial or financial affairs of a person.

10 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

None.

11 DECLARATION OF INTEREST

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

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

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

- Chief Executive Officer, Mr André Schönfeldt declares an Impartiality Interest in item ‘12.2.1 - Title: Community and Event Grants Scheme – Round 1 – 2022/23’ as Mr André Schönfeldt’s wife and sons are members of the Eaton Combines Playgroup Association Incorporated – Eaton Family Centre who have requested a grant from Council.
- Chief Executive Officer, Mr André Schönfeldt declares a Financial Interest in item ‘16.2 - Title: Minutes of the CEO Review Committee Meeting held on the 19th of October 2022’ as the matter relates to a potential benefit for Mr. Schönfeldt through training and development.
- Cr. E P Lilly declared an Impartiality Interest in item “12.2.3 Title: Stormwater Overflow Basins – Lot 2 Banksia Road, Crooked Brook” as she is a member of both the ‘Dardanup Environment Action Group’ and the ‘Cleanaway Community Reference Group’.
- Cr. J P Dow declared an Impartiality Interest in item “12.2.3 Title: Stormwater Overflow Basins – Lot 2 Banksia Road, Crooked Brook” as she has signed a petition opposing the landfill site.

12 REPORTS OF OFFICERS AND COMMITTEES

12.1 EXECUTIVE REPORTS

12.1.1 Title: *First Quarter Corporate Performance Report*

<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>Appendix ORD: 12.1.1A - Corporate Performance Report 2022/23 Quarter 1 – July - September 2022 Appendix ORD: 12.1.1B – Risk Assessment Tool</i>

Overview

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

Background

The 2021/22 fourth Quarterly Performance Report was presented to Council on the 27th of July 2022. Council resolved as follows (Res: 210-22):

THAT Council:

1. *Receives the Fourth Quarter Corporate Performance Report as per [Appendix BCD: 16.1A – Confidential Attachment Corporate Performance Report 2021/22 Quarter 4- April-June 2022]; and*
2. *Allows part of the [Appendix BCD: 16.1A – Confidential Attachment Corporate Performance Report 2021/22 Quarter 4 – April-June 2022] to be made public which relates to the Shire's performance against the Corporate Business Plan, Capital Works Program and Grants Register, and for the remaining part of the document related to the Chief Executive Officer's KPIs to remain confidential.*

Legal Implications - None.

Strategic Community Plan

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

Environment - None.

Precedents

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

Budget Implications - None.

Budget – Whole of Life Cost

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

Council Policy Compliance - None.

Risk Assessment

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

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.	
Risk Event	First Quarterly Corporate Performance Review 2022/2023
Inherent Risk Rating (prior to treatment or control)	Moderate (5 - 11)
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.
Risk Category Assessed Against	Reputational The Shire not achieving against the Corporate Plan could jeopardise the Shire’s brand.

Officer Comment

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

Council Role - Review.

Voting Requirements - Simple Majority.

Change to Officer Recommendation

No Change. **OR:**

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

OFFICER RECOMMENDED RESOLUTION

THAT Council receives the First Quarter 2022/23 Corporate Performance Report as per [Appendix ORD: 12.1.1A] – Corporate Performance Report 2022/23 Quarter 1- July – September 2023.

12.2 SUSTAINABLE DEVELOPMENT DIRECTORATE REPORTS

12.2.1 Title: Community and Event Grants Scheme – Round 1 – 2022/23

<i>Reporting Department:</i>	<i>Sustainable Development Directorate</i>
<i>Reporting Officer:</i>	<i>Ms Melanie Ring - Place & Community Officer</i>
<i>Legislation:</i>	<i>Local Government Act 1995</i>
<i>Attachments:</i>	<i>Appendix ORD: 12.2.1A - SDev CP044 Community & Event Grants Policy</i> <i>Appendix ORD: 12.2.1B - Risk Assessment Tool</i> <i>Appendix ORD: 12.2.1C – Applications with Recommendations</i>

DECLARATION OF INTEREST

Chief Executive Officer, Mr André Schönfeldt declared an Impartiality Interest in this item as Mr André Schönfeldt wife and sons are members of the Eaton Combined Playgroup Association Incorporated – Eaton Family Centre who have requested a grant from Council.

Overview

This report summarises the round two 2022/23 Community and Events Grant requests that have been received from the community. Council is tasked with considering these requests and recommending the distribution of grant funds from the 2022/23 budget allocation.

Background

SDev CP044 Community and Event Grants Policy [Appendix ORD: 12.2.1A] (the Policy) has the objective to provide financial support to such requests that meet the policy criteria (subject to budget constraints) and promote the Shire of Dardanup as a positive, supportive and caring community organisation.

Community Grants are available for projects and activities within the Shire of Dardanup that:

- Foster the distinctiveness of places through the personalisation of community areas;
- Activate public places;
- Build the skills and capacity of the community;
- Leave a lasting positive impact on the community;
- Promote accessibility and inclusivity for all members of the community; and
- Empower groups to be proactive in the community.

Events Grants are available for events:

- Held in the Shire of Dardanup;
- That are free-to-attend and held within the Shire of Dardanup;
- That benefit the community; and
- Activate the area in which the event is held.

In relation to this report, funding for each of the community and events grants schemes fall into the following categories;

Community Grants:

- Level 2 Community Grant: open for application twice per year, incorporated groups' eligible only, maximum funding amount \$1,000 with 100% of project cost available for funding.
- Level 3 Community Grant: open for application twice per year, incorporated groups' eligible only, funding available from \$1,001 - \$5,000 and a maximum of 50% of the total project cost available for funding.

Events Grants:

- Level 2 Community Event Grant: open for application twice per year, incorporated groups' eligible only, maximum funding amount \$1,000 with 100% of project cost available for funding.
- Level 3 Community Event Grant: open for application twice per year, incorporated groups' eligible only, funding available from \$1,001 - \$5,000 and a maximum of 50% of the total project cost available for funding.

This financial year saw a significant budget cut to the allocated funding for community grants and event grants. The applications received this round have not decreased, therefore making funding more competitive.

GRANT STREAM	2021/22 FUNDING	2022/23 FUNDING
Community Grant GL 1119504	\$ 50,563	\$ 25,274
Minor Community Event Assistance (J08714)	\$ 25,000	\$ 10,000
Funding Reduced by	\$ 25,563	\$ 15,274

Community Event funding was reallocated to support the Dardanup Bull and Barrel and the Dardanup Art Spectacular events.

Legal Implications - None.

Council Plan

- 2.2 - Increase participation in sport, recreation and leisure activities.
- 3.1 - Grow participation in arts, culture and community events.
- 4.2 - Support vulnerable groups, including aged persons and those with disability.
- 4.3 - Increase involvement in volunteering.

Environment - None.

Precedents - None.

Budget Implications

Council allocated \$25,574 to Community Grants for 2022/23 (GL 1119504) and \$10,000 to Minor Community Event Assistance (J08714). A maximum \$2,000 of the allocation is available for each of the Quick Response Community Grants and Quick Response Event Grants which are open for application all-year-round or until the allocated amount has been exhausted.

Below is a breakdown of the budget for each of the grant schemes for the 2022/23 financial year:

Community Grants GL 1119504 Grant Budget Allocation	\$25,574
• Quick Response Community Grant Allocation	\$ 2,000
• Remaining budget allocated to each round of funding	\$11,537
Minor Community Event Assistance J08714 Grant Budget Allocation	\$ 10,000
• Quick Response Community Grant Allocation	\$ 2,000
• Remaining budget allocated to each round of funding	\$ 4,000

Budget – Whole of Life Cost - None.

Council Policy Compliance

All applications for grant funding are required to comply with *SDev CP044 Community & Event Grants Policy* and have been assessed against the relevant criteria. Consideration should be given to *CnG CP007 - Cost Shifting Assessment* and this has been taken into consideration during the assessment process.

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 1 – No discernible Inherent Risk has been identified (no Risk Theme or Consequence).	
Risk Event	Community and Events Grants Scheme – Round 1 2022/23
Inherent Risk Rating (prior to treatment or control)	Low (1 - 4)
Risk Action Plan (treatment or controls proposed)	Not applicable.
Residual Risk Rating (after treatment or controls)	As the Residual Risk Rating is below 12, this is not applicable.
Risk Category Assessed Against	Reputational Council's reputation could be impacted dependant on their decision on recipients' applications for grant funding.

Officer Comment

Applications for round one Community and Events Grants opened on Monday, the 8th of August 2022 and closed on Friday, the 16th of September 2022. The grants were advertised on the Council website, Council Facebook and Instagram, and posters displayed at various community locations within the Shire. Emails were sent to known eligible clubs and organisations within the Shire to inform them of the grants round opening and closing date and where necessary the email was followed up with a phone call to assist with further queries. Community members also took the opportunity to meet with the Place and Community Officer to discuss their desired projects.

Below is a breakdown of the grant applications received:

Grant Stream	Number of Applications
L2 Community Grant	8
L3 Community Grant	2
L2 Events Grant	2
L3 Events Grant	1
Total number of applications received	13

Applications have been assessed and all applications have been considered against the criteria of the Policy. All applications and Officer Comments are available at [Appendix ORD: 12.2.1C].

COMMUNITY GRANTS – LEVEL 2 (\$0 - \$1,000)			
APPLICANT NAME	AMOUNT REQUESTED (\$)	PURPOSE	OFFICER RECOMMENDED
Bunbury Regional Toy Library	\$ 944.00	Purchase iPad and Laptop for Committee Use	Yes
Dardanup Heritage Collective	\$ 1,000.00	Purchase laptop, storage device and 2 audio recorders	Yes
Eaton CWA	\$ 1,000.00	Limestone brick retaining garden beds	Yes
Eaton Family Centre	\$ 981.99	Purchase projector, projector screen and portable speaker	Yes
Eaton Junior Cricket Club	\$ 1,000.00	Purchase iPads and iPad covers to use for scoring	Yes
Eaton Lions	\$ 747.86	Purchase gazebos and gazebo side walls	Yes
Eaton Primary School P&C	\$1,000.00	Purchase shelving system for kitchen garden	No <i>Cost Shifting</i>
Leschenault Scout Group	\$1,000.00	Purchase promotional Scouts flag, business cards, 4 first aid kits and 1 wall mounted first aid kit	Yes
TOTAL APPLICATIONS	\$7,673.85		
TOTAL RECOMMENDED	\$6,673.85		

The Eaton Primary School P&C project is for students only, and whilst the project does reach the community through the students, the shelving and chicken coop will remain on school property.

The commemorative book printing project for the Eaton Probus Club would be for their members only, whereas the other grant application they have submitted (Level 2 Event Grant) is for an event open to members and potential members.

COMMUNITY GRANTS – LEVEL 3 (\$1,001 - \$5,000)			
50% MATCHING COMPONENT REQUIRED			
APPLICANT NAME	AMOUNT REQUESTED (\$)	PURPOSE	OFFICER RECOMMENDED
Eaton Primary School P&C	\$ 5,000.00	Purchase items towards building a chicken coop as part of the sustainable kitchen garden	No <i>Cost Shifting</i>
Henty Riding Club Inc.	\$ 5,000.00	Purchase new playground	Yes
TOTAL APPLICATIONS	\$10,000.00		
TOTAL RECOMMENDED	\$5,000.00		

EVENT GRANTS – LEVEL 2 (\$0 - \$1,000)			
APPLICANT NAME	AMOUNT REQUESTED (\$)	PURPOSE	OFFICER RECOMMENDED
Eaton Family Centre	\$ 764.00	Cover entertainment costs and catering for event at Centre	Yes
TOTAL APPLICATIONS	\$ 764.00		
TOTAL RECOMMENDED	\$ 764.00		

EVENT GRANTS – LEVEL 3 (\$1,001 - \$5,000) <i>50% matching component required</i>			
Applicant Name	Amount Requested (\$)	Purpose	Officer Recommended
CRAVE Mountain Bike Challenge*	\$5,000.00	Cover cost of traffic management plan for event	No <i>Ineligible*</i>
Eaton Probus Club	\$2,000.00	Cover costs associated with 30 th Year anniversary event	No <i>Withdrawn</i>
<i>TOTAL APPLICATIONS</i>	<i>\$7,000.00</i>		
TOTAL RECOMMENDED	\$0,000.00		

* Note: Refer Item 12.2.4 'Title: CRAVE Mountain Bike Challenge 2022 Sponsorship Request' of this agenda.

Council Role - Executive/Strategic.

Voting Requirements - Simple Majority.

Change to Officer Recommendation

No Change. **OR:**

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

OFFICER RECOMMENDED RESOLUTION

THAT Council:

1. Considers the applications received by the following groups under Community Grants Scheme Round 1 2022/23 – Level 2 grants for funding up to \$1,000 and approves funding to the following organisations:

COMMUNITY GRANTS – LEVEL 2 APPROVE		
Bunbury Regional Toy Library	Purchase iPad and Laptop for Committee Use	\$944.00
Dardanup Heritage Collective	Purchase laptop, storage device and 2 audio recorders	\$1,000.00
Eaton CWA	Limestone brick retaining garden beds	\$1,000.00
Eaton Family Centre	Purchase projector, projector screen and portable speaker	\$981.99
Eaton Junior Cricket Club	Purchase iPads and iPad covers to use for scoring	\$1,000.00
Eaton Lions	Purchase gazebos and gazebo side walls	\$747.86
Leschenault Scout Group	Purchase promotional Scouts flag, business cards, 4 first aid kits and 1 wall mounted first aid kit	\$1,000.00
TOTAL		\$6,673.85

2. Considers the applications received by the following groups under Community Grants Scheme Round 2 2021/22 – Level 2 grants for funding up to \$1,000 and declines funding to the following organisation:

COMMUNITY GRANTS – LEVEL 2		
DECLINE		
Eaton Primary School P&C	Purchase shelving system for kitchen garden	\$1,000.00

3. Considers the applications received by the following groups under Community Grants Scheme Round 1 2022/23 – Level 3 grants for funding between \$1,001 and \$5,000 and approves funding to the following organisation:

COMMUNITY GRANTS – LEVEL 3		
APPROVE		
Henty Riding Club Inc.	Purchase new playground equipment.	\$5,000.00

4. Considers the applications received by the following groups under Community Grants Scheme Round 1 2022/23 – Level 3 grants for funding up to \$1,000 and declines funding to the following organisation:

COMMUNITY GRANTS – LEVEL 3		
DECLINE		
Eaton Primary School P&C	Purchase items towards building a chicken coop as part of the sustainable kitchen garden	\$5,000.00

5. Considers the applications received by the following groups under the Events Grants Scheme Round 1 2022/23 – Level 2 grants for funding up to \$1,000 and approves funding to the following organisations:

EVENT GRANTS – LEVEL 2 (\$0 - \$1,000)		
APPROVE		
Eaton Family Centre	Cover entertainment costs and catering for event at Centre	\$764.00

6. Considers the applications received by the following groups under the Events Grants Scheme Round 1 2022/23 – Level 3 grants for funding between \$1,001 and \$5,000 and declines funding to the following organisation:

EVENT GRANTS – LEVEL 3 (\$1,001 - \$5,000)		
DECLINE		
CRAVE Mountain Bike Challenge	Cover cost of traffic management plan for event	\$5,000.00
Eaton Probus Club	Costs associated with 30 th Year anniversary event	\$2,000.00
TOTAL		\$7,000.00

12.2.2 Title: Proposed Road Name – Glendale Industrial Estate, Picton East

Reporting Department:	<i>Sustainable Development Directorate</i>
Reporting Officer:	<i>Mr Murray Connell – Executive Manager Development Services</i>
Legislation:	<i>Land Administration Act 1997</i>
Attachments:	<i>Appendix ORD: 12.2.2A – Subdivision Plan Appendix ORD: 12.2.2B – Risk Assessment Tool</i>

Overview

The purpose of this report is for Council to consider approving a road name for a new road that will be created as a result of a subdivision of Lots 11 and 38 South Western Highway, Picton East.

Background

A request has been received from the developer of the land referred to as the 'Glendale Industrial Estate' seeking approval of a road name. The WA Planning Commission granted subdivision approval on the 21st of November 2019 for the creation of 2 large industrial lots. The application also requires a small section of land to be created as a road at the intersection with South Western Highway. The developer has undertaken upgrades to this intersection with construction works almost complete.

Please refer to [Appendix ORD: 12.2.2A] for a copy of the subdivision plan.

Legal Implications

The practice of officially naming features, localities and roads is covered under Sections 26 and 26A of the *Land Administration Act 1997*. The local government must first approve proposed road names and then forward them to the Minister for Lands for final approval.

The legislation is supported by the *Policies and Standards for Geographical Naming in Western Australia* which includes a number of fundamental requirements for the naming of roads, administrative boundaries, cultural and topographical features. The proposed road names are in accordance with this policy and their availability has passed Landgate's preliminary validation.

Council Plan - 8.1 - Support responsible planning and development.

Environment - None.

Precedents - None.

Budget Implications - None.

Budget – Whole of Life Cost - None.

Council Policy Compliance - None.

Risk Assessment

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

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.	
Risk Event	Proposed Road Name – Glendale Industrial Estate, Picton East
Inherent Risk Rating (prior to treatment or control)	Low (1 - 4)
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.
Risk Category Assessed Against	Service Interruption Road naming is essential for location description and is used for postal services, addresses, navigation and emergency service responders.

Officer Comment

The applicant has provided 4 road name options as follows (in order of preference):

1. Charles Drive
The name *Charles* has connections to one of the prominent founders of this industrial precinct being “Charles Hull”.
2. Glendale Avenue
Glendale is the local name used for the industrial estate that this road will be the entrance to and relates to the industries that have established.
3. Hull Drive
The name Hull has connections to one of the prominent founders of this industrial precinct being “Charles Hull”.
4. Preston Drive
Name for the locality area that was named after “priest estate” – linking two old English words “preost” and “tu” to become Preston.

The road names are considered appropriate given their historical linkages to the locality and their availability has passed preliminary validation from Landgate.

Council Role - Executive/Strategic.

Voting Requirements - Simple Majority.

Change to Officer Recommendation

No Change. **OR:**

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

OFFICER RECOMMENDED RESOLUTION

THAT Council approves the use of the following road names in order of preference for the road shown on the subdivision plan in [Appendix ORD: 12.2.2A]:

1. **Charles;**
2. **Glendale;**
3. **Hull; and**
4. **Preston.**

12.2.3 Title: Stormwater Overflow Basins – Lot 2 Banksia Road, Crooked Brook

Reporting Department: Sustainable Development Directorate
Reporting Officer: Mr Murray Connell - Manager Development Services
Legislation: Planning and Development Act 2005
Applicant: Harley Dykstra Planning & Survey Solutions (on behalf of Cleanaway Solid Waste Pty Ltd)
Attachments: Appendix ORD: 12.2.3A – Development Application
Appendix ORD: 12.2.3B – Development Application Plans
e-Appendix: 12.2.3C – Technical Appendices
Appendix ORD: 12.2.3D – Submissions
Appendix ORD: 12.2.3E – Risk Assessment Tool

DECLARATIONS OF INTEREST

Cr. E P Lilly declared an Impartiality Interest in this item as she is a member of both the 'Dardanup Environment Action Group' and the 'Cleanaway Community Reference Group'.

And

Cr. J P Dow declared an Impartiality Interest in this item as she has signed a petition opposing the landfill site.

Overview

The purpose of this report is for Council to consider an application for development approval for additional stormwater overflow basins and related modifications to existing stormwater infrastructure associated with the waste disposal facility on Lot 2 Banksia Road, Crooked Brook.

Officers do not have delegation to determine applications for development approval within the 'Waste Disposal/Processing' area as identified in the Local Planning Strategy, and therefore this application is presented to Council for determination.

Background

The Shire has received an application for development approval for additional stormwater overflow basins and related modifications to existing stormwater infrastructure associated with the waste disposal facility on Lot 2 Banksia Road, Crooked Brook.

The site currently operates a waste disposal facility that was originally given approval from the (then) Minister for Planning in 1999 and is subject to a Department of Water and Environmental Regulation licence issued under Part V of the *Environmental Protection Act 1986*.

In April 2016 the Shire granted development approval for the construction of comprehensive stormwater infrastructure works associated with the waste disposal facility. Additional works for the southern boundary stormwater drain were also approved in February 2021.

The site is located approximately 4 km south east of the Dardanup townsite and abuts the Dardanup Conservation Park to the east and south. To the immediate north, the land contains the Shire of Dardanup waste transfer station, green waste facility and the Water Corporation's Dardanup Wastewater Treatment Plant.

Beyond the immediate site the landscape consists of predominantly rural farmland with the closest residence being some 500 m from the site's boundary.

Location Plan



Proposal

The existing approvals for the facility and the current stormwater management system on-site is designed to contain an extreme rainfall event equivalent to a 1 in 100 year storm event, or an event with an annual exceedance probability of 1% (1% AEP).

Cleanaway is seeking to improve the stormwater management system to maximise the storage of surface water for use in the summer for dust suppression, construction activities and vegetation irrigation. In essence the application proposes to improve some existing stormwater retention basins and to develop one new basin as follows:

1. Western Overflow Basin (existing)

- Excavation of approximately 2 m of additional soil from the base of the existing basin to increase storage capacity.

