



**CONFIRMED**

# **MINUTES**

FOR THE

# **ORDINARY COUNCIL MEETING**

Held

29<sup>th</sup> of January 2025

At

ADMINISTRATION CENTRE EATON  
1 Council Drive – EATON

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

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## 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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**TABLE OF CONTENTS**

**1 DECLARATION OF OPENING/ANNOUNCEMENTS OF VISITORS..... 1**

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

    2.1 Attendance..... 2

    2.2 Apologies..... 2

    2.3 Leave of Absence..... 2

    2.4 Previous Meetings..... 2

**3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE ..... 3**

**4 PUBLIC QUESTION TIME..... 3**

    4.1 Ms Tracey Wheat – Asbestos in Parks..... 3

**5 APPLICATIONS FOR LEAVE OF ABSENCE ..... 4**

**6 PETITIONS/DEPUTATIONS/PRESENTATIONS ..... 4**

**7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING ..... 5**

    7.1 Ordinary Council Meeting Held on the 18<sup>th</sup> December 2024..... 5

**8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION ..... 5**

    8.1 Title: Shire President Monthly Report..... 5

**9 ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED..... 6**

    9.1 Title: Eaton Recreation Centre Strategic Direction and Structure Review ..... 6

**10 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN..... 6**

**11 DECLARATION OF INTEREST ..... 7**

**12 REPORTS OF OFFICERS AND COMMITTEES ..... 7**

**12.1 EXECUTIVE REPORTS..... 7**

**12.2 SUSTAINABLE DEVELOPMENT DIRECTORATE REPORTS ..... 7**

    12.2.1 Title: Management Order Request – Lot 501 on Deposited plan 426427 Sand Pits Road, Crooked Brook..... 7

    12.2.2 Title: DAP Decommissioning and Capping of Tronox Cell 1 – Lot 2 Banksia Road, Crooked Brook..... 14

    12.2.3 Title: Outbuilding - Lot 1236 (16) Pascoe Way, Millbridge ..... 21

**12.3 INFRASTRUCTURE DIRECTORATE REPORTS .....30**

**12.4 CORPORATE & GOVERNANCE DIRECTORATE REPORTS.....31**

    12.4.1 Title: Enterprise Resource Planning (ERP) Software Replacement Program – December Quarterly Update..... 31

    12.4.2 Title: Quarterly Corporate Performance Report – October to December 2024 ..... 36

    12.4.3 Title: Lease Renewal Paradise Reserve 18405 – Lot 52 Waterloo Road ..... 39

    12.4.4 Title: Adoption of Cats Amendment Local Law 2024..... 44

    12.4.5 Title: Monthly Statement of Financial Activity for the Period Ended on the 31<sup>st</sup> of December 2024..... 61

    12.4.6 Title: Schedule of Paid Accounts as at the 31st December 2024 ..... 66

**12.5 COMMITTEES.....100**

**13 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN .....100**

**14 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING.....100**

**15 PUBLIC QUESTION TIME.....100**

**16 MATTERS BEHIND CLOSED DOORS .....101**

    16.1 Title: Eaton Recreation Centre Strategic Direction and Structure Review ..... 103

**17 CLOSURE OF MEETING .....105**

## COUNCIL ROLE

<b>Advocacy</b>	When Council advocates on its own behalf or on behalf of its community to another level of government / body /agency.
<b>Executive/Strategic</b>	The substantial direction setting and oversight role of the Council e.g. Adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
<b>Legislative</b>	Includes adopting local laws, town planning schemes and policies.
<b>Review</b>	When Council reviews decisions made by Officers.
<b>Quasi-Judicial</b>	<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

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

**SHIRE OF DARDANUP**

**MINUTES FOR THE SHIRE OF DARDANUP ORDINARY COUNCIL MEETING HELD ON WEDNESDAY, 29<sup>TH</sup> OF JANUARY 2025, AT ADMINISTRATION CENTRE EATON, 1 COUNCIL DRIVE, EATON, COMMENCING AT 5.00PM.**

**1 DECLARATION OF OPENING/ANNOUNCEMENTS OF VISITORS**

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

*Acknowledgement of Country*

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

*Emergency Procedure*

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

*Affirmation of Civic Duty and Responsibility*

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

*Recording of Meetings*

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

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

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

### 2.1 Attendance

Cr Tyrrell Gardiner	-	Shire President - Chairperson
Cr Annette Webster	-	Elected Member
Cr Tony Jenour	-	Elected Member
Cr Stacey Gillespie	-	Elected Member
Cr Jack Manoni	-	Elected Member
Cr Mark Hutchinson	-	Elected Member
Cr Luke Davies	-	Elected Member
Cr Taneta Bell	-	Elected Member
Mr André Schönfeldt	-	Chief Executive Officer
Mrs Natalie Hopkins	-	Director Corporate and Governance
Mr Ashwin Nair	-	Director Sustainable Development
Mr Theo Naudé	-	Director Infrastructure
Mrs Donna Bailye	-	Manager Governance
Mr Michael Gibbings	-	Manager Recreation Centre
Ms Renee Thomson	-	PA – Director Sustainable Development
Ms Tahnia Creedon	-	Communications Officer
Mrs Jolene Roots	-	Executive Support Officer

### 2.2 Apologies

None

### 2.3 Leave of Absence

Cr. Ellen Lilly - Elected Member (Res:308-24)

### 2.4 Previous Meetings

DATE	TYPE	CR. T BELL	CR. LW DAVIES	CR. TG GARDINER	CR. SL GILLESPIE	CR. AC JENOUR	CR. EP LILLY	CR. MR HUTCHINSON	CR. JD MANONI	CR. AL WEBSTER
<b>October 2024</b>										
02/10/24	WS	Ap	✓	✓	✓	✓R	✓	✓	✓	✓
16/10/24	AF	✓R	✓	✓	Ap	Ap	✓	✓	✓	✓
23/10/24	OCM	✓R	✓	✓	✓	✓	✓	✓	LoA	✓
<b>NOVEMBER 2024</b>										
13/11/24	AF	Ap	Ap	✓	✓	✓R	✓	Ap	✓	NA
20/11/24	OCM	LoA	LoA	✓R	✓	✓	✓	Ap	✓	✓
27/11/24	CF	Ap	Ap	✓	Ap	✓	✓	✓	✓	✓

DATE	TYPE	CR. T BELL	CR. L W DAVIES	CR. T G GARDINER	CR. S L GILLESPIE	CR. A C JENOUR	CR. E P LILLY	CR. M R HUTCHINSON	CR. J D MANONI	CR. A L WEBSTER
<b>DECEMBER 2024</b>										
04/12/12	WS	Ap	Ap	✓	Ap	✓	✓	✓	Ap	Ap
11/12/24	AF	Ap	✓	✓	Ap	✓R	✓	Ap	Ap	✓
18/12/24	OCM	Ap	✓	✓	✓	✓	✓	✓	✓	✓
<b>JANUARY 2025</b>										
08/01/25	CF	NA	✓	✓	✓	NA	✓	✓	✓	✓
22/01/25	AF	✓	✓	✓	Ap	✓	✓	✓	✓	✓
29/01/25	OCM	✓	✓	✓	✓	✓	LoA	✓	✓	✓

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

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

**3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

None.

**4 PUBLIC QUESTION TIME**

4.1 Ms Tracey Wheat – Asbestos in Parks

Ms Tracey Wheat asked the following question:

*I’ve spent the last 6 months with my son and his family at their home in Dardanup, as they transition into the town and community. My grandchildren are active and enjoy the outdoors where they have discovered the beautiful area at Carramar Park. This park is often filled with children, young families, and I saw the community come together for Australia Day celebrations over the weekend.*

*My question is about the fencing that surrounds this park. Some properties have upgraded their boundary fencing to Colourbond, about half of the properties that back onto the park still have asbestos fencing. All of these properties have broken and damaged panels that have exposed asbestos.*

*Last year I provided the Shire with multiple photos and shared my concerns, I was told that it was a budgeting issue and have never seen or heard anything since. After speaking to some of these property owners, I’ve been informed that the Shire does not provide any financial contribution to shared fencing, although the Shire encourages neighbours to share the cost of the fence, it appears that they do not do the same.*

*One homeowner stated that a recent quote to replace their fence was in excess of \$30K including cost of removing and disposing of asbestos panels taking up a third of the cost. This homeowner has also spoken to their neighbouring properties who have advised that they cannot afford to financially contribute to the replacement. If this homeowner is unable to bear the full cost, it is likely that the asbestos will remain and continue to degrade and expose more asbestos to our community.*

*I am aware that Dardanup has ageing buildings and infrastructure that form part of its beauty, however the health and safety of the community is paramount. I also note that Carramar Park was recently part of the Summer Series community events, and the sponsorship from Healthway for these events, I would like to think the Shire is reflective of the connection between Healthway, community health, and asbestos related health issues in that they were very much aligned for a number of the events at the park.*

*My first question is; "What is the Shire's duty of care around recreation areas and parks that have exposed asbestos in the vicinity?"*

#### *Discussion*

*Chief Executive Officer, Mr André Schönfeldt responded by saying:*

*Thank you for your question. Local Government has a duty of care regarding the identification and management of asbestos containing materials in buildings and areas under its control, including recreation areas and parks. It should be kept in mind though that under the Dividing Fencing Act, the Local Government is not considered to be the owner of fences that surround public reserves and parks that joins onto private property. As such, the costs of removal and replacement of the panels and disposal of the panels will fall on the onus of the private property on the outside of the fence. If an asbestos panel does become dangerous or deteriorate to the extent that it imposes an immediate health risk, Local Government can require that the property on the opposite side remove and replace the affected panels with a non-asbestos panel. Regarding the fence around Carramar Park, the Shire will continue to monitor and may require replacement as is necessary. Given the cost implications for property owners the Shire will look at what funding options may be available to assist in this process*

## **5 APPLICATIONS FOR LEAVE OF ABSENCE**

None.

## **6 PETITIONS/DEPUTATIONS/PRESENTATIONS**

None.

**7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

7.1 Ordinary Council Meeting Held on the 18<sup>th</sup> December 2024

**OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION**

01-25                      MOVED -                      Cr L Davies                      SECONDED –                      Cr SL Gillespie

**THAT the Minutes of the Ordinary Meeting of Council held on the 18<sup>th</sup> of December 2024, be confirmed as true and correct subject to no corrections.**

CARRIED

8/0

FOR THE MOTION	AGAINST THE MOTION
Cr. T G Gardiner	
Cr. J D Manoni	
Cr. A C Jenour	
Cr. S L Gillespie	
Cr. A L Webster	
Cr M Hutchinson	
Cr L Davies	
Cr T Bell	

**8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

8.1 Title: Shire President Monthly Report

**Reporting Department**                      *Elected Members*  
**Elected Member**                              *Cr. Tyrrell Gardiner - Shire President*

Participation in various meetings, conferences, and events since my last report to the Council.

<b>Event:</b>	<b>22/1/25 Coastal Rowing</b>
Report:	Along with CEO and Director of Infrastructure, met with Coastal Rowing WA to discuss the impact of CHAR Mapping on the Eaton Foreshore and any Infrastructure that can be built there.
<b>Event:</b>	<b>26/1/25 Australia Day Celebrations</b>
Report:	Attend Australia Day Breakfast and Citizenship Ceremony at Eaton Foreshore. Cr Hutchinson represented the Shire at Burekup and Cr Manoni attended the event held at Carramar Park in Dardanup.  Thank you to those Volunteer groups that make the Australia Day Breakfasts so successful.

RECEIVED.

## 9 ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED

### 9.1 Title: Eaton Recreation Centre Strategic Direction and Structure Review

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

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

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

**Note:** The meeting would go behind closed doors toward the end of the meeting to discuss S.5.23 section (2)(a) a matter affecting an employee or employees.

## 10 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

None.

## 11 DECLARATION OF INTEREST

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

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

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

- *Director Corporate and Governance, Mrs Natalie Hopkins declared an Impartiality Interest in Item 12.4.1- Enterprise Resource Planning (ERP) Software Replacement Program – December Quarterly Update as she is a member of the ReadyTech User Group Committee.*

## 12 REPORTS OF OFFICERS AND COMMITTEES

### 12.1 EXECUTIVE REPORTS

None.

### 12.2 SUSTAINABLE DEVELOPMENT DIRECTORATE REPORTS

[12.2.1 Title: Management Order Request – Lot 501 on Deposited plan 426427 Sand Pits Road, Crooked Brook](#)

<b>Reporting Department</b>	<i>Sustainable Development Directorate</i>
<b>Responsible Officer</b>	<i>Mr Ashwin Nair – Director Sustainable Development</i>
<b>Reporting Officer</b>	<i>Mrs Gabriella Hayward – Assistant Planning Officer</i>
<b>Applicant</b>	<i>Department of Planning, Lands, and Heritage (DPLH)</i>
<b>Legislation</b>	<i>Planning and Development Act 2005</i>
<b>Council Role</b>	<i>Executive/Strategic.</i>
<b>Voting Requirement</b>	<i>Simple Majority.</i>
<b>Attachments</b>	<i>Appendix ORD: 12.2.1A – Correspondence from DPLH Appendix ORD: 12.2.1B – Deposited Plan 426427 Appendix ORD: 12.2.1C – Subdivision Approval WAPC 162074 Appendix ORD: 12.2.1D – Risk Assessment Tool</i>

## Overview

Council is requested to consider the Department of Planning, Lands and Heritage (DPLH) request for the Shire to accept a Management Order over Lot 501 Sand Pits Road on Deposited Plan 426427 which has been ceded to the Crown for the purpose of 'Reserve for Water Supply' (Appendix ORD: 12.2.1A).

The construction and reservation of the land formed a requirement of a subdivision approval for Lot 6 Sand Pits Road, Crooked Brook. The reserve will serve as a location for an existing 50,000L strategic water tank to be used for firefighting purposes which was a condition of approval as part of the same subdivision.

Officers have considered the request from DPLH and are recommending that Council accept the Management Order (Appendix ORD: 12.2.1B) subject to several conditions relating to the maintenance of the reserve and water tank.

**Change to Officer Recommendation** - No Change.

## OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

02-25                      MOVED -                      Cr A C Jenour                      SECONDED –                      Cr T G Gardiner

**THAT Council advises the Department of Planning, Lands and Heritage that Council is prepared to accept the Management Order over Lot 501 on Deposited Plan 426427, Dardanup West subject to the following:**

- a)                      **The crossover to the Reserve land is to be re-sealed and maintained for the duration of the subdivision's contractual obligations;**
- b)                      **The pump of the water tank is connected to electricity to ensure it is operational;**
- c)                      **Installation of locks on taps and cages around the infrastructure to prevent theft; and**
- d)                      **The Management Order is vested to the Shire for the purpose of 'Reserve for Water Supply' for fire-fighting purposes.**

CARRIED

8/0

<i>FOR THE MOTION</i>	<i>AGAINST THE MOTION</i>
Cr. T G Gardiner	
Cr. J D Manoni	
Cr. A C Jenour	
Cr. S L Gillespie	
Cr. A L Webster	
Cr M Hutchinson	
Cr L Davies	
Cr T Bell	

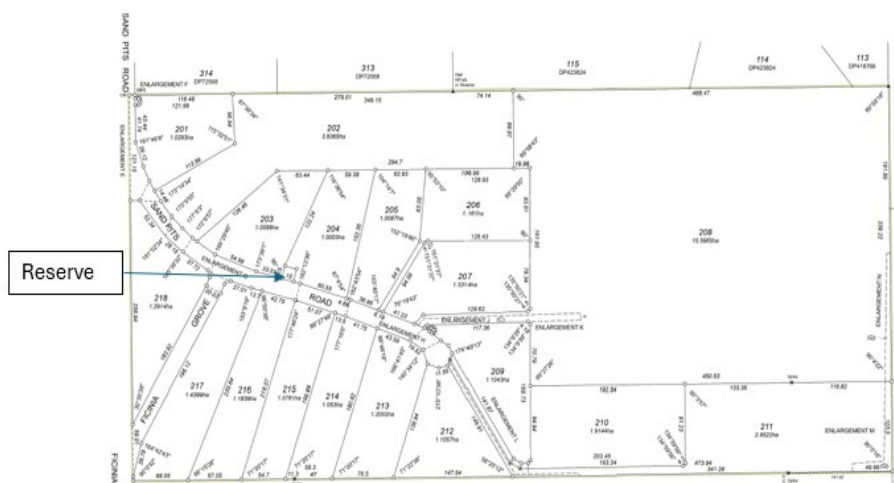
## Background

On the 2<sup>nd</sup> of June 2022, the Western Australian Planning Commission (WAPC) approved the subdivision of Lot 6 Sand Pits Rd (Ref: WAPC 162074). The subdivision approval contained the following condition relevant to the request from the DPLH:

18. A reserve(s) being shown on the diagram or plan of survey (deposited plan) being at least 15m x 15m, as a reserve(s) for “strategic water supply for fire-fighting purposes” and vested in the Crown under section 152 of the Planning and Development Act 2005, such land to be ceded free of cost and without any payment of compensation by the Crown. (Local Government)

Lot 501 Sand Pits Road was ultimately created as part of this process and constructed by the developer as a ‘Reserve for Water Supply’ for the Lot 6 Sand Pits Road. A strategic water supply in the form of a 50,000 Litre water tank has already been placed within this area as part of an associated condition of the subdivision approval for bushfire fighting purposes.

On 25<sup>th</sup> of September 2024 the DPLH sought confirmation that the Shire would accept the management of the land for the purposes of ‘Reserve for Water Supply’. An image of the Deposited Plan and the reserve can be seen below. A copy of the subdivision approval can be viewed in (Appendix ORD: 12.2.1C).



Location Plan



Lot 501 Sand Pits Road, Crooked Brook



Existing Water Tank

Proposal

The outline of the proposal is as follows:

<b>Greater Bunbury Region Scheme (GBRS)</b>	Rural Zone
<b>Local Planning Scheme No.3 (LPS3)</b>	Small Holding Zone – Area 14
<b>Structure Plan/Precinct Plan</b>	WAPC Lot 6 Sandpits Road, Crooked Brook
<b>Use Class and Permissibility in LPS3</b>	Proposed Reserve
<b>Lot Size</b>	225 square metres
<b>Existing Land Use</b>	Reserve for Water Supply
<b>State Heritage Register</b>	NA
<b>Local Heritage</b>	NA
<b>Bushfire Prone Area</b>	Fully within Bushfire Prone Area

### **Legal Implications**

The *Land Administration Act 1997* provides for Crown land to be managed by a management body.

### **Council Plan**

8.1 - Support responsible planning and development.

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

**Environment** - None

### **Precedents**

Council on its 23<sup>rd</sup> of March 2024 Ordinary Council Meeting accepted a Management Order request over Lot 126 Garvey Road for the purposes of a both 'Public Access Way' and an 'Emergency Access Way'.

### **Consultation**

Comments were sought from the Dardanup Central Bushfire Control Officer regarding several recent bushfires within the subdivision. The primary concern raised was the lack of a power connection to the strategic water tank(s), which prevents access to the water stored inside.

It was also noted that the subdivision has several issues with erosion around the crossovers, including the tank crossover, caused by previous heavy rainfall. This could hinder access to the site in an emergency event.

### **Budget Implications**

Annual maintenance of the site will be minimal, limited primarily to weed control, as the site is small and covered with blue metal. In terms of the water tank and pump, once the Shire accepts the Management Order it will be responsible for the structure and the associated infrastructure immediately.

**Budget – Whole of Life Cost**

Whilst the management of the land associated with the request in front of Council would have minimal whole of life costs associated with it, the table below outlines the whole-of-life budget for the installation and maintenance of a strategic water tank over a 20-year period. Please note the tank has already been installed on the site as a result of a condition of subdivision.

The total cost associated with the water tank has been calculated at \$122,730, with the Shire's contribution amounting to \$46,866 over the tank's lifespan, equivalent to \$2,343 per annum.

<b>Idealised Whole of Life Funding Estimate - Strategic Water Tank</b>	
<b>Current Replacement Cost:</b>	75,864
<b>Current Fair Value:</b>	75,864
<b>Nominal Useful Life:</b>	20
<b>Depreciation</b>	
Annual Depreciation Expense:	\$3,793
<b>Accumulated Depreciation (over Useful Life):</b>	<b>\$75,864</b>
<b>Funding Needs</b>	<b>Estimate (In the Order Of)</b>
<b>Operations and Maintenance</b>	
Annual Allowance for Operations & Maintenance (2% of Capital)	\$1,517
<b>Whole of Life (WoL) Operations &amp; Maintenance:</b>	<b>\$30,345</b>
<b>Capital Renewals</b>	
0.8x Sub-Structure Replacement (@25 Year Intervals)	\$960.00
0.8x Tank (Galv) Replacement (@25 Year Intervals)	\$9,800.00
1.3x Tank Liner Replacement (@15 Year Intervals)	\$0.00
2.9x Bore Pump Replacement (@7 Year Intervals)	\$13,920.00
1.8x Services (mechanical, hydraulic, electrical, fire) Replacement (@11 Year Intervals)	\$22,704.30
1x Bore Well Drill and Sleeve Replacement (@20 Year Intervals)	\$45,000.00
<b>Capital Renewals Reinvestment (over Useful Life):</b>	<b>\$92,384</b>
<b>Whole Of Life Funding Need</b>	
Capital Renewals Expense Per Annum:	\$4,619
Annual Allowance for Operations & Maintenance (2% of Capital)	\$1,517
<b>Annualised On-Ground Cost (Capital + O&amp;M)</b>	<b>\$6,136</b>
<b>Total On-Ground Cost (Capital + O&amp;M):</b>	<b>\$122,730</b>
<b>Annualised Whole of Life Cost (Capital + O&amp;M) Less Depreciation</b>	<b>\$2,343</b>
<b>Total Whole of Life Cost (Capital + O&amp;M) Less Depreciation:</b>	<b>\$46,866</b>

**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: 12.2.1D) for full assessment document.

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.	
Risk Event	Management Order Request – Lot 501 on Deposited Plan 426427 Sand Pits Road, Crooked Brook
Inherent Risk Rating (prior to treatment or control)	Moderate (5 - 11)
Risk Action Plan (treatment or controls proposed)	Annual maintenance works carried out to ensure functionality of the tanks and reduce bushfire risk in the area
Residual Risk Rating (after treatment or controls)	Low (1 - 4)
Risk Category Assessed Against	<p>Environment      Unmanaged Crown land can significantly increase the risk of bushfires.</p> <p>Property            Unmaintained strategic water tanks could pose a risk to nearby properties by impacting response times and the availability of water during emergencies.</p> <p>Service Interruption      The absence of a strategic water supply for firefighting purposes could significantly increase bushfire risk and cause service interruptions. This would result in longer response times from the nearest fire station and the need to rely on station tanks rather than a more localized water source.</p>

**Officer Comment**

Following a site visit by Officers to assess the land and infrastructure in question, it appears that prior to accepting the Management Order the Shire requires that the following to be conditioned which also addresses the comments of the Dardanup Central Bushfire Control Officer:

- The crossover to be re-sealed to ensure the emergency vehicles can safely access the site;
- Installation of locks on taps on the water tank to prevent theft;
- The pump of the water tank is connected to electricity; and
- Security cage provided to prevent theft.

