



CONFIRMED

MINUTES

ORDINARY MEETING

Held

10 October 2018

At

Shire of Dardanup
ADMINISTRATION CENTRE EATON
1 Council Drive - EATON

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COUNCIL ROLE

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

SHIRE OF DARDANUP

MINUTES OF THE SHIRE OF DARDANUP ORDINARY MEETING OF COUNCIL HELD ON WEDNESDAY 10 OCTOBER 2018, AT SHIRE OF DARDANUP – EATON ADMINISTRATION CENTRE, COMMENCING AT 5.00PM.

1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Member, Cr. M T Bennett declared the meeting open at 5.00pm, welcomed those in attendance and 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 by recognising the strength, resilience and capacity of Wardandi people in this land.

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.

Emergency Procedure

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

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

2.1 Attendance

Cr. Michael Bennett	-	Shire President (Chairperson)
Cr. Peter Robinson	-	Deputy Shire President

Cr. Carmel Boyce	-	Elected Member
Cr. Tyrrell Gardiner	-	Elected Member
Cr. Luke Davies	-	Elected Member
Cr. James Lee	-	Elected Member [5.02PM]
Cr. Janice Dow	-	Elected Member
Cr. Patricia Perks	-	Elected Member
Mr Mark Chester	-	Chief Executive Officer
Mr Phil Anastasakis	-	Director Corporate & Community Services
Mr Luke Botica	-	Director Engineering & Development Services
Ms Cathy Lee	-	Manager Governance & HR
Mrs Gaylene Godfrey	-	PA to Chief Executive Officer & Shire President
Mr Steve Potter	-	Manager Development Services
Mr Ray Pryce	-	A/Manager Financial Services
Mrs Lee Holben	-	Manager Community Services

2.2 Apologies

None.

3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

None.

4 PUBLIC QUESTION TIME

None.

5 APPLICATIONS FOR LEAVE OF ABSENCE

None.

6 PETITIONS/DEPUTATIONS/PRESENTATIONS

None.

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 Ordinary Meeting Held 19 September 2018

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

318-18 MOVED - Cr. L Davies SECONDED - Cr. T G Gardiner

THAT the Minutes of the Ordinary Meeting of Council held on 19 September 2018, be confirmed as true and correct subject to no corrections.

CARRIED
7/0

8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

None.

9 ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED

9.1 Title: Chief Executive Officer Leave Provisions

Reporting Department: Executive

Reporting Officer: Ms Cathy Lee – Manager Governance & HR

Legislation: Local Government Act 1995

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)(a) - Matters for Which Meeting May Be Closed:

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

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

Note: Shire President, Cr. M T Bennett advised that the meeting will go behind closed doors toward the end of the meeting to discuss a matter affecting an employee or employees.

10 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

None.

11 DECLARATION OF INTEREST

Discussion:

Shire President, Cr. M T Bennett asked Councillors and staff if there were any Declarations of Interest to be made.

- Cr. P R Perks declared an Impartiality Interest in Item 12.1 – Bushfire Centre of Excellence due to her being the President of SAFE Bunbury who has previously expressed an interest in the same parcel of land.*

Note: Cr. J Lee joined the meeting [5.02pm].

12 REPORTS OF OFFICERS AND COMMITTEES

12.1 Title: Bushfire Centre of Excellence

Reporting Department: Corporate and Community Services

Reporting Officer: Mr Phil Anastasakis – Director Corporate & Community Services

Legislation: Local Government Act 1995

Overview

Council is requested to consider endorsing the submission of an application to the Department of Fire and Emergency Services (DFES) for the purposes of hosting the new Bushfire Centre of Excellence on land owned by the Shire of Dardanup, being part of Lot 101 Martin-Pelusey Road, Waterloo (adjacent to the Shire depot).

The proposed site is part of Lot 101 Martin-Pelusey Road, Waterloo (adjacent to the Shire depot). The total area of land proposed is up to 14,275m². The land is owned by the Shire of Dardanup and is zoned as part of an Industrial Expansion Area.

Location Plan



Background

In response to the recommendations from the Special inquiry into the January 2016 Waroona Fire (Ferguson Inquiry), DFES are seeking formal proposals from local governments in the South West to host the new Bushfire Centre of Excellence.

DFES is seeking to acquire a parcel of land (or an existing facility) from a local government and have that local government build (possibly through an outsourced construction company) a new facility, or refurbish an existing facility.

Responses must be lodged by Wednesday 24 October 2018.

On 13 April 2018, the WA State Government announced the creation of a Rural Fire Division within DFES, as part of a package of reforms to the bushfire management sector in WA.

The Rural Fire Division becomes one of the four command structures within DFES, and incorporates the Office of Bushfire Risk Management, Bushfire Risk Management Program and its related activities, Land Use Planning and Bushfire Technical Services, and the new Bushfire Centre of Excellence.