2. Northern Overflow Basin (existing)

- Excavation of approximately 3 m of additional soil from the base of the existing basin to increase storage capacity.
- Construct a new stormwater inlet structure from Stormwater Pond 2 into the Northern Overflow Basin.

- Construct a new stormwater outlet structure to control and manage discharge from the Northern Overflow Basin, across an access road and into the Western Overflow Basin.
3. Southern Overflow Basin (new infrastructure)
- The development of a new 4 m deep stormwater retention basin, including inlet and outlet structures.
4. West Embankment Overflow Basin (existing)
- Excavation of approximately 0.5 m of additional soil from the base of the existing basin to increase storage capacity.
 - Construct a new inlet structure from Stormwater Pond 2 and new outlet structure into the Southern Overflow Basin.
5. Western Drain (existing)
- South – Raising the existing western site perimeter bund in some locations by approximately 300 mm to form a consistent bund height long the sites western boundary.
 - North – Excavation of approximately 2 m of additional soil from the base of the existing drain to increase storage capacity and ensure improved flow within the drain and also raising the existing western site perimeter bund in some locations by approximately 800 mm to form a consistent bund height along the sites western boundary.

The result of the above proposed works is that when Stormwater Pond 2 fills up and overflows, the excess stormwater will flow into adjacent basins that will progressively fill up and then overflow into the next downstream basin until the storm event has been accommodated. The proposed works will cater for 5% more storage capacity than is required for a 1% AEP storm event and will adequately manage an extreme rainfall event without any surface water exiting the site boundaries.

On completion of all the works, Stormwater Pond 2 will no longer be required to provide flood storage capacity to accommodate a 1% AEP storm event and hence, can be allowed to fill up with stormwater.

An application is currently under consideration for an extractive industry on the eastern portion of the site. The stormwater catchment for the proposed extractive industry has been included in this application and the system is able to adequately manage the extreme 1% AEP rainfall event.

Please refer to [Appendix ORD: 12.2.3.A] for the most pertinent aspects of the development application and [Appendix ORD: 12.2.3.B] for the development application plans. All of the technical appendices have been provided electronically [e-Appendix ORD: 12.2.3C] and printed hard copies are available upon request.

The outline of the proposal is as follows:

Region Scheme	'Rural' zoning
Local Planning Scheme	'General Farming' zoning
Structure Plan/Precinct Plan	Local Development Plan – Lot 2 Banksia Road, Crooked Brook
Use Class and Permissibility	Use not listed – 'Waste Disposal Facility'

Lot Size	121.66 hectares
Existing Land Use	Waste disposal facility and industry – extractive
State Heritage Register	No
Local Heritage	No
Bushfire Prone Area	Yes

Legal Implications

The applicant has the right to review Council's decision through the State Administrative Tribunal in accordance with Part 14 of the *Planning and Development Act 2005*.

Council Plan

8.1 - Support responsible planning and development.

Environment - None.

Precedents

As detailed in the 'Background' section of this report, the Shire (under delegation) approved the stormwater infrastructure in April 2016. Council then further approved additional works for the southern boundary stormwater drain at its meeting held on the 24th of February 2021 (Res: 22-21).

Council have also considered a number of other applications related to the site including waste cells, dust management, extractive industry and the local development plan.

Consultation

The application was advertised in accordance with cl. 66 of the deemed provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*. The period for comment was 42 days (concluding on the 23rd of September 2022) and involved the following:

- A notice was displayed at both the Eaton and Dardanup Administration buildings and also placed on the Shire's website; and
- The application was referred to the following Agencies:
 - Department of Biodiversity, Conservation and Attractions
 - Department of Mines, Industry Regulation and Safety
 - Department of Planning, Lands and Heritage
 - Department of Water and Environmental Regulation
 - Water Corporation

In response to the advertising a total of 5 submissions were received (1 from the public and 4 from government/service agencies). Please refer to [Appendix ORD: 12.2.3.D] for a copy of the submissions.

Public Consultation

The key issues raised in the submission are summarised below along with Officer Comments in response and further details are also provided in the 'Officer Comment' section of this report.

ISSUE RAISED	OFFICER COMMENTS
<i>EPA Assessment – the application should not be assessed until such time as the current EPA assessment is completed.</i>	The EPA assessment (under s 41 of the Environmental Protection Act 1986) is for the application to construct 3 new landfill cells. The State Administrative Tribunal has determined that s 41 of the Act does not restrict the local government from determining other applications.
<i>Site Master Plan – no further development should be considered until an agreed site master plan is approved.</i>	A local development plan for the site has been adopted by Council that provides guidance and a general understanding of current and future development(s), and the key considerations applicable to any future development applications.
<i>Contamination – as the site is registered as possibly contaminated no water overflow should allowed to seep into the ground.</i>	<p>The site is classified under the Contamination Sites Act 2003 as 'potentially contaminated, further information required'. DWER administers and enforces this Act.</p> <p>Previous sampling of material from outside the landfill cells has confirmed that the material was uncontaminated.</p> <p>The current DWER licence for the site requires stormwater to be contained on-site and that on-going groundwater monitoring be undertaken.</p>
<i>Erosion – scour protection should be mandatory and silt traps should be regularly maintained.</i>	This responsibility is covered by the current DWER licence for the site that requires the southern boundary drain be inspected monthly for signs of erosion and measures be taken to rectify any damage.
<i>Noise – the revised noise study uses data that is outdated and further developments have been approved for the site. Noise from any pumps that will be used is not addressed any pumping should use electrically driven pumps.</i>	<p>The acoustic assessment refers to noise level measurements that were taken from March 2020. As this monitoring is representative of the current operations for the site, it has been used only as the basis of the assessment. The assessment itself concentrates on the potential increased noise emissions from the construction of the stormwater works.</p> <p>The predictive noise modelling, and subsequent updated acoustic assessment of March 2022 has allowed for the positioning of dewatering / standpipe pumps in the worst-case locations, in terms of the nearest noise sensitive receptors to the west of the site.</p>

Consultation with Government/Service Agencies

- Department of Water and Environmental Regulation (DWER)

Drainage infrastructure related to the application is vital to the best practice of the waste disposal facility. DWER has received an application from the licence holder for a works approval that will accommodate the modifications. If there are changes to the upstream flows affecting the stormwater management system then this will require consideration under Part V of the *Environmental Protection Act 1986*.

- Department of Planning, Lands and Heritage (DPLH)

The modification to the stormwater infrastructure is considered to be ancillary and incidental to the existing waste disposal facility. It does not encroach or conflict with the Regional Open Space reservation adjacent to the site and is consistent with purposes of the Strategic Minerals and Basic Raw Materials Resource Policy. Therefore development approval under the Greater Bunbury Region Scheme is not required.

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

This proposal raises no significant issues with respect to mineral and petroleum resources, geothermal energy and basic raw materials.

- Department of Biodiversity, Conservation and Attractions (DBCA)

There should be no impacts from the proposed stormwater infrastructure and future stormwater management on the biodiversity values and management of the adjacent Dardanup Conservation Park. Any development should be designed to ensure stormwater, contaminated water and other leachates do not flow offsite and are wholly captured and managed within Lot 2. Suitable and frequent monitoring should be undertaken to alert for the possibility of any contaminated leachates impacting the adjacent Park, particularly the areas downslope at the South Western section of Lot 2.

The proposed works are designed to adequately manage an extreme rainfall event without any surface water exiting the site boundaries. Monitoring of the infrastructure is covered by the current DWER licence for the site that requires the southern boundary drain be inspected monthly for signs of erosion and measures be taken to rectify any damage.

Budget Implications - None.

Budget – Whole of Life Cost - None.

Council Policy Compliance - None.

Risk Assessment

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

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.	
Risk Event	Stormwater Overflow Basins – Lot 2 Banksia Road, Crooked Brook
Inherent Risk Rating (prior to treatment or control)	Low (1 - 4)
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.
Risk Category Assessed Against	Financial Should Council refuse the application, and the proponent seek a review of that decision, there is likely to be a financial impact through the State Administrative Tribunal process.

Officer Comment

The application has been assessed in accordance with the cl. 67(2) of the deemed provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* with those matters relevant to the application detailed below.

- (a) The aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area.

The site is zoned 'General Farming' under Local Planning Scheme No. 3 (LPS3) and the objectives of the zone are:

- *To provide for a wide variety of productive farming activities, ranging from broad acre grazing to horticulture, which are compatible with the capability of the land and retain the rural character and amenity of the locality.*
- *To protect areas of significant agricultural value, particularly those in irrigation districts, from conflicting land uses.*
- *To facilitate low-key tourist development where it is incidental to the use of the land for farming purposes and where land use conflict can be minimised.*

The application seeks approval for the construction/modification to stormwater infrastructure associated with (and incidental to) the existing waste disposal facility. = Although the use class 'Waste Disposal Facility' does not appear in the Zoning Table of LPS3 it is defined in the land use definitions in cl. 1.8.2 as follows:

Waste disposal facility means premises used –

- a) *for the disposal of waste by landfill,*
- b) *the incineration of hazardous, clinical or biomedical waste;*

Under cl. 2.4.2 of LPS3 where a land use is not specifically mentioned in the Zoning Table the local government may:

- a) *Determine that the use is consistent with the objectives of the particular zone and is therefore permitted;*
- b) *Determine that the use may be consistent with the objectives of the particular zone and thereafter follow the advertising procedures of clause 7.2.2 in considering an application for planning approval; or*
- c) *Determine that the use is not consistent with the objectives of the particular zone and therefore not permitted.*

It is important to note that the existing waste disposal facility (including the existing stormwater infrastructure on-site) have all been previously granted development approval and therefore considered to be consistent with the 'General Farming' zone. There is no reason to depart from this well-established determination given the application is for incidental works associated with the existing facility.

(fa) Any local planning strategy for this Scheme endorsed by the Commission.

The Shire of Dardanup Local Planning Strategy was endorsed by the WAPC on 4 May 2015. The site is located within an area identified as a 'Waste Disposal/Processing' area. The application is consistent with the Strategy's future intentions for the site.

(h) Any structure plan or local development plan that relates to the development.

Under cl. 56(1) of the deemed provisions, a decision-maker for an application for development approval in an area that is covered by a local development plan that has been approved by the local government must have due regard to, but is not bound by, the local development plan when deciding the application.

In this instance a local development plan (LDP) was approved by the local government on 26 May 2021. The objectives of the LDP are to:

- *ensure on-site development and associated operations are undertaken in an orderly manner;*
- *ensure that any impacts from development on surrounding sensitive land uses are minimised; and*
- *provide guidance and a general understanding of current and future development(s), and the key considerations applicable to any future development applications.*

The LDP also sets out detailed guidance on the following matters:

- Development Applications;
- Boundary Setbacks;
- Height;
- Site and Access Circulation;
- Landscaping Requirements;
- Fencing; and
- Environmental Management.

The application is consistent with the LDP with the exception of the fencing requirements. The LDP states that 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. The western boundary, and the westerly portion of the southern boundary, of the site is fenced with chain mesh fencing to 1.8m high with no wildlife egress points. It is reasonable to place a condition on the application requiring the fencing be upgraded accordingly.

(m) The compatibility of the development with its setting, including –

- (i) the compatibility of the development with the desired future character of its setting; and
- (ii) the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development.

(n) The amenity of the locality including the following –

- (i) environmental impacts of the development;
- (ii) the character of the locality;
- (iii) social impacts of the development.

The application involves the minor modification to the existing stormwater infrastructure and the development of a new overflow basin. The applicant has confirmed that all excavated material will not be stockpiled and will be used for internal haul roads and other trafficable areas associated with the waste disposal facility.

An Environmental Acoustic Assessment was prepared in March 2022 which considered the existing operations plus the anticipated additional noise impacts associated with landfill cell construction activities and excavation of stormwater basins in the western portion of the site. The assessment concluded that compliance with the criteria stipulated in the *Environmental Protection (Noise) Regulations 1997*, is achieved at all times.

Dust will be managed in accordance with the approved Dust Management Plan (prepared by strategem-JBS&G, 22nd of April 2021, Rev 5) and during construction activities an additional water cart will be provided.

Given that the works are relatively minor and relate to stormwater management of the existing approved facility, it is considered that the application is compatible with its setting and the amenity of the locality.

(p) Whether adequate provision has been made for the landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved.

Although existing vegetation buffers along the northern, western and southern boundaries of the site adjacent to the proposed development have been established, the works involved with this application may require some supplemental vegetation screening. A condition on the approval is recommended to this effect, with works to be consistent with other revegetation plans for the site.

(q) The suitability of the land for the development taking into account the possible risk of flooding, tidal inundation, subsidence, landslip, bush fire, soil erosion, land degradation or any other risk.

(r) The suitability of the land for the development taking into account the possible risk to human health or safety.

As the proposed works will not result in the intensification of the existing land use on the site, the application is exempt from the requirements of *State Planning Policy 3.7 – Planning in bushfire prone areas*. The works are required for additional stormwater retention for dust suppression, construction activities and vegetation irrigation, whilst retaining the 1% AEP rainfall event without any surface water exiting the site boundaries.

(s) The adequacy of –

(i) the proposed means of access to and egress from the site; and

(ii) arrangements for the loading, unloading, manoeuvring and parking of vehicles.

(t) The amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety.

The construction activities are proposed to be undertaken with the machinery that is used on-site in connection with the landfill operations and there will be no additional traffic as a result of the application. There have been occasions when additional water has had to be carted to the site and it is envisaged that this application will reduce that need.

(w) The history of the site where the development is to be located.

The site currently operates a waste disposal facility that was originally given approval from the (then) Minister for Planning in 1999 and is subject to a DWER licence issued under Part V of the *Environmental Protection Act 1986*. Stormwater management is a requirement of previous planning and current environmental approvals.

(y) Any submissions received on the application.

(za) The comments or submissions received from any authority consulted under clause 66.

The submissions and comments received are discussed in the ‘Consultation’ section of this report.

Conclusion

The existing approvals for the facility and the current stormwater management system on-site is designed to contain an extreme rainfall event equivalent to a 1 in 100 year storm event. The proposed works will cater for 5% more storage capacity than is required and will adequately manage an extreme rainfall event without any surface water exiting the site boundaries.

The stormwater management system will be improved to maximise the storage of surface water for use in the summer for dust suppression, construction activities and vegetation irrigation. Over recent summer periods there have been occasions when additional water has had to be carted to the site and it is envisaged that this application will reduce that need.

The *Planning and Development (Local Planning Schemes) Regulations 2015* states that the local government is to be taken to have refused to grant development approval if it has not made a determination within 90 days of the receipt of the application (in this instance being the 7th of November 2022).

Therefore Officers do not recommend deferring the matter.

Council Role - Quasi-Judicial.

Voting Requirements - Simple Majority.

Change to Officer Recommendation

No Change. **OR:**

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

OFFICER RECOMMENDED RESOLUTION

THAT Council approves the Application for Development Approval for storm water overflow basins associated with the waste disposal facility on Lot 2 Banksia Road, Crooked Brook subject to the following conditions:

1. **All development must be carried out in accordance with the approved plan(s) listed below, unless amended with the written consent of the Shire. In the event of an inconsistency between the approved plan(s) and a requirement of the conditions of this development approval, the requirement of the conditions prevail.**
 - **Overall Layout – Drawing No. DARD-410 (Rev C10, dated 20.06.22)**
 - **Western Drains & Overflow Sections – Drawing No. DARD-411 (Rev C9, dated 5.9.22)**
 - **Northern and Southern Basin Sections – Drawing No: DARD-412 (Rev C9, dated 5.9.22)**
 - **Northern Overflow Basin Inlet Structure – Pipe Culvert 30 – Drawing No. DARD-420 (Rev B, dated 28/09/21)**
 - **Northern Overflow Basin Outlet Structure – Spillway 7 – Drawing No. DARD-421 (Rev B, dated 28/09/21)**
 - **Stormwater Pond 2 Outlet Structure – Spillway 3 – Drawing No. DARD-422 (Rev B, dated 28/09/21)**
 - **Southern Overflow Basin Inlet Structure – Spillway 4 – Drawing No. DARD-423 (Rev B, dated 28/09/21)**
 - **Southern Overflow Basin Outlet Structure – Spillway 5 – Drawing No. DARD-424 (Rev B, dated 28/09/21)**

- **Western Drain Bund Height Increase Detail – Drawing No. DARD-425 (Rev B, dated 28/09/21)**
2. **The landowner/proponent from time to time is responsible to ensure that the development is carried out at all times and in all respects in accordance with the Dust Management Plan dated the 22nd of April 2021 (Rev 5) and the Dust Management Information and Measures Technical Note dated the 30th of May 2022 prepared by strategen-JBS&G.**
 3. **The landowner/proponent from time to time is responsible to ensure that the development is carried out at all times and in all respects in accordance with the Environmental Acoustic Assessment dated March 2022 (Rev 1) prepared by Herring Storer Acoustics.**
 4. **The western boundary of the site abutting Banksia Road is to be fenced with chain mesh fencing to a minimum of 2m in height and to include wildlife egress points. The fencing is to be installed prior to the completion of the works for the Western Drain South and North.**
 5. **That portion of the southern boundary not fenced with 2m high chain mesh fencing, is to be fenced with chain mesh fencing to a minimum of 2m in height and to include wildlife egress points. The fencing is to be installed prior to the completion of the works for the Southern Overflow Basin.**
 6. **Prior to the commencement of site works a landscaping plan shall be submitted to and approved by the Shire. The approved landscaping plan is to be consistent with the Extractive Industry Licence – Environmental Management Plan dated 4/05/2022 (Version 7) prepared by Accendo Australia; the Southern Boundary Native Vegetation Buffer Plan dated 1 February 2021 (Version 3) prepared by Cleanaway; and the Banksia Road Landfill Rehabilitation and Closure Plan dated the 10th of February 2021 (Rev 4) prepared by Tonkin.**

The approved landscaping plan is to be implemented in stages as approved by the Shire and maintained thereafter to the approval of the Shire.

12.2.4 Title: CRAVE Mountain Bike Challenge 2022 Sponsorship Request

Reporting Department:	<i>Sustainable Development Directorate</i>
Reporting Officer:	<i>Ms Melanie Ring - Place & Community Officer</i>
Legislation:	<i>Local Government Act 1995</i>
Attachments:	<i>Appendix ORD: 12.2.4A – Sponsorship Request and additional information from event organiser</i> <i>Appendix ORD: 12.2.4B – Council Policy SDEV CP044 Community and Event Grants</i> <i>Appendix ORD: 12.2.4C – Risk Assessment Tool</i>

Overview

The purpose of this report is for Council to consider the sponsorship request [Appendix ORD: 12.2.4A] from Happy Willmore Adventures for the CRAVE Mountain Bike Challenge 2022.

Background

The event organiser has applied for a Community Event Grant, however as the company is not a not-for-profit, the application is ineligible.

Funding has been provided on one previous occasion to the event the first year it ran in 2017. An amount of \$10,000 was provided to the event organiser to assist in the delivery of the event. The event has not run again since its first year due to the event organiser's personal commitments.

Legal Implications - None.

Council Plan

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

3.1 - Grow participation in arts, culture and community events.

12.1 - Grow visitor numbers by Improving tourism infrastructure, experiences and marketing.

Environment - None.

Precedents - None.

Budget Implications

The relevant funding allocation is *Tourism and Events Grants* (GL 1312501), with a remaining budget of \$5,000. The sponsorship request for the event is any amount between \$5,000-\$10,000. Should Council wish to sponsor an amount greater than \$5,000 the funding will need to be deducted from the forecasted end of year surplus.

Taking into consideration the already reduced funding to the Minor Community Events Assistance Budget (J08714) for 2022/23, if a transfer of \$5,000 from this allocation to the Tourism & Events Grants, this would only allow \$5,000 for the total year for community groups to apply for event funding.

Budget – Whole of Life Cost - None.

Council Policy Compliance

Under *SDev CP044 Community & Event Grants Policy* [Appendix ORD: 12.2.4B] Regional Event Grants are available for events that:

- Result in an economic impact to the Shire by way of increasing visitor numbers and expenditure;
- Attract media coverage that raises the profile of the region as a tourist destination;
- Involve and inspires the local community;
- Improve the vibrancy and vitality of the Shire of Dardanup;
- Support job creation; and
- Highlight and profile the unique features of the place and/or Shire.

Funding is available up to \$10,000 per application and a maximum 50% of the total event cost. This grant is advertised and marketed through Shire website, social media releases and with event organisers.

The first year of the CRAVE event, was very successful with many riders keen to return to the Shire for the event.

Risk Assessment

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

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.	
Risk Event	Sponsorship Request – CRAVE Mountain Bike Event 2022
Inherent Risk Rating (prior to treatment or control)	Low (1 - 4)
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.
Risk Category Assessed Against	Reputational Council’s reputation could be impacted dependant on their decision on the Regional Event grant application.

Officer Comment

The CRAVE Mountain Bike Challenge is held in the Ferguson Valley and utilises the Wambenger trail system. Mountain biking is a popular past time and sport for not only residents of the south west, but many mountain bike enthusiasts travel to the Ferguson Valley for the spectacular trails. The event organiser expects the event to attract up to 1,500 riders and spectators to this year’s event.