In terms of water refilling and electricity, the water tank has been equipped with a pump to access groundwater for refilling purposes once below a certain level. Drawing water from the ground for firefighting activities is exempt from requiring a water license under the *Rights in Water and Irrigation Act 1914*.

In terms of power to the pump, officers have been advised that there has been delays by the service provider in providing electricity to the pump. As such, this will form a condition of the Shire’s acceptance of the Management Order to ensure the water tank and pump is operational.

Officers are generally supportive of the Management Order request as it secures a site and infrastructure dedicated for a water resource for firefighting purposes. The water tank in terms of fire resistance has been constructed in accordance with the *Planning for Bushfire Guidelines 1.4* and relevant Australian Standard.

## **Conclusion**

Lot 501 Sand Pits Road plays a crucial role in ensuring that occupants within the Sand Pits Road subdivision and the neighbouring Garvey Road subdivision have immediate access to a substantial water supply in the event of a fire emergency, without needing to rely on the fire station's water tank supply.

Officers recommend that Council accept the management of the land subject to minor maintenance works being undertaken.

END REPORT

12.2.2 Title: DAP Decommissioning and Capping of Tronox Cell 1 – Lot 2 Banksia Road, Crooked Brook

<b>Reporting Department</b>	<i>Sustainable Development Directorate</i>
<b>Responsible Officer</b>	<i>Mr Ashwin Nair - Director Sustainable Development</i>
<b>Reporting Officer</b>	<i>Mr Ashwin Nair - Director Sustainable Development</i>
<b>Applicant</b>	<i>Harley Dykstra Pty Ltd on behalf of Cleanaway Solid Waste Pty Ltd</i>
<b>Legislation</b>	<i>Planning and Development Act 2005</i>
<b>Council Role</b>	<i>Quasi-Judicial.</i>
<b>Voting Requirement</b>	<i>Simple Majority.</i>
<b>Attachments</b>	<i>Appendix ORD: 12.2.2A – Responsible Authority Report Appendix ORD: 12.2.2B – DA Report Appendix ORD: 12.2.2C – Peer Review Appendix ORD: 12.2.2D- Schedule of Submissions Appendix ORD: 12.2.2E – Copy of Submissions Appendix ORD: 12.2.2F – Risk Assessment Tool</i>

**Overview**

The purpose of this report is for Council to consider endorsing a Responsible Authority Report (RAR) which recommends the refusal of the application for the capping of Tronox Cell 1, an existing waste cell that has reached the conclusion of its operational life on Lot 2 Banksia Road, Crooked Brook.

The applicant has opted in for the Regional Development Assessment Panel (RDAP) to determine the application. The RDAP will replace Council as the decision-making authority for the application in accordance with the *Planning and Development (Development Assessment Panels) Regulations 2011*. The report is presented to Council to consider the RAR to the RDAP, consistent with the established delegations.

It has been determined that significant technical detail is missing in respect to environmental management. Without this information, a sound planning decision cannot be made in accordance with the requirements of orderly and proper planning, as it is unclear if the proposed management measures in place are acceptable to mitigate any adverse environmental risks generated from the development. As a result, the RAR (Appendix ORD: 12.2.2A) recommends that the application be refused.

**Change to Officer Recommendation** - No Change.

**OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION**

03-25                      MOVED -                      Cr T G Gardiner                      SECONDED –                      Cr J D Manoni

**THAT Council:**

- 1. Accept that the DAP Application reference DAP/24/02807 (Appendix ORD: 12.2.2B) is appropriate for consideration as a “Waste Disposal Facility” land use and compatible with the objectives of the zoning table in accordance with Clause 2.4.2 of the Shire of Dardanup Local Planning Scheme No. 3;**

**2. Refuse DAP Application reference DAP/24/02807 (Appendix ORD: 12.2.2B) and accompanying plans:**

- Site Overview Plan, Drawing No. 123169.201-001, Rev B;
- Existing Conditions and Stormwater Management Plan, Drawing No. 123169.201-002, Rev B;
- Top of Cap (Stage 3) Plan, Drawing No. 123169.201-006, Rev D;
- Top of Cap Sections Plan, Drawing No. 123169.201-013, Rev B; and
- Typical Details Plan, Drawing No. 123169.201-014, Rev C.

in accordance with Clause 68 of Schedule 2 (Deemed Provisions) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, and the provisions of Clause 7.3 of the Shire of Dardanup *Local Planning Scheme No. 3*, for the following reasons:

**Reasons**

- a) Insufficient environmental reporting has been provided to demonstrate that the proposed development will not result in adverse environmental impacts in relation to:
- i) Dust Management;
  - ii) Leachate Management; and
  - iii) Stormwater Management.

**Advice Notes**

- b) If you are aggrieved by the reasons of this refusal, you have the right to request that the State Administrative Tribunal (SAT) review the decision under Part 14 of the Planning and Development Act 2005.

CARRIED  
8/0

<i>FOR THE MOTION</i>	<i>AGAINST THE MOTION</i>
Cr. T G Gardiner	
Cr. J D Manoni	
Cr. A C Jenour	
Cr. S L Gillespie	
Cr. A L Webster	
Cr M Hutchinson	
Cr L Davies	
Cr T Bell	

**Background**

The subject site is located approximately 4km southeast of the Dardanup townsite, abutting 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 500m from the subject site’s boundary.

History:

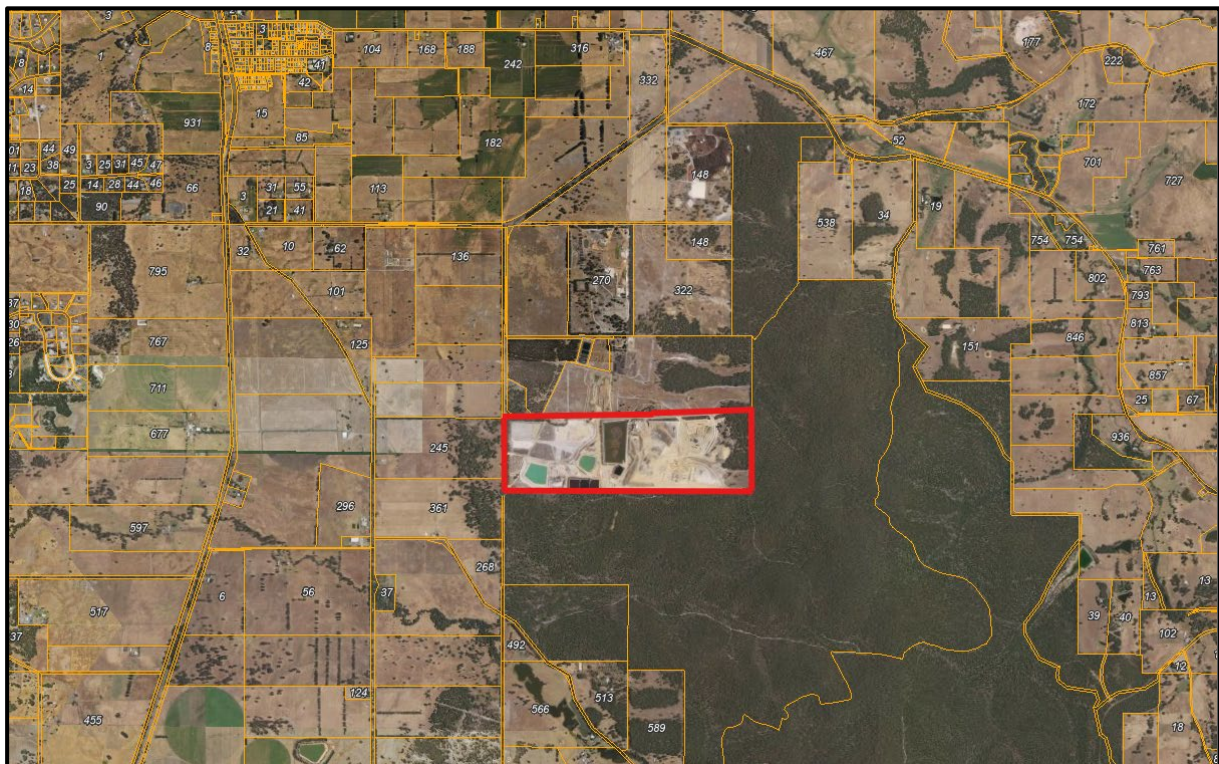
The current facility on the site has a long and complex history which has been subject to numerous applications.

The current application for development approval has been made to the RDAP for the capping of Tronox Cell 1 (proposal), an existing waste cell that has reached the conclusion of its operational life, at the existing Cleanaway landfill facility located on Lot 2 Banksia Road, Crooked Brook (site).

The site currently operates a waste landfill 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* (EP Act). Additional approvals have subsequently been granted to the site since the original approval largely relating to the progressive development of the site.

The delivery of tailings into Tronox Cell 1 occurred between 2013 and 2021. Tronox Cell 1 has not received tailings since that time and is currently undergoing consolidation and drying.

Location Plan



Lot 2 Banksia Road, Crooked Brook (Source: SLIP Locate 2025)

Proposal

The outline of the proposal is as follows:

<b>Region Scheme</b>	Rural
<b>Local Planning Scheme No.3 (LPS3)</b>	General Farming
<b>Structure Plan/Precinct Plan</b>	No
<b>Use Class and Permissibility in LPS3</b>	Use Not Listed – Waste Disposal Facility
<b>Lot Size</b>	121.6658ha
<b>Existing Land Use</b>	Use Not Listed – Waste Disposal Facility & Extractive Industry
<b>State Heritage Register</b>	No

<b>Local Heritage</b>	No
<b>Bushfire Prone Area</b>	Yes

Please refer to (Appendix ORD: 12.2.2B) for a copy of the development application and associated plans. Further details of the proposal are also contained in the RAR prepared by Shire Officers.

### ***Legal Implications***

The *Planning and Development (Development Assessment Panels) Regulations 2011* stipulate that the RDAP must determine mandatory applications rather than the relevant local government.

### ***Council Plan***

8.1 - Support responsible planning and development.

11.1 - Support industry and business growth.

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

### ***Environment***

A peer review was conducted by an independent environmental consultant (Appendix ORD: 12.2.2C) and it has been determined that a significant amount of technical reporting has not been provided with the development application with respect to environmental management. Without this information, a sound decision cannot be made as it is unclear if the proposed management measures in place are acceptable to mitigate any adverse environmental risks generated from the development.

The peer review has not supported the application in its current form.

### ***Precedents***

Council have considered a number of applications related to the site including previous waste cells, stormwater management and the local development plan.

### ***Consultation***

#### **Public Consultation**

The application was advertised in accordance with clause 64 of Schedule 2 (Deemed Provisions) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

The advertising period was conducted for a period of 35 days (additional 7 days included for the excluded holiday period), commencing on the 6<sup>th</sup> December 2024 and concluding on 10<sup>th</sup> January 2025. The advertising process included:

- A notice displayed at both the Eaton and Dardanup Administration buildings, and placed on the Shire's website; and
- A written notice was sent to adjoining landowners within approximately 2km of the subject site.

In response to the advertising a total of one (1) public submission was received. The submission was from the Dardanup Environmental Action Group (DEAG) raising concerns of the proposal. The public and State Government submissions are included in (Appendix ORD: 12.2.2D).

The key issues raised in the submissions are summarised below, along with Officer comments in response. Further commentary is also provided in the 'Planning Assessment' section of the RAR.

Issue Raised	Officer Comments
Revegetation	The Applicant references the previously approved Rehabilitation and Closure Plan and Landscaping Plan for the site. However, it is noted that this plan is broad in nature as it covers the entirety of the site and not the specific capping of the Tronox Cell 1. Reference should be made to the Environmental Management subsection under the Planning Assessment of the RAR.
Dust	A Dust Management Plan has already been approved for the site, however not specifically for the proposed development. Reference should be made to the Dust subsection further within the RAR.
Noise	Noise management has been addressed via the preparation of a Construction Environmental Management Plan within Table 3 of the Tronox Cell 1 Capping Design Technical Specification report. It is noted that this management plan is stated to be approved by the superintendent.
Underground Water Monitoring	A peer review was conducted by an independent environmental consultant. Water quality monitoring was deemed to be inadequate. Reference should be made to the environmental management section of this report for further assessment.
Management	<p>Management of the application and its requirements will be bound to the approval and the relevant conditions of the approval (inclusive of a Construction Environmental Management Plan).</p> <p>Complaints for any noncompliance with the proposal can be made to the Shire of Dardanup or to DWER (depending on the noncompliance issue).</p>

#### Consultation with Government/Service Agencies

The following agencies were consulted:

- Department of Biodiversity, Conservation and Attractions;
- Department of Energy, Mines, Industry Regulation and Safety;
- Department of Planning, Lands and Heritage;
- Department of Primary Industries and Regional Development;
- Department of Water and Environment Regulation; and
- Water Corporation.

The following departments/agencies submissions are summarised below:

- *Department of Energy, Mines, Industry Regulation and Safety (DEMIRS):*

DEMIRS does not object to the proposal as the DEMIRS have not identified any significant issues with respect to mineral and petroleum resources, geothermal energy, and basic raw materials.

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

DPLH advised that as the proposal is considered ancillary and incidental to the predominant land use, given it is simply seeking to rehabilitate/cap a previously approved land fill operation, and the

proposal does not encroach on to the Regional Open Space reservation, it is considered that a GBRS approval is not required.

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

DPIRD do not object nor provide any additional commentary to the proposal.

- *Department of Water and Environment Regulation (DWER):*

DWER does not object to the proposal, however, has provided a detailed response with respect to licencing, contamination and water supply. Reference should be made to the Copy of Submissions as at (Appendix ORD: 12.2.2E).

- *Water Corporation:*

Water Corporation does not object to the proposal, with only general advice provided.

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

DBCA does not object to the proposal, however, has provided advice with respect to the creation of stockpiles on site, dust, stormwater, contaminated water and other leachates/pollutants. Reference should be made to the Copy of Submissions as at (Appendix ORD: 12.2.2E).

**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: 12.2.2F) for full assessment document.

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.	
Risk Event	RDAP Development Application for Landfill Waste Cells – 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	Environment The capping of the cell at the end of the operational life is a required environmental measure as per previous approvals.

**Officer Comment**

The following matters have been identified as key considerations for the determination of this application:

- Greater Bunbury Region Scheme;
- Land Use and Permissibility;
- Site Requirements/Boundary Setbacks;
- Environmental Management;
- Noise;
- Dust; and
- Traffic.

Further details are provided in the RAR.

**Conclusion**

The proposal is considered incidental to the existing land use and a necessary measure for the Tronox Cell 1 to be decommissioned. However, it has been determined by the assessing officer, in conjunction with the peer review by an independent environmental consultant, that significant technical detail is missing in respect to environmental management. Without this information, a sound planning decision cannot be made in accordance with the requirements of orderly and proper planning, as it is unclear if the proposed management measures in place are acceptable to mitigate any adverse environmental risks generated from the development.

END REPORT

12.2.3 Title: Outbuilding - Lot 1236 (16) Pascoe Way, Millbridge

<b>Reporting Department</b>	<i>Sustainable Development Directorate</i>
<b>Responsible Officer</b>	<i>Mr Ashwin Nair - Director Sustainable Development</i>
<b>Reporting Officer</b>	<i>Mr Ashwin Nair - Director Sustainable Development</i>
<b>Legislation</b>	<i>Local Government Act 1995</i>
<b>Council Role</b>	<i>Quasi-Judicial.</i>
<b>Voting Requirement</b>	<i>Simple Majority.</i>
<b>Attachments</b>	<i>Appendix ORD: 12.2.3A – Development Plans Appendix ORD: 12.2.3B – Summary of Submission Appendix ORD: 12.2.3C – Risk Assessment Tool Appendix ORD: 12.2.3D – cl 67 Planning Assessment Appendix ORD: 12.2.3E - R-Code Assessment</i>

**Overview**

The purpose of this report is for Council to consider a development application for a proposed outbuilding at Lot 1236 (16) Pascoe Way, Millbridge. The application seeks to vary the Deemed-to-Comply provisions of *State Planning Policy 7.3 – Residential Design Codes (R-Codes)*.

The application is presented to Council as concerns were raised during the advertising process. The concerns relate to amenity impacts resulting from the setback and size of the proposed development. Officers do not have delegated authority to determine development applications where concerns/objections cannot be addressed by way of amendments or through the imposition of planning conditions, in accordance with *Delegated Authority 9.1.1 Powers or Duties Under the Local Planning Scheme*.

For the reasons outlined in the report, Officers recommend that Council approve the development application subject to conditions.

**Change to Officer Recommendation** - No Change.

**OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION**

04-25                      MOVED -                      Cr T G Gardiner                      SECONDED –                      Cr S L Gillespie

**THAT Council approves the development application for the outbuilding at Lot 1236 (16) Pascoe Way, Millbridge as contained within (Appendix ORD: 12.2.3A) subject to the following conditions:**

- a) **The development is to be carried out in compliance with the plans and documentation listed below and endorsed with the Shire of Dardanup stamp, except where amended by other conditions of this consent:**
  - **Plans and Specifications – Site Plan Dated 21<sup>st</sup> August 2024, Elevation Number 433095-GA.**

- b) All stormwater shall be retained within the property to the satisfaction of the Shire of Dardanup. Direct disposal of stormwater onto the road, neighboring properties, watercourses and drainage lines is not permitted; and
- c) The outbuilding must not be used for commercial purposes or for human habitation.

CARRIED

8/0

FOR THE MOTION	AGAINST THE MOTION
Cr. T G Gardiner	
Cr. J D Manoni	
Cr. A C Jenour	
Cr. S L Gillespie	
Cr. A L Webster	
Cr M Hutchinson	
Cr L Davies	
Cr T Bell	

**Background**

The subject site is approximately 713m<sup>2</sup> in size and is zoned ‘Development’ under the *Shire of Dardanup Town Planning Scheme No.3 (TPS 3)*. The site is designated as ‘Residential’ with a density of ‘R20’ under the *Garden of Eaton Local Structure Plan*. The site is currently developed with a single dwelling and outbuilding. The existing outbuilding onsite is proposed to be demolished to accommodate the new outbuilding as shown below. Primary access to the site is taken from Pascoe Way.



16 Pascoe Way, Millbridge

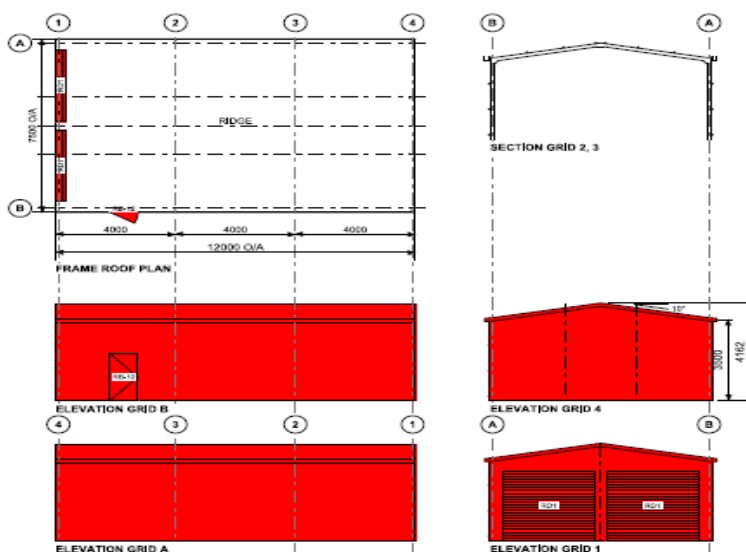
### Proposed Development

The application seeks approval for a new outbuilding to replace the existing outbuilding onsite, placed in generally the same location towards the rear of the existing dwelling. The applicant has provided information that the outbuilding would be used for domestic storage purposes and for the parking of the landowner’s caravan.

The proposed outbuilding would have a floor area of 90m<sup>2</sup>, a length of 12m and a width of 7.5m. The proposal would have a wall height of 3.5m, a ridge height of 4.1m and be setback 0.65m from the eastern boundary and 1m from the southern boundary. Refer below for site plans and elevations. The full details of the proposal are contained within (Appendix ORD: 12.2.3A).



Site Plan



Elevation

The proposal has sought variations to the 'Deemed to Comply' requirements of the R-Codes in relation to the floor area, wall height, ridge height and lot boundary setbacks. The table below highlights the variations to which Council must determine whether the relevant 'Design Principle' has been met in accordance with Clause 2.2.2 of the R-Codes.

<b>State Planning Policy 3.1 Residential Design Codes -Design Principal Assessment-Outbuilding</b>			
Design Principle	Deemed to Comply Provision	Proposed Development	Compliant with Deemed to Comply
P3 Outbuildings that do not detract from the streetscape or the visual amenity of residents or neighbouring properties	i) 60m <sup>2</sup> in area	A floor area of 90m <sup>2</sup> is proposed.	Non-Compliant  Proposal varies the DTC of the R-codes by 30m <sup>2</sup>
	ii) A 1m setback to the side boundary	A side setback to the eastern boundary of 0.65m	Non- Compliant  Proposal varies the DTC of the R-codes by 0.35m
	iii) Does not exceed a wall height of 2.4m	A wall height of 3.5m is proposed	Non-Compliant  Proposal varies the DTC of the R-codes by 1.1m
	iv) Does not exceed a ridge height of 4.2m	A ridge height of 4.1m is proposed.	Compliant

Table 1 - Proposed Variations

### **Legal Implications**

*Planning and Development (Local Planning Schemes) Regulations  
Greater Bunbury Regional Scheme  
State Planning Policy 7.3 – Residential Design Codes Volume 1 (R-Codes)*

### **Council Plan**

- 8.1 - Support responsible planning and development.
- 8.2 - Advocate for adequate utility infrastructure to support a growing community and economy.
- 13.1 - Adopt best practice governance.
- 13.2 - Manage the Shire's resources responsibly.

**Environment** - None.

**Precedents** - None.

### **Consultation**

The application was advertised to adjoining landowners from 24<sup>th</sup> of September 2024 to the 8<sup>th</sup> of October 2024 in accordance with the Shire's Local Planning Policy. At the end of this process one submission was received objecting to the proposal based on the following:

- Size and scale of outbuilding will result in amenity impacts;
- Overshadowing; and
- Future use of outbuilding.

These matters are addressed in the report. A full copy of the submission is contained within (Appendix ORD: 12.2.3B).