The Bushfire Centre of Excellence aims to improve rural fire management outcomes through leadership, collaboration and innovation across the sector. The initial and primary focus of the Centre is to enhance the coordination and delivery of rural fire management training in WA.

Legal Implications

Local Government Act 1995.

The proposed site is part of Lot 101 Martin-Pelusey Road, Waterloo (adjacent to the Shire depot) which is owned by the Shire of Dardanup and zoned as part of an Industrial Expansion Area.

Strategic Community Plan

- Strategy 1.5.2 - Foster strategic alliance with major industry groups and government agencies. (Service Priority: High)
- Strategy 3.4.2 - Maintain appropriate emergency services and planning. (Service Priority: Very High)
- Strategy 4.3.1 - To attract and retain major investment in the region. (Service Priority: High)

Environment

The land is currently undeveloped cleared farm land. Development of the site would require soil infill and drainage to occur.

Precedents

Correspondence was received from Bunbury Saving Animals From Euthanasia (SAFE) in 2016 regarding the opportunity to submit a proposal to acquire land owned by the Shire for the purpose of establishing an animal re-homing facility. The facility is not intended as a long term home for animals. The facility would temporarily home approximately 15 cats and dogs until a home could be found for them.

Council at its meeting on the 31 August 2016 resolved [226/16] the following:

THAT Council advise Bunbury Saving Animals From Euthanasia that Council will consider a proposal for an animal rehoming facility at Lot 101 Martin Pelusey Road. Any proposal that is presented to Council shall be submitted after consultation with relevant Shire officers that addresses location, planning, health, land tenure and animal control legislation.

To date no detailed planning or development of this proposal has occurred.

Budget Implications

There are no direct budget implications on Council.

Budget – Whole of Life Cost

There may be a future cost implication if a building is built by the local government.

Council Policy Compliance - None.

Risk Assessment - Low.

Officer Comment

The Project Specifications / Statement of Requirements outlines a series of requirements for the location of the Centre (Appendix ORD: 12.1). In summary these are:

1. Within the South West land division; and 60km or less by road to a regional centre; or
2. Located in a sub-regional centre; or
3. Within the Perth metropolitan Area but having an existing or ongoing rural-urban interface.

Accessibility to stakeholders and the ability to attract and retain staff are considered to be important factors in determining a suitable site.

The land should be a minimum 4 hectares. The proposed site is part of Lot 101 Martin-Pelusey Road, Waterloo (adjacent to the Shire depot), which provides up to 14.275 hectares of land.

Access to and from the site, availability of utilities and distance from other community activities are additional factors.

Given the availability of this site, the location and access to major transport routes, and the recent development of the Shire depot on the adjoining area, this area of land would be very suitable to be a Bushfire Centre of Excellence.

This development would also complement existing development in the area and would attract activities and employment to the region.

Further information is being obtained to determine whether the facility would be provided as a lease from the Shire to DFES, or whether DFES would seek to purchase the land from the Council.

Council Role - Executive/Strategic.

Voting Requirements - Simple Majority.

Change to Officer Recommendation - No Change.

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

319-18 MOVED - Cr. J Lee SECONDED - Cr. P R Perks

THAT Council support the development and submission of a proposal to the Department of Fire & Emergency Services for the construction of a Bushfire Centre of Excellence on part of Lot 101 Martin-Pelusey Road, Waterloo (adjacent to the Shire depot), which is owned by the Shire of Dardanup.

CARRIED
8/0

12.2 Title: Request for Rates Concession – Lot 11 Temple Road, Picton East (J & P Corporation Pty Ltd)

Reporting Department: Corporate and Community Services

Reporting Officer: Mr Ray Pryce - Accountant

Legislation: Local Government Act 1995

Overview

Council is requested to consider an application by the owner for a concession or write-off for rates levied in 2017/18 and 2018/19 on land at Lot 11 Temple Road, Picton East.

Location Plan



Background

Prior to 2009, the site was substantially vacant, the northern part being used mainly for storage of machinery and equipment by the owner.

Since 2009, the site has been progressively developed with construction of substantial sized sheds and warehouses. The first of these was completed in 2011 and by January 2017, the site housed eight major industrial buildings and a few smaller structures.

The zoning changed in December 2014 from “General Industry” to “Development”.

Historically, rates for the property have been raised on the basis of unimproved value which, according to the terms of the Local Government Act 1995 (the Act), is generally for land used predominantly for rural purposes.

On 10 March 2017, the land owners were advised by letter that the Shire intends to apply to the Minister for Local Government to change the valuation from unimproved value to be gross rental value, as being the appropriate valuation basis for the current land use. The Act describes gross rental value as being appropriate for land used predominantly for non-rural purposes. The letter also advised that the change would result in an increase in annual rates of approximately \$140,000. This estimate was based on the current gross rental value supplied by Landgate.