The event first ran in 2017 and was extremely successful amongst the mountain bike community, with 600 riders participating in the event. Due to the event organiser’s personal circumstances, the event organiser had to step down. This year the event organiser was contacted and requested to re-establish the event as another state mountain bike challenge had been cancelled. An all too common occurrence for the mountain bike community.

Happy Willmore Adventures plans to focus on growing the event each year, and hopes that the support for this to continue will stem from the competitors, local businesses and the Shire of Dardanup. The event offers five different distance events and trail types ranging from 6kms to 90kms. This event caters for all ages and abilities with a plan over the next five to seven years of aiming for the event to be a National and World Championship Marathon Event.

The event supports tourism within the region leading up to the event, as riders often travel to the Ferguson Valley to practice prior to the event to become familiar with the trail and the surroundings.

If sponsorship was to be provided to the event, the event organiser has committed to including the Shire's logo being prominently placed on all promotional material, media releases, video productions plus a central presence at the Event Village and Start/Finish area.

Given that *SDev CP044 Community & Event Grants Policy* sets a maximum grant amount of \$10,000, and there is only \$5,000 remaining in contestable funding in the Tourism & Events Grants budget, it is the Officer's recommendation that an additional \$5,000 is allocated from the forecasted end of year surplus to sponsor the 2022 CRAVE Mountain Bike Challenge to the total of \$10,000 plus GST.

Council Role - Executive/Strategic.

Voting Requirements - Simple Majority.

Change to Officer Recommendation

No Change. **OR:**

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

OFFICER RECOMMENDED RESOLUTION

THAT Council supports the request from Happy Willmore Adventures for a Regional Event grant contribution of \$5,000 from GL 1312501 Tourism & Events Grants towards the 'CRAVE Mountain Bike Challenge' event scheduled for November 2022.

OR

THAT Council supports the request from Happy Willmore Adventures for a Regional Event grant contribution of \$10,000. \$5,000 from GL 1312501 Tourism & Events Grants and \$5,000 from the Forecasted end of year surplus, towards the 'CRAVE Mountain Bike Challenge' event scheduled for November 2022.

OR

THAT Council supports the request from Happy Willmore Adventures for a grant contribution of \$5,000 from GL 1312501 Tourism & Events Grants and \$5,000 from J08714 Minor Community Events Assistance towards the 'CRAVE Mountain Bike Challenge' event scheduled for November 2022.

OR

THAT Council:

- 1. Does not support the request from Happy Willmore Adventures for a grant contribution;**
- 2. Requests the Chief Executive Officer to inform Happy Willmore Adventures of its decision;**
- 3. Encourages Happy Willmore Adventures to make a submission to the 23/24 Annual Budget Process in February 2023.**

12.2.5 Title: South West Jets Re-establishment of Hire Agreement for Use of the Eaton Recreation Centre

<i>Reporting Department:</i>	<i>Sustainable Development Directorate</i>
<i>Reporting Officer:</i>	<i>Mr Gary Thompson – Manager Recreation Centre</i>
<i>Legislation:</i>	<i>Local Government Act 1995</i>
<i>Attachments:</i>	<i>Appendix ORD: 12.2.5A – South West Jets Agreement for Hire</i>
	<i>Appendix ORD: 12.2.5B – Risk Assessment Tool</i>

Overview

Officers are recommending that Council enter into a two (2) year hire agreement with South West Jets (SWJ) for use of the Eaton Recreation Centre (ERC).

Background

The hire agreement for the SWJ is attached [Appendix ORD: 12.2.5A] for a period of two (2) years for use of the ERC. The SWJ hire agreement follows on from a previously approved hire agreement as per Ordinary Council Meeting Resolution 104-21. The SWJ current hire agreement is due to expire on the 31st of October 2022.

SWJ play in the Western Australia Netball League (WANL) which incorporates eight (8) other metro and regional based teams. For the past thirty two (32) years the SWJ have provided a pathway for South West netball athletes to progress to the elite level of National and International netball and the club boasts a number of past players who have progressed onto play netball at National and International level. The SWJ attract regular State and Regional netball carnivals to the ERC facility.

The SWJ agreement, similar to the South West Slammers (SWS) existing agreement, is considered to be necessary to ensure the terms and conditions for SWJ use of the ERC is clearly defined for all parties involved, whilst also recognising the opportunity to grow a partnership between SWJ and ERC with reference to planned future facility development at the ERC which will benefit the ERC, Shire, stakeholders and the community.

Legal Implications

These agreements are legally binding agreements.

Council Plan

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

2.1 - Facilitate improved access to health and community services.

Environment - None.

Precedents

Previous hire agreements between ERC and SWJ have been established since 2021.

Budget Implications

Table 1 provides the charges that is proposed for the SWJ under the agreement:

Table 1

South West Jets	Estimated 2023 Seasonal Usage	2022/2023 Hire Agreement Fees	Total	Charges as per 2022/2023 Fees and Charges at Peak Rate
Home Games	25 hours of usage of 3 x courts.	\$111 per hour based on the off peak not for profit rate of \$37.00 per court.	\$2,775	\$3,750
Court Hire (training development and other)	66 hours for usage of 1 x court.	Peak Times at an hourly rate of \$43.50 per court, being average hire fee of the not for profit off peak and peak rate per court.	\$2,871	\$3,300
TOTAL CHARGES			\$5,646	\$7,050
Council Support \$1,404				

Budget – Whole of Life Cost

The proposed hire agreement is over the course of the next two (2) years with the budget implications outlined above and updated to rectify any changes that may be made by Council to its annual fees and charges.

Council Policy Compliance - None.

Risk Assessment

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to [Appendix ORD: 12.2.5B] for full assessment document.

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.		
Risk Event	South West Jets Re-establishment of Hire Agreements for Use of the Eaton Recreation Centre	
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	There is the potential for minor loss of ERC income due to hire use contained with the agreement.
	Reputational	Given that SWJ have been based at the ERC for a number of years then there is the potential for any adverse reaction from not only the stakeholder but also the community if the agreement is not supported.

Officer Comment

As previously outlined in the report, SWJ have held a hire agreement for use of the ERC since 2021 and have been a long term hirer of the ERC.

SWJ usage of the ERC as their 'home' has a number of benefits to the ERC and Shire in terms of income derived through café and retail sales on training nights and match days as well as the exposure benefits that come from SWJ being a State competing club who are based at the ERC.

With the SWJ competing in the State League Netball, it brings greater exposure to the ERC across not only the South West region but across all of Western Australia. When SWJ have come fixtures at the ERC it brings travelling teams and their fans to Dardanup which has an economic benefit in relation to potential accommodation, food, refreshments and possibly visits to retail outlets and tourism attractions within the area.

As per Council Resolution 49-21 of the Ordinary Council Meeting held on 31 March 2021 the ERC Peer Review, Brief and Concepts were endorsed as a Master Plan, with one (1) of the key focus areas within this plan being additional multi-use courts which will benefit both community use and the State based sporting teams at the ERC. The ERC Additional Multi-use Indoor Sports Courts Business Case is due to be presented to Council in November 2022 and will also outline the importance of the SWJ being based at the ERC into the future to better assist with funding avenues for additional multi-use courts.

The proposed hire use agreement with the SWJ will allow for continued relationship building and communication to be had on the future plans for the ERC that will benefit key stakeholders, ERC, Shire, community and visitors from all over WA and Australia.

Council Role - Executive/Strategic.

Voting Requirements - Simple Majority.

Change to Officer Recommendation

No Change. **OR:**

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

OFFICER RECOMMENDED RESOLUTION**THAT Council:**

1. **Endorse the Hire Agreement between the Eaton Recreation Centre and South West Jets.**
2. **Notes the reduced fee charge within the agreement for court and centre hire.**

12.3 INFRASTRUCTURE DIRECTORATE REPORTS

12.3.1 Title: Bridge 3658 Ferguson Road – Unbudgeted Expenditure

<i>Reporting Department:</i>	<i>Infrastructure Directorate</i>
<i>Reporting Officer:</i>	<i>Mr Jason Gick - Manager Operations</i>
<i>Legislation:</i>	<i>Local Government Act 1995</i>
<i>Attachments:</i>	<i>Appendix ORD: 12.3.1 – Risk Assessment Tool</i>

Overview

This report seeks Council approval to pay for works on Bridge 3658 on Ferguson Road, undertaken by Main Roads WA in 2020/21. The works were fully funded and budgeted for in 2020/21. The works were undertaken in 2021/22 and invoiced in 2022/23.

The funding and expenditure identified in 2020/21 were not carried forward. As such, payment for the works needs to be approved through unbudgeted expenditure.

Background

2017/18 – Condition Inspection report for Bridge 3658 Ferguson Road;

2018/19 – Scope of Works and project costing included in Main Roads WA 10 Year Bridge Strategy;

2019/20 – Request for Assistance in the Delivery of the Bridge Program signed for Bridge 3658 Ferguson Road;

2020/21 – Council resolved (Res: 274-20) to authorise unbudgeted expenditure on Bridge 3658 and two other bridges:

THAT Council:

1. *Authorises unbudgeted expenditure for bridge renewal works to a total of \$662,000 in the 2020-2021 Budget, to be spent on the following bridges:*
 - *Bridge 3678 on Pile Road;*
 - *Bridge 3658 on Ferguson Road; and*
 - *Bridge 4821 on Martin Pelusey Road.*
2. *Acknowledges and authorises additional unbudgeted income of \$526,000 from the Western Australian Local Government Grants Commission for bridge renewal works in the 2020-2021 Budget, to be used to offset the expenditure on the following bridges:*
 - *Bridge 3678 on Pile Road; and*
 - *Bridge 3658 on Ferguson Road.*
3. *Authorises the transfer of \$136,000 from the Unspent Grants Reserve for bridge renewal works in the 2020-2021 Budget, to be used to offset the unbudgeted expenditure on the following bridge:*
 - *Bridge 4821 on Martin Pelusey Road.*
4. *Authorises the Chief Executive Officer to utilise any Western Australian Local Government Grants Commission origin bridge funds that remain unspent following the completion of bridge works, on other bridge activities, including maintenance and preservation works during the 2020-2021 financial year.*

This resolution was partly enacted through allocation of \$276,000 to J12303: Bridge Renewal – Ferguson Road Bridge 3658.

2021/22 – Works on Bridge 3658 Ferguson Road completed.

August 2022 – Main Roads WA Invoice for \$276,000 (ex. GST) received.

Legal Implications

The funding structure for approved Bridge projects is subject to Treasury approved funding allocations.

Council may approve unbudgeted expenditure under Section 6.8 of the *Local Government Act (2005)*.

Council Plan

7.1 - Minimise risks and impacts from fires, floods, heat waves, and other natural disasters.

10.1 - Provide a safe active transport network to encourage more walking and cycling.

10.3 - Improve road safety, connectivity and traffic flow.

13.2 - Manage the Shire's resources responsibly.

Environment - None.

Precedents

Council has approved unbudgeted expenditure previously.

Budget Implications

There will be no overall budget implications once this transaction has been completed. The following table shows the funding structure for this recommendation:

YEAR	REVENUE	EXPENDITURE	COMMENT
2020/21	\$276,000	\$0	Works deferred to 2021/22. \$276,000 unspent Local Government Grants Commission grant funds transferred to 'Unspent Grant Reserve'.
2021/22	\$0	\$0	Works undertaken.
2022/23	\$0	\$276,000	\$276,000 to be brought forward from 'Unspent Grant Reserve'.
TOTAL	\$276,000	\$276,000	The project cost of \$414,000 includes \$138,000 as the MRWA or AFP 1/3 contribution.

Budget – Whole of Life Cost

The works undertaken include replacement and renewal of bridge elements including structural timbers, concrete walls, spoon drains and rock protection. No whole of life costings have been prepared.

Council Policy Compliance

The following Policies apply:

- CnG CP034 – Procurement Policy
- CnG CP127 – Asset Capitalisation Threshold Policy
- Infr CP074 – Asset Management

Risk Assessment

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

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.	
Risk Event	Bridge 3658 Ferguson Road – Unbudgeted Expenditure
Inherent Risk Rating (prior to treatment or control)	Moderate (5 - 11)
Risk Action Plan (treatment or controls proposed)	Recommend payment from specific unspent reserve funds.
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.
Risk Category Assessed Against	Health N/A
	Financial Payment recommended
	Service Interruption N/A
	Legal and Compliance Payment recommended
	Reputational Payment recommended

Officer Comment

Main Roads WA undertakes Level 2 and Level 3 inspections for bridges owned by local government, and uses the inspection reports to formulate annual 10 Year Bridge Strategies for each local authority.

The 10 Year Bridge Strategy for Shire of Dardanup identifies individual bridges for treatments, specifies the scope of works and provides project cost estimates for known works. The cost estimates are then used to inform the WA Local Government Grants Commission for project funding arrangements.

Under the 10 Year Bridge Strategy, approved local government bridge projects are identified for funding under the following structure:

- WA Local Government Grants Commission allocation 2/3
- Main Roads of AFP allocation 1/3

This funding arrangement applies to bridges owned and managed by local authorities and does not capture bridges owned by Main Roads WA or other authorities such as Water Corporation, Harvey Water or ARC infrastructure.

Under this funding arrangement, local authorities, as the asset owner, may undertake the works themselves or may submit a Request for Assistance in the Delivery of the Bridge Program. Given the broad nature of local governments in Western Australia, it is typical for local authorities to submit the Request for Assistance.

Under the Request for Assistance arrangement, local authorities typically account for the 2/3 Grants Commission allocation, as the 1/3 Main Roads or AFP allocation will be held by Main Roads to pay for the works.

In the case of Bridge 3658 Ferguson Road, the WA Local Government Grants Commission allocation was included in the 2020/21 budget as revenue, with an equal allocation assigned for expenditure. As the works were not undertaken until 2021/22, the grant revenue was held in the ‘Unspent Grant Reserve’, however, the expenditure was not carried forward into 2021/22 or subsequently to 2022/23.

This report seeks Council approval for unbudgeted expenditure to reflect the costs associated with works on Bridge 3658 Ferguson Road.

Council Role - Executive/Strategic.

Voting Requirements - Absolute Majority.

Change to Officer Recommendation

No Change. **OR:**

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

OFFICER RECOMMENDED RESOLUTION

THAT Council authorises Unbudgeted Expenditure of \$276,000 against J12303 – Bridge Renewal – Ferguson Road Bridge 3658; to be funded from the Local Government Grant Commission allocated special project for J12303, Bridge 3658 - “Unspent Grants Reserve”.

By Absolute Majority

12.3.2 Title: Burekup Cricket Club – Transportable Locations

<i>Reporting Department:</i>	<i>Infrastructure Directorate</i>
<i>Reporting Officer:</i>	<i>Mr James Reilly - Project Engineer</i>
<i>Legislation:</i>	<i>Local Government Act 1995</i>
<i>Attachments:</i>	<i>12.3.2A – Correspondence from the Burekup Cricket Club</i> <i>12.3.2B – Risk Assessment Tool</i>

Overview

This report seeks Councils approval to relocate the transportable change rooms from Wells Reserve Dardanup to Burekup to be used by the Burekup Cricket Club for the upcoming season.

The Cricket season commences 22nd of October and this report and the associated research has been undertaken with a very short lead time to provide a possible solution at the meeting of the 26th of October 2022, rather than delay the request until the next meeting being the 23rd of November 2022.

Background

On 14th of October 2022 a request was received from the Burekup Cricket Club asking for the transportable building that was used as change rooms at Wells Recreation ground in Dardanup, to be relocated to the Burekup Oval to be used by the Cricket Club as change rooms.

This request is for a temporary solution until a more permanent improvement can be funded.

Shire officers have checked with the Eaton Cricket Club and they advised that they don't require the transportable building, whilst the new R&J Fishwick Pavilion is under construction. The Eaton Cricket Club are currently liaising with Shire staff and members of the tennis club to negotiate use these facilities whilst the building is under construction.

With no specific use previously identified for the building intent was for Timberbuilt (contractor building the new Club rooms on Wells Reserve), to deliver the building to the Shire Depot until a future use could be agreed to. Please note relocating the building is part of the contract with Timberbuilt.

Further correspondence from the Burekup Cricket Club was received 18th of October 2022 refer [Appendix ORD: 12.3.2A] - Correspondence from the Burekup Cricket Club. Four options were presented for consideration regarding positioning of the building on site.

Legal Implications

Council may approve unbudgeted expenditure under Section 6.8 of the *Local Government Act (2005)*.

Council Plan

- 1.1 - Support the community to feel safe while using Shire facilities and public spaces.
- 2.2 - Increase participation in sport, recreation and leisure activities.

Environment - None.

Precedents

Council have previously approved use of temporary change rooms at Wells Reserve in Dardanup.

Budget Implications

There are no budget implications for this project. Cost for the project are not anticipated to be high as Timberbuilt will deliver the building to site. Some minor costs are associated with site preparation preparing a level pad for the building, which will be the same if the building is set up at the Depot (as previously planned) or at Burekup Sporting Reserve. Any costs will be funded from J11639 (Wells Reserve Change rooms) as previously projected.

Budget – Whole of Life Cost - None.

Council Policy Compliance

The following Policies apply:

- CnG CP034 – Procurement Policy
- CnG CP127 – Asset Capitalisation Threshold Policy
- Infr CP074 – Asset Management

Risk Assessment

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

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.	
Risk Event	Burekup Cricket Club – Transportable Relocation
Inherent Risk Rating (prior to treatment or control)	Moderate (5 - 11)
Risk Action Plan (treatment or controls proposed)	Deliver and set up the Building in Burekup
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.
Risk Category Assessed Against	Reputational Not meeting community expectations

Officer Comment

Staff have on short notice reviewed the request and inspected the site where the building is proposed to be located. Site conditions are favourable to place a transportable building of this size. The Burekup Cricket Club have suggested 4 possible locations and officers will work with the club on the preferred location should Council approve the request.

With the continued growth of women’s sport Council should remain proactive in providing facilities encouraging participation in sport across the community.

It should be noted that the proposed change rooms will not be connected to power or water and will simply act as a private place for teams to get changed before and after games until a more permanent solution can be delivered by Council.

Council Role - Executive/Strategic.

Voting Requirements - Simple Majority.

Change to Officer Recommendation

No Change. **OR:**

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

OFFICER RECOMMENDED RESOLUTION**THAT Council:**

1. **Approve for the portable building to be located at the Burekup Oval, to be used as change rooms at a location on site to the satisfaction of the Chief Executive Officer.**
2. **Advise the Burekup Cricket Club that this approval is subject to the Club covering all ongoing associated costs.**

12.4 CORPORATE & GOVERNANCE DIRECTORATE REPORTS

12.4.1 Title: DAMA Application Fee – 2022/23 Fees and Charges

<i>Reporting Department:</i>	<i>Corporate & Governance Directorate</i>
<i>Reporting Officer:</i>	<i>Mrs Natalie Hopkins - Manager Financial Services</i>
<i>Legislation:</i>	<i>Local Government Act 1995</i>
<i>Attachments:</i>	<i>Appendix ORD: 12.4.1 – Risk Assessment Tool</i>

Overview

Council is requested to retrospectively endorse fees and charges for South West Designated Area Migration Agreement (DAMA) application fees for the 2022/23 financial year. The DAMA Application fee was inadvertently omitted from the 2022/23 Fees and Charges presented and adopted by Council at the Ordinary Council Meeting dated the 27th of July 2022 (Res: 199-22).

Background

Council staff have recently recognised that the DAMA Application Fee (\$250.00) was not included in the 2022/23 Fees and Charges. As a result, Council is requested to consider and adopt the DAMA Application of \$250.00 from the 1st of July 2022. In applying the fees, the following information is also provided.

At the Ordinary Council meeting held on the 26th of May 2021 Council resolved (Res: 13-21):

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.*

The DAMA Application fee is currently charged at \$250.00 per nomination, rather than per application as there is an annual ceiling limit, imposed by the Department of Home Affairs (DHA), on 200 nominations per year. The cap is to discourage applications that take up unnecessary nominations within the application process so that each nomination is considered and deemed to be crucial within the applicant's business structure. The recommended fee of \$250.00 per nomination aligns with DHA charges, and is consistent with the Department's process by nomination (number of positions), rather than application.

The DAMA endorsement process is the first step for an eligible South-West business to start a Labour Agreement with the Department of Home Affairs in order to source skilled and semi-skilled workers for their business.