**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: 12.2.3C) for full assessment document.

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.	
Risk Event	Outbuilding - Lot 1236 (16) Pascoe Way, Millbridge
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.
	Legal and Compliance      If Council refuses the application and an appeal is lodged with the State Administrative Tribunal, reasons for the refusal based on sound planning principles must be provided.

**Officer Comment**

A full technical assessment was carried out against the current planning framework in accordance with Clause 67, Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, which can be viewed in (Appendix ORD: 12.2.3D & Appendix ORD: 12.2.3E). For the purpose of this report, discussion is confined to the objection resulting in the item being presented to Council and where Council is required to exercise discretion.

- *Land Use*

The subject site is currently zone ‘Urban Development’ under TPS 3. The site falls within the *Garden of Eaton Local Structure Plan (LSP)* where it is designated ‘Residential R20’. The proposal is consistent with the existing ‘Single Dwelling’ land use. The land use of ‘Single Dwelling’ is a permitted use in the ‘Residential’ zone, as designated under the LSP. The use is therefore considered consistent with the planning framework.

The submission received raised concerns about the future use of the building. In this regard, the approval is for an outbuilding which is defined under the R-Codes as:

*Outbuilding: an enclosed non-habitable structure that is detached from any dwelling and may include a detached garage*

An outbuilding is an incidental structure to the predominant use of the land being for residential purposes. As such, the structure can only be used in association with activities that fall within the ‘Single Dwelling’ land use previously approved under TPS 3. A condition has been imposed to ensure that the building is not to be used for commercial or human habitation purposes.

- *Form of Development and Amenity*

In order to determine whether the form of development of the proposal is acceptable an assessment is required to be undertaken against 'Design Principle P3' as detailed within Table 1 of this report. It is considered within the following two components:

- *Outbuildings should not detract from the visual amenity of the streetscape; and*
- *Outbuildings should not detract from the visual amenity of the residents and neighbouring properties*

These are addressed in turn below.

- *Streetscape*

The subject site is located on a corner lot. Access to the dwelling is taken from Pascoe Way which is considered as the primary street. The proposed outbuilding is located behind the existing dwelling, approximately 27m from Pascoe Way. The outbuilding, as a result will be screened from Pascoe Way. As such, the variations proposed as identified within the table are not considered to pose and impact upon the streetscape of Pascoe Way which mainly comprises of dwellings, carports and garages.

In terms of the secondary street, the outbuilding is required to be setback 1.5m from Adeline Drive. The proposed development complies with this as it is setback approximately 8m from the secondary street. It is important to note that the outbuilding, albeit proposed to be replaced already forms part of the character of the locality.

The existing outbuilding is 46m<sup>2</sup> in size, with a wall height of 2.4m, a wall length of 7.96m and width of 5.8m setback approx. 11m from the secondary street. The proposed additional 1.1m wall height, additional 50sqm floor area and 8m setback to the secondary street is not considered to pose any more of a visual presence to the street than what is currently onsite. Nor is it considered by Officers to result in the development appearing at odds with development in the locality and broader streetscape.

Importantly, Council should note that there is a mature tree located on the property boundary of Adeline Drive which provides a degree of screening from various vistas as seen below:



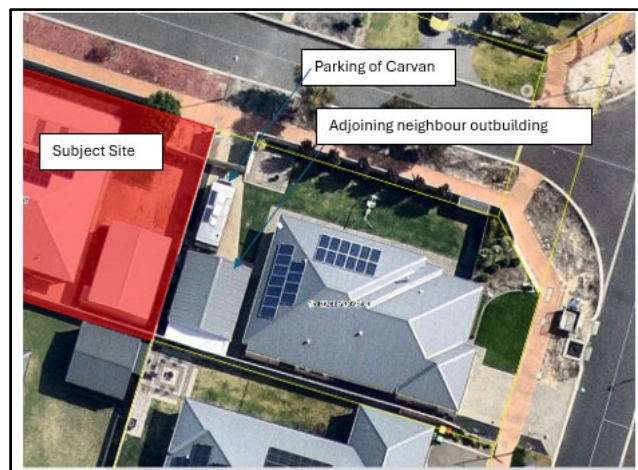
Vista looking South from Adeline Drive into subject site

Furthermore, any perceived impacts to the streetscape from the development would be addressed by the distance of the development from the secondary street. Image above shows the existing patio structure as the most visible structure on the property along Adelaide Drive. This would remain the same situation despite the variations proposed for the outbuilding. Officers are satisfied that the streetscape when considering primary and secondary street will not be impacted upon by the proposed outbuilding.

- *Amenity*

To satisfy the second provision, an assessment has been undertaken to determine the impact of the proposed outbuilding on neighbouring properties. The objection, as previously stated relates to amenity impacts resulting from the increased height and setback of the outbuilding from the adjoining eastern boundary.

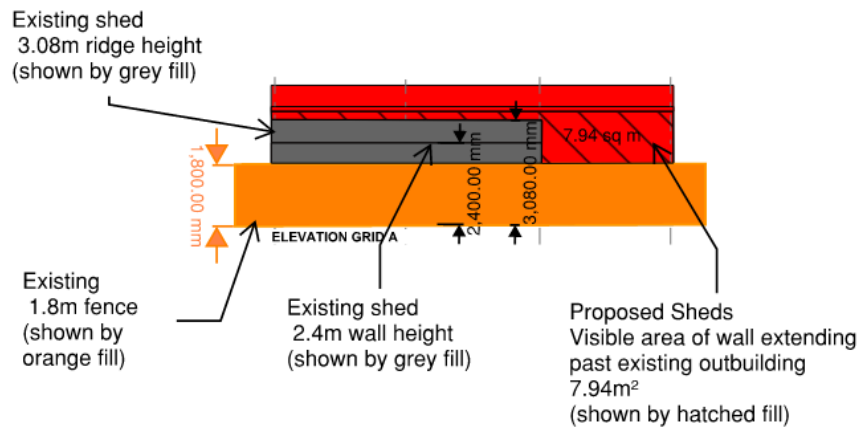
For the property to the east, the dwelling is located approximately 8.0m from the common boundary fence. The habitable areas at the west portion of the dwelling comprise of two bedrooms. The outdoor patio is located to the north of the dwelling. An outbuilding of approx. 42sqm is located (6.9m height x 6.1m length and 2.7m high wall) located 1.5m from the common fence line as seen below.



Adjoining Property - Outbuilding

A driveway to the outbuilding also adjoins the common boundary. It is important to note that the west vistas of the adjoining neighbours dwelling already comprise of the presence of the applicants existing outbuilding. A caravan is also parked along this boundary as can be seen above.

The proposed outbuilding has been setback 0.65m from the boundary as opposed to the 1.0m setback required under the R-Codes for an outbuilding with the proposed dimensions. Officers consider that as a result of the siting of the existing outbuilding on the neighbouring property, the increased wall size and outbuilding will only be present once it projects beyond the existing outbuilding of the neighbouring property. The portion visible being an area of 7.94m<sup>2</sup> above the fence line for the length of approx. 5.0m. Officers consider that as a result, the outbuilding with the proposed variations will not represent such an impact that creates a level of visual amenity that is inconsistent with the reasonable expectations of the 'Residential' zone. Refer to below image.



Proposed Side Elevation from Neighbours Property

In further reviewing the property and potential impacts of the development upon existing amenity, Officers note that the immediate outdoor living area of the neighbouring dwelling generally faces north. The development being on the west side of the neighbouring property’s dwelling will not impact upon north facing vistas as a result not considered to impact upon visual amenity which can be seen below.



North Vistas

In the Officer opinion the proposed variations to the setbacks, which are associated with side vistas of an adjoining property, are unlikely to result in adverse amenity impacts as these areas are not typically areas of high residential amenity. This, as the R-Codes primary focus, is in relation to protecting northern aspects of a dwelling to take advantage of lighting and solar opportunities. As a result, northern vistas are afforded more weight when considering possible amenity impacts from a development.

Furthermore, it should be noted that there is a pattern of development towards the rear of these properties where a cluster of outbuildings have been located. As such, although the proposal seeks to vary the provisions of the R-Codes, the presence of outbuildings in this position forms part of the character of the immediate locality as seen below:



Pattern of Development

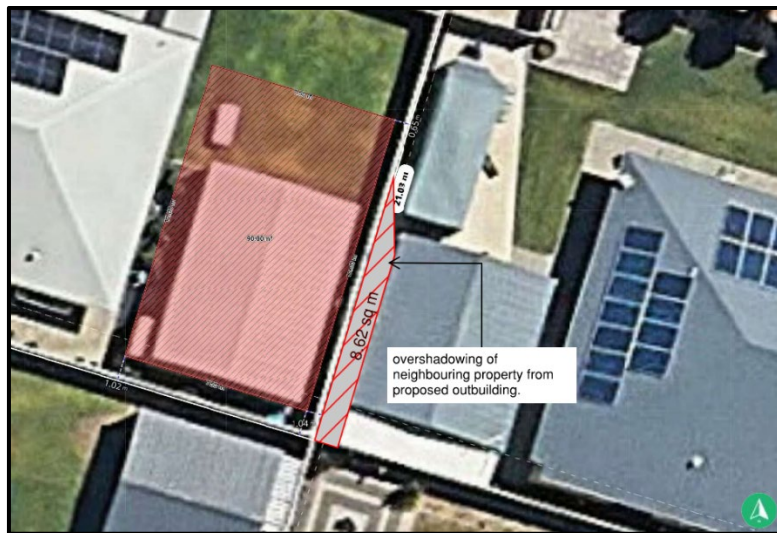
Lastly, in considering the merits of the proposed variation, it is important to note the Shire’s exemption policy, *SDEV CP091 – Local Planning Policy – Exempted Development and Land Use* (the Policy). The Policy varies the Deemed-to-Comply criteria of the R-Codes. It allows for an exemption for greater sized outbuildings to be located with a nil setback to the boundary.

Although the proposed development does not meet the exempt requirements, the Policy is important to consider as the development does not significantly depart from the expected form of exempt development established through the Policy. As such, Officers consider that the proposed development will not result in adverse amenity impacts to the adjoining neighbour. The table below captures the proposal against the Policy requirements.

<b><i>SDEV CP091 – Local Planning Policy – Exempted Development and Land Use</i></b>	<b>Proposed Development</b>	<b>Proposed Development Exceeding Exempt Criteria</b>
Maximum outbuilding floor area-80m <sup>2</sup> in aggregate or 10% in aggregate of the site area (whichever is the lesser)	The application proposes an outbuilding of 90m <sup>2</sup>	10m <sup>2</sup>
A maximum wall height of 3m	3.5m	0.5m
A maximum ridge height of 4.2m	4.1m	Nil
A nil setback to the side and/or the rear boundary setback and 1m setback to a secondary street boundary is permitted for a maximum wall length of 9m	A 0.65m side setback for a 12m length of wall.	A wall length of 3m

Table 2 - SDEV CP091 – Local Planning Policy – Exempted Development and Land Use

The submission that was received raised concerns regarding overshadowing, in this regard Officers advise that the R-Codes allows a shadow from the development to cast a shadow on the adjoining site for up to 25%. Officers have calculated that the overshadowing of the neighbouring property will be a maximum of 4.84% (8.62m<sup>2</sup>) of the 178.25m<sup>2</sup> allowed under the R-Codes for ‘R25’ or lower coded sites. As such, this concern has been addressed. Refer to below image of overshadowing area.



Overshadowing Image

**Conclusion**

The application seeks approval for an outbuilding that varies the Deemed-to Comply criteria of the R-Codes by way of height, size and setback. Officers consider the proposed outbuilding is consistent with the Design Principles of the R-Codes and would not adversely impact on the streetscape or the amenity of surrounding landowners.

END REPORT

**12.3 INFRASTRUCTURE DIRECTORATE REPORTS**

None.

**12.4 CORPORATE & GOVERNANCE DIRECTORATE REPORTS**

12.4.1 Title: Enterprise Resource Planning (ERP) Software Replacement Program – December Quarterly Update

<b>Reporting Department</b>	Corporate & Governance Directorate
<b>Responsible Officer</b>	Mrs Natalie Hopkins – Director of Corporate & Governance
<b>Reporting Officer</b>	Mr Kieran O'Brien - ERP Project Manager
<b>Legislation</b>	Local Government Act 1995
<b>Council Role</b>	Executive/Strategic.
<b>Voting Requirement</b>	Simple Majority.
<b>Attachments</b>	12.4.1A – Risk Assessment 12.4.1B – ReadyTech – Formal correspondence of SynergySoft 12.4.1C – ERP Quarterly Update Report

**DECLARATION OF INTEREST**

Director Corporate & Governance, Mrs Natalie Hopkins declared an Impartiality Interest in this item.  
Please refer to Part 11 'Declaration of Interest' for full details.

**Overview**

This report provides Council with a quarterly update on the progression of the ERP Software Replacement Program since Council accepted the tender on the 26<sup>th</sup> of July 2023.

**Change to Officer Recommendation** No Change.

**OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION**

05-25            MOVED -            Cr S L Gillespie            SECONDED –            Cr A L Webster

**THAT Council receive the December 2024 ERP Quarterly Update Report (Appendix ORD:12.4.1C) on the progression of the ERP Software Replacement Program.**

CARRIED  
8/0

FOR THE MOTION	AGAINST THE MOTION
Cr. T G Gardiner	
Cr. J D Manoni	
Cr. A C Jenour	
Cr. S L Gillespie	
Cr. A L Webster	
Cr M Hutchinson	
Cr L Davies	
Cr T Bell	

## Background

The Shire of Dardanup has been progressing the Enterprise Resource Planning (ERP) Software Replacement Program for some time now. Key milestones to date have included:

Date	Milestone Achieved
30 <sup>th</sup> July 2020	Council endorsed the Information & Communication Technology (ICT) Strategic Plan 2020-2030, which identified as the third Priority Project under Objective 1.1 - Review existing and potential future Enterprise Resource Planning (ERP) system.
March 2021	Internal draft report prepared to provide an analysis of Council's existing ERP system (IT Vision SynergySoft), together with the mix of other software systems used to service Council's information management requirements.
May 2021	To provide additional assurance regarding the future direction proposed, an independent ICT consultancy firm (TANGO Information Technology) was engaged to: <ul style="list-style-type: none"> <li>- Undertake an operational analysis and functionality audit of the Shire of Dardanup Business Solutions and IT teams to determine the most suitable staffing and resourcing structure required to meet the current and future ICT needs of the Shire as outlined in the ICT Strategic Plan;</li> <li>- To conduct a Peer Review of the draft "Assessment Report – Enterprise Resource Planning Software" to enable the new ERP Project Proposal to be presented to Council. This review will include validation of the report assumptions, recommendations, and financial assessment.</li> </ul>
23 <sup>rd</sup> August 2021	TANGO presented a summary of their assurance report and its outcomes to Council.
27 <sup>th</sup> October 2021	Council endorsed the development of an EOI (including Procurement Plan) and ERP Business Case.
29 <sup>th</sup> June 2022	EOI Submission close on Tenderlink.
22 <sup>nd</sup> February 2023	Council endorsed: <ul style="list-style-type: none"> <li>- The Enterprise Resource Planning (ERP) Business Case 2023.</li> <li>- The implementation of a new ERP system for the Shire of Dardanup.</li> <li>- Allocation of adequate increased financial and staffing resources.</li> <li>- Two (2) respondents from the EOI process to progress to a restricted Request for Tender (RFT).</li> </ul>
31 <sup>st</sup> March 2023	Restricted RFT for the ERP System Project released via Tenderlink to Datacom and Open Office
26 <sup>th</sup> July 2023	Council accepted the tender submission RFT-F0317843 ERP Software Replacement Program, received from Open Office Holdings Pty Ltd.
11 <sup>th</sup> August 2023	Strategic Directions appointed to work with BPM team. BPM workshops related to Stage 2 Phase 1 software implementation Finance workshops commenced 28 <sup>th</sup> August 2023.
7 <sup>th</sup> December 2023	ERP Contract executed by Chief Executive Officer and Open Office, registered as a vital record.
25 <sup>th</sup> February 2024	BPM workshops related to Stage 2 Phase 2 software implementation Infrastructure and Sustainable Development completed.

Date	Milestone Achieved
1 <sup>st</sup> July 2024	Stage 2 Implementation of the ERP Project commenced with ReadyTech (Open Office) consultant and Shire Project team resource applied. Phase 1 of implementation concerns the core cloud systems as well as Finance, Payroll, Property & Rating software applications.
July to September 2024	Workshops with ReadyTech on the major ERP topics: <ul style="list-style-type: none"> <li>- Core Financials</li> <li>- Chart of Accounts / Job ledger Structure</li> <li>- New General Ledger and Dimension Structure</li> <li>- Budget</li> <li>- Reporting Requirements</li> </ul>
October to December 2024	Workshops with ReadyTech on the major ERP topics: <ul style="list-style-type: none"> <li>- General Ledger and Dimension Structure</li> <li>- Job Ledger Structure</li> <li>- Purchase and Payables</li> <li>- Taxation Reporting Requirements</li> <li>- Data Migration Preparation for Payroll</li> <li>- Technical workshops with SME (Subject Matter Experts)</li> <li>- Tardis/SharePoint Integration</li> </ul>

Due to the significance and complexity of the ERP replacement program, Council has requested that the Chief Executive Officer provides a quarterly report to Council on the progression of the ERP Project (Res: 29-23). This report has been compiled in direct response to this decision of Council – see Officer Comment section below.

### **Legal Implications**

*Local Government Act 1995*

### **Council Plan**

13.1 - Adopt best practice governance.

13.2 - Manage the Shire's resources responsibly.

13.3 - Investigate and adopt innovative and SMART technologies to improve business efficiencies and the customer experience.

**Environment** - None.

### **Precedents**

This is the fourth quarterly report to be presented to Council on the progression of the ERP Software Replacement Program.

### **Budget Implications**

The Ordinary Council Meeting of the 22<sup>nd</sup> of February 2023 endorsed the project budget as per the table below, based on the five-year costing.

	<b>CAPITAL COST</b>	<b>Additional Licencing Costs</b>	<b>TOTAL COST OF OWNERSHIP over 5 years (excluding loan costs)</b>
<b>Budget Amount (excluding loan costs):</b>	\$1,758,972 (Ex GST)	\$732,302 (Ex GST)	\$2,491,274 (Ex GST)
	<b>CAPITAL COST</b>	<b>Additional Licencing and Loan Costs</b>	<b>TOTAL COST OF OWNERSHIP over 5 years</b>
<b>Budget Amount (including loan costs):</b>	\$1,758,972 (Ex GST)	\$1,602,634 (Ex GST)	\$3,361,606 (Ex GST)

**Budget – Whole of Life Cost**

The ERP Project has an implementation cost with contingency of \$1,758,972. There is an existing budget of \$160,000 for a Project Manager. This means that the additional expenditure required for the implementation stage is \$1,598,972 over the three financial years.

	<b>2024/25</b>	<b>2025/26</b>	<b>2026/27</b>
Project Costs (Capex)	\$639,871	\$447,041	\$672,060
Less existing budget allocation	\$120,000	\$40,000	\$0
Additional required budget	\$519,871	\$407,041	\$672,660

The new ERP will have a licencing cost over ten years of \$2,768,017 and a loan repayment cost of \$1,818,130. There will be a saving in software licencing for replaced products from the 25/26 financial year of \$1,152,813. There is an existing budget for the ERP of \$1,887,079 over the ten years. The additional expenditure required to implement the new ERP system over the ten years is \$1,546,256.

**Council Policy Compliance**

*Information & Communication Technology (ICT) Strategic Plan 2020-2030.  
ERP Business Case.*

**Risk Assessment**

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

<b>TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.</b>	
Risk Event	Enterprise Resource Planning (ERP) Software Replacement Program – December 2024 Quarterly Update
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 Impact                      Extended Project beyond planned delivery may incur additional internal project human resource costs.

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.		
	Legal and Compliance	Not adhering to the decision of Council to provide a quarterly report update on the progression of the ERP Project.
	Reputational	Council’s reputation could be viewed negatively if staff do not follow Council’s directive to provide a quarterly report update on the progression of the ERP Project.

**Officer Comment**

Please see the attached “Formal correspondence regarding our commitment to SynergySoft received from ReadyTech” (Appendix ORD 12.4.1B) which confirms that SynergySoft will continue to be supported by ReadyTech until 30<sup>th</sup> of June 2030. The new ERP Software Replacement Program will replace SynergySoft over stage 2 of the project.

The ERP Quarterly Update Report to December 2024 (Appendix ORD: 12.4.2C) is the sixth quarterly report to be presented to Council on the progression of the ERP Software Replacement Program.

The ERP Project Board, consisting of Shire staff, is currently in discussion with ReadyTech Executives to reconfirm product and implementation plan for Property and Rating.

In January 2025 ReadyTech advised the Shire that there may be a delay with the rollout of Property and Rating due to the WA rating legislation. However, at the most recent Project Board meeting in January 2024, ReadyTech reconfirmed their original commitment to deliver the Property and Rating ‘Go Live’ in July 2025. The Shire continues to undertake a risk-aware approach in all aspects of the ERP Project delivery.

END REPORT

12.4.2      Title: Quarterly Corporate Performance Report – October to December 2024

<b>Reporting Department</b>	Corporate & Governance Directorate
<b>Responsible Officer</b>	Mrs Natalie Hopkins – Director Corporate & Governance
<b>Reporting Officer</b>	Mrs Rebecca Hobby – PA to Director Corporate & Governance
<b>Legislation</b>	Local Government Act 1995
<b>Council Role</b>	Executive/Strategic.
<b>Voting Requirement</b>	Simple Majority.
<b>Attachments</b>	Appendix ORD: 12.4.2A – Quarterly Corporate Performance Report October to December 2024 Appendix ORD: 12.4.2B – Risk Assessment Tool

**Overview**

This report presents Council with the attached Quarterly Corporate Performance (QCP) Report for the period October to December 2024 (Appendix ORD: 12.4.2A) in relation to the organisation’s performance against the Shire’s Corporate Business Plan, Annual Budget, and Grants.

**Change to Officer Recommendation** - No Change.

**OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION**

06-25                  MOVED -                  Cr T G Gardiner                  SECONDED –                  Cr M Hutchinson

**THAT Council receives the Quarterly Corporate Performance Report for the period October to December 2024 as per (Appendix ORD: 12.4.2A).**

CARRIED  
8/0

FOR THE MOTION	AGAINST THE MOTION
Cr. T G Gardiner	
Cr. J D Manoni	
Cr. A C Jenour	
Cr. S L Gillespie	
Cr. A L Webster	
Cr M Hutchinson	
Cr L Davies	
Cr T Bell	

**Background**

The purpose of this report is to provide Council with an update on the Shire’s performance against the Council Plan Initiatives, Capital Projects, and Grant Funding for 2024/25.