On 9 May 2017, officers submitted a written application to the Department of Local Government and Communities seeking ministerial approval to change the valuation basis from unimproved value to be gross rental value.

On 31 May 2017, interim approval of the change in valuation basis was received from the Department of Local Government and Communities.

On 11 July 2017, formal confirmation of the Minister's approval and gazettal of the change of method of valuation was received from the Department of Local Government and Communities.

On 19 July 2017, notification in writing of approval of the change in method of valuation was conveyed to the land owner.

On 28 July 2017, a written request was received from the owner seeking a 'phasing-in' of the change in rating over a three year period.

On 9 August 2017, the annual rates account for 2017/2018 was issued using the previous unimproved value as the new gross rental value was not yet received from Landgate. The annual rates were \$7,142.40.

On 13 October 2017, upon receipt from Landgate of the new gross rental value for the property (effective from 1 August 2017), the rates were amended and a revised rate notice issued to the owner J & P Corporation Pty Ltd. The effect of the change was to increase the general rates by \$168,103.12. This increase was greater than the previous estimate of \$140,000 provided in March 2017, due to a higher valuation in the triennial general revaluation of all properties within the Shire of Dardanup, in force from 1 July 2017.

On 20 November 2017, the owner advised the Shire that an objection to the gross rental value had been lodged with Landgate and that they would address the issue (the original request for a concession) once that objection was finalised.

On 13 December 2017, Landgate advised the Shire that the outcome of the objection lodged by J & P Metals was a reduction to the gross rental value.

On 19 December 2017, the rates were adjusted and a revised rate notice issued. The effect was a rates reduction of \$36,911.26 from the previous rate notice. In net terms, this meant that the adjusted increase in annual rates due to the change from unimproved value to gross rental value was \$131,191.86.

All rates for 2017/18 were paid and no further correspondence was received from the owner until 21 August 2018 when the owner requested an update on the status of their original request for a concessional arrangement that was made on 28 July 2017.

Legal Implications

Local Government Act 1995 – Section 6.28

6.28. *Basis of rates*

(1) *The Minister is to —*

- (a) *determine the method of valuation of land to be used by a local government as the basis for a rate; and*
- (b) *publish a notice of the determination in the Government Gazette.*

(2) *In determining the method of valuation of land to be used by a local government the Minister is to have regard to the general principle that the basis for a rate on any land is to be —*

- (a) *where the land is used predominantly for rural purposes, the unimproved value of the land; and*
- (b) *where the land is used predominantly for non-rural purposes, the gross rental value of the land.*

(3) *The unimproved value or gross rental value, as the case requires, of rateable land in the district of a local government is to be recorded in the rate record of that local government.*

(4) *Subject to subsection (5), for the purposes of this section the valuation to be used by a local government is to be the valuation in force under the Valuation of Land Act 1978 as at 1 July in each financial year.*

(5) *Where during a financial year —*

- (a) *an interim valuation is made under the Valuation of Land Act 1978; or*
- (b) *a valuation comes into force under the Valuation of Land Act 1978 as a result of the amendment of a valuation under that Act; or*
- (c) *a new valuation is made under the Valuation of Land Act 1978 in the course of completing a general valuation that has previously come into force,*

the interim valuation, amended valuation or new valuation, as the case requires, is to be used by a local government for the purposes of this section.

Local Government Act 1995 – Section 6.31

6.31. *Phasing in of certain valuations*

Schedule 6.1 which deals with the phasing in of valuations has effect.

Local Government Act 1995 – Schedule 6.1

Schedule 6.1 — Provisions relating to the phasing in of valuations

[Section 6.31]

1. Phasing in of certain valuations

- (1) *Where a general valuation under the Valuation of Land Act 1978 in respect of gross rental values comes into force in a district, the local government of the district may, when imposing the general rate, resolve that that general valuation, in relation to all land where*

an increased valuation thereby results, is to be phased in over a 3 year period, and effect is to be given to that resolution over that period by the local government —

- (a) *in the first year of assessment for which the new valuation would otherwise be used, applying instead as the valuation of the land for the purposes of rating, a phased in valuation (being the former valuation plus 1/3 of the difference between the former valuation and the new valuation); and*
- (b) *in the second such year, applying the former valuation plus 2/3 of that difference; and*
- (c) *in the third year, applying the new valuation,*

but where in relation to any land that general valuation results in a new valuation which is the same as or less than the former valuation, the local government is to apply the new valuation.