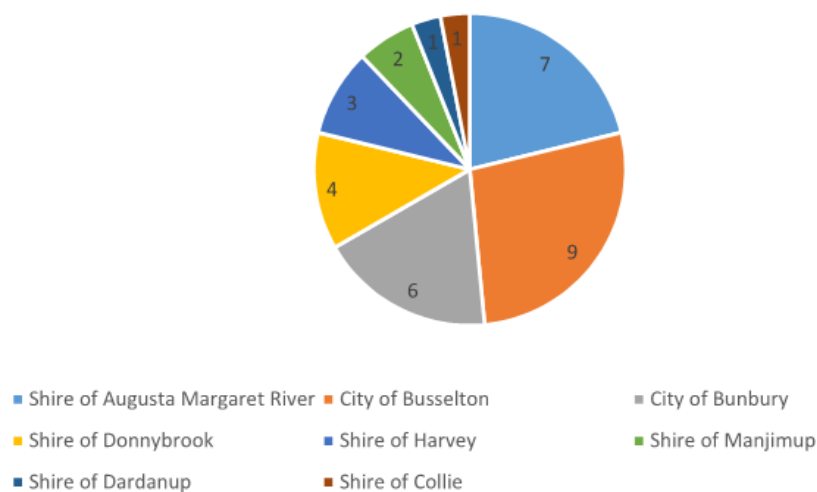
A business will lodge an application with the Designated Area Representative (DAR), in this case, the Shire of Dardanup, via email after obtaining all supporting documents via the Shire of Dardanup website. As a registered DAR, Council Officer's verify the entity's eligibility to access a Labour Agreement which includes:

- ensuring that the business is located within the Designated region (within the 12 participating LGAs);
- that they are financially viable and can support the number of nominations they are requesting;
- that the nominated occupation makes sense in the context of the business, that the terms and conditions of the employment are fair to the applicant and in line with market rates; and
- that evidence of advertising has been provided to ensure that there is no suitable Australian citizen or permanent resident that is available for the job.

Providing the business meets these requirements, we provide them with a letter of endorsement that gets sent to the business as well as to the Labour Agreements team. The rest of the process (Labour Agreement, nomination and visa application) is with the Department of Home Affairs.

In the quarter ending September 2022, Council had received 33 applications for endorsement under the DAMA scheme nominating 96 positions in total. Of these 33 applications, 26 have received a positive endorsement from the Shire of Dardanup. The remaining 7 applications are yet to be finalised.

Applications for Endorsement under the South-West DAMA



To clarify, an application is seen as being a single business within the South-West region applying for endorsement, whereas the nomination number reflects the total number of positions that have been nominated (most businesses will nominate various positions and numbers under the DAMA). It is further broken down in to industries and where the applications are coming from within the participating LGAs. To date, the majority of enquiries have predominantly been from within the Hospitality, Accommodation, Tourism and Retail Industry; the Child Care, Aged Care and Disability Services Industry; and the Agriculture industry, plus several others.

Legal Implications

Section 6.16 to 6.19 of the *Local Government Act 1995* states:

6.16. Imposition of fees and charges

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

* Absolute majority required.

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

** Absolute majority required.*

6.17. *Setting level of fees and charges*

- (1) *In determining the amount of a fee or charge for a service or for goods a local government is required to take into consideration the following factors —*
 - (a) *the cost to the local government of providing the service or goods; and*
 - (b) *the importance of the service or goods to the community; and*
 - (c) *the price at which the service or goods could be provided by an alternative provider.*
- (2) *A higher fee or charge or additional fee or charge may be imposed for an expedited service or supply of goods if it is requested that the service or goods be provided urgently.*
- (3) *The basis for determining a fee or charge is not to be limited to the cost of providing the service or goods other than a service —*
 - (a) *under section 5.96(copy of various registers, reports, plans, local laws, etc); or*
 - (b) *under section 6.16(2)(d)(copy of licenses, permits, certificates, etc); or*
 - (c) *prescribed under section 6.16(2)(f), where the regulation prescribing the service also specifies that such a limit is to apply to the fee or charge for the service.*
- (4) *Regulations may —*
 - (a) *prohibit the imposition of a fee or charge in prescribed circumstances; or*
 - (b) *limit the amount of a fee or charge in prescribed circumstances.*

6.18. *Effect of other written laws*

- (1) *If the amount of a fee or charge for a service or for goods is determined under another written law a local government may not —*
 - (a) *determine an amount that is inconsistent with the amount determined under the other written law; or*
 - (b) *charge a fee or charge in addition to the amount determined by or under the other written law.*
- (2) *A local government is not to impose a fee or charge for a service or goods under this Act if the imposition of a fee or charge for the service or goods is prohibited under another written law.*

6.19. *Local government to give notice of fees and charges*

If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of—

- (a) *its intention to do so; and*
- (b) *the date from which it is proposed the fees or charges will be imposed.*

Council Plan

- 8.1 - Support responsible planning and development.
- 13.1 - Adopt best practice governance.
- 13.2 - Manage the Shire's resources responsibly.
- 13.4 - Foster strategic alliances and resource sharing opportunities.

Environment - None.

Precedents

Council has adopted new charges or amended charges outside of the normal budget process in the past. This has been carried out in accordance with the *Local Government Act 1995*.

Budget Implications

The Fees and Charges when adopted will determine the amount of revenue to be received during the 2022/23 financial year. Council has allocated in the forecast budget of \$15,000 revenue for the DAMA Application Fees.

Budget – Whole of Life Cost - None.

Council Policy Compliance

Council Policy *CnG CP018 Corporate Business Plan & Long Term Financial Plan* establishes the parameters for the development of the Corporate Business Plan, Long Term Financial Plan and the Annual Budget, which includes the provision of Fees and Charges revenue expected to be received within the budget year.

Risk Assessment

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

TIER 2 – 'Low' or 'Moderate' Inherent Risk.		
Risk Event	DAMA – Fees and Charges	
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	Fees and Charges have implications on the annual budget.
	Legal and Compliance	Legislative requirements and compliance determine the need for Council endorsement of Fees and Charges.

Officer Comment

Council is currently charging \$250.00 per nomination. This charge is similar to other local governments including the City of Kalgoorlie charge per nomination for their Goldfields DAMA, which is run in a very similar structure to our own, in that it is an LGA that is managing it.

The other WA DAMAs (and most of those interstate), have external agencies managing the DAMA endorsement process (RDAs, or CCIs for the most part), and tend to charge around \$800-\$900 per nomination.

The other charges for a business going through this process are from the Department of Home Affairs, which is Nomination \$0-\$330 (dependent on visa subclass) and Skilling Australia Fund levy (\$3,000-\$7,200, dependent of visa subclass and annual business turnover). The visa application charge for a single applicant (single without dependents) is between \$2,700-\$4,115 dependent of visa subclass, however this may be covered by the applicant themselves.

Council Role - Executive/Strategic.

Voting Requirements - Absolute Majority.

Change to Officer Recommendation

No Change. **OR:**

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

OFFICER RECOMMENDED RESOLUTION

THAT Council:

- 1. Endorses the Designated Area Migration Agreement Application Fee being the 'DAMA Application Fee' of \$250.00 per nomination from 1 July 2022;**
- 2. Includes the DAMA Application Fee in the 2022/23 Schedule of Fees and Charges;**
- 3. Where required, gives local public notice of the applicable Fees and Charges.**

By Absolute Majority

12.4.2 Title: Setting of Meeting Dates 2023

<i>Reporting Department:</i>	<i>Corporate & Governance Directorate</i>
<i>Reporting Officer:</i>	<i>Ms Cathy Lee – Acting Director Corporate & Governance</i>
<i>Legislation:</i>	<i>Local Government Act 1995</i>
<i>Attachments:</i>	<i>Appendix ORD: 12.4.2 – Risk Assessment Tool</i>

Overview

Council are requested to set the dates of the 2023 Ordinary Council Meetings [OCMs]; Council Committee Meetings that are required under the Act to be open to members of the public; and in addition note the proposed dates of the Advisory Group Meetings.

Background

Council is required under the Local Government Act 1995 to set the Ordinary Council Meeting dates and advertise the schedule. Council is also required under the Local Government Act 1995 to set and give notice of the committee meetings that are required under the Act to be open to members of the public.

Council generally holds its OCMs on the last Wednesday of each month, with the exception being December. All other Committee meeting and Advisory Group meetings are held on Wednesdays wherever possible.

Legal Implications

The dates of the OCMs and the dates of the Committee meetings that have delegated authority / open to the public are required to be advertised. There is no requirement for Advisory Group meetings to be open to the public or advertised.

Local Government (Administration) Regulations 1996 Section 12 states:

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

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

Council Plan

13.1 - Adopt best practice governance.

13.2 - Manage the Shire's resources responsibly.

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

Environment - None.

Precedents

OCM and Committee meeting dates are reviewed annually, in accordance with the Local Government Act. Advisory Group meetings are reviewed annually in accordance with good governance practices.

Budget Implications - None.

Budget – Whole of Life Cost - None.

Council Policy Compliance

Exec CP088 - Forums of Council – Concept Forums, Agenda Forums and Workshops; and

Exec CP089 –Advisory Groups

Exec CP205 – Council Meeting Framework

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	Draft Council Meeting Framework Policy and Setting of OCM Meeting Dates 2022	
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	Non-compliance with meeting procedures could lead to penalties being imposed on the Shire.
	Reputational	If decisions are made without full information being available and considered, it can result in considerable reputational loss.
		Non-compliance of advertising Meeting dates will impact on the Shire’s business reputation.

Officer Comment

• Ordinary Council Meetings and Forums

The draft Council Meetings Planner 2023 [A3 under separate cover] shows the visual pattern of the monthly forums and meetings. These are as follows:

- First Wednesday - Workshops or other meetings to be scheduled as required.
- Second Wednesday - Committees or other meetings to be scheduled.
- Friday following Second Wednesday – Agenda Forum Document is delivered to Councillors. This document will be the agenda items and corresponding appendices that will be presented to Council at the upcoming Ordinary Council meeting.
- Third Wednesday – Agenda Forum to take place where elected members can ask for further information to be presented within the Agenda document and ask questions of officers. It is

important to note that agenda items will not be 'discussed' this is a forum only and the discussion of agenda items will only take place at the Ordinary Council Meeting where public can be in attendance. This ensures transparency in the meeting process.

- Friday following Third Wednesday – Delivery of the Ordinary Council Meeting Agenda to Councillors and placed on the website for the public.
- Fourth Wednesday – Chief Executive Officer Concept Forum followed by the Ordinary Council Meeting.

This process allows for the final OCM Agenda to be sent out without the need for late information. It is noted that at times late information will need to be presented, but this will be at the discretion of the Shire President and Chief Executive Officer.

- Place Based and Topic Based Advisory Groups

At the Ordinary Council Meeting on 27th November 2019 Council adopted (Res: 334-19) a new Community Engagement Policy and Framework and established the following place-based and topic-based Advisory Groups:

- Eaton Advisory Group
- Dardanup Advisory Group
- Burekup Advisory Group
- Ferguson Valley Advisory Group
- Wanju & Waterloo Advisory Group
- Sustainable Development Advisory Group
- Economic Development Advisory Group
- Community Advisory Group
- Roadwise Advisory Group
- Sport & Recreation Advisory Group.

Since that time Council has adopted the following plans and strategies developed in consultation with the Topic Based Advisory Groups:

1. Vision 2050;
2. Place and Community Plan;
3. Public Health Plan; and
4. Sport and Recreation Plan.

In addition Council has adopted four Community Facility Plans through the engagement with the Place based groups.

During the last two years, the impacts of Covid 19 on the method and frequency of engagement caused Council to postpone and cancel a number of particularly the topic based groups. Additionally interest in these groups have been fairly low and does not appear to justify the administration costs associated with organising and attending such meetings. Especially post adoption of the plans.

It is therefore proposed that Council dissolves all topic based advisory groups. The themes and concepts related to each of these can be discussed and considered under each of the place based advisory groups. Additionally Council can continue to hold Economic and Sustainable Development Forums, Business breakfasts or After Hours events through BGEA and BGCCI.

In addition the Wanju & Waterloo 'Place Based' Advisory Group does not currently function in a similar way as the other Place Based Advisory Groups as it is mainly a forum for all landowners to attend updates

on the planning progress. It is therefore recommended that this group also be dissolved with the intention of it being reintroduced at a later date.

As such it is recommended that Council endorse only having the following Place Based Advisory Groups:

- Eaton/Millbridge Advisory Group
- Dardanup Advisory Group
- Burekup Advisory Group
- Ferguson Valley Advisory Group

These groups are intended to continue meeting twice a year, however it is proposed that these meetings be held all in the same week twice per year once in middle February and once in middle September. The February meetings may also allow general public to attend and focus on considering the priorities identified in the relevant Community Facility or related Plans, with the intent to confirm the projects intended for budget submissions. The February meetings will also allow more general engagement on relevant planning, community, infrastructure and shire wide topics, and allow an audience for questions from the community at large.

The September meeting would be an opportunity for the Advisory groups only to consider the projects that were included in the Budget and to give further direction and definition on the projects included or intended to be included the following year.

It is important to note that special Advisory Group meetings can be held to deal with individual projects or issues that may arise throughout the year. It is however not intended to replace engagement with the community at large.

- Christmas /New Year Break – Office Closure

The Shire of Dardanup normally closes for business on the last working day before Christmas and returns the first working day of the New Year. This year that will be at close of Business on Friday 23rd December 2022 and reopening on Tuesday, 3 January 2023.

Council's consideration is requested to allow the full business activities to only reopen on Monday, 9th January 2023. This will allow for staff to have a longer break and return to work refreshed and motivated for the New Year.

Council Role - Legislative.

Voting Requirements - Simple Majority.

Change to Officer Recommendation

No Change. **OR:**

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

OFFICER RECOMMENDED RESOLUTION "A"

THAT Council:

1. Disband the following:

Place Based Advisory Group

- Wanju & Waterloo Advisory Group

Topic Based Advisory Groups

- Sustainable Development Advisory Group
- Economic Development Advisory Group
- Community Advisory Group
- Roadwise Advisory Group
- Sport & Recreation Advisory Group.

2. Notes that the following Place Based Advisory Groups:

- Eaton Advisory Group
- Dardanup Advisory Group
- Burekup Advisory Group
- Ferguson Valley Advisory Group

Will meet on the following dates:

ADVISORY GROUP	2023 DATES & START TIMES	VENUES
Burekup Advisory Group	Mondays: 13 th of February & 11 th of September at 5pm	Burekup Country Club
Dardanup Advisory Group	Tuesdays: 14 th of February & 12 th of September at 5.30pm	Thomas Little Hall, Dardanup
Eaton Advisory Group	Wednesdays: 15 th of February at 6pm & 13 th of September at 5pm	Shire of Dardanup Council Chambers
Ferguson Valley Advisory Group	Thursdays: 16 th of February & 14 th of September at 5pm	Ferguson Hall

3. Notes the scheduled Advisory Group Meeting dates [that are not required to be open to the public] for the period January 2023 to December 2023 are subject to change from time to time.

AND

OFFICER RECOMMENDED RESOLUTION “B”**THAT Council:**

1. Sets the Ordinary Council Meeting dates for the period January 2023 to December 2023 to be held on the following dates, commencing at 5pm at the Shire of Dardanup - Administration Centre Eaton Council Chambers:

DATE 2023
25 th of January
22 nd of February
22 nd of March
26 th of April
24 th of May
28 th of June
26 th of July
23 rd of August
27 th of September
25 th of October
22 nd of November
13 th of December

2. Sets the Committee Meetings dates [that are required to be open to the public/have delegated authority] for the period January 2023 to December 2023, to be held at the Shire of Dardanup Council Chambers, as follows:

COMMITTEE	2023 DATE & START TIME
Bush Fire Advisory Committee	Wednesdays, 7pm
	8 th of March
	14 th of June
	11 th of October
Audit & Risk Committee	Wednesdays, 2pm
	15 th of March
	14 th of June
	13 th of September
	6 th of December

3. Notes the scheduled Committee Meeting dates [that are not required to be open to the public] for the period January 2023 to December 2023 are listed as below but are subject to change from time to time.

COMMITTEE	2023 DATE & START TIME
Integrated Planning Committee	Wednesdays
	8 th of March – 10am
	12 th of April – 1pm
Local Emergency Management Committee	Wednesdays, 10.00am
	8 th of February
	10 th of May
	9 th of August
	8 th of November

4. Sets the Annual Electors meeting date for Wednesday, 25th of January 2022, commencing at 6.00pm at the Shire of Dardanup - Administration Centre.
5. Notes that all other meeting dates to be set will be provided to Council/Committee Members (and the public wherever required) as soon as possible following the setting or amendment of the meeting dates.
6. Requests the above dates be publicised [where required] in the local media and newsletter as required by the Local Government Act 1995 and be updated on the Shire of Dardanup website.

AND

OFFICER RECOMMENDED RESOLUTION “C”

THAT Council endorse and advertise the Shire of Dardanup Christmas/New Year break office closure from close of business on Friday 23rd December 2022 until reopening date of Monday, 9th January 2023.

12.4.3 Title: Microsoft Software Licensing Enterprise Agreement

Reporting Department: Corporate & Governance Directorate
Reporting Officer: Mr Chris Murray - Manager Information Services
Legislation: Local Government Act 1995
Attachments: Appendix ORD: 12.4.3 – Risk Assessment Tool

Confidential Attachments – Under Separate Cover:
 - Quote for Microsoft licenses EA
 - Quote for Microsoft licenses non-EA comparison

Overview

This report recommends that Council agrees to refresh the arrangement with the Shire of Harvey and the Shire of Augusta Margaret River to continue to receive discounted Microsoft Enterprise Agreement pricing for a further three year period. As the proposal exceeds the Chief Executive Officer's purchasing authority the report is recommended to Council for endorsement.

Background

The Microsoft Enterprise Agreement licensing arrangements that have been in place for three years from 2019 – 2022 are due to be renewed. In order to access Microsoft Enterprise Agreement pricing Local Government authorities must purchase at least 250 licenses and the Shire entered into a shared agreement with the Shire of Harvey and the Shire of Augusta Margaret River in 2019 in order to meet this requirement. Prices will be fixed for three years for the identified products and future price increases will not apply until the three year period ends in 2025.

Microsoft products are typically sold to enterprise and business customers by a Microsoft gold partner. Smaller resellers do not have the full range of products that are required by the Shire of Dardanup and are essentially limited to consumer software.

In order to offer discounted pricing to business and government customers Microsoft have an Enterprise Agreement program administrated by its resellers that requires a minimum numbers of licenses. For a standard business customer this is 500 licenses, for a government entity this is set at 250 licenses.

Microsoft control pricing to ensure that Enterprise Agreement offerings are consistent between the business partners. Larger EA's are negotiated directly with Microsoft and not the resellers.

The previous arrangement was entered in to with Microsoft Gold partner Data#3 who have a substantial presence in Western Australia. Data#3 are listed on the WALGA preferred supplier panel and are the sole listed supplier on the CUA contracts list for State Government procurement.

Legal Implications - Copyright Act 1968

Council Plan

13.2 - Manage the Shire's resources responsibly.

Environment - None.

Precedents

The Shire of Dardanup entered into a previous 3 years Enterprise Agreement for Microsoft software for the period 2019 – 2022 which has recently expired.

Budget Implications

Microsoft licensing is included in the IT Asset Management Plan.

Budget – Whole of Life Cost

Please see the attached quote circulated as a confidential document under separate cover.

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: 12.4.3] for full assessment document.

TIER 1 – No discernible Inherent Risk has been identified (no Risk Theme or Consequence).	
Risk Event	Current Microsoft Enterprise Agreement has expired.
Inherent Risk Rating (prior to treatment or control)	Moderate (5 - 11)
Risk Action Plan (treatment or controls proposed)	Purchase the required licenses under a Microsoft Enterprise Agreement (EA).
Residual Risk Rating (after treatment or controls)	0 - Risks will be removed.
Risk Category Assessed Against	Financial Higher price of software outside of EA.
	Service Interruption Shire could be asked to cease using software until licenses paid.
	Legal and Compliance Breach of the Copyright Act 1968.

Officer Comment

The Shire of Dardanup's server and desktop fleet are deployed with Microsoft operating systems and application software. There is no viable alternative to Microsoft in the market for an organisation that is the size of the Shire of Dardanup.

The licensing arrangements for Microsoft products have been covered by a three year Enterprise Agreement (EA) jointly with the Shire of Harvey and the Shire of Augusta Margaret River in order to meet the minimum license count to receive the commensurate savings. The three year agreement has lapsed and we must renew our licensing to remain compliant.

It is proposed that we refresh this arrangement and continue to receive the discounted Enterprise Agreement pricing for a further three year period. This will fix all pricing for three years.

The cost difference entering into the EA program would be around 14% cheaper with a saving of \$41,997.48 over the three years.

The EA arrangements also ease the administrative load of software management as licenses are able to be reported on, to be added easily and we are able to "true up" the licenses annually at the listed price to ensure compliance and with no penalty.

Pricing under the EA arrangements are set by Microsoft and use of an RFT or similar process for alternate vendor will not provide any further savings. We would face an increased cost by going to the standard open licensing arrangements.

Use of the state government CUA has been explored in order to access further discounts but unfortunately this is limited to agreed state government departments and entities and does not currently include any Local Government organisations.

In order to remain compliant with licensing requirements and to continue to receive the discounted pricing is recommended to renew the Microsoft Enterprise Agreement for a further three years 2022 – 2025.

Council Role - Executive/Strategic.

Voting Requirements - Simple Majority.

Change to Officer Recommendation

No Change. **OR:**

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

OFFICER RECOMMENDED RESOLUTION

THAT Council:

- 1. Notes that the current Microsoft Enterprise Agreement has ended.**
- 2. Notes the attached confidential quotations (Under separate cover – Tardis Link: LIC-R1290442) for a subsequent period of three years to 2025 and the first year comparison showing the 14% savings.**
- 3. Authorises the Chief Executive Office to enter into a further three year Enterprise Agreement for Microsoft licensing as a joint arrangement with the Harvey and Augusta-Margaret River Shire Councils.**

12.4.4 Title: Monthly Statement of Financial Activity for the Period Ended on the 30th of September 2022

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

Overview

This report presents the monthly Financial Statements [Appendix ORD: 12.4.5A] for the period ended on the 30th of September 2022 for Council adoption.