The last Quarterly Corporate Performance Report was presented to Council on the 23<sup>rd</sup> of October 2024 and covered the period of July 2024 to September 2024.

**Legal Implications**                  -                  None.

**Council Plan**

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

**Environment** - None.

**Precedents**

Quarterly Corporate Performance Reports (QCP) were first introduced and presented to Council in October 2021. Council endorses the report each quarter. The QCP is provided in accordance with the Chief Executive Officer Key Performance Indicators set by Council. The report details the delivery of initiatives contained within the Council Plan and delivery of the Capital Works Program contained within the Annual Budget.

**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: 12.4.2B) for full assessment document.

<b>TIER 2 – 'Low' or 'Moderate' Inherent Risk.</b>	
Risk Event	Quarterly Corporate Performance Report – October to December 2024
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**

Quarterly Corporate Performance Reports (QCP) are presented to Council for information purposes only. Matters raised within the report that require further Council decisions will be presented to Council as part of a separate Council report.

The quarterly Corporate Performance Report for the period October to December 2024 includes an overview of the following performance measures:

- *Capital Works*

The Capital works contained within the Annual Budget 2024/25 amounts to over **\$5.93 million** of expenditure into Roads, Paths, Buildings and Parks. There were initially **32** projects included in the 2024/25 Annual Budget. Two (2) of these projects have been cancelled; five (5) of the remaining 30 projects are currently on hold; **80%** are currently on track or completed, and **97%** of the projects are currently on budget.

- *Grants*

As detailed in the updated grants register the Shire currently has over **\$5.42 million** of approved grants and grant applications in for just over **\$3.37 million**. The Shire has been unsuccessful in seeking grants to the value of over **\$3.28 million**.

Further information on the Shire's overall performance is detailed within the Quarterly Corporate Performance Report (Appendix ORD 12.4.2A).

END REPORT

12.4.3 Title: Lease Renewal Paradise Reserve 18405 – Lot 52 Waterloo Road

<b>Reporting Department</b>	Corporate & Governance Directorate
<b>Responsible Officer</b>	Mrs Natalie Hopkins - Director Corporate and Governance
<b>Reporting Officer</b>	Ms Michelle Edwards – Building Property Management Officer
<b>Legislation</b>	Local Government Act 1995
<b>Council Role</b>	Executive/Strategic.
<b>Voting Requirement</b>	Simple Majority.
<b>Attachments</b>	12.4.3 – Risk Assessment

**Overview**

Council is requested to approve the renewal of the lease of Paradise Reserve 18405 (Lot 52) Waterloo Road to Mr Adam Wroe and Ms Tracee Snell, for a period of two (2) years.

**Change to Officer Recommendation** - No Change.

**OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION**

07-25                  MOVED -                  Cr J D Manoni                  SECONDED –                  Cr A C Jenour

**THAT Council:**

1. **Approve the lease of Paradise Reserve, (Lot 52) Waterloo Road, to Mr Adam Wroe and Ms Tracee Snell; for a period of two (2) years commencing on the 1<sup>st</sup> of October 2024.**
  
2. **Authorises the Chief Executive Officer to negotiate and sign a new two (2) year lease with Mr Adam Wroe and Ms Tracee Snell based on:**
  - a) **The Shire of Dardanup Template Lease Terms and Conditions; and**
  - b) **Annual Rental of \$1,189.72 (excl GST) for 2025, with an increase of 1.5% or CPI whichever is the greater in 2026.**

CARRIED  
8/0

FOR THE MOTION	AGAINST THE MOTION
Cr. T G Gardiner	
Cr. J D Manoni	
Cr. A C Jenour	
Cr. S L Gillespie	
Cr. A L Webster	
Cr M Hutchinson	
Cr L Davies	
Cr T Bell	

**Background**

Paradise Reserve 18405 is a 2.1 hectare un-serviced parcel of vacant land located at Lot 52 Waterloo Road in Dardanup, shown below. It has been leased to Mr Adam Wroe since 1<sup>st</sup> of May 2018. The current lease is held jointly by Mr Adam Wroe and Ms Tracee Snell since October 2022, both adjoining

landowners of Paradise Reserve. The current lease expired on 30<sup>th</sup> September 2024 and has been on holding over terms until the new lease is in place.



The current lessee's supply water and power to the site for their purposes and implement long term weed management practices.

### **Legal Implications**

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

#### 3.58. *Disposing of property*

(1) *In this section —*

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

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

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

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

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

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

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

*30. Dispositions of property to which section 3.58 of Act does not apply*

- (1) *A disposition that is described in this regulation as an exempt disposition is excluded from the application of section 3.58 of the Act.*
- (2) *A disposition of land is an exempt disposition if—*
- (a) *the land is disposed of to an owner of adjoining land (in this paragraph called the transferee) and—*
    - (i) *its market value is less than \$5 000; and*
    - (ii) *the local government does not consider that ownership of the land would be of significant benefit to anyone other than the transferee;*

**Council Plan**

13.2 - Manage the Shire's resources responsibly.

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

**Environment** - None.

**Precedents**

A lease has been in place with Mr Adam Wroe and Ms Tracee Snell since 2022. Prior to this it was leased solely by Mr Wroe from 2018 to 2022.

**Budget Implications**

Rental payable for the previous lease was \$1,100 (excl GST) per annum. In accordance with *Item 7 Rent Review Clause* in the 2022-2024 lease agreement, the following review process applies:

*An annual cumulative increase of 1.5% or CPI whichever is the greater per annum for the term of the Lease and to be reviewed in accordance with the Shire of Dardanup Schedule of Fees & Charges at renewal of the Further Term.*

The ABS CPI Statistics for June 2024 has the CPI increase of 4.6% for Perth, with a corresponding rate of 3.4% in December 2023. Taking these increases into account, the new rental is to increase by CPI which will see the new rental amount for the 2024-26 lease agreement set at \$1,189.72 (excl. GST) for the first year.

**Budget – Whole of Life Cost**

A further cumulative increase of 1.5% or CPI, whichever is the greater per annum in 2026, will see an increase of rental.

**Council Policy Compliance**

The endorsed Lease Agreement Template terms and conditions will be used as the form of contract for this lease. These terms include provision for an annual rent review of 1.5% or CPI whichever is the greater.

**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.

<b>TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.</b>									
Risk Event	Lease renewal Paradise Reserve 18405 – Lot 52 Waterloo Road								
Inherent Risk Rating (prior to treatment or control)	Moderate (5 - 11)								
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.								
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.								
Risk Category Assessed Against	<table border="0"> <tr> <td>Financial</td> <td>Failure to establish a Lease Agreement could lead to financial implications to the Shire.</td> </tr> <tr> <td>Legal and Compliance</td> <td>Failure to establish a lease could lead to implications to the Shire.</td> </tr> <tr> <td>Reputational</td> <td>Council could be seen in a negative light if we failed to lease the land in a transparent manner.</td> </tr> <tr> <td>Property</td> <td>Failing to lease the property means that maintenance of the land will fall on the Shire.</td> </tr> </table>	Financial	Failure to establish a Lease Agreement could lead to financial implications to the Shire.	Legal and Compliance	Failure to establish a lease could lead to implications to the Shire.	Reputational	Council could be seen in a negative light if we failed to lease the land in a transparent manner.	Property	Failing to lease the property means that maintenance of the land will fall on the Shire.
Financial	Failure to establish a Lease Agreement could lead to financial implications to the Shire.								
Legal and Compliance	Failure to establish a lease could lead to implications to the Shire.								
Reputational	Council could be seen in a negative light if we failed to lease the land in a transparent manner.								
Property	Failing to lease the property means that maintenance of the land will fall on the Shire.								

**Officer Comment**

Mr Adam Wore and Ms Tracee Snell are the current lease holders of the land, with no issues arising from their land management.

Conditions of the lease will see that the fencing, weed control and firebreaks within the Reserve are maintained by the Lessees.

It is recommended that Council authorise the renewal of the lease of Reserve 18405 to Mr Adam Wroe and Ms Tracee Snell at the Rate of \$1,189.72 (excl GST) for 2025 and a further cumulative increase of 1.5% or CPI, whichever is the greater per annum in 2026. The lease is a joint lease agreement between both parties based on the Council endorsed Lease Agreement template.

END REPORT

12.4.4 Title: Adoption of Cats Amendment Local Law 2024

<b>Reporting Department</b>	Corporate & Governance Directorate
<b>Responsible Officer</b>	Mrs Natalie Hopkins - Director Corporate and Governance
<b>Reporting Officer</b>	Mrs Donna Bailye - Manager Governance
<b>Legislation</b>	Local Government Act 1995 Cat Act 2011 Cat Regulations 2012, the Cat (Uniform Local Provisions) Regulations 2013
<b>Council Role</b>	Legislative.
<b>Voting Requirement</b>	Absolute Majority. Appendix ORD: 12.4.4A – Risk Assessment Appendix ORD: 12.4.4B – Submissions from the Public
<b>Attachments</b>	Appendix ORD: 12.4.4C – Submissions from DLGSC Appendix ORD: 12.4.4D – Marked Up Amendments to Local Law Clauses Appendix ORD: 12.4.4E – Final Cats Amendment Local Law 2024.

**Overview**

Proposed adoption of *Shire of Dardanup Cats Amendment Local Law 2024* with minor amendments, for gazettal.

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

1. Receives the submission received from the Department of Local Government, Sport and Cultural Industries in respect of the *Shire of Dardanup Cats Local Law 2023*.
2. Endorse the following schedule of submissions received from the public in respect of the *Shire of Dardanup Cats Amendment Local Law 2024*.

	Name & Address	Summary of Submission	Officer Comment
1	Jacky Ynema Email submission – Dardanup Shire Resident	Objection  After reading the suggested amendments to the Cat Laws 2023, I am against the removal of clause 1.5. The definition of effective control is quite reasonable and should remain.	The term <i>Effective Control</i> in the <i>Shire of Dardanup Cat Local Law 2023</i> is not consistent with the <i>Cat Act 2011</i> and is therefore unauthorised.
2.	Jarred de Grunchy Email submission – Dardanup Shire Resident	Objection  Cat owners should be held accountable for containing their pets and not allowing them to leave their property by means of cages or netting or restricting them to inside the owners home.	<i>Part 2 – Control of Cats</i> in the <i>Cat Act 2011</i> allows for cats in public places, with provisions for Cat Prohibited areas as identified in Schedule 3 of the <i>Cat Local Law 2023</i>

	Name & Address	Summary of Submission	Officer Comment
		<p>It is bad enough that trees and scrub (wildlife habitats) were removed from Clarke St and Castieau to make way for housing and now proposing to relax laws regarding cats in the neighbourhood is going to be detrimental to the safety of native animals in our neighbourhood.</p>	<p>Noted.  The <i>Cat Local Law 2023</i> provides for areas where cats are prohibited as identified in Section 3 of the <i>Cat Local Law 2023</i>.</p>
		<p>Please make cat owners accountable for their pet as any other pet owner is required to restrain their animals.</p>	<p>Noted.</p>
<p>3.</p>	<p>Anne Hayward – Email submission – Dardanup Shire Resident</p>	<p>Objection</p> <p>I am of the belief that cats should be considered the same as dogs in local laws and therefore all cats kept as pets should be microchipped and registered and housed with the same controls as dogs. Cats should not be allowed to roam freely as they present a danger to wildlife and can pose a health risk. Locally, many bird nests with young in them have fallen prey to cats.</p> <p>There is a significant number of people who are allergic to cats and having cats roaming in yards and climbing over outdoor furniture can create a health risk for these people where, just coming into contact with cat hair on furniture can cause an allergic reaction. Additionally, there is the noise nuisance when cats are allowed to roam freely at night, they fight, their prowling unsettles dogs, they have been known to climb up window and door screens and generally be pests. Dogs and their owners do not</p>	<p>The <i>Cat Act 2011</i>, under <i>Part 2 – Registration, identification and sterilisation of cats</i>, Section 5; cats are required to be registered within the Shire of Dardanup.</p> <p><i>Part 2 – Control of Cats</i> in the <i>Cat Act 2011</i> allows for cats in public places, with provisions for Cat Prohibited areas as identified in Schedule 3 of the <i>Cat Local Law 2023</i></p> <p>Under part 2.2(1)(b) of the <i>Cat Local Law 2023</i> cats that are causing a nuisance, may be removed by an authorised person</p> <p><i>nuisance means—</i> <i>(a) an activity or condition which is harmful or annoying and which gives rise to legal liability in the tort of public or private nuisance at law;</i> <i>(b) an unreasonable interference with the</i></p>

	Name & Address	Summary of Submission	Officer Comment
		<p>have the freedoms of cats and their owners.</p>	<p><i>use and enjoyment of a person of his or her ownership or occupation of land;</i>  <i>(c) interference which causes material damage to land or other property on the land affected by the interference;</i></p>
		<p>If a cat cannot be contained on the owner's property, then they should either restrain (cage, tie up) the animal or use boundary collars as per dogs.</p>	<p><i>Part 2 – Control of Cats in the Cat Act 2011 allows for cats in public places, with provisions for Cat Prohibited areas as identified in Schedule 3 of the Cat Local Law 2023</i></p>
4.	Jerry Whalen – Email Submission – Dardanup Shire Resident	<p>Objection</p> <p>I wish to submit my views to have some sort of change to enforce cats to have the same laws as dogs. That is not to let cats roam freely day and night.</p>	<p><i>Part 2 – Control of Cats in the Cat Act 2011 allows for cats in public places, with provisions for Cat Prohibited areas as identified in Schedule 3 of the Cat Local Law 2023.</i></p>
		<p>My frustration on this matter includes:</p> <ol style="list-style-type: none"> <li>1. Harm to the beautiful bird life that visits our native garden.</li> <li>2. Being woken up in the early hours of the night with cats fighting on our front verandah.</li> <li>3. Cats using our garden for a toilet.</li> </ol>	<p>Noted.</p> <p>Refer to comments above.</p> <p>Under part 2.2(1)(b) of the <i>Cat Local Law 2023</i> cats that are causing a nuisance. may be removed by an authorised person.</p> <p><i>nuisance means—</i>  <i>(a) an activity or condition which is harmful or annoying and which gives rise to legal liability in the tort of public or private nuisance at law;</i>  <i>(b) an unreasonable interference with the use and enjoyment of</i></p>

	Name & Address	Summary of Submission	Officer Comment
			<i>a person of his or her ownership or occupation of land; (c) interference which causes material damage to land or other property on the land affected by the interference;</i>
5	Patricia Waters – Letter submission – Dardanup Shire Resident	<p>Objection</p> <p>I am in favour of containment of cats at all times regardless of how much loved they are. It can be done very humanely, and they can still have freedom in an enclosed outside area if needed.</p>	<i>Part 2 – Control of Cats in the Cat Act 2011 allows for cats in public places, with provisions for Cat Prohibited areas as identified in Schedule 3 of the Cat Local Law 2023.</i>

3. By Absolute Majority decision, adopts the *Shire of Dardanup Cats Amendment Local Law 2024* (Appendix ORD: 12.4.1E) inclusive of the following minor amendments:

- Clause 2 – Change “local law come into” to “Local Law comes into”
- Clause 6 – Reword to “Delete the clause heading of Clause 2.3 and replace with “Clause 2.2 – Cat in prohibited areas”.
- Clause 7 – Reword to “Delete the clause heading of Clause 2.4 and replace with “Clause 2.4 – Direction to abate the nuisance of a cat”.
- Clause 8 – Reword first line to “Delete Clause 4.4(f) and replace with the following – “
- Clause 9 – Reword the text to “In Schedule 3 delete “Clause 2.23” and insert “Clause 3.1”
- At the beginning of Clause 10 and Clause 11 change “Delete” to In Schedule 2 delete”

4. Publishes a copy of the adopted local law in the Government Gazette.

5. Gives a copy of the adopted gazette ready Local Law to the Minister for Local Government.

6. After the local law has been published in the Gazette, gives local public notice as per section 1.7 of the *Local Government Act 1995* advising:

- The title of the local law;
- Summarizing the purpose and effect of the local law;

- Specifying the day on which the local law comes into operation; and
  - Advising the location of copies of where the local law may be inspected or obtained.
7. Supplies copies of the local law, Explanatory Memorandum, Statutory Procedures Checklist and other supporting material in accordance with Ministerial Directions, to the WA Parliament’s Joint Standing Committee on Delegated Legislation within 10 working days of the gazettal publication date of the local law.

*Absolute Majority*

*Discussion:*

*Cr M Hutchinson requested an amendment to the Resolution with the inclusion of a Part B to the Officer Recommended Resolution. The Resolution to now include a Part A **and** a Part B.*

**Change to Officer Recommendation**

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

- *Amendment to Officer Resolution to include a request that Council writes to the Minister of Local Government requesting that the State Government make changes to the Cat Act 2011.*

**ELECTED MEMBER RESOLUTION “A”**

08-25                      MOVED -                      Cr M Hutchinson                      SECONDED –                      Cr T Bell

**THAT Council:**

1. **Receives the submission received from the Department of Local Government, Sport and Cultural Industries in respect of the *Shire of Dardanup Cats Local Law 2023*.**
2. **Endorse the following schedule of submissions received from the public in respect of the *Shire of Dardanup Cats Amendment Local Law 2024*.**

	<b>Name &amp; Address</b>	<b>Summary of Submission</b>	<b>Officer Comment</b>
1	Jacky Ynema Email submission – Dardanup Shire Resident	<p><b>Objection</b></p> <p>After reading the suggested amendments to the Cat Laws 2023, I am against the removal of clause 1.5.</p> <p>The definition of effective control is quite reasonable and should remain.</p>	<p>The term <i>Effective Control</i> in the <i>Shire of Dardanup Cat Local Law 2023</i> is not consistent with the <i>Cat Act 2011</i> and is therefore unauthorised.</p>

	<b>Name &amp; Address</b>	<b>Summary of Submission</b>	<b>Officer Comment</b>
2.	Jarred de Grunchy Email submission – Dardanup Shire Resident	<b>Objection</b>  Cat owners should be held accountable for containing their pets and not allowing them to leave their property by means of cages or netting or restricting them to inside the owners home.	<i>Part 2 – Control of Cats in the Cat Act 2011</i> allows for cats in public places, with provisions for Cat Prohibited areas as identified in Schedule 3 of the <i>Cat Local Law 2023</i>
		It is bad enough that trees and scrub (wildlife habitats) were removed from Clarke St and Castieau to make way for housing and now proposing to relax laws regarding cats in the neighbourhood is going to be detrimental to the safety of native animals in our neighbourhood.	Noted.  The <i>Cat Local Law 2023</i> provides for areas where cats are prohibited as identified in Section 3 of the <i>Cat Local Law 2023</i> .
		Please make cat owners accountable for their pet as any other pet owner is required to restrain their animals.	Noted.
3.	Anne Hayward – Email submission – Dardanup Shire Resident	<b>Objection</b>  I am of the belief that cats should be considered the same as dogs in local laws and therefore all cats kept as pets should be microchipped and registered and housed with the same controls as dogs. Cats should not be allowed to roam freely as they present a danger to wildlife and can pose a health risk. Locally, many bird nests with young in them have fallen prey to cats.	The <i>Cat Act 2011</i> , under <i>Part 2 – Registration, identification and sterilisation of cats</i> , Section 5; cats are required to be registered within the Shire of Dardanup.  <i>Part 2 – Control of Cats in the Cat Act 2011</i> allows for cats in public places, with provisions for Cat Prohibited areas as identified in Schedule 3 of the <i>Cat Local Law 2023</i>
		There is a significant number of people who are allergic to cats and having cats roaming in yards and climbing over outdoor furniture can create a health risk for these people where, just coming into contact	Under part 2.2(1)(b) of the <i>Cat Local Law 2023</i> cats that are causing a nuisance, may be removed by an authorised person

	Name & Address	Summary of Submission	Officer Comment
		<p>with cat hair on furniture can cause an allergic reaction. Additionally, there is the noise nuisance when cats are allowed to roam freely at night, they fight, their prowling unsettles dogs, they have been known to climb up window and door screens and generally be pests. Dogs and their owners do not have the freedoms of cats and their owners.</p>	<p><i>nuisance means—</i>  <i>(a) an activity or condition which is harmful or annoying and which gives rise to legal liability in the tort of public or private nuisance at law;</i>  <i>(b) an unreasonable interference with the use and enjoyment of a person of his or her ownership or occupation of land;</i>  <i>(c) interference which causes material damage to land or other property on the land affected by the interference;</i></p>
		<p>If a cat cannot be contained on the owner's property, then they should either restrain (cage, tie up) the animal or use boundary collars as per dogs.</p>	<p><i>Part 2 – Control of Cats in the Cat Act 2011 allows for cats in public places, with provisions for Cat Prohibited areas as identified in Schedule 3 of the Cat Local Law 2023</i></p>
<p>4.</p>	<p>Jerry Whalen – Email Submission – Dardanup Shire Resident</p>	<p><b>Objection</b></p> <p>I wish to submit my views to have some sort of change to enforce cats to have the same laws as dogs. That is not to let cats roam freely day and night.</p>	<p><i>Part 2 – Control of Cats in the Cat Act 2011 allows for cats in public places, with provisions for Cat Prohibited areas as identified in Schedule 3 of the Cat Local Law 2023.</i></p>
		<p>My frustration on this matter includes:</p> <ol style="list-style-type: none"> <li>1. Harm to the beautiful bird life that visits our native garden.</li> <li>2. Being woken up in the early hours of the night with cats fighting on our front verandah.</li> <li>3. Cats using our garden for a toilet.</li> </ol>	<p>Noted.</p> <p>Refer to comments above.</p> <p>Under part 2.2(1)(b) of the <i>Cat Local Law 2023</i> cats that are causing a nuisance. may be removed by an authorised person.</p> <p><i>nuisance means—</i></p>

	Name & Address	Summary of Submission	Officer Comment
			<p>(a) an activity or condition which is harmful or annoying and which gives rise to legal liability in the tort of public or private nuisance at law;</p> <p>(b) an unreasonable interference with the use and enjoyment of a person of his or her ownership or occupation of land;</p> <p>(c) interference which causes material damage to land or other property on the land affected by the interference;</p>
5	Patricia Waters – Letter submission – Dardanup Shire Resident	<p><b>Objection</b></p> <p>I am in favour of containment of cats at all times regardless of how much loved they are. It can be done very humanely, and they can still have freedom in an enclosed outside area if needed.</p>	<p><i>Part 2 – Control of Cats in the Cat Act 2011 allows for cats in public places, with provisions for Cat Prohibited areas as identified in Schedule 3 of the Cat Local Law 2023.</i></p>

3. By Absolute Majority decision, adopts the *Shire of Dardanup Cats Amendment Local Law 2024* (Appendix ORD: 12.4.1E) inclusive of the following minor amendments:

- Clause 2 – Change “local law come into” to “Local Law comes into”
- Clause 6 – Reword to “Delete the clause heading of Clause 2.3 and replace with “Clause 2.2 – Cat in prohibited areas”.
- Clause 7 – Reword to “Delete the clause heading of Clause 2.4 and replace with “Clause 2.4 – Direction to abate the nuisance of a cat”.
- Clause 8 – Reword first line to “Delete Clause 4.4(f) and replace with the following – “
- Clause 9 – Reword the text to “In Schedule 3 delete “Clause 2.23” and insert “Clause 3.1”
- At the beginning of Clause 10 and Clause 11 change “Delete” to In Schedule 2 delete”

4. Publishes a copy of the adopted local law in the Government Gazette.

5. Gives a copy of the adopted gazette ready Local Law to the Minister for Local Government.
6. After the local law has been published in the Gazette, gives local public notice as per section 1.7 of the *Local Government Act 1995* advising:
  - The title of the local law;
  - Summarizing the purpose and effect of the local law;
  - Specifying the day on which the local law comes into operation; and
  - Advising the location of copies of where the local law may be inspected or obtained.
7. Supplies copies of the local law, Explanatory Memorandum, Statutory Procedures Checklist and other supporting material in accordance with Ministerial Directions, to the WA Parliament’s Joint Standing Committee on Delegated Legislation within 10 working days of the gazettal publication date of the local law.