- (2) *For the purposes of subclause (1) —*

former valuation means —

- (a) *the valuation that was in force immediately prior to the coming into force of the general valuation to which the phasing in applies; or*
- (b) *in relation to rateable land where an interim valuation of the land under the Valuation of Land Act 1978 comes into force, the valuation determined for the purposes of this clause in accordance with subclause (6); and*

new valuation —

- (a) *means the valuation determined or assessed for the purposes of the general valuation to which the phasing in applies; or*
 - (b) *in relation to rateable land in respect of which an interim valuation under the Valuation of Land Act 1978 comes into force after the general valuation referred to in paragraph (a) comes into force, means that interim valuation.*
- (3) *Where, during the phasing in of a valuation of any rateable land under subclause (1) the system of valuation is changed to valuation on the unimproved value of rateable land, subclause (1) is to cease to apply to that valuation.*
- (4) *Where an interim valuation of rateable land in a district comes into force during the period when a general valuation of rateable land in that district is being phased in under this clause, subclause (1) is to be construed so that the interim valuation is phased in in a like manner under this clause for the remainder of the phasing in period.*
- (5) *Where a local government resolves under subclause (1) that a general valuation is to be phased in over a 3 year period, it is to immediately request the Valuer General, at the same time as the Valuer General determines an interim valuation of rateable land that will come into force in the district during the first 2 years of the phasing in period, to determine a valuation of that land in accordance with subclause (6) and the local government is to give notice in writing immediately to the Valuer General when such last mentioned valuations are no longer required for the purposes of this clause.*
- (6) *A valuation of land that is requested to be made by the Valuer General for the purposes of this clause under subclause (5) is to be determined in accordance with the level of values prevailing in relation to land of the same or a similar character as the level used for the valuations that were last used by the local government for rating purposes prior to the coming into force of the general valuation that is currently in force in the district.*

2. Phasing in of rating based on gross rental values

- (1) *Where, in respect of a financial year, a local government is required by a determination made by the Minister under section 6.28 to change in respect of the whole or a part of its district, from valuations on unimproved value to valuations on gross rental value, the local government may, when imposing the general rate for that financial year, resolve that the change to rating on the basis of valuations on gross rental value, in relation to rateable land in the district or that part of the district, is to be phased in over a 3 year period and effect is to be given to that resolution over that period by the local government —*
- (a) *when imposing a general rate on the land in the first year of assessment for which rating would otherwise be wholly on the basis of valuations on gross rental value, rating the land on the basis of valuations on gross rental value in order to yield 1/3 of the estimated revenue from the rate and rating the same land on the basis of original valuations in order to yield 2/3 of the estimated revenue from the rate; and*
 - (b) *when imposing a general rate on the land in the second year, rating the land on the first mentioned basis in order to yield 2/3 of the estimated revenue from the rate and rating the same land on the second mentioned basis in order to yield 1/3 of the estimated revenue from the rate; and*
 - (c) *when imposing a general rate on such land in the third year, rating the land on the first mentioned basis in order to yield the whole of the estimated revenue from the rate.*
- (2) *In subclause (1) —*
- original valuations means the valuations on unimproved value last used by the local government for rating purposes in respect of the financial year immediately preceding the year mentioned in subclause (1)(a) and in relation to rateable land where an interim valuation of the land under the Valuation of Land Act 1978 comes into force, means the valuation determined for the purposes of this clause in accordance with subclause (6).*
- (3) *Where, during the phasing in of a change to rating on the basis of valuations on gross rental value in a district or part of a district under subclause (1), a general valuation under the Valuation of Land Act 1978 in respect of gross rental values comes into force in that district or part of a district, subclause (1) is to cease to apply to that change in the basis of rating.*
- (4) *Where an interim valuation of rateable land in a district or part of a district comes into force during the period when a change to rating on the basis of valuation on gross rental value in that district or portion of a district is being phased in under this clause, subclause (1) is to be construed so that the interim valuation is phased in in a like manner under this clause for the remainder of the phasing in period.*
- (5) *Where the local government resolves under subclause (1) that a change to rating on the basis of valuation on gross rental value in a district or part of a district is to be phased in over a 3 year period, it is to immediately request the Valuer General, at the same time as the Valuer General determines an interim valuation of rateable land that will come into force in that district or part of a district during the first 2 years of the phasing in period, to determine a valuation of that land in accordance with subclause (6) and is to give notice in writing immediately to the Valuer General when such last mentioned valuations are no longer required for the purposes of this clause.*
- (6) *A valuation of land that is requested to be made by the Valuer General for the purposes of this clause under subclause (5) is to be determined as a valuation on unimproved value in accordance with the level of values prevailing in relation to land of the same or a similar character as the level of valuations on unimproved value used for the valuations that were last used by the local government for rating purposes in respect of the financial year immediately preceding the year of assessment for which rating would otherwise be wholly on the basis of valuation on gross rental value.*

Local Government Act 1995 – Section 6.12

6.12. *Power to defer, grant discounts, waive or write off debts*

- (1) *Subject to subsection (2) and any other written law, a local government may —*
- (a) *when adopting the annual budget, grant* a discount or other incentive for the early payment of any amount of money; or*
 - (b) *wave or grant concessions in relation to any amount of money; or*
 - (c) *write off any amount of money,*
- which is owed to the local government.*

*** Absolute majority required.**

- (2) *Subsection (1)(a) and (b) do not apply to an amount of money owing in respect of rates and service charges.*
- (3) *The grant of a concession under subsection (1)(b) may be subject to any conditions determined by the local government.*
- (4) *Regulations may prescribe circumstances in which a local government is not to exercise a power under subsection (1) or regulate the exercise of that power.*

[Section 6.12 amended by No. 64 of 1998 s. 39.]