Background

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

Legal Implications

Local Government Act 1995 – Section 6.4

6.4. Financial Report

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

Local Government (Financial Management) Regulations 1996 r. 34

Part 4 — Financial Reports — s. 6.4

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

(1A) In this regulation—

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

- (1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —
 - (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and
 - (b) budget estimates to the end of the month to which the statement relates; and
 - (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; and

- (d) *material variances between the comparable amounts referred to in paragraphs (b) and (c); and*
- (e) *the net current assets at the end of the month to which the statement relates.*
- (2) *Each statement of financial activity is to be accompanied by documents containing —*
 - (a) *an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets; and*
 - (b) *an explanation of each of the material variances referred to in subregulation (1)(d); and*
 - (c) *such other supporting information as is considered relevant by the local government.*
- (3) *The information in a statement of financial activity may be shown —*
 - (a) *according to nature and type classification; or*
 - (b) *by program; or*
 - (c) *by business unit.*
- (4) *A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be —*
 - (a) *presented at an ordinary meeting of the Council within 2 months after the end of the month to which the statement relates; and*
 - (b) *recorded in the minutes of the meeting at which it is presented.*
- (5) *Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.*

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

Council Plan

13.1 - Adopt best practice governance.

Environment - None.

Precedents

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

Budget Implications

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

Budget – Whole of Life Cost - None.

Council Policy Compliance

- CnG CP036 Investment Policy
- CnG CP128 Significant Accounting Policies
- CnG CP306 – Accounting Policy for Capital Works.

Risk Assessment

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

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.		
Risk Event	Monthly Statement of Financial Activity for the Period Ended 30 th of September 2022	
Inherent Risk Rating (prior to treatment or control)	Moderate (5 - 11)	
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.	
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.	
Risk Category Assessed Against	Legal and Compliance	Non-compliance with the legislative requirements that results in a qualified audit.
	Reputational	Non-compliance that results in a qualified audit can lead stakeholders to question the Council's ability to manage finances effectively.
	Financial	Not monitoring ongoing financial performance would increase the risk of a negative impact on the financial position.

Officer Comment

The Monthly Financial Report for the period ended on the 30th of September 2022 is contained in [Appendix ORD: 12.4.5A] and consists of:

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

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

The Statement of Financial Activity includes the end-of-year surplus brought forward from 2021/22 of \$175,393. This surplus is an estimate based on officer forecast and is subject to completion of the annual audit review.

As at the reporting date, officers forecast the surplus at the 30th of June 2023 at \$321,603 compared to the budgeted surplus of \$137,167.

Note 2 – Contains explanations for items with a material variance. Actual values for the year-to-date are compared to the year-to-date budget to present a percentage variance as well as the variance amount. The minimum level adopted by Council to be used in the Statement of Financial Activity in 2022/23 for reporting material variances is 5% or \$25,000, whichever is greater.

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

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

The total investment portfolio is currently \$6,014,530 in Reserve Account term deposit funds. 100% of the portfolio is invested with AA rated ANZ bank. Although this holding exceeds the maximum 50% of portfolio maximum permitted by the Council's investment policy, it is acceptable under the "grandfathering clause" as being due to a decrease in the size of the portfolio for liquidity purposes. It is expected that new investments to be taken out in October after finalisation of the 2021/22 financial statements will rectify this portfolio diversification issue.

Yield return on term deposit investments have improved with the changing economic conditions and recent Reserve Bank decisions to raise interest rates for five successive months. Some major banks now offer rates around 3% p.a. for a 3 month term and over 4% p.a. for 12 month deposits. At the same time last year, interest rates for comparable deposits were less than 0.5% for all terms up to 12 months.

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

Council Role - Executive/Strategic.

Voting Requirements - Simple Majority.

Change to Officer Recommendation

No Change. **OR:**

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

OFFICER RECOMMENDED RESOLUTION

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

12.4.5 Title: Schedule of Paid Accounts as at the 30th September 2022

Reporting Department:	Corporate & Governance Directorate
Reporting Officer:	Mrs Natalie Hopkins - Manager Financial Services Ms Joanna Hanson – Finance Officer
Legislation:	Local Government (Financial Management) Regulations 1996
Attachments:	Appendix ORD: 12.4.5 – Risk Assessment Tool

Overview

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

Background

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

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

Legal Implications**Local Government Act 1995**

S6.5. Accounts and records

Local Government (Financial Management) Regulations 1996

R11. Payments, procedures for making etc.

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

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

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

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

- (2) *A list of accounts for approval to be paid is to be prepared each month showing—*
- (a) *for each account which requires council authorisation in that month—*
 - (i) *the payee's name; and*
 - (ii) *the amount of the payment; and*
 - (iii) *sufficient information to identify the transaction; and*
 - (b) *the date of the meeting of the council to which the list is to be presented.*
- (3) *A list prepared under subregulation (1) or (2) is to be—*
- (a) *presented to the council at the next ordinary meeting of the council after the list is prepared; and*
 - (b) *recorded in the minutes of that meeting.*

Council Plan

13.1 - Adopt best practice governance.

13.2 - Manage the Shire's resources responsibly.

Environment - None.

Precedents

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

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

Budget – Whole of Life Cost - None.

Council Policy Compliance

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

Risk Assessment

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

TIER 2 – 'Low' or 'Moderate' Inherent Risk.		
Risk Event	Schedule of Paid Accounts as at the 30 th September 2022	
Inherent Risk Rating (prior to treatment or control)	Moderate (5 - 11)	
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.	
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.	
Risk Category Assessed Against	Financial	Not monitoring ongoing financial performance would increase the risk of a negative impact on the financial position.
	Reputational	Non-compliance that results in a qualified audit can lead stakeholders to question the Council's ability to manage finances effectively

Officer Comment

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

Council Role - Executive/Strategic.

Voting Requirements - Simple Majority.

Change to Officer Recommendation

No Change. **OR:**

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

OFFICER RECOMMENDED RESOLUTION

THAT Council receives the Schedule of Paid Accounts report from 1/9/2022 to 30/9/2022 as follows:

SHIRE of DARDANUP
30-09-2022 Schedule of Paid Accounts

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
ELECTRONIC FUNDS TRANSFER					
EFT48762	01/09/2022	Amity Signs	Supply Sign and Post With Fittings - 13 x Shire Locations	MUNI	6,085.75
EFT48763	01/09/2022	AMP Bank Limited	AMP Bank Confirmation Payment for Term Deposits Held at 30/06/2022	MUNI	25.00
EFT48764	01/09/2022	Boyles Plumbing and Gas	RPZD Device Testing and Submission of Paperwork to WC - 2 x Shire Locations	MUNI	812.02
EFT48765	01/09/2022	Breanna Batrick	Reimburse Parking & Meal Costs	MUNI	112.06
EFT48766	01/09/2022	BSW Connect	Allocated Funding for Business South West Awards (Resolution # 84-22)	MUNI	5,500.00
EFT48767	01/09/2022	Bunbury Auto One	Electrical Plugs \ Sockets, Wire & Connectors for Trailer Repairs	MUNI	199.74
EFT48768	01/09/2022	Bunbury Geographe Chamber of Commerce and Industry	2022/2023 Corporate Membership	MUNI	2,200.00
EFT48769	01/09/2022	Bunbury Harvey Regional Council	Disposal of Kerbside Collected Fogo (July 2022)	MUNI	9,996.44
EFT48770	01/09/2022	Bunbury Machinery	Hire of Pavement Grinder	MUNI	213.63
EFT48771	01/09/2022	Bunbury Mower Service	Chainsaw Chain	MUNI	1,809.50
EFT48772	01/09/2022	Bunnings Group Limited	Extension Pole and Scoop, Hinges, Washers, Wood, Light Globes - Depot Repairs	MUNI	235.23
EFT48773	01/09/2022	Bethanie Esprit Community Men's Shed	the Poppy Project 2022 - Eaton Drive Installation - Wooden Panel Board	MUNI	200.00
EFT48774	01/09/2022	CFM - Myzone	20 x Heart Rate Monitors, Straps, Shipping	MUNI	2,173.00
EFT48775	01/09/2022	Challis Builders	Alterations to Latent Hydraulic & Alterations to Ceiling Meeting Room - Eaton Recreation Centre Stage 1 Development Work	MUNI	5,889.40

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT48776	01/09/2022	Christine Worsfold	Umpire Recoup 30/08/2022	MUNI	67.50
EFT48777	01/09/2022	Civil Projects Southwest	Bobcat Hire to Remove Tree Over Fence Following Storm - 2 x Shire Locations	MUNI	935.00
EFT48778	01/09/2022	Claire Lee	Reimburse Uniform Purchase	MUNI	20.00
EFT48779	01/09/2022	Cleanaway Solid Waste Pty Ltd	General Waste Disposal - 2 x Shire Locations	MUNI	2,837.23
EFT48780	01/09/2022	Coates Hire Ltd	Hire Demolition Saw - 22-24/08/2022	MUNI	382.39
EFT48781	01/09/2022	Cross Security Services	Replace Two Faulty Sensor Detectors, Boomers Pavilion	MUNI	382.00
EFT48782	01/09/2022	Dapco Tyre and Auto Centre	Supply & Fit 4 x Tyres and Provide Wheel Alignment - DA0	MUNI	1,065.00
EFT48783	01/09/2022	Daryl Fishwick	Umpire Recoup 31/08/2022	MUNI	66.00
EFT48784	01/09/2022	Diana Negro	Refund Cat Cage Bond	MUNI	150.00
EFT48785	01/09/2022	Diesel Force	Ute Service & Fit Anderson Plug - DA613	MUNI	1,931.62
EFT48786	01/09/2022	Earth 2 Ocean Communications	Install Cel-Fi Repeater - Burekup BFB	MUNI	1,674.60
EFT48787	01/09/2022	Eaton Environmental Services	ERC - Inspect, Clean and Re-Bait Stations	MUNI	143.00
EFT48788	01/09/2022	Eaton Primary School P & C Association	Quick Response Grant Payment	MUNI	500.00
EFT48789	01/09/2022	Ellen Patricia Lilly	Meeting Attendance	MUNI	1,267.25
EFT48790	01/09/2022	Flexi Staff Group Pty Ltd	15-19/08/2022 - Labour Hire of General Hand	MUNI	2,223.43
EFT48791	01/09/2022	Fulton Hogan Industries WA	Ez Street 20 Kg Bag - 4 x Shire Locations	MUNI	531.30
EFT48792	01/09/2022	Go Electrical Contracting	Replace 6 Faulty Down Lights & Flood Light	MUNI	1,991.00
EFT48793	01/09/2022	Hannah Cully	Refund Partial Gym Membership Fees - Cancelled Within Contract Period	MUNI	195.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT48794	01/09/2022	Hanson Construction Materials Pty Ltd	106 Tonne of Scalps	MUNI	3,553.81
EFT48795	01/09/2022	James Stuart Adamson	Refund Cat Cage Bond	MUNI	150.00
EFT48796	01/09/2022	Janice Patricia Dow	Meeting Allowance	MUNI	1,267.25
EFT48797	01/09/2022	Jo Jingles South West	Jo Jingles Sessions for the Eaton Community Library - August 2022	MUNI	3,498.00
EFT48798	01/09/2022	John Thompson	Umpire Recoup 31/08/2022	MUNI	66.00
EFT48799	01/09/2022	Josephine Fitria Arizona	Refund Overpayment of Gym Membership Fees	MUNI	140.55
EFT48800	01/09/2022	Julie Michelle Combes	Umpire Recoup 30/08/2022	MUNI	67.50
EFT48801	01/09/2022	Kenny Pomare	Umpire Recoup 31/08/2022	MUNI	88.00
EFT48802	01/09/2022	Kerrie Ann Gathercole	Charged \$195.00 for An Additional Bin However She Should Have Been Charged \$50.00 for the Bin Lid Swap Option	MUNI	145.00
EFT48803	01/09/2022	Kings Tree Care	Remove Hanging Branch Following Storm Damage - Ferguson Road	MUNI	1,866.00
EFT48804	01/09/2022	Landgate	GRV Interim Valuation Schedule No: G2022/15 Dated 09/07/2022 to 22/07/2022 Schedule No: G2022/16 Dated 23/07/2022 to 05/08/2022	MUNI	1,667.59
EFT48805	01/09/2022	Lucy Jane Scott	Umpire Recoup 30/08/2022	MUNI	45.00
EFT48806	01/09/2022	Luke Wilkinson	Umpire Recoup 31/08/2022	MUNI	110.00
EFT48807	01/09/2022	Luke William Davies	Meeting Allowance	MUNI	1,267.25
EFT48808	01/09/2022	M & J Essential Solutions Pty Ltd	Employee Assistance Program Consultations	MUNI	420.00
EFT48809	01/09/2022	Maia Financial Pty Ltd	Lease 25 Contract E6N0163571 Period 1/10/22 to 31/12/22	MUNI	9,074.75
EFT48810	01/09/2022	Mark Richard Hutchinson	Meeting Allowance	MUNI	1,267.25

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT48811	01/09/2022	Mcdonald Fencing	Replace Storm Damaged Fence Adjoining Dardanup Rural & Telstra Hut - Shire's 50% Share	MUNI	2,042.73
EFT48812	01/09/2022	Mechanical Project Services	ERC - Repairs to Kitchen Milk Fridge	MUNI	275.00
EFT48813	01/09/2022	Michael Bennett	Local Government Allowance	MUNI	1,209.83
EFT48814	01/09/2022	MJ Goods	Disinfectant Wipes & Sushi Boxes	MUNI	567.10
EFT48815	01/09/2022	MJB Industries Pty Ltd	1x Stormwater Liner, 8 x Covers	MUNI	1,370.50
EFT48816	01/09/2022	One Eleven (WA) Pty Ltd - Roofwest	Graffiti Removal at Dardanup Hall Disabled Public toilet	MUNI	638.00
EFT48817	01/09/2022	One Steel Metaland	2 x Steel Tubes for Water Meter Cage Repair	MUNI	227.28
EFT48818	01/09/2022	Patricia Rose Perks	Meeting Allowance	MUNI	1,267.25
EFT48819	01/09/2022	Perfect Landscapes	Weekly Reserves Mowing	MUNI	2,418.03
EFT48820	01/09/2022	Peter Robinson	Meeting Allowance	MUNI	1,267.25
EFT48821	01/09/2022	Pickleball Superstore Pty Ltd	ERC - 20 x Pickleballs for Morning Competition Plus Shipping	MUNI	79.90
EFT48822	01/09/2022	Promote You	Embroidery of Staff Uniforms - Administration	MUNI	36.30
EFT48823	01/09/2022	Pagoda Resort	Accommodation for Gabriella Hayward - Training - Customer Complaints Resolution Program	MUNI	180.00
EFT48824	01/09/2022	Quality Press	Vehicle Identifier Stickers & Incident Diary	MUNI	159.50
EFT48825	01/09/2022	Rachel O'Donoghue	Reimburse Uniform Purchase	MUNI	95.30
EFT48826	01/09/2022	Ryan Baker	Umpire Recoup 31/08/2022	MUNI	176.00
EFT48827	01/09/2022	SMR Psychology	Employee Assistance Program Consultation	MUNI	187.00
EFT48828	01/09/2022	Sonya Williams	Reimbursement for Parking - Training at Walga 09/08/2022	MUNI	12.30

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT48829	01/09/2022	South West Networking	Water Leak Detection and Repair at Records office and Emergency Services Department - Eaton office	MUNI	440.00
EFT48830	01/09/2022	Southern Lock and Security	ERC - After Hours Call Out to Secure Lock Over Night, Replacement Lock the Following Day	MUNI	919.70
EFT48831	01/09/2022	Spotlight Pty Ltd	The Poppy Project - Buttons and Wool	MUNI	86.00
EFT48832	01/09/2022	St John Ambulance Western Australia Ltd	Philips Hs1 Heartstart Defibrillator Battery Replacement	MUNI	279.00
EFT48833	01/09/2022	Stacey Gillespie	Meeting Allowance	MUNI	1,267.25
EFT48834	01/09/2022	Steann Pty Ltd	Hard Waste Collection - July 2022	MUNI	57,780.14
EFT48835	01/09/2022	Summer Standley	Umpire Recoup 26/08/2022	MUNI	60.00
EFT48836	01/09/2022	Synergy	Electricity Consumption - 19/07-15/08/2022 - Lot 501 Recreation Drive, Eaton	MUNI	1,339.93
EFT48837	01/09/2022	The Cafe Merchant	Assorted Sandwiches	MUNI	490.00
EFT48838	01/09/2022	Toll Transport - Ipec Pty Ltd	2022-2023 Postage & Freight - Environmental Health	MUNI	87.47
EFT48839	01/09/2022	Toni Anderson	Umpire Recoup 30/08/2022	MUNI	45.00
EFT48840	01/09/2022	Tyrrell Gardiner	Meeting Allowance	MUNI	1,859.17
EFT48841	01/09/2022	Winc Australia Pty Ltd	Printing & Stationery Expense - Admin O/H	MUNI	447.80
EFT48842	01/09/2022	Woolworths Group Limited - Openpay Portal	ERC - Wendy Mark's Farewell Gift	MUNI	483.22
EFT48843	01/09/2022	Work Clobber	Protective Clothing - Rangers	MUNI	471.00
EFT48844	01/09/2022	Zipform Pty Ltd	2022-2023 Annual Rate Notice - Print and Supply Envelopes	MUNI	8,235.59

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT48845	08/09/2022	Advanced Traffic Management WA P/L	Traffic Control - 05-08-2022	MUNI	837.38
EFT48846	08/09/2022	Austraffic WA - WATC Management Pty Ltd	Shire of Dardanup - Traffic Counters - August 2022	MUNI	6,545.00
EFT48847	08/09/2022	Australian Tax office	PAYG - Payrun: 02/09/2022	MUNI	80,449.00
EFT48848	08/09/2022	B & B Street Sweeping Pty Ltd	Hire of Combination Jet-Vac Drain Cleaner - 3 x Shire Locations	MUNI	10,890.00
EFT48849	08/09/2022	Bailey Harkness	Umpire Recoup 06-09-2022	MUNI	45.00
EFT48850	08/09/2022	Better Telco Solutions Pty Ltd	Burekup Phone Line Repairs	MUNI	449.90
EFT48851	08/09/2022	Beven George	Refund Hall Hire Bond	MUNI	290.00
EFT48852	08/09/2022	Blackwoods	Inspection Mirror	MUNI	530.94
EFT48853	08/09/2022	BOC Ltd	ERC Hire of Oxygen Bottles - August 2022	MUNI	12.95
EFT48854	08/09/2022	Brad Brooksby Consulting	Pratt Road and Eaton Bowling Club - Road Modifications and Car Parks - Road Safety Audit of Concept Design	MUNI	2,750.00
EFT48855	08/09/2022	Bunbury Bearings	Trailer Wheel Bearings for Eaton Trailer Repairs	MUNI	136.40
EFT48856	08/09/2022	Bunbury Harvey Regional Council	Disposal of Kerbside Collected Fogo - August 2022	MUNI	11,858.46
EFT48857	08/09/2022	Bunbury Mower Service	Stihl TS 500I Cut-off Saw	MUNI	1,928.65
EFT48858	08/09/2022	Bunnings Group Limited	Grinding Discs, Carpet Tape, Battery torch and Batteries	MUNI	551.44
EFT48859	08/09/2022	Carbone Brothers Pty Ltd	328 Tonne of Crushed Limestone - Panizza Road	MUNI	5,252.64
EFT48860	08/09/2022	Caroline Mears	Chair Yoga Workshops - 26/07 - 23/08/2022	MUNI	325.00
EFT48861	08/09/2022	Chloe McNaughton	Refund Mixed Netball Season - Paid Upfront	MUNI	598.00
EFT48862	08/09/2022	Chloe Scott	Umpire Recoup 07-09-2022	MUNI	88.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT48863	08/09/2022	Christine Worsfold	Umpire Recoup 06-09-2022	MUNI	67.50
EFT48864	08/09/2022	Civil Projects Southwest	Digger Hire, Weetman Rd - 01-02/09/2022	MUNI	1,870.00
EFT48865	08/09/2022	Cleanaway Solid Waste Pty Ltd	General Waste Disposal - 4 x Shire Locations	MUNI	5,509.62
EFT48866	08/09/2022	Cleanaway Xtra Cleaning Services	ERC - Cleaning Cover Period 15 - 31 August 2022	MUNI	2,574.00
EFT48867	08/09/2022	Country Water Solutions	Reticulation Maintenance and Repairs - 2 x Shire locations	MUNI	486.85
EFT48868	08/09/2022	Dapco Tyre and Auto Centre	Service / Repairs - 5 x Shire Vehicles	MUNI	3,086.06
EFT48869	08/09/2022	Dell Financial Services Pty Ltd	Lease 22 Contract 009-0141985-004 (1/7/22 to 30/9/22)	MUNI	4,475.22
EFT48870	08/09/2022	Deputec Pty Ltd	ERC - Deputy Roster Schedule Software - August 2022	MUNI	110.06
EFT48871	08/09/2022	DJ Emma	Tronox Spring Out Festival - DJ Set and Event MC	MUNI	654.50
EFT48872	08/09/2022	Donna Bastow	Umpire Recoup 07-09-2022	MUNI	132.00
EFT48873	08/09/2022	DX Print Group Pty Ltd	300 x Refuse Site Tip Pass - Rubbish Bin	MUNI	198.00
EFT48874	08/09/2022	Eaton Pet Vet	Veterinary Consultation and Supply Fees/Charges	MUNI	285.00
EFT48875	08/09/2022	Eaton Senior Citizens Association	Approved Community Quick Response Grant 2022-2023	MUNI	500.00
EFT48876	08/09/2022	Elliotts Irrigation Pty Ltd	Iron Filter Services - Millbridge Lakes - July 2022	MUNI	640.20
EFT48877	08/09/2022	Eurofins Arl Pty Ltd	Analysis of Air Samples for Asbestos - CWA Building Eaton	MUNI	357.50
EFT48878	08/09/2022	Ferguson Valley Marketing and Promotions Inc	2022-23 Operational Grant - Ferguson Valley Marketing - Budget Allocation	MUNI	23,500.00
EFT48879	08/09/2022	Fit2Work	Monthly Invoice for Police Checks - August 2022	MUNI	307.12
EFT48880	08/09/2022	Flexi Staff Group Pty Ltd	Labour Hire - 22-26/08/2022	MUNI	3,738.49