*Absolute Majority*  
CARRIED  
8/0

<i>FOR THE MOTION</i>	<i>AGAINST THE MOTION</i>
Cr. T G Gardiner	
Cr. J D Manoni	
Cr. A C Jenour	
Cr. S L Gillespie	
Cr. A L Webster	
Cr M Hutchinson	
Cr L Davies	
Cr T Bell	

**AND**

**ELECTED MEMBER RESOLUTION “B”**

09-25            MOVED -            Cr M Hutchinson            SECONDED –            Cr T Bell

**THAT Council writes to the Minister of Local Government requesting that the State Government make changes to the Cat Act 2011 to permit Local Laws to be made to the following effect:**

- a) Cats are to be confined to the cat owner’s residence premises.
- b) Cats within public places are to be under effective control and not to create a nuisance.
- c) Cats are not allowed on other private properties where the cat does not have the expressed permission of the occupier of that premises and are not to create a nuisance.

- d) **Cats are prohibited from ecologically sensitive areas designated as Cat Prohibited Areas by Absolute Majority of Council, and clearly demarcated as such on a sign displayed at the area, without the need to modify the local law.**

CARRIED  
8/0

FOR THE MOTION	AGAINST THE MOTION
Cr. T G Gardiner	
Cr. J D Manoni	
Cr. A C Jenour	
Cr. S L Gillespie	
Cr. A L Webster	
Cr M Hutchinson	
Cr L Davies	
Cr T Bell	

### **Background**

On the 22<sup>nd</sup> of November 2023 Council resolved [273-23] as follows:

*THAT Council:*

1. *Receives the submission received from the Department of Local Government, Sport and Cultural Industries in respect of the Shire of Dardanup Cats Local Law 2023.*
2. *Notes that there were no public submissions received in respect of the Shire of Dardanup Cats Local Law 2023.*
3. *By Absolute Majority decision, adopts the Shire of Dardanup Cats Local Law 2023 [Appendix ORD: 12.4.1D] inclusive of the following minor amendments:*
  - *Clause 1.1: Citation changed to italics;*
  - *Clause 1.4: Changed both the citation title and “Government Gazette” to italics.;*
  - *Clause 1.5: In the definition of Act, changed the citation to italics;*
  - *The words “, in the opinion of an authorised person,” deleted from Clause 2.1(1); Clause 2.2(1)(b) and Clause 2.4(2).*
  - *Clause 3.1(1) Amended to give clarity that the Shire acknowledges the local law process in the designation of cat prohibited areas by adding the words “after following the process for amending a local law pursuant to the Local Government Act.” after the words ‘Schedule 3’;*
  - *Clause 4.8 Conditions – amend subclause (1)(a) to read: (a) each cat kept on the premises to be kept so as not to create a nuisance; and*
  - *Clause 4.8 Conditions – deletes subclause (1)(b) that read “(b) that the premises must be adequately fenced (and premises will be taken not to be adequately fenced if there is more than one escape of a cat from the premises);” ; and renumber the following subclauses accordingly.*
4. *Publishes a copy of the adopted local law in the Government Gazette.*
5. *Gives a copy of the adopted gazette ready Local Law to the Minister for Local Government.*

6. *After the local law has been published in the Gazette, gives local public notice as per section 1.7 of the Local Government Act 1995 advising:*
  - *The title of the local law;*
  - *Summarizing the purpose and effect of the local law;*
  - *Specifying the day on which the local law comes into operation; and*
  - *Advising the location of copies of where the local law may be inspected or obtained.*
7. *Supplies copies of the local law, Explanatory Memorandum, Statutory Procedures Checklist and other supporting material in accordance with Ministerial Directions, to the WA Parliament's Joint Standing Committee on Delegated Legislation within 10 working days of the gazettal publication date of the local law.*

The Joint Standing Committee considered the Shire of Dardanup Cats Local Law 2023 at its meeting held 13<sup>th</sup> of March 2024 and requested that the following undertakings be provided.

- **Delete the definition of effective control in clause 1.5, that reads:**

*effective control* in relation to a cat means any of the following methods—

- (a) *held by a person who is capable of controlling the cat;*
- (b) *secured in a cage; or*
- (c) *any other means of preventing escape;*

- **Delete clause 2.2, that reads:**

## **2.2 Cats in other places**

- (1) *A cat shall not be in any place that is not a public place if—*
  - (a) *consent to it being there has not been given by the occupier, or a person authorised to consent on behalf of the occupier; and/or*
  - (b) *the cat is causing a nuisance.*
- (2) *If a cat is at any time in a place in contravention of subclause (1)—*
  - (a) *the owner of the cat commits an offence; and*
  - (b) *an authorised person may seize and impound the cat and deal with the cat pursuant to the Act.*

- **Amend clause 4.4(f) to ensure it is not inconsistent with the Cat Act 2011, that reads:**

(f) *accompanied by written evidence that either the applicant or another person who will have charge of the cats, will reside at the single or multiple dwelling or on the premises or, in the opinion of the local government, sufficiently close to the single or multiple dwelling or premises so as to maintain effective control of the cats and ensure their health and welfare.*

- **Correct the typographical error in the clause reference beneath the heading to Schedule 3.**

*SCHEDULE 3—AREAS WHERE CATS ARE PROHIBITED ABSOLUTELY*  
~~*{Clause 2.2}*~~

In accordance with the Undertakings to be given to the Joint Standing Committee, the Cat Amendment Local Law 2024 was prepared and presented to Council.

At the Ordinary Council Meetings held on 27<sup>th</sup> of March 2024 and 23<sup>rd</sup> of October 2024 Council resolved

*THAT Council resolves to undertake to the Joint Standing Committee on Delegated Legislation that Council will:*

1. *Within 6 months from 26<sup>th</sup> of September 2024, the Shire will:*
  - *Delete the definition of effective control in clause 1.5;*
  - *Delete clause 2.2;*
  - *Amend clause 4.4(f) to ensure it is not inconsistent with the Cat Act 2011;*
  - *Correct the typographical error in the clause reference beneath the heading to Schedule 3.*
2. *Make all consequential amendments arising from undertaking 1.*
3. *Not enforce Clauses 2.2 and 4.4(f) in a manner contrary to undertaking 1.*
4. *Where the local law is made publicly available by the Shire, whether in hard copy or electronic form, ensure that it is accompanied by a copy of the undertaking.*

### **Legal Implications**

*Local Government Act 1995 - S3.12.*

Procedure for making local laws:

- (1) *In making a local law a local government is to follow the procedure described in this section, in the sequence in which it is described.*
- (2A) *Despite subsection (1), a failure to follow the procedure described in this section does not invalidate a local law if there has been substantial compliance with the procedure.*
- (2) *At a Council meeting the person presiding is to give notice to the meeting of the purpose and effect of the proposed local law in the prescribed manner.*
- (3) *The local government is to —*
  - (a) *give local public notice stating that —*
    - (i) *the local government proposes to make a local law the purpose and effect of which is summarized in the notice; and*
    - (ii) *a copy of the proposed local law may be inspected or obtained at any place specified in the notice; and*
    - (iii) *submissions about the proposed local law may be made to the local government before a day to be specified in the notice, being a day that is not less than 6 weeks after the notice is given;*

*And*
  - (b) *as soon as the notice is given, give a copy of the proposed local law and a copy of the notice to the Minister and, if another Minister administers the Act under which the local law is proposed to be made, to that other Minister; and*
  - (c) *provide a copy of the proposed local law, in accordance with the notice, to any person requesting it.*
- [(3a) *deleted*]
- (4) *After the last day for submissions, the local government is to consider any submissions made and may make the local law\* as proposed or make a local law\* that is not significantly different from what was proposed.*

*\* Absolute majority required.*

- (5) *After making the local law, the local government is to publish it in the Gazette and give a copy of it to the Minister and, if another Minister administers the Act under which the local law is proposed to be made, to that other Minister.*
- (6) *After the local law has been published in the Gazette the local government is to give local public notice —*
- (a) *stating the title of the local law; and*
  - (b) *summarizing the purpose and effect of the local law (specifying the day on which it comes into operation); and*
  - (c) *advising that the local law is published on the local government’s official website and that copies of the local law may be inspected at or obtained from the local government’s office.*
- (7) *The Minister may give directions to local governments requiring them to provide to the Parliament copies of local laws they have made and any explanatory or other material relating to them.*
- (8) *In this section —*

**making** *in relation to a local law, includes making a local law to amend the text of, or repeal, a local law.*

The Department of Local Government, Sport and Cultural Industries (‘the Department’) has provided the following advice on their website in relation to making a local law for cats:

*“A local government needs to consider what elements of cat control they wish to regulate and only decide to make a local law if:*

- *the Act, Cat Regulations 2012, the Cat (Uniform Local Provisions) Regulations 2013 or any other written law do not already cover that matter; and*
- *there appears a sufficient need for additional regulation in that area.”*

### Cat Act 2011

The authority for a local government to create a local law under the *Cat Act 2011* is provided in section 79 of the *Cat Act 2011*. The *Cat Act 2011* sets out the requirements inter alia for registration and sterilisation of cats, as well as the requirements for cat management facilities. The *Cat Regulations 2012* set out the requirements for cats to be microchipped and registered, as well as the approval requirements for cat breeders.

Under section 79(3), a local law may be made in relation to one or more of the following:

- (a) *the registration of cats;*
- (b) *removing and impounding cats;*
- (c) *keeping, transferring and disposing of cats kept at cat management facilities;*
- (d) *the humane destruction of cats;*
- (e) *cats creating a nuisance;*
- (f) *specifying places where cats are prohibited absolutely;*
- (g) *requiring that in specified areas a portion of the premises on which a cat is kept must be enclosed in a manner capable of confining cats;*
- (h) *limiting the number of cats that may be kept at premises, or premises of a particular type;*
- (i) *the establishment, maintenance, licensing, regulation, construction, use, record keeping and inspection of cat management facilities;*

- (j) the regulation of approved cat breeders, including record keeping and inspection;
- (k) fees and charges payable in respect of any matter under this Act.

Offences and penalties are dealt with under Section 84 of the *Cat Act 2011*, which provides for offences and penalties up to \$5,000; if the offence is continuing in nature, the local law can make a further penalty of \$500 per day. Local laws can also specify a minimum penalty.

**Council Plan**

- 1.2 - Encourage responsible animal management.
- 13.1 - Adopt best practice governance.

**Environment**

The local law could include prohibiting cats from regional parks, conservation and bushland areas inhabited by vulnerable fauna. Containment, similar to what is applied under the *Dog Act 1976*, is a longer-term objective that will require advocacy to the State Government from the sector.

**Precedents**

The Shire adopted its first local law to deal with the keeping and control of cats within the Shire in 2014. The local law was amended in 2015 in line with directions from the Joint Standing Committee on Delegated Legislation.

**Budget Implications**

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

**Budget – Whole of Life Cost** - None.

**Council Policy Compliance**

*Exec CP090 – Community Engagement Policy.*

**Risk Assessment**

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

<b>TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.</b>	
Risk Event	Adoption of Cats Amendment Local Law 2024
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 Council has a statutory obligation to make laws which are clear and effective.

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.		
	Reputational	Council’s reputation will be impacted negatively if it fails to discharge its statutory obligation
	Environment	Ensuring appropriate controls around keeping of cats reduces environmental risks.

**Officer Comment**

Public advertising inviting submissions commenced on the 3<sup>rd</sup> of October 2024 and closed on the 14<sup>th</sup> of November 2024. A total of 5 submissions were received from the public, details of which are provided for in (Appendix ORD: 12.4.4B). Officer comments are provided in the Officer resolution.

The Minister for Local Government was also provided with a copy of the *Cats Amendment Local Law 2024* for comment and a response was provided (Appendix ORD: 12.4.4C).

The Act provides that after the last day for submissions the Council is to consider any submissions received and cause a report of the review to be prepared and considered by the Council.

The Department of Local Government, Sport and Cultural Industries (Appendix ORD: 12.4.4C) made the below comments on the Local Law. The following sections are highlighted as amendments to the proposed local law following the receipt of comments from the DLGSC:

DLGSC COMMENTS	ACTION
<p><b>Minor edits</b></p> <p>The following minor edits are suggested:</p> <ul style="list-style-type: none"> <li><b>Clause 2</b> – Change “local law come into” to “local law comes into”</li> </ul>	<p>Amendment to read</p> <p><b>2. Commencement</b></p> <p>This local law <b>comes</b> into operation 14 days after the date of its publication in the <i>Government Gazette</i>.</p>
<p><b>Clause 6</b> <b>Clause 2.3 – Cat in prohibited areas</b></p> <p>Clause 6 – Reword to “Delete the clause heading of Clause 2.3 and replace with “Clause 2.2 – Cat in prohibited areas”.</p>	<p>Amendment to read:</p> <p><b>6. Clause 2.3 – Cat in prohibited areas</b></p> <p><del>Clause 2.3 to read Clause 2.2 – Cat in prohibited areas</del>  “Delete the clause heading of Clause 2.3 and replace with “Clause 2.2 – Cat in prohibited areas”.</p>
<p><b>Clause 7</b> <b>Clause 2.4 – Direction to abate the nuisance of a cat</b></p> <p>Reword to the same syntax as Clause 6.</p>	<p>Amendment to read:</p> <p><b>7. Clause 2.4 – Direction to abate the nuisance of a cat</b></p> <p><del>Clause 2.4 to read Clause 2.3 – Direction to abate the nuisance of a cat</del></p>

DLGSC COMMENTS	ACTION
	<p><del>“Delete the clause heading of Clause 2.4 and replace with “Clause 2.3 – Direction to abate the nuisance of a cat”.</del></p>
<p><b>Clause 8</b>  <b>8 Clause 4.4(f) amended</b></p> <p>Reword first line to “Delete Clause 4.4(f) and replace with the following – “</p>	<p>Amendment to read:</p> <p><del>Clause 4.4(f) is amended as follows—</del>  <del>“Delete Clause 4.4(f) and replace with the following – “</del></p> <p>(f) accompanied by written evidence that either the applicant or another person who will have charge of the cats, will reside at the single or multiple dwelling or on the premises or, in the opinion of the local government, sufficiently close to the single or multiple dwelling or premises so as to <del>maintain effective control of the cats</del> and ensure their health and welfare of the cats</p>
<p><b>Clause 9</b>  <b>9. Correct the typographical error in the clause reference beneath the heading to Schedule 3.</b></p> <p>Reword the text to “In Schedule 3 delete “Clause 2.23” and insert “Clause 3.1”.</p>	<p>Amendment to read:</p> <p><b>9. Correct the typographical error in the clause reference beneath the heading to Schedule 3.</b></p> <p><del>Clause 2.23 to read Clause 3.1</del>  <del>“In Schedule 3 delete “Clause 2.23” and insert “Clause 3.1”.</del></p>
<p><b>Clause 10</b>  <b>10 Schedule 2 – Modified Penalties – Item 2 - Delete</b></p> <p>At the beginning of clause 10 and 11 change “Delete” to “In Schedule 2 delete”</p>	<p>Amendment to read:</p> <p><b>10 Schedule 2 – Modified Penalties – Item 2 - Delete</b></p> <p><del>Delete In Schedule 2 delete</del> Item Number 2 referring to Clause 2.2(2)(a) from Schedule 2 – Modified Penalties</p>
<p><b>Clause 11</b>  <b>11 Schedule 2 – Modified Penalties</b></p> <p>At the beginning of clause 10 and 11 change “Delete” to “In Schedule 2 delete”</p>	<p>Amendment to read:</p> <p><b>11 Schedule 2 – Modified Penalties</b></p> <p><del>In Schedule 2</del> amend the numbering in Item No. as follows:</p>

DLGSC COMMENTS	ACTION
	Item No. 3 to read 2 Item No. 4 to read 3 Item No. 5 to read 4 Item No. 6 to read 5

The above amendments are highlighted in the (Appendix ORD: 12.4.4D) which show the tracked changes in red font for ease of reference.

Section 3.13 of the *Local Government Act 1995* provides that the Local Government cannot make a local law that would be significantly different from what it first proposed. In this instance, the suggested changes are in the main to amend the syntax and phrasing and do not change the legal effect of the clauses.

Officers consider that amendments listed above are of a minor nature and do not significantly change the original proposed local law. Therefore, it is proposed that the amendments suggested by the Department of Local Government, Sport and Cultural Industries be made and that the local law be adopted.

A copy of the proposed '*Shire of Dardanup Cats Amendment Local Law 2024*' inclusive of the amendments for adoption and gazettal is attached (Appendix ORD: 12.4.1E).

END REPORT

**12.4.5 Title: Monthly Statement of Financial Activity for the Period Ended on the 31<sup>st</sup> of December 2024**

<b>Reporting Department:</b>	Corporate & Governance Directorate
<b>Responsible Officer</b>	Mrs Natalie Hopkins - Manager Financial Services
<b>Reporting Officer</b>	Mr Ricky Depillo - Accountant
<b>Legislation</b>	Local Government Act 1995
<b>Council Role</b>	Executive/Strategic.
<b>Voting Requirement</b>	Simple Majority.
<b>Attachments</b>	Appendix ORD: 12.4.5A – Monthly Financial Report – 31 <sup>st</sup> of December 2024 Appendix ORD: 12.4.5B – Risk Assessment

**Overview**

This report presents the monthly Financial Statements for the period from the 1<sup>st</sup> of December 2024 to the 31<sup>st</sup> of December 2024 for Council endorsement.

**Change to Officer Recommendation** - No Change.

**OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION**

10-25                      MOVED -                      Cr L Davies                      SECONDED –                      Cr S L Gillespie

**THAT Council: receives the Monthly Statement of Financial Activity (Appendix ORD: 12.4.5A) for the period ended on the 31<sup>st</sup> of December 2024.**

CARRIED  
8/0

FOR THE MOTION	AGAINST THE MOTION
Cr. T G Gardiner	
Cr. J D Manoni	
Cr. A C Jenour	
Cr. S L Gillespie	
Cr. A L Webster	
Cr M Hutchinson	
Cr L Davies	
Cr T Bell	

**Background**

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

**Legal Implications****Local Government Act 1995 – Section 6.4**6.4. *Financial Report*

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

**Local Government (Financial Management) Regulations 1996 r. 34****Part 4 — Financial Reports — s. 6.4**34. *Financial activity statement required each month (Act s. 6.4)*(1A) *In this regulation—*

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

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

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

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

### **Council Plan**

13.1 - Adopt best practice governance.

**Environment** - None.

### **Precedents**

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

### **Budget Implications**

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

**Budget – Whole of Life Cost** - None.

### **Council Policy Compliance**

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

### **Risk Assessment**

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

<b>TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.</b>	
Risk Event	Monthly Statement of Financial Activity for the Period Ended 31 <sup>st</sup> of December 2024
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.

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.		
	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 31<sup>st</sup> December 2024 is contained in (Appendix ORD: 12.4.5B) and consists of:

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

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

The Statement includes the end-of-year surplus brought forward from 2023/24. When the 2024/25 Budget was adopted in June 2024, this surplus was estimated to be \$652,816. After completion of audited accounts, the actual surplus in 2023/24 is recorded at \$684,593.

As at the reporting date, Officers forecast the end of year surplus at 30<sup>th</sup> June 2025 to be \$564,928, against an adopted end of year budget of \$506,246. The end of year surplus adjustment is based on known variances in actual performance to date and estimates for the remainder of the year based on current trends and is summarised as follows:

- Surplus Increase of \$31,778 due to an adjustment of the opening year Surplus as of 1<sup>st</sup> July 2024 from the budgeted amount of \$652,816 to actual \$684,593;
- Surplus Decrease of \$26,096 due to increased expenditure, being a Council Contribution of \$25,150 towards the upgrade of the Ferguson Bushfire Brigade and \$946 contribution to install

the bore at the Waterloo Bushfire Brigade per Ordinary Council Meeting 28<sup>th</sup> August 2024 (Res: 219-24);

- Surplus Decrease of \$218,842 relating to the Eaton Recreation Centre Painting. This amount is the reclassification from Capital Expense to Operating Maintenance Expense (J11801 to J11410), which will be funded from general funds (maintenance expenditure is funded from General Revenue, whereas Capital Expenditure is funded from the appropriate Capital Reserve Account/s);
- Surplus Decrease of \$52,132 representing a net adjustment comprising; a decrease of \$126,135 FAG funds, budgeted to be received in 24/25 now expected to be received in 25/26, an increase of \$133,506 being an increase in Local Road Grant funds originally budgeted for receipt in 25/26 but now expected in 24/25, an overall decrease of \$59,503 from movements in FAG General Purpose and LGGC Local Road Unspent Reserves;
- Surplus Increase of \$20,000 due to the Sale of Lot 31 2 Sanford Way, initially budgeted to be \$730,000 against the actual net proceeds of \$750,000 (\$770,000 less settlement cost \$20,000);
- Surplus Increase of \$87,600 as a result of the periodic review of various Fees & Charges, conducted on 31<sup>st</sup> October 2024;
- Surplus Increase of \$5,417 a pro rata figure from annual lease \$13,000 for portion of 35 (Lot 101) Martin Pelusey Road;
- Surplus increase of \$36,819 on Interim rates revenue due to creation of new Subdivision with new dwellings construction and various improvement on existing property. Original Forecast from \$163,181 to \$200,000; and
- Surplus increase of \$173,503 on Interest revenue in Municipal Fund based on the actual interest rate on TD projection at an average of 5.01%. Initial Forecast from \$216,497 to \$390,000.