Local Government (Financial Management) Regulations 1996 – Regulation 26

26. *Discounts for early payment etc., information about required*

- (1) *The annual budget is to include for each discount or other incentive proposed to be granted for early payment of any money and in respect of each waiver or concession proposed in relation to any money —*
- (a) *in respect of a discount —*
 - (i) *the amount of the discount, or the percentage discount, to be allowed; and*
 - (ii) *the circumstances in which the discount will be granted;**and*
 - [(b) *deleted*]
 - (c) *in relation to a waiver or concession —*
 - (i) *a brief description of the waiver or concession; and*
 - (ii) *a statement of the circumstances in which it will be granted; and*
 - (iii) *details of the persons or class of persons to whom it is available; and*
 - (iv) *the objects of, and reasons for, the waiver or concession.*
- (2) *The annual budget is to include, separately in relation to all general rates, each specified area rate, each service charge and all fees and charges imposed under the Act or any other written law an estimate of —*
- (a) *the total amount of the discounts which may be granted; and*
 - (b) *the total cost to the local government of each incentive scheme; and*
 - (c) *the total cost, or reduction of revenue, to the local government of a waiver or grant of a concession; and*
 - (d) *the total amount of money to be written off.*

[Regulation 26 amended in Gazette 20 Jun 1997 p. 2840.]

Local Government Act 1995 – Section 6.47

6.47. *Concessions*

Subject to the Rates and Charges (Rebates and Deferments) Act 1992, a local government may at the time of imposing a rate or service charge or at a later date resolve to waive a rate or service charge or resolve to grant other concessions in relation to a rate or service charge.*

** Absolute majority required.*

Strategic Community Plan

Strategy 1.1.1 – To be equitable, inclusive and transparent in decision making. (Service Priority: High).

Strategy 1.1.2 – Monitor and ensure compliance with the regulatory framework for local government governance and operations. (Service Priority: High).

Environment - None.

Precedents

The Shire of Dardanup has not previously phased-in valuation changes, nor has the Council approved any rates concessions of this nature.

Budget Implications

There is no provision within the 2018/19 budget for a concession on rates, therefore the grant of any concession or write-off will have a direct effect on this year's budget.

The total rates raised (excluding ESL) on this property for the last three financial years are:

- 2016/17 \$6,663.81
- 2017/18 \$131,191.86
- 2018/19 \$157,283.75

Budget – Whole of Life Cost

The effect of a grant of any concession in this instance is limited to the 2018/19 budget.

The financial implications of offering a concession that related to the 2017/18 and 2018/19 financial years would be a reduced forecast Budget Surplus.

Council Policy Compliance - None.

Risk Assessment - Medium.

- *Financial Risk*

Although this request for a rates concession is isolated to a single property, any approval of a concession will set a precedent that may apply to any undeveloped previously rural property that undergoes new or enhanced structural development that changes its predominant use from rural to non-rural.

Officer Comment

Shire Rates Officers conduct periodic review of all properties within the Shire to ensure that the basis for the rates is appropriate to the use of the property.

As there is no differential rating system applied to Shire of Dardanup rates for properties with differing land use or zoning, the only basis for variation between properties is the type of valuation. To this end, Officers' assess each property against the basic criteria provided in the Local Government Act 1995, section 6.28 which includes the general principle that:

- Unimproved value is for land used predominantly for rural purposes; and
- Gross rental value is for land used predominantly for non-rural purposes.

Due to the significant industrial development on the subject land, officers assessed that its use should no longer be classified as rural. Notice of the proposal to change the valuation basis from unimproved value to be gross rental value was communicated to the land owner several months prior to the actual change, together with an estimate of the financial impact of the proposed change. No comment or submission was received from the land owner at that time.

When the proposal to change the valuation basis was approved by the Minister for Local Government and conveyed to the owner, the owner made the initial request for consideration of "phasing-in" the change over a three year period. Phasing-in was not permissible as the timing of the request was too late. The 2017/18 budget and rates were already adopted and did not include any terms for phasing in valuations.

When the 2017/18 notice for the amended rates was issued, the owner lodged with Landgate, an objection to the gross rental value. Subsequent correspondence from the owner indicated that they would address their request to the Shire once the Landgate objection was finalised.

After their valuation objection was upheld by Landgate and the rates bill reduced accordingly, no further correspondence was received from the owner regarding their initial request for concession and no further action was taken by Rates officers.