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT48881	08/09/2022	Garage Doors South West	Burekup Station - Supply and Install 2 Motors to Existing Roller Doors	MUNI	2,540.00
EFT48882	08/09/2022	Geographe Excavation and Underground Power	Telstra Location - Weetman Rd	MUNI	1,200.32
EFT48883	08/09/2022	Go Electrical Contracting	ERC - Replacement of Downlight and Lights in Change Rooms	MUNI	1,070.00
EFT48884	08/09/2022	Hanson Construction Materials Pty Ltd	50 Tonne of Scalps	MUNI	1,075.40
EFT48885	08/09/2022	Harvey Water	Refund Hall Hire Bond & Key Bond	MUNI	540.00
EFT48886	08/09/2022	John Duncan McLaren	Refund Cat Cage Bond	MUNI	150.00
EFT48887	08/09/2022	John Thompson	Umpire Recoup 07-09-2022	MUNI	44.00
EFT48888	08/09/2022	Justine Eichner	Umpire Recoup 07-09-2022	MUNI	44.00
EFT48889	08/09/2022	Kings Tree Care	Powerline Clearance Pruning As Per Western Power Notice 28317 - 18 x Shire Locations	MUNI	13,629.00
EFT48890	08/09/2022	Landgate	Rural UV Interim Valuation - Schedule:R2022/6	MUNI	891.43
EFT48891	08/09/2022	Les Mills Asia Pacific	Eaton Recreation Centre Monthly Les Mills License - September 2022	MUNI	1,438.41
EFT48892	08/09/2022	M & J Essential Solutions Pty Ltd	Employee Assistance Program Consultations	MUNI	140.00
EFT48893	08/09/2022	Maia Financial Pty Ltd	Lease 18 Contract E6N0163172 - 1/10/22 to 31/12/22	MUNI	13,128.26
EFT48894	08/09/2022	Malatesta Road Paving and Hotmix	Emulsion - Dowdells Line & Dardanup Hall Carpark	MUNI	800.00
EFT48895	08/09/2022	Marketforce	Extractive Industry Dap Application - Lot 2 Banksia Road Crooked Brook - 18/082022 SW Times	MUNI	3,079.34
EFT48896	08/09/2022	Mcdonald Fencing	Supply & Install 13m Top Railed Chainmesh Fence to Match Existing to Pratt Rd end of Entry Walkway	MUNI	1,336.50

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT48897	08/09/2022	Mcleods Barristers and Solicitors	Transfer and Amalgamation of Lot 300 (Reserve 49275) Kerr Road, Picton East. Matter # 47395	MUNI	321.86
EFT48898	08/09/2022	Melanie May Ring	Reimburse Uniform Purchase	MUNI	119.95
EFT48899	08/09/2022	Officeworks Superstores Pty Ltd	Rapidline Flip top Trestle Table	MUNI	415.00
EFT48900	08/09/2022	PFI Supplies	ERC - Cleaning Products	MUNI	1,055.30
EFT48901	08/09/2022	Picton Tyre Centre Pty Ltd - Bunbury Tyre Specialists	Tyre Repair on Grader - DA9774	MUNI	240.00
EFT48902	08/09/2022	Renae Randall	Reimburse Uniform Purchase	MUNI	378.00
EFT48903	08/09/2022	Roldan Tomas	Umpire Recoup 07-09-2022	MUNI	44.00
EFT48904	08/09/2022	Rosa Maria Madigan	Refund Cat Cage Bond	MUNI	150.00
EFT48905	08/09/2022	Ryan Baker	Umpire Recoup 07-09-2022	MUNI	132.00
EFT48906	08/09/2022	Scope Rentals Pty Ltd	Managed Print Service Contract Costs - September 2022	MUNI	2,675.20
EFT48907	08/09/2022	Securepay Pty Ltd	Bank Fees - August 2022 - Securepay Web & IVR	MUNI	25.44
EFT48908	08/09/2022	South West Networking	Repair Eaton Recreation Centre Ceiling Panels	MUNI	2,675.00
EFT48909	08/09/2022	Southern Cross Austereo	Eaton Recreation Centre 6 x Month Radio Advertisement Campaign - August 2022	MUNI	2,197.80
EFT48910	08/09/2022	Southern Lock and Security	Install 4 x CCTV Cameras at Burekup Bushfire Brigade	MUNI	4,981.50
EFT48911	08/09/2022	Synergy	Electricity - 31 x Shire Locations	MUNI	41,576.34
EFT48912	08/09/2022	Telair Pty Ltd	Library NBN Enterprise Ethernet Services - Data Network Connection - August 2022	MUNI	658.90
EFT48913	08/09/2022	Telstra	Telephone Use for West Dardanup BFB	MUNI	40.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT48914	08/09/2022	The Cafe Merchant	Lunch for Councillors/Staff Attending the Sat Mediation Session for Banksia Road - 25/08/2022	MUNI	180.00
EFT48915	08/09/2022	The Print Shop	6000 Bushfire Notice Postcard (2022-2023) With Magnet	MUNI	1,098.90
EFT48916	08/09/2022	The Workwear Group	Uniform Order for Chris Murray	MUNI	30.18
EFT48917	08/09/2022	Tiana Fraser	Umpire Recoup 06-09-2022	MUNI	77.00
EFT48918	08/09/2022	Timber Insight	Bridge Sheeting Repairs	MUNI	7,656.00
EFT48919	08/09/2022	Toll Transport - Ipec Pty Ltd	Postage & Freight - 2 x Shire offices	MUNI	122.30
EFT48920	08/09/2022	Tutt Bryant Hire	Multi Tyred Roller Hire 22-31/08/2022	MUNI	2,837.56
EFT48921	08/09/2022	Urbis Pty Ltd	Expert Landscape Architect Advice for Sat Legal Matter - Lot 2 Banksia Street - P0041032	MUNI	13,392.50
EFT48922	08/09/2022	Vanessa Black	Umpire Recoup 06-09-2022	MUNI	33.75
EFT48923	08/09/2022	Veolia Recycling & Recovery Pty Ltd	Weekly Bin Collection of Cardboard - August 2022	MUNI	204.90
EFT48924	08/09/2022	WA Distributors Pty Ltd	ERC - Cleaning Materials	MUNI	1,504.40
EFT48925	08/09/2022	Water Corporation	Water Use and Service Charges - 15 x Shire Locations	MUNI	2,600.56
EFT48926	08/09/2022	West Australian Newspapers Ltd	West Australian and SW Times	MUNI	164.34
EFT48927	08/09/2022	West Oz Linemarking	Install New Car Parking Bays at Glen Huon Blvd	MUNI	385.00
EFT48928	08/09/2022	Western Australian Rangers Association Inc	3 x Embroidered Caps (Blue)	MUNI	68.50
EFT48929	08/09/2022	Winc Australia Pty Ltd	ECL General Stationery	MUNI	186.34
EFT48930	08/09/2022	Work Clobber	Protective Clothing - Eliza-Jane Jacques	MUNI	733.10

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT48931	15/09/2022	A1 Sign Shop	Boat Washdown Facility Signage, Supply and Install	MUNI	562.53
EFT48932	15/09/2022	Advanced Traffic Management WA P/L	Traffic Control - 06/09/2022	MUNI	1,182.78
EFT48933	15/09/2022	Ahoy Management	Refund Hall Hire Bond	MUNI	1,040.00
EFT48934	15/09/2022	Altus Planning	Acting as Agent and Expert Town Planner in Sat Matter DR64/2022 - Lot 2 Banksia Rd, Crooked Brook	MUNI	8,976.00
EFT48935	15/09/2022	Alwin Gilana Estorninos	Rates Refund for Assessment A2936	MUNI	72.81
EFT48936	15/09/2022	Amity Signs	Rural Street Number Signs 22/23	MUNI	32.45
EFT48937	15/09/2022	Ampol Australia Petroleum Pty Ltd	Shire Vehicles Fuel Usage - August 2022	MUNI	22,790.13
EFT48938	15/09/2022	Aquila Food Forest	Sustainable Living Workshop: 08-09-2022	MUNI	300.00
EFT48939	15/09/2022	Australia Post	Monthly Invoice of Postage and Mail - August & Annual Rates Mailout	MUNI	8,180.63
EFT48940	15/09/2022	Australia's South West	Enlighten - Social Media Marketing Membership 2022-2023	MUNI	195.00
EFT48941	15/09/2022	Blackwoods	2019 Invoice Not Entered Due to Credit Received - Safety Glasses . Remaining Balance to Clear Overdue Account	MUNI	8.31
EFT48942	15/09/2022	Brian George Mitchell	Rates Refund for Assessment A10943	MUNI	809.02
EFT48943	15/09/2022	Brownes Foods Operations Pty Ltd	ERC - Cafe Goods	MUNI	174.10
EFT48944	15/09/2022	BSW Connect	1 Ticket to South West Business Excellence Awards Networking Evening	MUNI	25.00
EFT48945	15/09/2022	Bunbury Bus Service	Bus Hire for Sat Mediation Site Visit - Lot 2 Banksia Rd - 25/08/2022	MUNI	484.00
EFT48946	15/09/2022	Bunbury Coffee Machines	ERC - Cafe Wildcats	MUNI	1,405.00
EFT48947	15/09/2022	Bunbury Holden & Mitsubishi	Vehicle 45,000 Service - DA005	MUNI	542.43

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT48948	15/09/2022	Bunbury Plumbing Service	Repair Leaks in toilets - 2 x Shire Locations	MUNI	253.22
EFT48949	15/09/2022	Bunbury Subaru	Scheduled Service - 01/09/2022 - DAO	MUNI	341.00
EFT48950	15/09/2022	Bunbury Toyota	50,000Km Service - ODA	MUNI	400.13
EFT48951	15/09/2022	Bunnings Group Limited	Pine Timber for Bench\Seats Repairs and Fastenings	MUNI	1,384.96
EFT48952	15/09/2022	Carbone Brothers Pty Ltd	Contract F0296481 - Construct Eaton Drive / Peninsula Lakes Intersection	MUNI	6,607.80
EFT48953	15/09/2022	Chloe Scott	Umpire Recoup 14/09/2022	MUNI	75.00
EFT48954	15/09/2022	Christine Worsfold	Umpire Recoup 13-09-2022	MUNI	67.50
EFT48955	15/09/2022	Chubb Fire and Security	Test Fire Hydrant Pressure and Flow Rate to 3 Fire Hydrants at Eaton Recreation Centre	MUNI	1,320.00
EFT48956	15/09/2022	Ciphertel Pty Ltd T/A Gateway Internet Services	Monthly Account for Point to Point Microwave Service Depot and Dardanup - August 2022	MUNI	2,893.00
EFT48957	15/09/2022	City of Bunbury	August 2022 - Dog Pound Sustenance Fees	MUNI	190.00
EFT48958	15/09/2022	Civil Projects Southwest	Spread and Compact Scalps Over Low Points - Fee Rd	MUNI	990.00
EFT48959	15/09/2022	Cleanaway Solid Waste Pty Ltd	General Waste Disposal - 2 x Shire locations	MUNI	2,332.69
EFT48960	15/09/2022	Cleanaway xtra Cleaning Services	ERC - De-Cobwebbing Sports Courts	MUNI	2,744.50
EFT48961	15/09/2022	Construction Training Fund : BCITF	BCITF Remittance - August 2022	MUNI	6,919.04
EFT48962	15/09/2022	Country Water Solutions	Reticulation Maintenance and Repairs - Millbridge Verges	MUNI	169.32
EFT48963	15/09/2022	Cross Security Services	Installation of Proximity Card Readers for ERC Reception, Office & 20 x Fobs	MUNI	3,784.00
EFT48964	15/09/2022	Dardanup Primary School	Shire of Dardanup School Awards Donation - 2022	MUNI	150.00
EFT48965	15/09/2022	Data #3 Limited	CM01G-R-1 Techsmith Government/Non-Profit Camtasia-22 Maintenance Renewal 1-4	MUNI	520.02

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT48966	15/09/2022	Dean Pitts	Refund Book Purchase	MUNI	24.00
EFT48967	15/09/2022	Department of Fire and Emergency Services	2022-23 ESL Quarter 1 Instalment Under Option B Agreement	MUNI	238,691.28
EFT48968	15/09/2022	Department of Mines, Industry, Regulations & Safety (DMIRS) - BSL	BSL Remittance - August 2022	MUNI	9,217.27
EFT48969	15/09/2022	Diesel Force	Supply & Install Air Bag Kit - DA8200	MUNI	1,721.57
EFT48970	15/09/2022	Donna Bastow	Umpire Recoup 14-09-2022	MUNI	75.00
EFT48971	15/09/2022	Eaton Community Pharmacy	ERC - Cafe Goods	MUNI	488.38
EFT48972	15/09/2022	Exetel Pty Ltd	Exetel 200/200Mbit Data Communications - TSF200R2 - September 2022	MUNI	1,250.00
EFT48973	15/09/2022	Flexi Staff Group Pty Ltd	Labour Hire - 29/08-02/09/2022	MUNI	4,446.86
EFT48974	15/09/2022	Fulton Hogan Industries WA	Pile Rd Bridge Maintenance	MUNI	38,128.92
EFT48975	15/09/2022	Gary Thompson	Reimbursement for Purchase of 20 x Bags of Ice for Perth Wildcats Match	MUNI	90.00
EFT48976	15/09/2022	Geoffrey Kingswood	Applicant Requested to Cancel Building Permit Application Prior to Assessment - Refund Shire Ba2 Fee	MUNI	171.65
EFT48977	15/09/2022	Grace Records Management	Records Management External - Storage, Destruction and Consumables - August 2022	MUNI	843.16
EFT48978	15/09/2022	Hanson Construction Materials Pty Ltd	59.30 Tonne Scalps	MUNI	1,076.31
EFT48979	15/09/2022	Heatleys	Disposable Coveralls	MUNI	602.25
EFT48980	15/09/2022	IMCO Australasia	Concrete Repair - 3 x Shire Locations	MUNI	7,981.60
EFT48981	15/09/2022	Insight Urbanism	Provide Development Assessment Report for the New Eaton Shire Building	MUNI	2,926.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT48982	15/09/2022	Inspired Development Solutions	Professional Development of Leadership Team - Ignite Program - 02/08/2022	MUNI	7,259.47
EFT48983	15/09/2022	John Thompson	Umpire Recoup 14-09-2022	MUNI	75.00
EFT48984	15/09/2022	Jonathan Lindsay Hilder	Rates Refund for Assessment A2794	MUNI	796.50
EFT48985	15/09/2022	Justine Eichner	Umpire Recoup 14-09-2022	MUNI	75.00
EFT48986	15/09/2022	Kenny Pomare	Umpire Recoup 14-09-2022	MUNI	50.00
EFT48987	15/09/2022	Kings Tree Care	Remove 2 Structurally Defective Maculata From Verge and Grind	MUNI	3,960.00
EFT48988	15/09/2022	Kmart	ERC - Stock for Cafe	MUNI	32.00
EFT48989	15/09/2022	M & J Essential Solutions Pty Ltd	Employee Assistance Program Consultations	MUNI	280.00
EFT48990	15/09/2022	Margery Ann Stevens	Umpire Recoup 13-09-2022	MUNI	66.00
EFT48991	15/09/2022	Marion Rita Griffin	Rates Refund for Assessment A9473	MUNI	800.17
EFT48992	15/09/2022	MJ Goods	ERC - Cafe Wildcats	MUNI	268.10
EFT48993	15/09/2022	Naturaliste Hygiene	Sharps Disposal - September 2022 - Watson Street Reserve & Eaton Foreshore Public toilets	MUNI	165.00
EFT48994	15/09/2022	Nature Play Solutions	Maintenance and Repairs - Play Equipment - Eaton Foreshore	MUNI	2,970.00
EFT48995	15/09/2022	Nintex Pty Ltd	Nintex Workflow & Promapp Enterprise Licence: 01-Jul-22 - 30-Jun-23	MUNI	53,947.11
EFT48996	15/09/2022	Officeworks Superstores Pty Ltd	ERC - Storage for ERC Reception to Store Stadium Court Forms and Materials	MUNI	1,181.51
EFT48997	15/09/2022	One Eleven (WA) Pty Ltd - Roofwest	Graffiti Removal - 2 x Shire Locations	MUNI	5,011.40
EFT48998	15/09/2022	Parks and Leisure Australia	Parks and Leisure Australia WA State Conference	MUNI	715.00
EFT48999	15/09/2022	Perfect Landscapes	Weed Treatment to Eaton Drive Unirrigated Verges to Treendale Bridge	MUNI	2,337.50

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT49000	15/09/2022	PFI Supplies	ERC - Cleaning Products	MUNI	79.00
EFT49001	15/09/2022	Picton Tyre Centre Pty Ltd - Bunbury Tyre Specialists	Replace & Dispose Spare Tyre - DA588	MUNI	296.00
EFT49002	15/09/2022	Prime Supplies	Tow Strops - 4 x Shire Vehicles	MUNI	1,691.58
EFT49003	15/09/2022	Promote You	Protective Clothing - 2 x Rangers	MUNI	108.90
EFT49004	15/09/2022	Regional Media Specialists P/L	Advertising for Monthly Community News Page - Bunbury Mail & Bunbury Herald: August 2022	MUNI	1,490.50
EFT49005	15/09/2022	Sanctuary Golf Resort Bunbury	Leadership - Ignite Program - 08/09/2022 - Function Room, Equipment & Catering	MUNI	1,200.00
EFT49006	15/09/2022	Shire of Capel	Bushfire Risk Mitigation Coordinator - Grant Agreement Between DFES & the Shires of Capel, Collie, Dardanup	MUNI	25,514.00
EFT49007	15/09/2022	South West Tree Safe	Tree Pruning - Harris Rd	MUNI	1,980.00
EFT49008	15/09/2022	Stratagreen	Fertiliser - 4 x Shire Locations	MUNI	3,140.28
EFT49009	15/09/2022	Sushiru	ERC- Cafe Order	MUNI	100.00
EFT49010	15/09/2022	Synergy	Electricity - 10 x Shire Locations	MUNI	2,474.03
EFT49011	15/09/2022	Shop for Shops	ERC- Slatwalls for Reception Display	MUNI	823.15
EFT49012	15/09/2022	Telstra	Telephone and Various Lines for Eaton Admin Centre - Includes Directory Charges and Link to Library	MUNI	6,946.30
EFT49013	15/09/2022	Tiana Fraser	Umpire Recoup 13-09-2022	MUNI	88.00
EFT49014	15/09/2022	Veolia Recycling & Recovery Pty Ltd	August 2022 Bin Collection/Supply/Repair	MUNI	91,761.95
EFT49015	15/09/2022	Water Corporation	Water Use and Service Charges - 14 x Shire Locations	MUNI	4,543.74