*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 2024/25 for reporting material variances is 10% or \$50,000, whichever is greater.

Most of the reported material variances relate to the capital works program, with most projects yet to have any significant payments recorded.

*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.

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

END REPORT

12.4.6 Title: Schedule of Paid Accounts as at the 31st December 2024

<b>Reporting Department</b>	<i>Corporate &amp; Governance Directorate</i>
<b>Responsible Officer</b>	<i>Mrs Natalie Hopkins - Manager Financial Services</i>
<b>Reporting Officer</b>	<i>Ms Joanna Hanson – Finance Officer – Accounts Payable</i>
<b>Legislation</b>	<i>Local Government (Financial Management) Regulations 1996</i>
<b>Council Role</b>	<i>Executive/Strategic.</i>
<b>Voting Requirement</b>	<i>Simple Majority.</i>
<b>Attachments</b>	<i>Appendix ORD: 12.4.6 – Risk Assessment Tool</i>

**Overview**

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

**Change to Officer Recommendation** - No Change.

**OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION**

11-25            MOVED -        Cr S L Gillespie                            SECONDED –            Cr A L Webster

**THAT Council: receives the Schedule of Paid Accounts report from 01/12/2024 to 31/12/2024 as follows:**

**SHIRE of DARDANUP**  
**31-12-2024 Schedule of Paid Accounts**

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
<b>ELECTRONIC FUNDS TRANSFER</b>					
EFT58487	05/12/2024	A D Engineering International Pty Ltd	Annual WAN Service for Remote Data Access to AD320 Trailer: 25/06/2024 - 24/06/2025	MUNI	480.00
EFT58488	05/12/2024	Activ Foundation Inc	9 x Invoices - Slashing, Watering, Graffiti Removal & Cleaning - Various Locations	MUNI	15,681.58
EFT58489	05/12/2024	Alfons Alois Bondarenko	Early Bird Rates Prize Draw Payment - A1054	MUNI	1,500.00
EFT58490	05/12/2024	All Aussie Truck and Bobcat Services	Waste Transfer Station Works - November 2024	MUNI	1,188.00
EFT58491	05/12/2024	Allpest WA South West	Check, Clean and Rebate New Stations - SoD Library Administration and Community Building	MUNI	132.00
EFT58492	05/12/2024	AMD Audit and Assurance Pty Ltd	LRCI & RTR Audit 2023-24	MUNI	2,310.00
EFT58493	05/12/2024	Amity Signs	4 x Invoices - Street Signs	MUNI	746.90
EFT58494	05/12/2024	Annette Webster	Meeting Allowance	MUNI	1,414.08
EFT58495	05/12/2024	Anthony Charles Jenour	Meeting Allowance	MUNI	1,414.08
EFT58496	05/12/2024	Australia Post	Monthly Shire Postage - November 2024 & Summer Series Flyer Delivery	MUNI	3,161.91
EFT58497	05/12/2024	B & B Street Sweeping Pty Ltd	3 x Invoices: Street Sweeping - Eaton Drive & Glen Huon Blvd, Sump Sicker Hire & Jet Vac Truck Hire - Cadell Park	MUNI	3,702.24
EFT58498	05/12/2024	Ben Lawler	ERC Umpire Payment: 04/12/2024	MUNI	111.20
EFT58499	05/12/2024	Best Consultants Pty Ltd	Glen Huon Blvd Traffic Signals - LMC Drawing	MUNI	1,325.50
EFT58500	05/12/2024	BOC Ltd	ERC - 2 x R400C Oxygen Medical C Size: Returned 05/11/2024	MUNI	3.68

**SHIRE of DARDANUP**  
**31-12-2024 Schedule of Paid Accounts**

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
<b>ELECTRONIC FUNDS TRANSFER</b>					
EFT58501	05/12/2024	Bradley Batrick	Reimburse Uniform Purchase	MUNI	259.97
EFT58502	05/12/2024	Brett Hodgson	ERC Umpire Payment: 04/12/2024	MUNI	139.00
EFT58503	05/12/2024	Brooks Hire Service Pty Ltd	Water Cart Hire: 01-12/11/2024 - Henty Road & Ferguson Road	MUNI	4,368.78
EFT58504	05/12/2024	Bunbury Machinery	Kanga Hire - Dardanup Storm Damage Cleanup	MUNI	545.45
EFT58505	05/12/2024	Bunbury Mitsubishi & Holden	Service - DA988	MUNI	699.01
EFT58506	05/12/2024	Bunbury Mower Service	Chainsaw Ignition Module & Fuel Containers - Sundry Plant	MUNI	526.00
EFT58507	05/12/2024	Bunnings Group Limited	LED Tubes, Air Drier, Plywood, Sealer, Drill Bit. Screws, For Court Repairs - ERC & Wood for Dollys - Eaton Admin	MUNI	559.41
EFT58508	05/12/2024	Chantal Emily Joan Shorter	Reimburse Purchase of End of Year Staff Party & Christmas Decorations	MUNI	363.35
EFT58509	05/12/2024	CHG-Meridian Australia Pty Limited	Nutanix 2yr License Upgrade: 01/08-31/10/2024	MUNI	14,303.53
EFT58510	05/12/2024	ChoiceOne Pty Ltd	Labour Hire: 18-24/11/2024 - Martin Pelusey Road	MUNI	2,450.01
EFT58511	05/12/2024	Chord Advisory Pty Ltd	Legal Fees: Review Intermodal Terminal ROI Document - Matter # 24013 & ATCO/FMG Future Heads of Agreement - Matter # 24012	MUNI	10,345.50
EFT58512	05/12/2024	Citygate Properties Pty Ltd	Employee Recognition Vouchers - 10 X \$20 And 5 X \$50	MUNI	450.00
EFT58513	05/12/2024	Civil Projects Southwest	6 x Invoices - Storm Damage Clean-up & Other Maintenance	MUNI	12,589.50
EFT58514	05/12/2024	Cleanaway Solid Waste Pty Ltd	4 x Invoices: Waste Removal - Crooked Brook Road, Martin-Pelusey Road & Banksia Road	MUNI	7,436.19
EFT58515	05/12/2024	Combined Team Services	IDS Traineeship Units 6-10: 13 Certificate III in Business Records and Information Management Stream	MUNI	590.75

**SHIRE of DARDANUP**  
**31-12-2024 Schedule of Paid Accounts**

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
<b>ELECTRONIC FUNDS TRANSFER</b>					
EFT58516	05/12/2024	Country Landscaping Pty Ltd	5 x Weekly Shire Irrigation Checks and Maintenance	MUNI	17,248.00
EFT58517	05/12/2024	Country Water Solutions	Repair Parts - Glen Huon Oval	MUNI	371.45
EFT58518	05/12/2024	CS Legal - Recoveries Legal WA	2024/2025 Debt Recovery - Legal Fees	MUNI	100.00
EFT58519	05/12/2024	Dapco Tyre and Auto Centre	4 x Invoices: Repairs - DA429, DA15309, DA429 & Service - DA329	MUNI	3,559.66
EFT58520	05/12/2024	Diesel Force	Repair Hydraulic Lock Out Switch Wiring on John Deere Grader - DA9774	MUNI	499.40
EFT58521	05/12/2024	Donna Bastow	ERC Umpire Payment: 04/12/2024	MUNI	194.60
EFT58522	05/12/2024	Ecocycle Pty Ltd	Collection and Processing of Fluro Tubes - Waste Transfer Station	MUNI	1,046.20
EFT58523	05/12/2024	Electrical Experts (WA) Pty Ltd	Supply and Exchange Existing Emergency Light with an LED Emergency Light - ERC	MUNI	547.80
EFT58524	05/12/2024	Ellen Patricia Lilly	Meeting Allowance	MUNI	2,081.58
EFT58525	05/12/2024	Elliotts Irrigation Pty Ltd	Iron Filter Services - Millbridge Lakes & Watson Reserve - November 2024	MUNI	737.00
EFT58526	05/12/2024	Fit2Work	Fit2Work Nationally Coordinated Criminal History Checks - November 2024	MUNI	295.90
EFT58527	05/12/2024	Fleet Network Pty Ltd	Payroll Clearing - Novated Lease Liability	MUNI	2,435.45
EFT58528	05/12/2024	Fulton Hogan Industries WA	Cold Mix - Ferguson Road	MUNI	1,892.00
EFT58529	05/12/2024	Fencing Unlimited	After Hours Call Out - Depot Gate Fault	MUNI	330.00
EFT58530	05/12/2024	Grace Records Management	Records Management External - Storage, Destruction and Consumables	MUNI	1,520.15

**SHIRE of DARDANUP**  
**31-12-2024 Schedule of Paid Accounts**

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
<b>ELECTRONIC FUNDS TRANSFER</b>					
EFT58531	05/12/2024	Heatleys	Safety Glasses & Face Masks - Public Works	MUNI	1,701.71
EFT58532	05/12/2024	Heidelberg Materials Australia Pty Ltd	Spalls & Aggregate for Rural Road Maintenance	MUNI	1,724.47
EFT58533	05/12/2024	Jack David Manoni	Meeting Allowance	MUNI	1,414.08
EFT58534	05/12/2024	Jo Jingles South West	Jo Jingles Sessions for Early Learning Program at Eaton, Dardanup & Burekup: November 2024	MUNI	2,519.00
EFT58535	05/12/2024	John Thompson	ERC Umpire Payment: 04/12/2024	MUNI	111.20
EFT58536	05/12/2024	Katie Marie Clayton	ERC Umpire Payment: 03/12/2024	MUNI	83.40
EFT58537	05/12/2024	Kenneth Ross Pomare	ERC Umpire Payment: 04/12/2024	MUNI	194.60
EFT58538	05/12/2024	Kimberley Johnson	ERC Umpire Payment: 03/12/2024	MUNI	83.40
EFT58539	05/12/2024	Kmart	ERC - Vacation Care Items for Craft Room	MUNI	138.50
EFT58540	05/12/2024	Landgate	GRV & UV Interim Valuations	MUNI	2,556.78
EFT58541	05/12/2024	Lily Knight	ERC Umpire Payment: 03/12/2024	MUNI	83.40
EFT58542	05/12/2024	Luke William Davies	Meeting Allowance	MUNI	1,414.08
EFT58543	05/12/2024	M & J Essential Solutions Pty Ltd	Employee Assistance Program Consultations	MUNI	310.00
EFT58544	05/12/2024	Malatesta Road Paving and Hotmix	Laterite Stone - Ferguson Road	MUNI	100.00
EFT58545	05/12/2024	Mantrac Pty Ltd	Drainage Repair at Rear Watsons Reserve Laneway	MUNI	3,036.00

**SHIRE of DARDANUP**  
**31-12-2024 Schedule of Paid Accounts**

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
<b>ELECTRONIC FUNDS TRANSFER</b>					
EFT58546	05/12/2024	Margery Ann Stevens	ERC Umpire Payment: 03/12/2024	MUNI	90.80
EFT58547	05/12/2024	Mark Anthony Baruffi	Refund 3 x Incorrectly Charged Building Inspection Fees	MUNI	385.50
EFT58548	05/12/2024	Mark Richard Hutchinson	Meeting Allowance	MUNI	1,414.08
EFT58549	05/12/2024	Mcleods Lawyers Pty Ltd	Legal Advice: 37 Twomey Rd - Encroachment Onto Crown Land - Matter # 53600	MUNI	835.12
EFT58550	05/12/2024	MDC Legal	Industrial Relations Advice November 2024 - Ref # SDH023179	MUNI	3,069.00
EFT58551	05/12/2024	Midalia Steel Pty Limited	Steel and Mesh for RPZ Valve at Dardanup Tourist Bay	MUNI	216.46
EFT58552	05/12/2024	Naturaliste Hygiene	Sharps Disposal - Eaton Foreshore & Watson Reserve	MUNI	181.50
EFT58553	05/12/2024	Noel Peter Harrison	Refund Cat Cage Hire Bond - Receipt # 158549	MUNI	150.00
EFT58554	05/12/2024	Nutrien Ag Solutions	Herbicide - Dardanup West Road	MUNI	1,067.00
EFT58555	05/12/2024	Office of The Auditor General	Audit Fee for Year Ended 30 June 2024	MUNI	66,660.00
EFT58556	05/12/2024	Omnicom Media Group Australia Pty Ltd	Public Notice - Bunbury SW Times: 31/10/2024 - 35 Martin-Pelusey Road, Disposal of Property	MUNI	708.80
EFT58557	05/12/2024	Perfect Gym Solutions Pty Ltd	Implementation, Setup and Configuration - ERC	MUNI	12,815.00
EFT58558	05/12/2024	Perfect Landscapes	2 x Weekly Reserves & Lawn Mowing	MUNI	10,147.51
EFT58559	05/12/2024	PFI Supplies	Cleaning Supplies - Dardanup Office	MUNI	421.20
EFT58560	05/12/2024	Rachel Anne Thompson	Refund Cat Cage Hire Bond - Receipt # 158431	MUNI	150.00

**SHIRE of DARDANUP**  
**31-12-2024 Schedule of Paid Accounts**

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
<b>ELECTRONIC FUNDS TRANSFER</b>					
EFT58561	05/12/2024	Regen Strategic	Professional Communications and Advisory Services - November 2024	MUNI	2,200.00
EFT58562	05/12/2024	Reginald William Smallacombe	Rates Refund for Assessment A3439	MUNI	125.75
EFT58563	05/12/2024	Regional Media Specialists P/L	Advertising in Bunbury Herald Newspaper for Monthly Community News Page: November 2024	MUNI	1,031.89
EFT58564	05/12/2024	RTV Computers Pty Ltd	Zebra Scanner Kit - Admin OH	MUNI	621.50
EFT58565	05/12/2024	Sanctuary Golf Resort Bunbury	Director Corporate and Governance Interviews: 04/11/2024 Venue Hire and Refreshments	MUNI	470.00
EFT58566	05/12/2024	Scope Business Imaging	Toner - Dardanup Central & Waterloo BFB - ESL Recurrent Exp	MUNI	1,632.40
EFT58567	05/12/2024	Scope Rentals Pty Ltd	Managed Print Service - Rental: December 2024 & Usage: November 2024	MUNI	4,096.74
EFT58568	05/12/2024	Securepay Pty Ltd	Bank Fees - 2024/2025 Securepay Web & IVR Merchant ID - November 2024	MUNI	35.95
EFT58569	05/12/2024	Solahart South West	Supply & Install - Solahart Atmos Eco Heat Pump - Dardanup Oval Club Buildings	MUNI	3,924.60
EFT58570	05/12/2024	South West Tree Safe	Height And Sight Pruning - Ferguson Road	MUNI	3,850.00
EFT58571	05/12/2024	Stacey Gillespie	Meeting Allowance	MUNI	1,414.08
EFT58572	05/12/2024	Stacey Patterson	Reimburse Team Building Supplies - Infrastructure	MUNI	84.80
EFT58573	05/12/2024	Stephanie Congdon	Reimburse Uniform Purchase	MUNI	55.84
EFT58574	05/12/2024	Stewart and Heaton Clothing Company Pty Ltd	Fire Jacket - Burekup BFB - ESL Recurrent Exp	MUNI	252.55

**SHIRE of DARDANUP**  
**31-12-2024 Schedule of Paid Accounts**

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
<b>ELECTRONIC FUNDS TRANSFER</b>					
EFT58575	05/12/2024	Surveying South	Intersection Set Out - Golding Crescent	MUNI	825.00
EFT58576	05/12/2024	Synergy	Electricity - Townsite Street Lights & Auxiliary Lighting	MUNI	30,911.23
EFT58577	05/12/2024	Taneta Bell	Meeting Allowance	MUNI	1,414.08
EFT58578	05/12/2024	Te Wairimu Elinor Pomare	ERC Umpire Payment: 04/12/2024	MUNI	194.60
EFT58579	05/12/2024	Telstra	Telephone - West Dardanup BFB	MUNI	62.50
EFT58580	05/12/2024	The Cafe Merchant	Catering Firefighting Training - ESL Recurrent Exp	MUNI	903.00
EFT58581	05/12/2024	Therese Price	ERC Umpire Payment: 03/12/2024	MUNI	111.20
EFT58582	05/12/2024	Timber Insight	Preventative Bridge Maintenance & Level 1 Inspections - Progress Claim # 2	MUNI	63,648.70
EFT58583	05/12/2024	Total Eden Pty Ltd	Retic Parts for Repair - Depot Nursery	MUNI	119.32
EFT58584	05/12/2024	TPG Network Pty Ltd	Enterprise Ethernet WAN Services - November 2024	MUNI	4,512.68
EFT58585	05/12/2024	Traffic Force	6 x Invoices: Traffic Control	MUNI	10,490.51
EFT58586	05/12/2024	Tutt Bryant Hire	4 x Invoices: Machine Hire	MUNI	9,070.39
EFT58587	05/12/2024	Tyrrell Gardiner	Local Government Allowance	MUNI	4,727.50
EFT58588	05/12/2024	Urban Development Institute of Australia WA Division	National Awards for Excellence Awards Submission: Sustainability Category	MUNI	1,320.00
EFT58589	05/12/2024	Veolia Recycling & Recovery Pty Ltd	Weekly Emptying of 3 x Commingled Recycling Skips & Cardboard Recycling - Waste Transfer Station: November 2024	MUNI	2,461.15

**SHIRE of DARDANUP**  
**31-12-2024 Schedule of Paid Accounts**

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
<b>ELECTRONIC FUNDS TRANSFER</b>					
EFT58590	05/12/2024	West Oz Linemarking	5 x Small Car Only Stencilled - Eaton Admin	MUNI	726.00
EFT58591	05/12/2024	Winc Australia Pty Ltd	Fortnightly Winc Office Stationery Order - Eaton Admin	MUNI	378.96
EFT58592	05/12/2024	Woolworths Group Limited - Online Order Only	Stock for Council Chambers & Staff Kitchen & Café Supplies - ERC	MUNI	1,634.67
EFT58593	05/12/2024	Woolworths Group Limited - Openpay Portal	Council Chambers, Staff Kitchen & ERC Café Supplies, 2 x Employee Recognition of Service Vouchers & YAG Meeting Refreshments	MUNI	333.15
EFT58594	05/12/2024	Work Clobber	Protective Clothing - Public Works	MUNI	960.90
EFT58595	05/12/2024	Zachary Cloutman - Cloutz Event Hire	Toxic Inflatable Obstacle Course, Generator Hire and Operators - Staff End of Year Party	MUNI	1,214.40
EFT58596	06/12/2024	Retro Booth	Retro Photo Booth Hire - Shire End of Year Party - 13/12/2024	MUNI	550.00
EFT58597	12/12/2024	Amity Signs	50 x White Guide Post - Ferguson Road	MUNI	2,502.50
EFT58598	12/12/2024	Ampol Australia Petroleum Pty Ltd	Shire Vehicles Fuel Usage - November 2024	MUNI	17,161.14
EFT58599	12/12/2024	Anita Louise Palumbo	Refund Eaton FC Pavilion Hire - Receipt # 158784	MUNI	1,040.00
EFT58600	12/12/2024	Anne Deacon	ERC Umpire Payment: 10/12/2024	MUNI	83.40
EFT58601	12/12/2024	Asahi Beverages Pty Ltd	ERC - Cafe Goods - Drinks	MUNI	657.48
EFT58602	12/12/2024	Australian Tax Office	PAYG - Payrun: 06/12/2024	MUNI	78,874.00
EFT58603	12/12/2024	Ben Lawler	ERC Umpire Payment: 11/12/2024	MUNI	111.20
EFT58604	12/12/2024	Brett Hodgson	ERC Umpire Payment: 11/12/2024	MUNI	111.20

**SHIRE of DARDANUP**  
**31-12-2024 Schedule of Paid Accounts**

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
<b>ELECTRONIC FUNDS TRANSFER</b>					
EFT58605	12/12/2024	Brooks Hire Service Pty Ltd	Bobcat Hire: 26-29/11/2024 - Martin Pelusey Road	MUNI	986.57
EFT58606	12/12/2024	Bunbury Coffee Machines	ERC - Cafe Goods	MUNI	242.50
EFT58607	12/12/2024	Bunbury Harvey Regional Council	Kerbside FOGO Processing - November 2024	MUNI	21,546.95
EFT58608	12/12/2024	Bunbury Hotmix	Cut Out and Cart Damaged Asphalt and Spoils, Supply and Lay Road Base - Eaton Foreshore	MUNI	3,762.00
EFT58609	12/12/2024	Bunbury Retravision	Bissell Hydrosteam Cleaner - Eaton Admin Office	MUNI	448.00
EFT58610	12/12/2024	Bunnings Group Limited	4 x Invoices: Repair Items - ERC, ECL & Gnomesville Public Toilets	MUNI	1,108.89
EFT58611	12/12/2024	Caroline Mears	Chair Yoga Classes - ERC: 05/11-03/12/2024	MUNI	210.00
EFT58612	12/12/2024	Charlee Roberts	ERC Umpire Payment: 11/12/2024	MUNI	139.00
EFT58613	12/12/2024	Chemcert Training Group Pty Ltd	AQF3 Chem Cert Re-accreditation - 11/02/2025 - 2 x Public Works Staff	MUNI	760.00
EFT58614	12/12/2024	Chloe Scott	ERC Umpire Payment: 11/12/2024	MUNI	55.60
EFT58615	12/12/2024	Choiceone Pty Ltd	Labour Hire: 25/11-01/12/2024 - Martin Pelusey Road	MUNI	2,394.33
EFT58616	12/12/2024	Christine Worsfold	ERC Umpire Payment: 10/12/2024	MUNI	83.40
EFT58617	12/12/2024	City of Bunbury	Dog & Cat Poundage Fees - August 2024 & Dog Poundage Fees - November 2024	MUNI	305.90
EFT58618	12/12/2024	Civil & Structural Engineers	Structural Inspection and Brief Report of Observations for Damage at Dardanup Administration Office	MUNI	687.50
EFT58619	12/12/2024	Civil Projects Southwest	Excavator Hire for Storm Clean Up - Ferguson Road	MUNI	5,775.00