Recently, after the following year's rate notice was issued for 2018/19, the owner has requested re-consideration of their initial request for some dispensation of the increase in rates.

Once again, phasing-in the valuation is not permissible as the annual budget and imposition of rates were already adopted.

Council may consider granting a concession on the rates in accordance with the Local Government Act s 6.47. There is no known precedent for a concession on rates being granted in similar circumstances to this request.

A concession or write-off equivalent to the effect of phasing-in the change over three years would be:

Year	Rates Raised	Concession	Concessional Rate Charge
2017/18 (Year 1)	\$131,191.86	\$87,461.24	\$43,730.62
2018/19 (Year 2)	\$157,283.75	\$49,940.06	\$107,343.69
2019/20 (Year 3)	\$	\$0	\$
	TOTAL	\$137,401.30	

There is no requirement to grant a concession. However, taking account of the magnitude of the increase in rates as a result of the change in valuation method, Council may resolve to grant a concession for a portion of the rates.

Another factor for Council's consideration is that the commercial sheds were gradually constructed and available for occupancy since 2011, with the basis for rates only changing from UV to GRV on the 1 August 2017. This effectively enabled the sheds to be gradually built and leased out for a number of years before the increased rates were applied, effectively providing a concession over this period of time.

Council Role - Executive/Strategic.

Voting Requirements

Simple Majority to not grant a concession or write-off. (Absolute Majority if a concession or write-off is granted.)

OFFICER RECOMMENDED RESOLUTION

THAT Council do not grant a rates concession or write off rates that were levied in 2017/18 or 2018/19 as a result of the change in the valuation basis from UV to GRV for Lot 11 Temple Road, Picton East.

Discussion:

Director Corporate & Community Services, Mr Phil Anastasakis advised Councillors of the following corrections to the Officer's Report:

- *Page 15 – Budget Implications – 2017/18 should be \$138,334.26.*
- *Page 17 – 2017/18 (Year 1) Rates Raised should be \$138,334.26 and Concessional Rate Charge should read \$50,873.02.*

ALTERNATE RESOLUTION**COUNCILLOR RECOMMENDED RESOLUTION**

MOTION MOVED - Cr. M T Bennett SECONDED - Cr. J Dow
LOST

THAT Council, in consideration of the increase in rates generated from the change in land valuation method from UV to GRV on Lot 11 Temple Road, Picton East, grant as a one off rates concession to J&P Corporation Pty Ltd, a rates refund of \$49,904.06 on their Picton East property - Lot 11 Temple Road, Picton East.

MOTION LOST
3/5

ALTERNATE RESOLUTION*Change to Officer Recommendation*

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

Council considers this a massive increase in rates and in excess of the initial estimate of \$140,000.

COUNCILLOR RECOMMENDED RESOLUTION

320-18 MOVED - Cr. T G Gardiner SECONDED - Cr. J Dow

THAT Council, in consideration of the increase in rates generated from the change in land valuation method from UV to GRV on Lot 11 Temple Road, Picton East, grant as a one off rates concession to J&P Corporation Pty Ltd, a rates refund of \$17,283.75 on their Picton East property - Lot 11 Temple Road, Picton East.

CARRIED
6/2
By Absolute Majority

12.3 Title: Eaton Family Centre - Minor Community Event Assistance Financial Request

Reporting Department: Corporate and Community Services
Reporting Officer: Ms Lee Holben - Manager Community Services
Legislation: Local Government Act 1995

Overview

The Eaton Family Centre requests that the Shire of Dardanup consider the Minor Community Event Assistance application for financial support (\$2,000) for their 30th Birthday celebrations.

Background

The Eaton Family Centre was officially opened by the then Premier of WA, the Honourable Mr Peter Dowding MLA on the 30 November 1988.

Since its opening the Eaton Family Centre has been an integral part of the community, developing long term relationships with families who have attended children's programs, community social support or health and wellbeing groups.

On Saturday, 1 December 2018, the Committee of the Eaton Family Centre will be recognising this significant occasion, by bringing the community together in a day of celebration, engagement and free family activities.

The focus of the day will be on children and families coming together as an inclusive and diverse community, sharing each other's company, memories and helping to celebrate this milestone. This free event will be open to all members of the community.

Legal Implications

Local Government Act 1995
Local Government (Financial Management) 1996

Part 2, Regulation 5 (1) (g) of the *Local Government (Financial Management) 1996*
Regulation states:

5. CEO's duties as to financial management

- (1) *Efficient systems and procedures are to be established by the CEO of a local government —*
- (g) *to assist in the preparation of budgets, budget reviews, accounts and reports required by the Act or these regulations.*

Strategic Community Plan

Strategy 3.2.1- To encourage social connectedness in our community through participation in positive social networks, interaction and events.
(Service Priority: Very High)

Strategy 3.3.1- To promote and encourage volunteering within the Shire of Dardanup. (Service Priority: High)

Environment - None.