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT49016	15/09/2022	Westbooks	Local Book Stock - Death Trap	MUNI	56.09
EFT49017	15/09/2022	Westrac Pty Ltd	20Lt Hydo Adv 10, Plus 2 Plugs	MUNI	254.12
EFT49018	15/09/2022	Work Clobber	4 x Work Pants - Rangers	MUNI	194.00
EFT49019	20/09/2022	Perkins WA Pty Ltd	Shire of Dardanup - Design & Construct Contract - New Admin, Library and Community Building - Progress Claim # 2	MUNI	277,957.90
EFT49020	23/09/2022	Activ Foundation Inc	The Poppy Project - 75 x Poppy Pack Creation	MUNI	206.25
EFT49021	23/09/2022	Advanced Traffic Management WA P/L	Traffic Control - Venn Rd	MUNI	3,687.48
EFT49022	23/09/2022	Amity Signs	Signs for 3 x Shire Locations	MUNI	2,488.20
EFT49023	23/09/2022	Ausmic Pest Control	Joshua Crooked Brook Brigade Termite Treatment	MUNI	1,760.00
EFT49024	23/09/2022	Australian Local Government Women's Association WA Branch	Cr. Stacey Gillespie - Mentornet Program (ALGWA)	MUNI	250.00
EFT49025	23/09/2022	Australian Tax Office	PAYG: Payrun: 16/09/2022	MUNI	92,991.41
EFT49026	23/09/2022	Australind Landscaping Supplies	Aerator Hire	MUNI	149.00
EFT49027	23/09/2022	Blackwoods	2 x Flashing Lights	MUNI	660.79
EFT49028	23/09/2022	Brownes Foods Operations Pty Ltd	ERC - Cafe Goods Wildcats/Glen Huon Canteen	MUNI	928.44
EFT49030	23/09/2022	Bunbury Mower Service	Brushcutter Blades	MUNI	78.00
EFT49031	23/09/2022	Bunnings Group Limited	Jarrah Timber, Black Spray Paint, Paint Brushes, Roll of Clear Pipe	MUNI	1,151.06
EFT49032	23/09/2022	Burekup and District Country Club	3 x Donations - Council Resolution: 195-22	MUNI	5,515.00
EFT49033	23/09/2022	Castledine Gregory	Sat Mediation Process - Lot 2 Banksia Rd - Amended LDP Refusal	MUNI	25,654.20
EFT49034	23/09/2022	Cecilia Muller	Reimburse Uniform Purchase	MUNI	69.95

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT49035	23/09/2022	Charlotte Mills	Umpire Recoup - 21/09/2022	MUNI	50.00
EFT49036	23/09/2022	Chloe Scott	Umpire Recoup - 21/09/2022	MUNI	75.00
EFT49037	23/09/2022	Christine Worsfold	Umpire Recoup - 16 & 20/09/2022	MUNI	135.00
EFT49038	23/09/2022	Citygate Properties Pty Ltd	ERC - Sports Prizes Winter 2022	MUNI	500.00
EFT49039	23/09/2022	Civil Projects Southwest	Digger Hire 13-14/09/2022 for Open Drain Cleaning	MUNI	1,870.00
EFT49040	23/09/2022	Cleanaway Solid Waste Pty Ltd	General Waste Disposal: 2 x Shire Locations	MUNI	2,196.72
EFT49041	23/09/2022	Cleanaway Xtra Cleaning Services	ERC Cleaning - 01-09/09/2022	MUNI	1,386.00
EFT49042	23/09/2022	Connect Call Centre Services	August 2022 - After Hours Call Centre Service for the Shire of Dardanup	MUNI	494.07
EFT49043	23/09/2022	Country Landscaping Pty Ltd	Extrication and Assessment of the In-Situ Pumps - 3 x Shire Locations	MUNI	2,954.85
EFT49044	23/09/2022	Country Water Solutions	Reticulation Repairs - Millbridge Verges	MUNI	21.10
EFT49045	23/09/2022	Craven Foods	ERC - Cafe Goods Glen Huon Canteen	MUNI	2,062.82
EFT49046	23/09/2022	Daniel White	Summer Sound Deposit - Staging and AV Supplier for 3 Eaton , Dardanup and Burekup Events	MUNI	1,128.75
EFT49047	23/09/2022	Dapco Tyre and Auto Centre	60,000Km Service - DA 10181	MUNI	512.94
EFT49048	23/09/2022	Dardanup Rural Supplies	Pinewood Shavings - Grave Preparation	MUNI	51.00
EFT49049	23/09/2022	David Lanigan	Reimburse Phone Case Purchases	MUNI	144.95
EFT49050	23/09/2022	Dell Financial Services Pty Ltd	Lease 23 Contract 009-0141985-005 1/8/22 to 31/10/22	MUNI	1,265.12
EFT49051	23/09/2022	Diesel Force	Major Service - DA8200	MUNI	2,548.13
EFT49052	23/09/2022	Donna Bastow	Umpire Recoup - 21/09/2022	MUNI	75.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT49053	23/09/2022	Donna Joy Williams	Rates Refund for Assessment A2616	MUNI	796.50
EFT49054	23/09/2022	Ductworks Australia Bunbury & Busselton Air	Diagnose A/C (Not Cooling) - Dardanup Community Centre	MUNI	160.00
EFT49055	23/09/2022	Eaton Primary School	Eaton Primary School End of Year Book Awards Donation for 2022/23 - Council Resolution: 195-22	MUNI	165.00
EFT49056	23/09/2022	Elite Stainless Steel Fabrication	Stainless Steel Strip	MUNI	71.50
EFT49057	23/09/2022	Faith Martin	Rates Refund for Assessment A1131 1A	MUNI	796.50
EFT49058	23/09/2022	Ferguson Building Pty Ltd	Supply and Install HWS - Ferguson BFB	MUNI	2,189.00
EFT49060	23/09/2022	Flexi Staff Group Pty Ltd	Labour Hire 07-09/09/2022	MUNI	2,658.48
EFT49061	23/09/2022	Hospitality House Australia	ERC Equipment	MUNI	456.00
EFT49062	23/09/2022	John Thompson	Umpire Recoup - 21/09/2022	MUNI	75.00
EFT49063	23/09/2022	JP Group - CPSS Pty Ltd	Lease 2 - Oct to Dec 2022	MUNI	3,187.98
EFT49064	23/09/2022	Judith Franks	Reimburse Uniform Purchase	MUNI	80.00
EFT49065	23/09/2022	Kenny Pomare	Umpire Recoup - 21/09/2022	MUNI	25.00
EFT49066	23/09/2022	Kmart	ERC- Items for Vacation Care	MUNI	269.50
EFT49067	23/09/2022	Kristy Hitchens	Reimburse Uniform Purchase	MUNI	311.52
EFT49068	23/09/2022	Kylie Blair	Reimburse ERC Cafe Purchases	MUNI	22.00
EFT49069	23/09/2022	Landgate	GRV Interim Valuation: Schedule No: G2022/13 Dated 16/04-24/06/2022 & G2022/14 Dated 25/06-08/07/2022	MUNI	1,025.77
EFT49070	23/09/2022	LG Solutions Pty Ltd	LG Solutions Fees and Charges Software Application 2022/23	MUNI	5,687.00
EFT49071	23/09/2022	Liam Yates	Reimburse Uniform Purchase	MUNI	251.16

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT49072	23/09/2022	Lonsdale Party Hire	ERC - Chair, Fryer, Ice Box Hire for Wildcats Game	MUNI	1,385.00
EFT49073	23/09/2022	M & J Essential Solutions Pty Ltd	Employee Assistance Program Consultations	MUNI	130.00
EFT49074	23/09/2022	Melanie May Ring	Reimburse Uniform Purchase	MUNI	199.00
EFT49075	23/09/2022	Meter Australia Pty Ltd	Non Adhesive Plastic Book Covering	MUNI	57.20
EFT49076	23/09/2022	MJ Goods	Gym Wipes	MUNI	636.00
EFT49077	23/09/2022	Modern Teaching Aids Pty Ltd	ERC Vacation Care & Crèche Items	MUNI	838.23
EFT49078	23/09/2022	Moore Australia (WA) Pty Ltd	2022 Nuts and Bolts Workshop 25/11/2022 - Tricia Richards	MUNI	1,045.00
EFT49079	23/09/2022	Onsite Rental Group	Lease 26 July & August 2022	MUNI	7,551.49
EFT49080	23/09/2022	Perth Outdoor Cinema	Movies By Moonlight - Hire of Outdoor Cinema Set Up and Operator - 50% Deposit	MUNI	2,575.00
EFT49081	23/09/2022	PFD Food Services Pty Ltd	ERC - Cafe Goods	MUNI	3,329.15
EFT49082	23/09/2022	Rebecca Jayne Hobby	Reimburse Farewell Gift Card Purchase - Devon Chang	MUNI	100.00
EFT49083	23/09/2022	Southern Cross Austereo	Eaton Recreation Centre - July Membership Radio Promotion	MUNI	4,439.60
EFT49084	23/09/2022	Spencer Signs	Membership and Reception Signs	MUNI	1,291.09
EFT49085	23/09/2022	St John Ambulance Western Australia Ltd	Adult Heartstart Defib Pad Replacement	MUNI	121.00
EFT49086	23/09/2022	Stacey Gillespie	Reimburse Child Care Costs During Ordinary Council Meetings: 27/07 & 24/08/2022	MUNI	300.00
EFT49087	23/09/2022	Stewart and Heaton Clothing Company Pty Ltd	Uniforms - Ferguson BFB	MUNI	2,631.83
EFT49088	23/09/2022	Sushiru	ERC - 3 x Sushi Platters	MUNI	150.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT49089	23/09/2022	Synergy	Electricity Supply - 2 x Shire Locations	MUNI	6,523.10
EFT49090	23/09/2022	The Churches Commission on Education Inc	School Chaplaincy Donation for 2022/23: Eaton Primary School & Eaton Community College	MUNI	6,617.60
EFT49091	23/09/2022	The Perth Mint	100 Australian Citizenship Coins	MUNI	506.00
EFT49092	23/09/2022	Thomas Fields Pty Ltd	Rates Refund for Assessment A11656	MUNI	1,640.50
EFT49093	23/09/2022	Tiana Fraser	Umpire Recoup - 20/09/2022	MUNI	75.00
EFT49094	23/09/2022	Toll Transport - Ipec Pty Ltd	2022-2023 Postage & Freight	MUNI	11.07
EFT49095	23/09/2022	Total Eden Pty Ltd	Reticulation Maintenance and Repairs - 4 x Shire Locations	MUNI	2,407.71
EFT49096	23/09/2022	Tutt Bryant Hire	Drum Roller & Trailer Hire	MUNI	200.48
EFT49097	23/09/2022	WALGA	Introduction to Local Government Course - Cassandra Budge	MUNI	242.00
EFT49098	23/09/2022	Water Corporation	Water Use and Service Charges - 5 x Shire Locations	MUNI	416.26
EFT49099	23/09/2022	West Oz Linemarking	Line Marking Renewal - Eaton Boat Ramp	MUNI	357.50
EFT49100	23/09/2022	Western Australia Treasury Corporation	Admin Centre Extensions - Loan 65 Repayment	MUNI	23,151.26
EFT49101	23/09/2022	Westrac Pty Ltd	Parts for Maintenance and Repair - DA2833 - Backhoe	MUNI	2,603.71
EFT49102	23/09/2022	Winc Australia Pty Ltd	HP 76A Black Laserjet Toner Cartridge - Suzette	MUNI	496.54
EFT49103	23/09/2022	Woolworths Group Limited - Online Order Only	ERC - Cafe Goods Wildcats	MUNI	2,097.76
EFT49104	23/09/2022	Work Clobber	Michael Bass - Narrow Lightweight Tradie Pants	MUNI	210.60
EFT49105	29/09/2022	A1 Sign Shop	Supply & Install DOE Priority Use of Burekup Oval Sign	MUNI	177.65

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT49106	29/09/2022	Access Wellbeing Services	Employee Assistance Program Services	MUNI	396.00
EFT49107	29/09/2022	Advanced Traffic Management WA P/L	Traffic Management - 2 x Shire Locations	MUNI	2,828.26
EFT49108	29/09/2022	All Aussie Truck and Bobcat Services	Waste Transfer Station Maintenance - Banksia Road	MUNI	1,595.00
EFT49109	29/09/2022	AUSQ Training	AUSQ Basic Worksite Traffic Management Re-Accreditation - Kristie Rice 11/11/2022	MUNI	356.00
EFT49110	29/09/2022	Australia's South West	Enlighten - Australia South West - Social Media Marketing	MUNI	576.00
EFT49111	29/09/2022	Australind Senior High School	Council Donation Towards the Australind Senior High School Leavers Ceremony 2022	MUNI	300.00
EFT49112	29/09/2022	BOC Ltd	ERC Hire of Oxygen Bottles September 2022	MUNI	12.53
EFT49113	29/09/2022	Boyles Plumbing and Gas	ERC - Inspect & Repair Toilet in Ladies. Replace Inlet Valve	MUNI	528.22
EFT49114	29/09/2022	Brecken Corporate Care	Paul Sydney-Smith Q Fever Initial Consult, Serology, Skin Test, Follow Up Consult and Vaccination	MUNI	217.80
EFT49115	29/09/2022	Bruce Oliver Clarke	Rates Refund for Assessment A4205	MUNI	1,647.58
EFT49116	29/09/2022	Bunbury Bearings	Belt for Wacka Paka	MUNI	17.60
EFT49117	29/09/2022	Bunbury Plumbing Service	Installation of Boat Wash Down Water Service and Taps	MUNI	4,218.22
EFT49118	29/09/2022	Bunnings Group Limited	Exchange Acetylene Cylinder, Stainless Steel Washers	MUNI	109.91
EFT49119	29/09/2022	Cleanaway Solid Waste Pty Ltd	General Waste Disposal - 3 x Shire Locations	MUNI	2,418.68
EFT49120	29/09/2022	Cleanaway Waste Management Pty Ltd	Disposal of Approximately 200 Kg of Expired Hand Sanitiser (390 Bottles)	MUNI	1,072.81

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT49121	29/09/2022	Dardanup Rural Supplies	10 x Star Pickets	MUNI	89.50
EFT49122	29/09/2022	Dindindi Drums	Enlighten - Find Your Beat Program Sponsored Program By the Happiness Co Foundation	MUNI	900.00
EFT49123	29/09/2022	Eaton Community Pharmacy	ERC - First Aid Supplies	MUNI	66.78
EFT49124	29/09/2022	Eunice Pauline Macdougall	Rates Refund for Assessment A3325	MUNI	798.69
EFT49125	29/09/2022	Eve Yoga	Eaton Recreation Centre Contracted Yoga Classes - August 2022	MUNI	300.00
EFT49126	29/09/2022	Flexi Staff Group Pty Ltd	Labour Hire 12-14/09/2022	MUNI	1,772.32
EFT49127	29/09/2022	Hanson Construction Materials Pty Ltd	Graded Aggregate - 3 x Shire Locations	MUNI	351.78
EFT49128	29/09/2022	Hooleys Catering Company	Ordinary Council Meeting Dinner - 28/09/2022	MUNI	742.00
EFT49129	29/09/2022	Hynes Contracting	Hire of 6 Wheeler for Shoulder Grading: 08-09-2022	MUNI	770.00
EFT49130	29/09/2022	Kilmore Group Pty Ltd	RFQ-F0245622 Wells Recreation Park Change Rooms and Cricket Nets - Progress Payment	MUNI	175,866.41
EFT49131	29/09/2022	Lions Club of Dardanup	Dardanup (Lions Club of Dardanup) Australia Day Donation for 2022/23 Council Resolution: 195-22 J11908	MUNI	3,000.00
EFT49132	29/09/2022	M & J Essential Solutions Pty Ltd	Employee Assistance Program Consultations	MUNI	140.00
EFT49133	29/09/2022	Mikayla Fricker	Reimburse Working With Children Check	MUNI	87.00
EFT49134	29/09/2022	One Eleven (WA) Pty Ltd - Roofwest	Removal of Graffiti - Eaton Foreshore toilets	MUNI	1,389.00
EFT49135	29/09/2022	Perfect Landscapes	4 x Weekly Reserves & Lawn Mowing	MUNI	22,129.65

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT49136	29/09/2022	Peron Naturaliste Partnership	Dardanup Contribution Towards Peron Naturaliste Partnership/MOU Refer Council Res 89-20	MUNI	4,314.59
EFT49137	29/09/2022	PFD Food Services Pty Ltd	ERC - Cafe Goods	MUNI	500.55
EFT49138	29/09/2022	Pirtek Bunbury	Repair Hydraulic Hose	MUNI	39.06
EFT49139	29/09/2022	Schweppes Australia Pty Ltd	ERC - Cafe Goods Wildcats	MUNI	647.04
EFT49140	29/09/2022	Small's Bar & Bites Pty Ltd	Shire President Hosted Dinner - 20/09/2022	MUNI	237.00
EFT49141	29/09/2022	Social Pinpoint Pty Ltd	Social Pinpoint Standard Subscription [01/07/2022 to 01/07/2023]	MUNI	12,628.00
EFT49142	29/09/2022	South West Networking	Investigate & Rectify Water Leak Detection at Health Services Department	MUNI	375.00
EFT49143	29/09/2022	Spotlight Pty Ltd	The Poppy Project - Spotlight Voucher & Additional Resources	MUNI	216.00
EFT49144	29/09/2022	Sunny Industrial Brushware	2 x Tractor Broom Brushers	MUNI	1,705.00
EFT49145	29/09/2022	Synergy	Electricity Account for Eaton Admin Centre - 16/08-19/09/2022	MUNI	5,178.41
EFT49146	29/09/2022	Telstra	Internet & Telephone Service for Waterloo Bush Fire Brigade	MUNI	225.65
EFT49147	29/09/2022	The Dardanup Bull and Barrel Festival	Shire of Dardanup Grant Donation Towards The 2022 Bull & Barrel Festival	MUNI	10,500.00
EFT49148	29/09/2022	The Print Shop	Enlighten Community Art Wall - 4 x Outdoor Vinyl Banner & Artwork Design Fee	MUNI	566.50
EFT49149	29/09/2022	Western Australia Treasury Corporation	Loan 59 Repayment - Eaton Recreation Centre	MUNI	51,739.49
EFT49150	29/09/2022	Westrac Pty Ltd	Parts for Maintenance and Repair - DA2833 - Backhoe	MUNI	518.38
EFT49151	29/09/2022	William Barrett & Sons	Refund Duplicate Payment of Invoice #33163	MUNI	400.00
EFT49152	29/09/2022	Woodlands	Black OXO300 Degradable Dog Waste Bags	MUNI	2,420.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT49153	29/09/2022	Work Clobber	Belinda Van Vuuren - Lace Up Zip Side Steel Cap Boots	MUNI	167.40
CHEQUES					
36	09/09/2022	Shire of Dardanup - Please Pay Cash	Petty Cash Recoup 31/08/2022	MUNI	225.10
CREDIT CARD					
DD16783.1	29/09/2022	SHIRE OF DARDANUP	SynergyOnline Test \$1 transaction	MUNI	1.00
DD16783.5	30/09/2022	SAI Global	AS/NZS 3760:2022 In-service safety inspection and testing of electrical equipment and RCD's	MUNI	154.07
DD16783.2	29/09/2022	Four Points by Sheraton	Accommodation for 1 night to attend 2 day Adobe InDesign training course in Perth Breeanna Batrick	MUNI	152.25
DD16783.3	29/09/2022	MAILCHIMP	Monthly subscription and charge for Email Newsletters July 22 - June 23	MUNI	145.34
DD16783.4	29/09/2022	Facebook Ireland Limited	Events - Social Media Marketing - Enlighten	MUNI	7.87
DIRECT DEBIT					
INTERNATIONAL					
DD16743.1	01/09/2022	Lightning Tools Ltd	Lightning Conductor Production & Development Licence-Annual Software Assurance 21/10/22 - 30/06/23 (USD 570)	MUNI	852.66
TRUST					
BPAY					

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
DD16722.1	31/08/2022	linet Ltd	Monthly charge for NBN Wireless 4 & Business NBN100 Value Services - September 2022	MUNI	174.94
DD16722.2	31/08/2022	Mine Super	Presidential Allowance	MUNI	3,000.00
DD16771.1	20/09/2022	linet Ltd	Monthly charge for NBN Wireless 4 & Business NBN100 Value Services - October 2022	MUNI	174.94
PAYROLL					
DD16729.1	02/09/2022	Aware Super Pty Limited	Payroll Deductions	MUNI	36,176.59
DD16729.2	02/09/2022	AMP Superannuation Savings Trust	Superannuation Contributions	MUNI	12.50
DD16729.3	02/09/2022	Hughes Superannuation Fund	Superannuation Contributions	MUNI	95.63
DD16729.4	02/09/2022	MLC Super Fund	Superannuation Contributions	MUNI	1,164.05
DD16729.5	02/09/2022	Diamond Sea Superannuation Fund	Payroll Deductions	MUNI	480.11
DD16729.6	02/09/2022	One Path Masterfund	Superannuation Contributions	MUNI	162.76
DD16729.7	02/09/2022	Suncorp Brighter Super	Superannuation Contributions	MUNI	248.82
DD16729.8	02/09/2022	AMP Flexible Super - Super Account	Payroll Deductions	MUNI	972.55
DD16729.9	02/09/2022	Hostplus	Payroll Deductions	MUNI	1,450.87
DD16732.1	03/09/2022	Aware Super Pty Limited	Superannuation Contributions	MUNI	52.01
DD16732.2	03/09/2022	Australiansuper	Superannuation Contributions	MUNI	20.74
DD16729.10	02/09/2022	ANZ Australian Staff Superannuation Scheme	Superannuation Contributions	MUNI	116.39
DD16729.11	02/09/2022	Local Government Super	Superannuation Contributions	MUNI	257.06