**SHIRE of DARDANUP**  
**31-12-2024 Schedule of Paid Accounts**

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
<b>ELECTRONIC FUNDS TRANSFER</b>					
EFT58620	12/12/2024	Cleanaway Solid Waste Pty Ltd	Waste Disposal - Crooked Brook Road	MUNI	5,019.44
EFT58621	12/12/2024	Construction Training Fund : BCITF	BCITF Remittance - November 2024	MUNI	3,471.40
EFT58622	12/12/2024	Corsign WA Pty Ltd	180 x Guideposts - Henty Road	MUNI	8,692.20
EFT58623	12/12/2024	Country Landscaping Pty Ltd	Fan Replacement - Gary Engel Park & Reticulation Repairs - Gromark Park	MUNI	564.42
EFT58624	12/12/2024	D M & S Curtin	Puretec Water Filter and Labour for Installation - Depot	MUNI	376.95
EFT58625	12/12/2024	Dapco Tyre and Auto Centre	Service - DA10181	MUNI	572.89
EFT58626	12/12/2024	Dardanup Rural Supplies	Irrigation Parts - Carramar Park	MUNI	296.50
EFT58627	12/12/2024	Dardanup Social Dance Inc	Dardanup Social Dance Performance for Seniors Celebration Day: 29/11/2024 - Dardanup Hall	MUNI	200.00
EFT58628	12/12/2024	Data #3 Limited	Meraki MR Essentials Subscription and Support Ending 29/11/2025	MUNI	3,990.00
EFT58629	12/12/2024	Department of Fire and Emergency Services	2024/25 ESL 2nd Quarter Instalment	MUNI	246,541.52
EFT58630	12/12/2024	Department of Mines, Industry, Regulations & Safety (DMIRS) - BSL	BSL Remittance - November 2024	MUNI	7,305.44
EFT58631	12/12/2024	Deputec Pty Ltd	ERC - Monthly Subscription for Rostering: November 2024	MUNI	328.08
EFT58632	12/12/2024	Diesel Force	Service - DA9513	MUNI	1,483.20
EFT58633	12/12/2024	Donna Bastow	ERC Umpire Payment: 11/12/2024	MUNI	166.80

**SHIRE of DARDANUP**  
**31-12-2024 Schedule of Paid Accounts**

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
<b>ELECTRONIC FUNDS TRANSFER</b>					
EFT58634	12/12/2024	DX Print Group Pty Ltd	500 x Business Cards - Swimming Pool Inspector	MUNI	170.50
EFT58635	12/12/2024	Eve Yoga	1 Hour Yoga Classes: November 2024	MUNI	360.00
EFT58636	12/12/2024	Foster Families South West Inc	Refund Key Bond - Receipt # 158901	MUNI	40.00
EFT58637	12/12/2024	Gilmour Plumbing and Gas	Emergency Inspection/Repair of Fire-Fighting Tanks - 199 Harold Douglas Drive	MUNI	592.90
EFT58638	12/12/2024	Ingrid Denise Rickersey	Rates Refund for Assessment A11257	MUNI	803.44
EFT58639	12/12/2024	Intr Studio Pty Ltd	Remaining Payment for Development of 1 x App for Eaton Library Interactive Tables	MUNI	2,475.00
EFT58640	12/12/2024	J & P Scrap Metal	Rubble Skip Bin Disposal and Return - Waste Transfer Station	MUNI	1,210.00
EFT58641	12/12/2024	Joan Elaine Law	Rates Refund for Assessment A2011	MUNI	2,197.25
EFT58642	12/12/2024	John Thompson	ERC Umpire Payment: 11/12/2024	MUNI	55.60
EFT58643	12/12/2024	Kahlia Yoga	4 x Chair Yoga Sessions in Dardanup: 22/10-03/12/2024	MUNI	320.00
EFT58644	12/12/2024	Kenneth Ross Pomare	ERC Umpire Payment: 11/12/2024	MUNI	83.40
EFT58645	12/12/2024	Kent Lyon Architect	Architect Advice on Non-Compliant Building Issues - ERC	MUNI	1,584.00
EFT58646	12/12/2024	Kmart	Supplies For Various Library Programs & Eaton Admin Christmas Decorations	MUNI	522.50
EFT58647	12/12/2024	Krystle Harrison	Reimburse Staff End of Year Party Items & Uniform Purchase	MUNI	542.94
EFT58648	12/12/2024	Leak Search	Leak Detection at Eaton Foreshore & Wells Oval Club Rooms	MUNI	825.00
EFT58649	12/12/2024	Les Mills Asia Pacific	ERC Group Fitness Program Licence Fee: December 2024	MUNI	1,381.56

**SHIRE of DARDANUP**  
**31-12-2024 Schedule of Paid Accounts**

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
<b>ELECTRONIC FUNDS TRANSFER</b>					
EFT58650	12/12/2024	Local Government Professionals Australia WA	Age Friendly Conference Online: 04-05/12/2024 - PACE Team	MUNI	550.00
EFT58651	12/12/2024	Malatesta Road Paving and Hotmix	Emulsion - Martin Pelusey Road	MUNI	360.00
EFT58652	12/12/2024	Marc Thomas James Patten	Crossover Rebate - A12351	MUNI	217.30
EFT58653	12/12/2024	Margaret Patricia Hemmings	Rates Refund for Assessment A9562	MUNI	801.50
EFT58654	12/12/2024	Margery Ann Stevens	ERC Umpire Payment: 10/12/2024	MUNI	68.10
EFT58655	12/12/2024	Melanie May Ring	Reimburse Uniform Purchase	MUNI	49.99
EFT58656	12/12/2024	Monitored Electronics	Weekly Monitoring of Smartlink GSM Medical Alarms Invoiced Quarterly - ERC	MUNI	57.20
EFT58657	12/12/2024	MSPD (WA) Pty Ltd	Internal Painting Progress Claim # 1 - ERC	MUNI	11,228.80
EFT58658	12/12/2024	Nightguard Security Service SW	Alarm Response - ERC, Eaton Football Pavilion & Depot	MUNI	458.28
EFT58659	12/12/2024	Northstar Asset Trust Trading as Artistralia	Dardanup Senior Celebration Day - Wizard of Oz Screening Rights	MUNI	198.00
EFT58660	12/12/2024	Nutrien Ag Solutions	Weed Control - Parks & Gardens	MUNI	363.00
EFT58661	12/12/2024	Omnicom Media Group Australia Pty Ltd	Additional Cost for Advert in SW Times 19/09/24 - Original Invoice Had Mono Rate When it Was a Coloured Advert	MUNI	69.34
EFT58662	12/12/2024	One Eleven (WA) Pty Ltd T/as Roofwest & Graffiti Doctors	Graffiti Removal - Several Sites in Eaton	MUNI	4,350.00
EFT58663	12/12/2024	Outdoor World Bunbury	Refund of Development Application Fee - DAP-F0410493 - No Longer Required	MUNI	147.00

**SHIRE of DARDANUP**  
**31-12-2024 Schedule of Paid Accounts**

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
<b>ELECTRONIC FUNDS TRANSFER</b>					
EFT58664	12/12/2024	Picton Tyre Centre Pty Ltd - Bunbury Tyre Specialists	Replace Trailer Tyre	MUNI	160.00
EFT58665	12/12/2024	RTV Computers Pty Ltd	10 x Dell Optiplex 7010 Desktop PC	MUNI	9,020.00
EFT58666	12/12/2024	Sandy Attwell - Knitted Knockers Bunbury	Community Quick Response Grant	MUNI	500.00
EFT58667	12/12/2024	Services Australia - Child Support Agency	Employee Payroll Deduction PPE	MUNI	614.81
EFT58668	12/12/2024	Soft Landing	Mattress Collection & Processing From Waste Transfer Station - 11/11/2024	MUNI	5,139.75
EFT58669	12/12/2024	South West Outdoor Movie Co.	Seniors Week Classic Film Showing - Dardanup Hall	MUNI	300.00
EFT58670	12/12/2024	South West Psychology & Consultancy	Employee Assistance Program Consultations	MUNI	165.00
EFT58671	12/12/2024	South West Tree Safe	Tree Cutting - Henty Road & Limb Removal - Padbury Road	MUNI	4,400.00
EFT58672	12/12/2024	Southern Districts Estate Agency	Rates Refund for Assessment A3489	MUNI	636.01
EFT58673	12/12/2024	Southern Lock and Security	ERC - Relocating Barrels From Office to Vacation Care Room	MUNI	180.00
EFT58674	12/12/2024	St John Ambulance Western Australia Ltd	Provide First Aid Training - 19/11/2024 - ERC - Customer Service Assistant	MUNI	170.00
EFT58675	12/12/2024	Sunny Industrial Brushware	2 x Tractor Broom Heads - Sundry Plant	MUNI	1,746.80
EFT58676	12/12/2024	Susan Elizabeth Ganz	Reimburse Partial Dog Registration Due to Sterilisation - Receipt # 156352	MUNI	150.00
EFT58677	12/12/2024	Synergy	Electricity Account: Banksia Road & Wellington Mills Public Toilet	MUNI	596.21
EFT58678	12/12/2024	Te Wairimu Elinor Pomare	ERC Umpire Payment: 11/12/2024	MUNI	111.20

**SHIRE of DARDANUP**  
**31-12-2024 Schedule of Paid Accounts**

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
<b>ELECTRONIC FUNDS TRANSFER</b>					
EFT58679	12/12/2024	Team Global Express - Toll	Brigade Postage 2024/25	MUNI	34.17
EFT58680	12/12/2024	Telstra	Alarm Monitoring Dardanup Office	MUNI	34.95
EFT58681	12/12/2024	The Cafe Merchant	Catering - Elected Members Regional Road Group Meeting - 25/11/2024	MUNI	218.00
EFT58682	12/12/2024	Therese Price	ERC Umpire Payment: 10/12/2024	MUNI	83.40
EFT58683	12/12/2024	Total Eden Pty Ltd	Reticulation - Glen Huon Oval & Hunter Park	MUNI	1,507.89
EFT58684	12/12/2024	Traffic Force	Traffic Control: 02-06/12/2024 - Ferguson Road	MUNI	8,285.84
EFT58685	12/12/2024	Trevor John Henderson	Rates Refund for Assessment A9379	MUNI	784.83
EFT58686	12/12/2024	Vanessa Margaret Maclean	Refund Eaton FC Hire Bond - Receipt # 158214	MUNI	1,040.00
EFT58687	12/12/2024	Waterloo Nursery & Garden Centre	Small and Large Plant Hire & Maintenance: November 2024 - Eaton Admin	MUNI	1,410.93
EFT58688	12/12/2024	Winc Australia Pty Ltd	Stationery Items - ECL Programs	MUNI	261.49
EFT58689	12/12/2024	Wiremu Teppett	Refund Key Bond - Receipt # 158559	MUNI	40.00
EFT58690	12/12/2024	Work Clobber	Protective Clothing - Public Works	MUNI	70.20
EFT58691	19/12/2024	Abby Fabby Facepainting	2024/25 Summer Series - Christmas in the Park Burekup: Face painter	MUNI	200.00
EFT58692	19/12/2024	Access Wellbeing Services	Employee Assistance Program Consultations	MUNI	594.00
EFT58693	19/12/2024	Andrew White	Reimburse Starlink Subscription: 22/11-22/12/2024 - J/C Brook BFB - ESL Recurrent Exp	MUNI	139.00

**SHIRE of DARDANUP**  
**31-12-2024 Schedule of Paid Accounts**

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
<b>ELECTRONIC FUNDS TRANSFER</b>					
EFT58694	19/12/2024	Anne Deacon	ERC Umpire Payment: 17/12/2024	MUNI	139.00
EFT58695	19/12/2024	Anne Speer	2024/25 Summer Series - Christmas in the Park Burekup: Entertainment	MUNI	200.00
EFT58696	19/12/2024	Australian Garden History Society	Refund Hall Hire Bond	MUNI	290.00
EFT58697	19/12/2024	Bastiaan Saenen	Rates Refund for Assessment A2471	MUNI	533.61
EFT58698	19/12/2024	Blue Child Collective Pty Ltd	2024/25 Summer Series - Christmas in the Park Burekup: AV/Technician	MUNI	1,912.90
EFT58699	19/12/2024	Bluesteel Enterprises Pty Ltd	Torches - Dardanup Central BFB - ESL Recurrent Exp	MUNI	352.21
EFT58700	19/12/2024	Boyles Plumbing And Gas	Repair Leaking Toilet Cistern - Eaton Foreshore Toilets	MUNI	151.25
EFT58701	19/12/2024	BrandiT Tech	ERC - 500 x Gym Access Bands	MUNI	2,304.50
EFT58702	19/12/2024	Brownes Foods Operations Pty Ltd	ERC - Cafe Goods	MUNI	814.18
EFT58703	19/12/2024	Bunbury Bel Canto Singers	2024/25 Summer Series - Christmas in the Park Burekup: Performance Fee	MUNI	500.00
EFT58704	19/12/2024	Bunbury Mitsubishi & Holden	Brakes Replacement - DA988	MUNI	959.32
EFT58705	19/12/2024	Bunbury Mower Service	10 x Invoices: Brushcutter, Chainsaw & Parts - Sundry Plant	MUNI	4,512.05
EFT58706	19/12/2024	Bunbury Retravision	LG 55" LED Smart TV - Administration Centre	MUNI	1,250.00
EFT58707	19/12/2024	Bunnings Group Limited	4 x Invoices: Christmas Tree - Eaton Admin & Maintenance Items: ERC & Depot & Vacation Care Items - ERC	MUNI	917.75
EFT58708	19/12/2024	Burekup and District Country Club	Burekup Country Club - Christmas Party 2024 - QR Events Grant 24/25	MUNI	500.00

**SHIRE of DARDANUP**  
**31-12-2024 Schedule of Paid Accounts**

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
<b>ELECTRONIC FUNDS TRANSFER</b>					
EFT58709	19/12/2024	Cash Register Warehouse	Samsung Galaxy Tablet & Stand - ERC	MUNI	316.45
EFT58710	19/12/2024	Cat Welfare Society Inc	Cat Adoption Reports: November 2024	MUNI	22.00
EFT58711	19/12/2024	Cerclos	Life Cycle Design and Analysis - New SoD Admin & Library Building	MUNI	8,954.00
EFT58712	19/12/2024	Chantal Emily Joan Shorter	Reimburse Items Purchased for End of Year Staff Party	MUNI	57.75
EFT58713	19/12/2024	Charlee Roberts	ERC Umpire Payment: 18/12/2024	MUNI	139.00
EFT58714	19/12/2024	CHG-Meridian Australia Pty Limited	Repayment: 01/10/2024-31/03/2025- ERC Cardio Equipment: Lease 18 - Contract Number E6N0163172	MUNI	23,176.50
EFT58715	19/12/2024	Chloe Scott	ERC Umpire Payment: 18/12/2024	MUNI	55.60
EFT58716	19/12/2024	Choiceone Pty Ltd	Labour Hire: 02-08/12/2024 - Martin Pelusey Road	MUNI	2,709.22
EFT58717	19/12/2024	Christine Worsfold	ERC Umpire Payment: 17/12/2024	MUNI	111.20
EFT58718	19/12/2024	Civil Projects Southwest	Excavator Hire for Storm Clean Up - Ferguson Road	MUNI	5,775.00
EFT58719	19/12/2024	Cleanaway Solid Waste Pty Ltd	Waste Disposal - Crooked Brook Road	MUNI	6,672.90
EFT58720	19/12/2024	Connect Call Centre Services	After Hours Call Centre: November 2024	MUNI	652.80
EFT58721	19/12/2024	Country Landscaping Pty Ltd	Retic Maintenance - Dardanup Oval, Glen Huon Oval & Eaton Foreshore	MUNI	2,932.95
EFT58722	19/12/2024	Country Water Solutions	Reticulation Repairs - Sindhi Close Park	MUNI	114.82
EFT58723	19/12/2024	CraneFord Plumbing	Scheduled Quarterly Fujiclean ATU Service - Martin-Pelusey Rd Depot	MUNI	186.45

**SHIRE of DARDANUP**  
**31-12-2024 Schedule of Paid Accounts**

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
<b>ELECTRONIC FUNDS TRANSFER</b>					
EFT58724	19/12/2024	Craven Foods & Bidfood Bunbury	ERC - Cafe Goods	MUNI	513.33
EFT58725	19/12/2024	Dag Helland	Rates Refund for Assessment A1365	MUNI	801.50
EFT58726	19/12/2024	Daleen Bucher	Refund Cat Cage Hire Bond - Receipt # 158913	MUNI	150.00
EFT58727	19/12/2024	Dapco Tyre and Auto Centre	Service - DA0 & DA994, Balance & Alignment - DA995, Brakes - DA994	MUNI	2,035.16
EFT58728	19/12/2024	Dardy Cafe & Convenience Store	Supply Of Consumables/Grocery Items (Milk, Coffee, Tea) - November 2024	MUNI	51.20
EFT58729	19/12/2024	Department of Planning, Lands and Heritage	DAP: F0410142 - Lot 2 Banksia Road, Crooked Brook: Decommissioning and Capping of Tronox Cell 1	MUNI	6,168.00
EFT58730	19/12/2024	Diamond Performing Arts	Refund Hall Hire Bond - Receipt # 158766	MUNI	540.00
EFT58731	19/12/2024	Donna Bastow	ERC Umpire Payment: 18/12/2024	MUNI	166.80
EFT58732	19/12/2024	Educa Aus	ERC - Monthly Subscription - November 2024	MUNI	141.67
EFT58733	19/12/2024	Electrical Experts (WA) Pty Ltd	Supply and Exchange Batten Holder in the Male Toilets - Dardanup Hall	MUNI	176.00
EFT58734	19/12/2024	Elena Nikolaeuna Evans	Rates Refund for Assessment A1687	MUNI	801.50
EFT58735	19/12/2024	Emily Robertson	Refund Key Bond - Receipt # 153827	MUNI	40.00
EFT58736	19/12/2024	Eve Yoga	1 Hour Yoga Classes: 30/11-11/12/2024	MUNI	300.00
EFT58737	19/12/2024	Ferguson Bushfire Brigade	Reimburse Starlink Internet Subscription: 22/08-22/12/2024 - Ferguson BFB - ESL Recurrent Exp	MUNI	556.00
EFT58738	19/12/2024	Fleet Network Pty Ltd	Payroll Clearing - Novated Lease Liability	MUNI	2,435.45

**SHIRE of DARDANUP**  
**31-12-2024 Schedule of Paid Accounts**

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
<b>ELECTRONIC FUNDS TRANSFER</b>					
EFT58739	19/12/2024	Greenway Turf Solutions	Fertiliser - Dardanup Oval	MUNI	2,596.00
EFT58740	19/12/2024	Harvey Norman AV/IT Bunbury	4 x Instax Instant Mini Film Pack - Christmas in the Park Event	MUNI	312.00
EFT58741	19/12/2024	Heatleys	4 x Boot Covers - Public Works	MUNI	599.81
EFT58742	19/12/2024	Hooleys Catering Company	Catering for Ordinary Council Meeting: 18/12/2024	MUNI	1,038.00
EFT58743	19/12/2024	Jasmine Sillifant	Reimbursement for Escape Room Team Building Activity for the Executive Directorate	MUNI	266.00
EFT58744	19/12/2024	JB Hi-Fi Ltd	ERC - 2 x Vacuum Cleaners & 3 x Tablet Screenguards	MUNI	1,210.15
EFT58745	19/12/2024	Jo Jingles South West	Jo Jingles Sessions for the Early Learning Program at Eaton, Dardanup & Burekup: 2-10/12/2024	MUNI	1,166.00
EFT58746	19/12/2024	John Thompson	ERC Umpire Payment: 18/12/2024	MUNI	166.80
EFT58747	19/12/2024	Joshua Crooked Brook Bushfire Brigade	Reimburse Cost for Plumber to Relocate HWS & Install Plumbing & Partial Refund for Washing Machine - J/C Brook BFB - ESL Recurrent Exp	MUNI	3,947.99
EFT58748	19/12/2024	Kenneth Ross Pomare	ERC Umpire Payment: 18/12/2024	MUNI	194.60
EFT58749	19/12/2024	Kimberley Johnson	ERC Umpire Payment: 17/12/2024	MUNI	55.60
EFT58750	19/12/2024	Kmart	ERC - Vacation Care Items, Christmas Decorations & Kitchen Supplies - Eaton Admin	MUNI	918.00
EFT58751	19/12/2024	Krystle Harrison	Reimburse Items Purchased for Staff End of Year Party	MUNI	264.00
EFT58752	19/12/2024	Kylie Blair	Reimburse ERC Staff Lunch Catering Items Purchased	MUNI	195.32
EFT58753	19/12/2024	Lions Club of Australind Inc	Christmas in The Park - Ronnie the Train	MUNI	450.00

**SHIRE of DARDANUP**  
**31-12-2024 Schedule of Paid Accounts**

<b>PAYMENT</b>	<b>DATE</b>	<b>NAME</b>	<b>INVOICE DESCRIPTION</b>	<b>FUND</b>	
<b>ELECTRONIC FUNDS TRANSFER</b>					
EFT58754	19/12/2024	Local Government Professionals Australia WA	Microsoft Excel Workshop - Intermediate - 2 x Governance Officer	MUNI	1,300.00
EFT58755	19/12/2024	M & J Essential Solutions Pty Ltd	Employee Assistance Program Consultations	MUNI	310.00
EFT58756	19/12/2024	Machinery West	Service Tractor - DA9781	MUNI	388.55
EFT58757	19/12/2024	Mario Contarino T/as Southwest Fire Mitigation Services	Slashing Along Drainage Lines - Tweed Cres	MUNI	660.00
EFT58758	19/12/2024	Mitchell James	Santa Engagement for the 2024 Christmas in the Park Event	MUNI	450.00
EFT58759	19/12/2024	Natalie Hopkins	Reimburse Uniform Purchase	MUNI	78.00
EFT58760	19/12/2024	Omnicom Media Group Australia Pty Ltd	Public Notice - Draft Local Planning Policy: 28/11/2024 - Bunbury SW Times	MUNI	1,110.98
EFT58761	19/12/2024	Perfect Landscapes	Fertiliser Application: Eaton Oval, Glen Huon Oval & Dardanup Oval & 2 x Weekly Reserves & Lawn Mowing	MUNI	13,645.51
EFT58762	19/12/2024	PFD Food Services Pty Ltd	ERC - Cafe Goods	MUNI	2,250.35
EFT58763	19/12/2024	PFI Supplies	Australia Day Breakfast Eaton, Dardanup & Burekup 2025 & Cleaning Supplies - Dardanup Office	MUNI	565.65
EFT58764	19/12/2024	Rebecca Jayne Hobby	Reimburse Uniform Purchase	MUNI	219.94
EFT58765	19/12/2024	Rentokil Initial Pty Ltd	Pest Control - Dardanup Central BFB - ESL Recurrent Exp	MUNI	175.40
EFT58766	19/12/2024	Ricky Depillo	Reimbursement of CPA Membership 2025	MUNI	866.50
EFT58767	19/12/2024	RTV Computers Pty Ltd	10 x Dell Micro Form Factor All-in-One Monitor Stand - Admin OH	MUNI	1,265.00