Precedents - None.

Budget Implications

The 2018/2019 budget has an allocation of \$6,763 to the Eaton Family Centre (contribution to Eaton Child Health Clinic Operating Costs). The Eaton Child Health Clinic is in the same building as the Eaton Family Centre. The \$6,763 contributes towards the Health Clinics costs for cleaning, gardening and consumables provided by the Eaton Family Centre.

The 2018/2019 Budget allocation for Minor Community Event Assistance has a total allocation of \$32,252 with a current available balance of \$24,765.98. This financial request, if supported will be allocated from this budget allocation.

Budget – Whole of Life Cost - None.

Council Policy Compliance - None.

Risk Assessment - Low.

- *Reputational Risk*

If the request is not supported the Shire may be seen in a negative light.

Officer Comment

The Eaton Family Centre is a community based not for profit organisation that is supported by a volunteer management committee, who ensure the smooth running of the day to day operations.

The children's programs that the Centre offers promote the vision of the Greater Bunbury Early Years Strategy (currently in draft form).

The Centre provides a welcoming, inclusive and safe community meeting place where children are valued, nurtured, supported and encouraged and where families are able to play, learn and grow together. The Pre Kindy program is a "play based" coordinated and fun learning experience where children learn the confidence and skills to socialise with others. The program aims to encourage fine motors skills, self-confidence and social interaction through a variety of activities and learning experiences.

With the assistance of the Eaton Child Health Clinic, located at the Centre, the Centre provides access to parenting workshops and support groups for new mums and their babies. These support groups enable new mothers to build friendships and networks which aim to prevent isolation and support a mothers' mental and physical health.

The Centre provides a meeting place for many community support and lifestyle groups such as Narcotics Anonymous, Bunbury Meditation Group, Arthritis Tai Chi

Group, Bunbury Square Dancers, Eaton Toy Library and Community Faith Groups and is the venue for Department of Health monthly Immunisation Clinics.

The Eaton Family Centre builds family capacity and inclusion by holding free events such as National Families Week Open Day and a community inclusive Children's Week Teddy Bear's Picnic which are open to all community members.

The free Birthday celebration event is being supported by community organisations including Eaton/Australind Lions Club, Bunbury Wollaston Lions, community members with stalls as well as volunteers from the Eaton Family Centre committee and families.

The financial request is to help cover the cost of the entertainment which in turn will allow all the entertainment to be free and therefore not put any extra financial burden on the local families allowing them to participate as a family. The entertainment will include but not limited to: children's petting zoo, face painter, bouncy castle (with supervision) and a puppet show.

Council Role - Executive/Strategic.

Voting Requirements - Simple Majority.

Change to Officer Recommendation - No Change.

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

321-18 MOVED - Cr. J Lee SECONDED - Cr. C N Boyce

THAT Council supports the financial request from the Eaton Family Centre of \$2,000 for financial contribution towards free activities as part of their 30th Birthday celebrations on the 1 December 2018.

CARRIED
8/0

12.4 Title: Monthly Statement of Financial Activity for the Period Ended 31 August 2018

Reporting Department: Corporate & Community Services
Reporting Officer: Mr Ray Pryce - Accountant
Legislation: Local Government (Financial Management) Regulations 1996

Overview

This report presents the monthly Financial Statements for the period ended 31 August 2018 for Council adoption.

Background

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

Legal Implications

Local Government Act 1995 – Section 6.4

6.4. Financial Report

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

Local Government (Financial Management) Regulations 1996 r. 34

Part 4 — Financial Reports — s. 6.4

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

- (1A) *In this regulation —*

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

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

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

Strategic Community Plan

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

Environment - None.

Precedents

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

Budget Implications

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

Budget – Whole of Life Cost - None.

Council Policy Compliance - None.

Risk Assessment - Low.

Officer Comment

The Statement of Financial Activity for the period ended 31 August 2018 is attached after the Officer comment.

The report outlines the results from operating activities. It shows revenue and expenditure by statutory program and also by nature and type, comparing actual results for the period with the annual adopted budget, the amended budget and the year to date budget.

The report also displays capital and infrastructure expenditure and reconciles the statement of financial activity to the statement of net current assets, taking into account the proceeds from sale of assets, reserve and loan funds used, depreciation applied, capital and infrastructure expenditure, transfers to reserves and loan repayments.

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 level adopted by Council to be used in the Statement of Financial Activity in 2018/19 for reporting material variances is 10% or \$10,000, whichever is greater.

The statement of net current assets provides information on the accounts that make up current assets and current liabilities (liquidity).

Additional notes have been added to the statement of financial activities to describe in more detail, some of the key information of the monthly financial performance.

As at the reporting date, the end of year surplus for 2017/18 is estimated at \$303,456. The surplus is expected to be verified in November, after completion of the annual audit of the 2017/18 financial statement.