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
DD16729.12	02/09/2022	Asgard Infinity E Wrap Super	Payroll Deductions	MUNI	702.51
DD16729.13	02/09/2022	Hesta Super Fund	Payroll Deductions	MUNI	626.02
DD16729.14	02/09/2022	MIML - Macquarie Super Accumulator	Payroll Deductions	MUNI	1,045.48
DD16729.15	02/09/2022	Sunsuper Pty Ltd	Superannuation Contributions	MUNI	162.60
DD16729.16	02/09/2022	Australian Ethical Superannuation	Payroll Deductions	MUNI	272.86
DD16729.17	02/09/2022	Australian Super	Superannuation Contributions	MUNI	90.49
DD16729.18	02/09/2022	MLC Superannuation Fund	Superannuation Contributions	MUNI	248.57
DD16729.19	02/09/2022	Rest Superannuation	Payroll Deductions	MUNI	2,258.02
DD16729.20	02/09/2022	The Bro Code Super Fund	Superannuation Contributions	MUNI	70.74
DD16729.21	02/09/2022	Media Super	Superannuation Contributions	MUNI	581.61
DD16729.22	02/09/2022	Construction & Building Industry Super	Superannuation Contributions	MUNI	208.31
DD16729.23	02/09/2022	Australiansuper	Superannuation Contributions	MUNI	6,712.84
DD16729.24	02/09/2022	The Templeman Family Superannuation Fund	Superannuation Contributions	MUNI	48.77
DD16729.25	02/09/2022	Hub24 Superannuation Fund	Superannuation Contributions	MUNI	293.51
DD16758.1	16/09/2022	Aware Super Pty Limited	Payroll Deductions	MUNI	37,277.78
DD16758.2	16/09/2022	AMP Superannuation Savings Trust	Superannuation Contributions	MUNI	12.50
DD16758.3	16/09/2022	Hughes Superannuation Fund	Superannuation Contributions	MUNI	125.10
DD16758.4	16/09/2022	MLC Super Fund	Superannuation Contributions	MUNI	1,313.18

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
DD16758.5	16/09/2022	Diamond Sea Superannuation Fund	Payroll Deductions	MUNI	540.58
DD16758.6	16/09/2022	One Path Masterfund	Superannuation Contributions	MUNI	97.97
DD16758.7	16/09/2022	Hostplus	Payroll Deductions	MUNI	1,427.80
DD16758.8	16/09/2022	Suncorp Brighter Super	Superannuation Contributions	MUNI	248.82
DD16758.9	16/09/2022	AMP Flexible Super - Super Account	Payroll Deductions	MUNI	984.51
DD16760.1	16/09/2022	Australiansuper	Superannuation Contributions	MUNI	22.49
DD16758.10	16/09/2022	ANZ Australian Staff Superannuation Scheme	Superannuation Contributions	MUNI	171.68
DD16758.11	16/09/2022	Local Government Super	Superannuation Contributions	MUNI	257.06
DD16758.12	16/09/2022	Asgard Infinity E Wrap Super	Payroll Deductions	MUNI	702.51
DD16758.13	16/09/2022	Hesta Super Fund	Payroll Deductions	MUNI	626.02
DD16758.14	16/09/2022	Meat Industry Employees Superannuation Fund	Superannuation Contributions	MUNI	6.49
DD16758.15	16/09/2022	MIML - Macquarie Super Accumulator	Payroll Deductions	MUNI	1,045.50
DD16758.16	16/09/2022	Unisuper	Superannuation Contributions	MUNI	84.96
DD16758.17	16/09/2022	Sunsuper Pty Ltd	Superannuation Contributions	MUNI	171.17
DD16758.18	16/09/2022	IOOF Portfolio Service Superannuation Fund	Superannuation Contributions	MUNI	561.50
DD16758.19	16/09/2022	Australian Ethical Superannuation	Payroll Deductions	MUNI	265.87

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
DD16758.20	16/09/2022	ANZ Smart Choice Super (Onepath Masterfund)	Superannuation Contributions	MUNI	6.32
DD16758.21	16/09/2022	Australian Super	Superannuation Contributions	MUNI	111.17
DD16758.22	16/09/2022	Rest Superannuation	Payroll Deductions	MUNI	2,349.84
DD16758.23	16/09/2022	The Bro Code Super Fund	Superannuation Contributions	MUNI	70.74
DD16758.24	16/09/2022	Media Super	Superannuation Contributions	MUNI	581.61
DD16758.25	16/09/2022	Construction & Building Industry Super	Superannuation Contributions	MUNI	188.65
DD16758.26	16/09/2022	Australiansuper	Superannuation Contributions	MUNI	6,873.52
DD16758.27	16/09/2022	The Templeman Family Superannuation Fund	Superannuation Contributions	MUNI	32.50
DD16758.28	16/09/2022	Hub24 Superannuation Fund	Superannuation Contributions	MUNI	293.50
DD16781.1	30/09/2022	Aware Super Pty Limited	Payroll deductions	MUNI	35,420.21
DD16781.2	30/09/2022	AMP Superannuation Savings Trust	Superannuation contributions	MUNI	6.25
DD16781.3	30/09/2022	Hughes Superannuation Fund	Superannuation contributions	MUNI	138.70
DD16781.4	30/09/2022	MLC Super Fund	Superannuation contributions	MUNI	1,199.07
DD16781.5	30/09/2022	Diamond Sea Superannuation Fund	Payroll deductions	MUNI	537.02
DD16781.6	30/09/2022	One Path Masterfund	Superannuation contributions	MUNI	101.13
DD16781.7	30/09/2022	Hostplus	Payroll deductions	MUNI	1,432.75
DD16781.8	30/09/2022	Suncorp Brighter Super	Superannuation contributions	MUNI	248.82

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
DD16781.9	30/09/2022	AMP Flexible Super - Super Account	Payroll deductions	MUNI	998.37
DD16781.10	30/09/2022	ANZ Australian Staff Superannuation Scheme	Superannuation contributions	MUNI	134.39
DD16781.11	30/09/2022	Local Government Super	Superannuation contributions	MUNI	257.06
DD16781.12	30/09/2022	Asgard Infinity E Wrap Super	Payroll deductions	MUNI	702.51
DD16781.13	30/09/2022	Hesta Super Fund	Payroll deductions	MUNI	626.02
DD16781.14	30/09/2022	MIML - Macquarie Super Accumulator	Payroll deductions	MUNI	1,045.50
DD16781.15	30/09/2022	Unisuper	Superannuation contributions	MUNI	84.96
DD16781.16	30/09/2022	Sunsuper Pty Ltd	Superannuation contributions	MUNI	176.58
DD16781.17	30/09/2022	IOOF Portfolio Service Superannuation Fund	Superannuation contributions	MUNI	512.69
DD16781.18	30/09/2022	Australian Ethical Superannuation	Payroll deductions	MUNI	265.87
DD16781.19	30/09/2022	ANZ Smart Choice Super (Onepath Masterfund)	Superannuation contributions	MUNI	12.64
DD16781.20	30/09/2022	Australian Super	Superannuation contributions	MUNI	93.36
DD16781.21	30/09/2022	Colonial First State First Choice Wholesale Personal Super	Superannuation contributions	MUNI	12.64
DD16781.22	30/09/2022	Rest Superannuation	Payroll deductions	MUNI	2,286.16
DD16781.23	30/09/2022	The Bro Code Super Fund	Superannuation contributions	MUNI	56.58
DD16781.24	30/09/2022	Media Super	Superannuation contributions	MUNI	581.62

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
DD16781.25	30/09/2022	Construction & Building Industry Super	Superannuation contributions	MUNI	188.65
DD16781.26	30/09/2022	Australiansuper	Payroll deductions	MUNI	6,957.98
DD16781.27	30/09/2022	The Templeman Family Superannuation Fund	Superannuation contributions	MUNI	16.25
DD16781.28	30/09/2022	Hub24 Superannuation Fund	Superannuation contributions	MUNI	293.50
<u>REPORT TOTALS</u>					2,084,592.14

EFT	1,914,332.94
Muni Cheque	225.10
Trust	0.00
Payroll	165,371.03
Credit Card	460.53
Direct Debit	0.00
International	852.66
BPAY	3,349.88
TOTAL	2,084,592.14

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



ANDRÉ SCHÖNFELDT
Chief Executive Officer

12.5 COMMITTEES

12.5.1 Title: Joint Town Planning Committee Meeting Minutes held on the 5th of September 2022

Reporting Department: Infrastructure Directorate
 Reporting Officer: Mr Theo Naudé – Director Infrastructure
 Legislation: Local Government Act 1995
 Attachments: Appendix ORD: 12.5.1 – Meeting Minutes

MINUTES OF THE JOINT TOWN PLANNING SCHEME NO.1 MEETING OF THE SHIRE OF HARVEY AND SHIRE OF DARDANUP, HELD IN THE SHIRE OF HARVEY AUSTRALIND COUNCIL CHAMBER, MULGARA STREET, AUSTRALIND ON MONDAY THE 5TH OF SEPTEMBER 2022, COMMENCING AT 10.34AM.

Officer Comment

The Minutes of the Joint Town Planning Scheme No.1 Meeting held on the 5th of September 2022 [Appendix ORD: 12.5.1] are attached.

OFFICER RECOMMENDED RESOLUTION

THAT Council receives the minutes of the Shire of Harvey and Shire of Dardanup Joint Town Planning Scheme No. 1 Committee Meeting held on the 5th of September 2022 [Appendix ORD: 12.5.1].

JOINT TOWN PLANNING SCHEME NO. 1 COMMITTEE RECOMMENDED RESOLUTION

THAT Council endorse the following resolution of the Joint Town Planning Scheme No. 1 Committee meeting as follows:

That the Shire of Harvey and the Shire of Dardanup Joint Town Planning Scheme No. 1 Committee recommends that the Councils of the Shires of Harvey and Dardanup:

1. *ADOPT the modified "Scheme Review and Schedule of Shared Costs" model in Attachment 1;*
2. *ADOPT the modified contribution rates with effect from the 29th of August 2022;*

<i>CONTRIBUTION RATE CATEGORY</i>	<i>PROPOSED 2022-23 CONTRIBUTION RATE (PER HA)</i>
<i>Shire of Harvey without weighting factor</i>	<i>\$54,486.31</i>
<i>Shire of Harvey with weighting factor</i>	<i>\$65,053.09</i>
<i>Shire of Dardanup</i>	<i>\$31,637.87</i>

3. *ADOPT the methodology outlined in this report for refunding surplus funds to contributing landowners over the remainder of the Scheme's life, acknowledging the imminent completion of all Joint Town Planning Scheme No. 1 (Scheme) works.*
4. *APPROVE a reimbursement of \$138,893.39 (in equal thirds) to Australian Vanguard, Treendale Nominees and Ardross Estates for pre-funding LK Advisory's review of the Scheme, NSA audit, and producing the simplified Scheme model and refund methodology and NOTE that such further expenditure incurred from 1 July 2022 will be considered for reimbursement at the next Joint Town Planning Scheme No. 1 Committee Meeting;*
5. *APPROVE a disbursement of \$1,000,000 from the Joint Town Planning Scheme No. 1 funds to landowners that have overpaid to date, distributed according to the refund methodology described in this report and summarised in Table 8;*
6. *INVESTIGATE whether all remaining Scheme funds, future contributions and future interest should be consolidated into a single Joint Scheme account shared between the Shire's, pursuant to clauses 19.2 and 19.3 of the Scheme and provide a report and recommendation to the next Joint Town Planning Scheme No. 1 Committee Meeting.*
7. *INVESTIGATE engaging the services of an external Consultant to independently administer the Scheme until its final annual review in 2026 and provide a report and recommendation to the next Joint Town Planning Scheme No. 1 Committee Meeting.*
8. *APPROVE a transfer of \$425,419.09 from the Shire of Harvey Joint Scheme Account to the Shire of Dardanup Joint Scheme Account to correct the disproportionate contribution previously paid towards the Collie River Bridge from the Shire of Dardanup Scheme Account to the Shire of Harvey Scheme Account.*
9. *NOTE that the transfer amount referenced in 8. above excludes interest, and that a further report will be presented to the Committee to consider transferring previously accrued interest on that amount from the Shire of Harvey Scheme Account to the Shire of Dardanup Scheme Account.*
10. *ADVISE all remaining contributing landowners in the Joint Town Planning Scheme No. 1 area;*
 - a) *That on the 17th of March 2026, pursuant to clause 17.5 of the Scheme, the Shires may serve written notice requiring payment of the owner's proportion of the Shared Costs within ninety (90) days of the service of such notice; and*
 - b) *Of their remaining liability under the Scheme, calculated at the True Rate, as summarised in Table 7.*

12.5.2 Title: Bushfire Advisory Committee Meeting Minutes held on the 12th of October 2022

Reporting Department: Sustainable Development Directorate

Reporting Officer: Mrs Amanda Tuberes – PA-Director Sustainable Development

Legislation: Local Government Act 1995

Attachments Appendix ORD: 12.5.2A – Meeting Minutes
 Appendix ORD: 12.5.2B – Firebreak Exemption Form – Lot 111, 353 Wellington Mill Road
 Appendix ORD: 12.5.2C – Email advice from Ian Bridge and Chris Hynes

MINUTES OF THE SHIRE OF DARDANUP BUSHFIRE ADVISORY COMMITTEE MEETING, HELD ON WEDNESDAY THE 12TH OF OCTOBER 2022, COMMENCING AT 7.00PM.***Officer Comment***

The Minutes of the Shire of Dardanup Bushfire Advisory Committee Meeting held on the 12th of October 2022 [Appendix ORD: 12.5.2A] are attached.

OFFICER RECOMMENDED RESOLUTION

THAT Council receives the minutes of the Shire of Dardanup Bushfire Advisory Committee Meeting held on the 12th of October 2022 [Appendix ORD: 12.5.2A].

Officer Comment

The following firebreak exemption form [Appendix ORD: 12.5.2B] was received following the Shire of Dardanup Bushfire Advisory Committee Meeting.

Applicant	Property	Assessment	Years	Fire Season Expiry
Christopher Adam Monk	Lot 111, 353 Wellington Mill Road, Wellington Mill	A11443	3	2025

As a result the above exemption was not endorsed by the Bushfire Advisory Committee. Both Ian Bridge - FCO Wellington Mill District and Chris Hynes – Chief Fire Control Officer are supportive of the application and have requested that Council endorse the exemption for a three year period. Please see attached email advice from Ian Bridge and Chris Hynes [Appendix ORD: 12.5.2C].

OFFICER RECOMMENDED RESOLUTION

THAT Council grants the following firebreak exemption/variation for a 3 year duration commencing from the 2022/2023 firebreak season:

APPLICANT	PROPERTY	ASSESSMENT	YEARS	FIRE SEASON EXPIRY
Christopher Adam Monk	Lot 111, 353 Wellington Mill Road, Wellington Mill	A11443	3	2025

13 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

13.1 Title: Request for Report on Staff Attraction and Retention Initiatives

Reporting Department: Executive
Elected Member: Cr Michael Bennett – Shire President
Reporting Officer: Ms Cathy Lee – Acting Director Corporate & Governance
Legislation: Local Government Act 1995

Overview

Council is asked to endorse that a report be brought to the December Ordinary Council Meeting so that Attraction and Retention Proposals to proactively work towards making Shire of Dardanup an Employer of Choice, can be considered.

Background - None.

Legal Implications

National Employment Standards
Awards

Council Plan

13.2 - Manage the Shire's resources responsibly.

Environment - None.

Precedents

Council has a number of smaller initiatives in its Workforce Plan.

Budget Implications

None at this time. Future initiatives will have budget implications should they be implemented. Report to be returned to Council including estimated budget impacts.

Budget – Whole of Life Cost - None.

Council Policy Compliance - None.

Risk Assessment

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

TIER 1 – No discernible Inherent Risk has been identified (no Risk Theme or Consequence).	
Risk Event	Request for Report on Staff Attraction and Retention Initiatives
Inherent Risk Rating (prior to treatment or control)	Low (1 - 4)

TIER 1 – No discernible Inherent Risk has been identified (no Risk Theme or Consequence).	
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.

Elected Member Comment

The intent of this report is to gauge all aspects of employment at the Dardanup Shire Council.

I have had discussions with the Chief Executive Officer and Manager HR about incentives to keep our staff and ways we can assist in stabilising our workforce in these post Covid times when the grass appears to be much greener on the other side of the fence.

There is much discussion around this and other incentives too that many other employers are looking to implement.

Proposed Resolution:

Request the Chief Executive Officer bring a report back to council for the November meeting 2022 that considers all facets of workforce incentives covering an eight day fortnight along with additional employee advancement via learning.

Officer Comment

Since Covid-19 Virus local government [along with the rest of the world] has seen unprecedented turnover of staff. Job retention schemes have been adapted with the Shire implementing Flexible Work Hours and Working from Home options. These were initially instigated in an effort to reduce the impact of infection and allow business continuity. The transition was smoother than most expected with staff adapting well to the new working styles. In addition it created a psychologically safe working experience in many cases. The call for greater flexibility overall has increased.

Offering flexible working arrangements allows employees to improve their work-life balance, which reduces stress levels. Employees with flexible work schedules typically have higher levels of job satisfaction. Flexibility can mean:

- Working remotely;
- Being able to choose hours or preferred start and finish times;
- Job sharing; or
- Condensing a five day working week into four days.

Now that we are continuing in a world that sees us working alongside and around the virus, it is unlikely that the standard working week will be seen as it was, again. For the Shire of Dardanup to be seen as an 'employer of choice' against surrounding local governments and others, there is a need for a strengthening and improvement of working conditions and incentives.

There is a current trend across the world where there are trials currently [and with positive results] being held where companies trial a four-day working week. Another trend is promoting learning as an employee benefit. Opportunities to learn and grow are considered one of the top drivers in maintaining a positive work culture. A lack of career development is cited as a prominent reason for staff changing roles.

Investigating whether promoting, quality of life, reduced hour – output focused working, along with promoting learning as an employee benefit will be valuable to the Shire of Dardanup. These are two very

positive initiatives that can give the Shire a competitive edge. Engaging the staff seeking their input into affordable attraction and retention initiatives would be another positive process for the organisation's culture.

Council Role - Executive/Strategic.

Voting Requirements - Simple Majority.

Change to Officer Recommendation

No Change. **OR:**

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

ELECTED MEMBER RECOMMENDED RESOLUTION

THAT Council requests the Chief Executive Officer engage a consultant to investigate and report on the following (but not limited to) Staff Attraction & Retention Initiatives:

- Four-day Working Week with No Loss of Pay;
- Employee advancement via Learning;

with a report being brought back to the 25th of January 2023 Ordinary Council Meeting.

14	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING
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15	PUBLIC QUESTION TIME
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None.

16 MATTERS BEHIND CLOSED DOORS

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

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

- S 5.23 (1) Subject to subsection (2), the following are to be open to members of the public-*
- (a) all Council meetings; and*
 - (b) all meetings of any committee to which a local government power or duty has been delegated.*

(2) If a meeting is being held by a Council or by a committee referred to in subsection (1) (b), the Council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following -

 - (a) a matter affecting an employee or employees;*
 - (b) the personal affairs of any person;*
 - (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;*
 - (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting;*
 - (e) a matter that if disclosed, would reveal -*
 - (i) a trade secret;*
 - (ii) information that has a commercial value to a person; or*
 - (iii) information about the business, professional, commercial or financial affairs of a person,*
where the trade secret or information is held by, or is about, a person other than the local government;
 - (f) a matter that if disclosed, could be reasonably expected to -*
 - (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law;*
 - (ii) endanger the security of the local government's property; or*
 - (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety;*
 - (g) information which is the subject of a direction given under section 23 (1a) of the Parliamentary Commissioner Act 1971; and*
 - (h) such other matters as may be prescribed.*

(3) A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.

OFFICER RECOMMENDED RESOLUTION

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

16.1 Title: Bunbury & Districts Softball Association – 2022 Annual Financial Report & Business Plan 2022-2025

Reporting Department: Corporate & Governance Directorate
Reporting Officer: Ms Cathy Lee – Acting Director Corporate & Governance
Mrs Aly Smith – Building Property Management Officer
Legislation: Local Government Act 1995

REPORT UNDER SEPARATE COVER

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

16.2 Title: Minutes of the CEO Review Committee Meeting held on the 19th of October 2022

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

MINUTES FOR THE SHIRE OF DARDANUP CEO REVIEW COMMITTEE MEETING HELD ON WEDNESDAY, 19th OF OCTOBER 2022, AT SHIRE OF DARDANUP - ADMINISTRATION CENTRE EATON, COMMENCING AT 9.30AM.

DECLARATION OF INTEREST
Chief Executive Officer, Mr André Schönfeldt declared a Financial Interest in this item as the matter relates to a potential benefit for Mr. Schönfeldt through training and development.

OFFICER RECOMMENDED RESOLUTION

THAT Council receives the minutes of the CEO Review Committee Meeting [Appendix ORD: 16.2] held on the 19th of October 2022.

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

OFFICER RECOMMENDED RESOLUTION

THAT Council return from Behind Closed Doors [time].

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

17 CLOSURE OF MEETING

The Presiding Officer advises that the date of the next:

- Ordinary Meeting of Council will be Wednesday, the 23rd of November 2022, commencing at 5.00pm at the Shire of Dardanup - Administration Centre Eaton.

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