**SHIRE of DARDANUP**  
**31-12-2024 Schedule of Paid Accounts**

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
<b>ELECTRONIC FUNDS TRANSFER</b>					
EFT58768	19/12/2024	Shadewest	Refasten Sails at River Valley Reserve Burekup	MUNI	363.00
EFT58769	19/12/2024	Signs Plus	Name Badges For Shire Staff	MUNI	121.00
EFT58770	19/12/2024	Solargain PV Pty Ltd	ERC - Replacement of Solargain Roof Mount Hot Water System	MUNI	4,790.00
EFT58771	19/12/2024	South West Irrigation Consulting	Irrigation Fault Finding - Glen Huon Oval Clubrooms	MUNI	170.00
EFT58772	19/12/2024	South West Rose Society Inc	Refund Key Bond - Receipt # 157936	MUNI	40.00
EFT58773	19/12/2024	South West Septics	ERC - Empty Greasetrap Services Quarterly	MUNI	214.50
EFT58774	19/12/2024	Southern Lock and Security	10 x Number 9 Padlocks - Depot	MUNI	1,230.37
EFT58775	19/12/2024	St John Ambulance Western Australia Ltd	Provide First Aid Training: 04/12/2024 - ERC Staff	MUNI	170.00
EFT58776	19/12/2024	State Library of Western Australia	Better Beginnings Bags - 24/25 - ECL	MUNI	1,034.00
EFT58777	19/12/2024	Synergy	Electricity Account - Eaton Admin & ERC	MUNI	9,796.63
EFT58778	19/12/2024	Tahniah Creedon	Reimburse Purchase for End of Year Staff Party	MUNI	27.00
EFT58779	19/12/2024	Taylor Burrell Barnett	Preparation of Draft Wanju and Waterloo Local Scheme Amendment Documents	MUNI	14,465.00
EFT58780	19/12/2024	Te Wairimu Elinor Pomare	ERC Umpire Payment: 18/12/2024	MUNI	166.80
EFT58781	19/12/2024	Team Global Express - Toll	Brigade & Health Postage 2024/25	MUNI	194.65
EFT58782	19/12/2024	Telstra	Phone Usage - Eaton Admin & Staff Mobiles & Tablets	MUNI	5,695.64
EFT58783	19/12/2024	The Cafe Merchant	Catering for Dardanup Senior Celebration Day	MUNI	317.50

**SHIRE of DARDANUP**  
**31-12-2024 Schedule of Paid Accounts**

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
<b>ELECTRONIC FUNDS TRANSFER</b>					
EFT58784	19/12/2024	The Trustee for AM2 & FM2 Trust	Myosh Subscription - November 2024	MUNI	653.40
EFT58785	19/12/2024	Therese Price	ERC Umpire Payment: 17/12/2024	MUNI	139.00
EFT58786	19/12/2024	Timber Insight	Routine Bridge Maintenance - Rural	MUNI	9,407.75
EFT58787	19/12/2024	Total Hygiene	Monthly Sanitary Disposal Service (Annual) - 16/01/2025 to 16/01/2026 - Burekup Tennis Toilets	MUNI	209.00
EFT58788	19/12/2024	Traffic Force	5 x Invoices for Traffic Control: Ferguson Rd, Eaton Drive, Dowdells Line, Henty & Giumelli Road	MUNI	13,805.86
EFT58789	19/12/2024	Total Green Recycling	E-Waste Processing/Recycling From Waste Transfer Station	MUNI	2,705.08
EFT58790	19/12/2024	Veolia Recycling & Recovery Pty Ltd	Shire Bin Collection: November 2024	MUNI	92,454.22
EFT58791	19/12/2024	Work Clobber	ERC - Uniforms for Customer Service & Membership Staff & Protective Clothing - Public Works	MUNI	2,927.10
EFT58792	19/12/2024	Young Bucks Early Learning Centres Pty Ltd	Refund Key Bond - Receipt # 158866	MUNI	40.00
<b>DIRECT DEBIT</b>					
DD18371.1	02/12/2024	Links Modular Solutions Pty Ltd	Annual Support & Maintenance for Links Software (ERC): December 2024	MUNI	1,084.61
<b>BPAY</b>					
DD18402.1	18/12/2024	Western Power	Watson St Eaton Design Fee- WS-576845Q2K4 Ref- Cudliss Street Intersection	MUNI	1,320.00
<b>CREDIT CARD</b>					
DD18411.1	27/12/2024	Mailchimp	Monthly Subscription and Charge for Email Newsletters - Dec 2024	MUNI	205.58

**SHIRE of DARDANUP**  
**31-12-2024 Schedule of Paid Accounts**

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
<b>ELECTRONIC FUNDS TRANSFER</b>					
DD18411.2	27/12/2024	Department of Transport	SoD Special Number Plate Application - 1234DA & 029DA	MUNI	400.00
DD18411.3	27/12/2024	Facebook Ireland Limited	2024-2025 Summer Series - Meta Ads	MUNI	223.32
<b>CHEQUE</b>					
60	16/12/2024	Shire of Dardanup - Please Pay Cash	ERC Event Float Discrepancy of \$50.00 Between 21-22/10/2024 & 28/11-02/12/2024	MUNI	100.00
61	20/12/2024	SHIRE OF DARDANUP - PLEASE PAY CASH	Petty Cash Recoup 19/12/2024	MUNI	283.15
<b>DEBIT CARD</b>					
<b>INTERNATIONAL</b>					
<b>TRUST</b>					
<b>FUEL PURCHASING CARD</b>					
	1/11/2024	DA8457	Fuel		109.03
	1/11/2024	DA588	Fuel		60.29
	1/11/2024	DA955	Fuel		68.48
	1/11/2024	DA9376	Fuel		99.94
	1/11/2024	DA9605	Fuel		66.71
	1/11/2024	DA997	Fuel		23.07
	1/11/2024	DA994	Fuel		84.61
	1/11/2024	DA613	Fuel		118.09
	1/11/2024	DA9668	Fuel		82.99

**SHIRE of DARDANUP**  
**31-12-2024 Schedule of Paid Accounts**

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND
<b>ELECTRONIC FUNDS TRANSFER</b>				
	2/11/2024	DA10181	Fuel	144.39
	3/11/2024	DA10091	Fuel	66.44
	4/11/2024	DA8200	Fuel	97.00
	4/11/2024	DA628	Fuel	115.77
	4/11/2024	2WATERLOO	Fuel	57.65
	4/11/2024	2WATERLOO	Fuel	15.36
	4/11/2024	DA10105	Fuel	34.49
	4/11/2024	DA329	Fuel	88.25
	4/11/2024	DA995	Fuel	102.58
	4/11/2024	HIRE PLANT	Fuel	1172.75
	5/11/2024	DA005	Fuel	91.79
	5/11/2024	DA8222	Fuel	87.83
	5/11/2024	DA9287	Fuel	98.96
	5/11/2024	DA10105	Fuel	22.55
	5/11/2024	DA994	Fuel	84.06
	6/11/2024	ODA	Fuel	224.26
	6/11/2024	DA8569	Fuel	29.74
	6/11/2024	DA9581	Fuel	193.13
	6/11/2024	DA613	Fuel	108.37
	7/11/2024	DA955	Fuel	84.69
	7/11/2024	DA9513	Fuel	210.96
	7/11/2024	DA429	Fuel	76.05
	7/11/2024	DA10105	Fuel	53.67
	7/11/2024	DA996	Fuel	112.82
	7/11/2024	DA988	Fuel	87.33
	8/11/2024	DA005	Fuel	87.93
	8/11/2024	DA1314	Fuel	46.09
	8/11/2024	DA563	Fuel	85.99
	8/11/2024	DA329	Fuel	37.65
	8/11/2024	DA9605	Fuel	42.01
	8/11/2024	DA993	Fuel	96.68

**SHIRE of DARDANUP**  
**31-12-2024 Schedule of Paid Accounts**

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND
<b>ELECTRONIC FUNDS TRANSFER</b>				
	9/11/2024	1BYC846	Fuel	56.89
	9/11/2024	1BYC846	Fuel	58.45
	9/11/2024	DA10181	Fuel	135.07
	11/11/2024	DA004	Fuel	111.73
	11/11/2024	DA1314	Fuel	77.69
	11/11/2024	SUNDRY 1	Fuel	124.16
	11/11/2024	DA8222	Fuel	57.38
	11/11/2024	008DA	Fuel	75.89
	11/11/2024	DA10091	Fuel	52.61
	11/11/2024	DA10105	Fuel	8.66
	11/11/2024	DA9605	Fuel	62.56
	11/11/2024	DA994	Fuel	98.47
	12/11/2024	DA005	Fuel	90.70
	12/11/2024	DA8457	Fuel	188.12
	12/11/2024	DA8569	Fuel	72.55
	13/11/2024	DA0	Fuel	87.11
	13/11/2024	DA429	Fuel	78.47
	13/11/2024	DA10105	Fuel	53.86
	13/11/2024	DA993	Fuel	85.95
	13/11/2024	DA995	Fuel	95.81
	13/11/2024	DA613	Fuel	123.23
	13/11/2024	HIRE PLANT	Fuel	1609.06
	13/11/2024	HIRE PLANT	Fuel	140.50
	13/11/2024	HIRE PLANT	Fuel	804.58
	14/11/2024	DA005	Fuel	64.23
	14/11/2024	SUNDRY 1	Fuel	126.72
	14/11/2024	DA329	Fuel	53.47
	14/11/2024	DA988	Fuel	67.94
	15/11/2024	DA955	Fuel	79.32
	15/11/2024	DA1314	Fuel	35.48
	15/11/2024	ODA	Fuel	207.54

**SHIRE of DARDANUP**  
**31-12-2024 Schedule of Paid Accounts**

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND
<b>ELECTRONIC FUNDS TRANSFER</b>				
	15/11/2024	DA9287	Fuel	104.24
	15/11/2024	DA563	Fuel	77.10
	15/11/2024	008DA	Fuel	57.85
	15/11/2024	DA994	Fuel	95.35
	15/11/2024	DA996	Fuel	109.53
	16/11/2024	DA10181	Fuel	133.51
	17/11/2024	DA196	Fuel	156.77
	18/11/2024	DA005	Fuel	97.19
	18/11/2024	DA588	Fuel	82.23
	18/11/2024	DA1314	Fuel	76.99
	18/11/2024	DA9219	Fuel	224.45
	19/11/2024	DA8457	Fuel	173.61
	19/11/2024	DA10091	Fuel	52.55
	19/11/2024	DA997	Fuel	85.30
	19/11/2024	DA613	Fuel	119.83
	19/11/2024	DA9668	Fuel	106.10
	20/11/2024	DA0	Fuel	75.55
	20/11/2024	SUNDRY 1	Fuel	129.12
	20/11/2024	DA8673	Fuel	101.02
	20/11/2024	DA9605	Fuel	68.68
	20/11/2024	DA994	Fuel	100.52
	20/11/2024	DA993	Fuel	119.45
	20/11/2024	DA995	Fuel	100.89
	21/11/2024	DA005	Fuel	113.28
	21/11/2024	DA955	Fuel	95.50
	21/11/2024	DA1314	Fuel	24.71
	21/11/2024	DA8222	Fuel	94.13
	21/11/2024	DA563	Fuel	83.98
	21/11/2024	DA10181	Fuel	157.42
	21/11/2024	DA10105	Fuel	44.23
	22/11/2024	DA9287	Fuel	113.88

**SHIRE of DARDANUP**  
**31-12-2024 Schedule of Paid Accounts**

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND
<b>ELECTRONIC FUNDS TRANSFER</b>				
	22/11/2024	008DA	Fuel	41.54
	22/11/2024	DA329	Fuel	67.94
	22/11/2024	DA9605	Fuel	42.34
	22/11/2024	DA689	Fuel	72.51
	22/11/2024	DA9781	Fuel	153.41
	22/11/2024	DA613	Fuel	121.00
	23/11/2024	DA8370	Fuel	68.11
	23/11/2024	DA8370	Fuel	80.35
	25/11/2024	DA005	Fuel	82.96
	25/11/2024	DA588	Fuel	88.94
	25/11/2024	DA1314	Fuel	82.07
	25/11/2024	ODA	Fuel	181.15
	26/11/2024	DA955	Fuel	94.32
	26/11/2024	1BYC846	Fuel	60.00
	26/11/2024	DA9376	Fuel	96.56
	26/11/2024	DA10105	Fuel	40.22
	26/11/2024	DA996	Fuel	116.64
	26/11/2024	DA988	Fuel	94.70
	27/11/2024	DA8457	Fuel	150.69
	27/11/2024	DA429	Fuel	83.02
	27/11/2024	DA9581	Fuel	186.77
	27/11/2024	DA9605	Fuel	81.60
	27/11/2024	DA994	Fuel	101.07
	27/11/2024	DA993	Fuel	104.39
	27/11/2024	HIRE PLANT	Fuel	1433.90
	28/11/2024	DA005	Fuel	88.16
	28/11/2024	DA004	Fuel	111.71
	28/11/2024	DA1314	Fuel	60.90
	28/11/2024	DA329	Fuel	50.05
	28/11/2024	DA995	Fuel	91.58
	29/11/2024	DA0	Fuel	48.66

**SHIRE of DARDANUP**  
**31-12-2024 Schedule of Paid Accounts**

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
<b>ELECTRONIC FUNDS TRANSFER</b>					
	29/11/2024	DA0	Fuel		37.55
	29/11/2024	DA8222	Fuel		76.96
	29/11/2024	008DA	Fuel		89.45
	29/11/2024	DA997	Fuel		50.31
<b>PAYROLL</b>					
DD18373.1	06/12/2024	Aware Super Pty Limited	Payroll Deductions	MUNI	35,155.51
DD18373.2	06/12/2024	MLC Super Fund	Superannuation Contributions	MUNI	1,856.71
DD18373.3	06/12/2024	Diamond Sea Superannuation Fund	Payroll Deductions	MUNI	739.14
DD18373.4	06/12/2024	Brighter Super	Superannuation Contributions	MUNI	309.17
DD18373.5	06/12/2024	Hostplus	Payroll Deductions	MUNI	1,197.31
DD18373.6	06/12/2024	Hesta Super Fund	Payroll Deductions	MUNI	1,892.71
DD18373.7	06/12/2024	MIML - Macquarie Super Accumulator	Payroll Deductions	MUNI	1,386.56
DD18373.8	06/12/2024	Australian Super	Superannuation Contributions	MUNI	308.69
DD18373.9	06/12/2024	AMP Flexible Super - Super Account	Payroll Deductions	MUNI	853.18
DD18373.10	06/12/2024	Colonial First State First Choice Wholesale Personal Super	Payroll Deductions	MUNI	999.82
DD18373.11	06/12/2024	Mercer Super Trust	Superannuation Contributions	MUNI	433.65
DD18373.12	06/12/2024	Australian Retirement Trust	Payroll Deductions	MUNI	1,312.15

**SHIRE of DARDANUP**  
**31-12-2024 Schedule of Paid Accounts**

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
<b>ELECTRONIC FUNDS TRANSFER</b>					
DD18373.13	06/12/2024	Kaurin Family Superannuation Fund	Payroll Deductions	MUNI	283.33
DD18373.14	06/12/2024	Plum Superannuation Fund	Superannuation Contributions	MUNI	282.30
DD18373.15	06/12/2024	Public Sector Superannuation Accumulation Plan	Payroll Deductions	MUNI	662.98
DD18373.16	06/12/2024	Spirit Super	Superannuation Contributions	MUNI	344.04
DD18373.17	06/12/2024	Unisuper	Payroll Deductions	MUNI	1,010.33
DD18373.18	06/12/2024	Asgard Independence Plan Division Two	Superannuation Contributions	MUNI	229.09
DD18373.19	06/12/2024	The Trustee for the Bendigo Superannuation Plan	Superannuation Contributions	MUNI	179.49
DD18373.20	06/12/2024	Rest Superannuation	Payroll Deductions	MUNI	2,598.02
DD18373.21	06/12/2024	The Bro Code Super Fund	Superannuation Contributions	MUNI	62.59
DD18373.22	06/12/2024	Thomson Family Superannuation Fund	Superannuation Contributions	MUNI	1,157.47
DD18373.23	06/12/2024	Australiansuper	Superannuation Contributions	MUNI	8,907.65
DD18373.24	06/12/2024	The Templeman Family Superannuation Fund	Superannuation Contributions	MUNI	37.04
DD18373.25	06/12/2024	Hub24 Superannuation Fund	Superannuation Contributions	MUNI	346.26
DD18373.26	06/12/2024	Hughes Superannuation Fund	Superannuation Contributions	MUNI	73.45

**SHIRE of DARDANUP**  
**31-12-2024 Schedule of Paid Accounts**

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
<b>ELECTRONIC FUNDS TRANSFER</b>					
DD18400.1	20/12/2024	Aware Super Pty Limited	Payroll Deductions	MUNI	35,608.31
DD18400.2	20/12/2024	MLC Super Fund	Superannuation Contributions	MUNI	1,839.53
DD18400.3	20/12/2024	Diamond Sea Superannuation Fund	Payroll Deductions	MUNI	739.14
DD18400.4	20/12/2024	Brighter Super	Superannuation Contributions	MUNI	309.17
DD18400.5	20/12/2024	Hostplus	Payroll Deductions	MUNI	1,178.29
DD18400.6	20/12/2024	Hesta Super Fund	Payroll Deductions	MUNI	1,966.15
DD18400.7	20/12/2024	MIML - Macquarie Super Accumulator	Payroll Deductions	MUNI	1,500.98
DD18400.8	20/12/2024	Australian Super	Superannuation Contributions	MUNI	386.86
DD18400.9	20/12/2024	AMP Flexible Super - Super Account	Payroll Deductions	MUNI	853.18
DD18400.10	20/12/2024	Colonial First State First Choice Wholesale Personal Super	Payroll Deductions	MUNI	984.53
DD18400.11	20/12/2024	Mercer Super Trust	Superannuation Contributions	MUNI	424.54
DD18400.12	20/12/2024	Australian Retirement Trust	Payroll Deductions	MUNI	1,406.21
DD18400.13	20/12/2024	Kaurin Family Superannuation Fund	Payroll Deductions	MUNI	283.33
DD18400.14	20/12/2024	Plum Superannuation Fund	Superannuation Contributions	MUNI	142.30
DD18400.15	20/12/2024	Public Sector Superannuation Accumulation Plan	Payroll Deductions	MUNI	662.98


**SHIRE of DARDANUP**  
**31-12-2024 Schedule of Paid Accounts**

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	
<b>ELECTRONIC FUNDS TRANSFER</b>					
DD18400.16	20/12/2024	Spirit Super	Superannuation Contributions	MUNI	344.04
DD18400.17	20/12/2024	Unisuper	Payroll Deductions	MUNI	1,250.22
DD18400.18	20/12/2024	Asgard Independence Plan Division Two	Superannuation Contributions	MUNI	229.09
DD18400.19	20/12/2024	The Trustee for the Bendigo Superannuation Plan	Superannuation Contributions	MUNI	286.55
DD18400.20	20/12/2024	Rest Superannuation	Payroll Deductions	MUNI	2,709.55
DD18400.21	20/12/2024	The Bro Code Super Fund	Superannuation Contributions	MUNI	46.95
DD18400.22	20/12/2024	Thomson Family Superannuation Fund	Superannuation Contributions	MUNI	1,157.47
DD18400.23	20/12/2024	Australiansuper	Superannuation Contributions	MUNI	9,022.42
DD18400.24	20/12/2024	The Templeman Family Superannuation Fund	Superannuation Contributions	MUNI	46.31
DD18400.25	20/12/2024	Hub24 Superannuation Fund	Superannuation Contributions	MUNI	346.26
DD18400.26	20/12/2024	Hughes Superannuation Fund	Superannuation Contributions	MUNI	73.45
					1,290,464.70

**REPORT  
TOTALS**

**CERTIFICATE of Chief Executive Officer**

**SHIRE of DARDANUP**  
**31-12-2024 Schedule of Paid Accounts**

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND
<b>ELECTRONIC FUNDS TRANSFER</b>				
EFT	\$1,160,431.59		This schedule of accounts to be passed for payment, covering vouchers as above which was submitted to each member of Council, has been checked and is fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations, and costings and the amounts shown are due for payment    MR ANDRÉ SCHÖNFELDT Chief Executive Officer	
Muni Cheque	\$ 383.15			
Trust	\$ -			
Payroll	\$ 126,416.45			
Credit Card	\$ 828.90			
Debit Card	\$ -			
Direct Debit	\$ 1,084.61			
International	\$ -			
BPAY	\$ 1,320.00			
<b>TOTAL</b>	<b>\$ 1,290,464.70</b>			

CARRIED  
8/0

FOR THE MOTION	AGAINST THE MOTION
Cr. T G Gardiner	
Cr. E P Lilly	
Cr. J D Manoni	
Cr. A C Jenour	
Cr. S L Gillespie	
Cr. A L Webster	
Cr M Hutchinson	
Cr L Davies	

## **Background**

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

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

## **Legal Implications**

### *Local Government Act 1995*

*S6.5. Accounts and records*

*Local Government (Financial Management) Regulations 1996*

*R11. Payments, procedures for making etc.*

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

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

*R13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.*

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

*R13A. Payments by employees via purchasing cards*

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

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

**Council Plan**

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

**Environment** - None.

**Precedents**

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

**Budget Implications**

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

**Budget – Whole of Life Cost** - None.

**Council Policy Compliance**

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

<b>TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.</b>	
Risk Event	Schedule of Paid Accounts as at the 31 <sup>st</sup> December 2024
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.

<b>TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.</b>		
	Reputational	Non-compliance that results in a qualified audit can lead stakeholders to question the Council’s ability to manage finances effectively

**Officer Comment**

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

END REPORT

**12.5 COMMITTEES**

None.

**13 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

None.

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

None.

**15 PUBLIC QUESTION TIME**

None.

**16 MATTERS BEHIND CLOSED DOORS**

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

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

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

*S 5.23 (1) Subject to subsection (2), the following are to be open to members of the public-*

- (a) all Council meetings; and*
- (b) all meetings of any committee to which a local government power or duty has been delegated.*

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

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

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

**OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION**

12-25                      MOVED -                      Cr L Davies                      SECONDED –                      Cr S Gillespie

**THAT in accordance with the Local Government Act 1995, S 5.23, section (2)(a) Council goes Behind Closed Doors [5.20pm] to discuss a matter affecting an employee which relates to matters to be discussed at the meeting.**

CARRIED  
8/0

<i>FOR THE MOTION</i>	<i>AGAINST THE MOTION</i>
Cr. T G Gardiner	
Cr. E P Lilly	
Cr. J D Manoni	
Cr. A C Jenour	
Cr. S L Gillespie	
Cr. A L Webster	
Cr M Hutchinson	
Cr L Davies	







*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, Cr TG Gardiner advised the date of the next meeting:

- Ordinary Meeting of Council will be Wednesday, the 26<sup>th</sup> February 2025, commencing at 5.00pm at the Shire of Dardanup - Administration Centre Eaton.

There being no further business the Presiding Officer declared the meeting closed at 7.19pm.