After taking into account all operations for 2018/19 (including adopted budget amendments), the anticipated surplus at 30 June 2019 is currently estimated at \$230,575. The details of this surplus and budget amendments are included in Note 10 of the financial report.

Council Role - Executive/Strategic.

Voting Requirements - Simple Majority.

Change to Officer Recommendation - No Change.

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

322-18 MOVED - Cr. P R Perks SECONDED - Cr. J Dow

THAT Council adopts the Monthly Statement of Financial Activity for the period ended 31 August 2018.

CARRIED
8/0

12.5 Title: Schedule of Paid Accounts as at 10 October 2018

Reporting Department: Corporate & Community Services
Reporting Officer: Mrs Renée Thomson– Accounts Payable Officer
 Mr Ray Pryce – Acting Manager Financial Services
Legislation: Local Government (Financial Management) Regulations 1996

Overview

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

Background

Council delegates authority to the Chief Executive Officer annually:

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

Legal Implications - None.

Local Government Act 1995

S6.5. Accounts and records

Local Government (Financial Management) Regulations 1996

R11. Payments, procedures for making etc.

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

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

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

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

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

Strategic Community Plan

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

Environment - None.

Precedents

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

Budget Implications

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

Budget – Whole of Life Cost - None.

Council Policy Compliance

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

Risk Assessment - Low.

Officer Comment

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

Council Role - Executive/Strategic.

Voting Requirements - Simple Majority.

Change to Officer Recommendation - No Change.

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

323-18 MOVED - Cr. J Dow SECONDED - Cr. T G Gardiner

THAT Council receive the Schedule of Paid Accounts report as follows:

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
ELECTRONIC FUNDS TRANSFER					
EFT30493	13/09/2018	Melanie Serra	Cat Cage Refund	MUNI	150.00
EFT30494	13/09/2018	21 Graphic Design Pty Ltd	August & September Community Events Advertising	MUNI	321.75
EFT30495	13/09/2018	A&R Engineering	Attach Led Micro Lights To Tractor x 2 DA9781	MUNI	331.49
EFT30496	13/09/2018	All Aussie Truck And Bobcat Services	Clean Up Drains At Waste Transfer Station	MUNI	715.00
EFT30497	13/09/2018	Amelia Kaitani	Umpire Recoup - Netball 11 September 2018	MUNI	88.00
EFT30498	13/09/2018	Amity Signs	Shared Use Signs As Approved By The Roadwise Committee And Guide Post	MUNI	4,366.56
EFT30499	13/09/2018	Aquila Food Forest	Sustainable Living - September Workshop	MUNI	230.00
EFT30500	13/09/2018	Archie Hall	Umpire Recoup - Basketball 12 September 2018	MUNI	110.00
EFT30501	13/09/2018	Ashleigh Butcher	Refund Of Membership Gym Fees	MUNI	58.50
EFT30502	13/09/2018	Axio Maintenance And Construction	Repair Bi-Fold Doors In Meeting Room	MUNI	385.00
EFT30503	13/09/2018	B & B Street Sweeping Pty Ltd	Clean Out Sumps Watson & Bryant Streets	MUNI	1,188.00
EFT30504	13/09/2018	Blackwoods	Cooleez - Broad Brim Hats Small, Medium, And Large OHS	MUNI	566.28
EFT30505	13/09/2018	Boyles Plumbing And Gas	Backflow Device Testing At Lot 500 Council Drive	MUNI	396.00
EFT30506	13/09/2018	Brody England	Umpire Recoup - Basketball 12 September 2018	MUNI	77.00
EFT30507	13/09/2018	Building Commission	BRB - August 2018 Reconciliation	MUNI	6,238.93

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT30508	13/09/2018	Bunbury And Districts Softball Association	Kidsport - Bailey Scott, Kyeisha Wright - KS025372	MUNI	100.00
EFT30509	13/09/2018	Bunbury Army Surplus	Chain Saw Kit Bags OHS	MUNI	60.00
EFT30510	13/09/2018	Bunbury Bearings	Bearings And Parts For Trailer Repairs	MUNI	272.25
EFT30511	13/09/2018	Bunbury Hiab And Tilt Tray	Lift Out Concrete Block At Shire Of Dardanup Eaton Office	MUNI	242.00
EFT30512	13/09/2018	Bunbury Mower Service	Prewound Feed Spools And Edger Nut Washer	MUNI	33.00
EFT30513	13/09/2018	Bunbury Psychological Services	Counselling Services - EAP 10-09-2018; 07-09-2018; 03-09-2018	MUNI	462.00
EFT30514	13/09/2018	Bunnings Group Limited	Wood And Concrete For Flag Poles;Water Bottles; Parts & Repairs	MUNI	421.91
EFT30515	13/09/2018	Caltex Australia Petroleum Pty Ltd	Fuel costs - July 2018	MUNI	20,682.11
EFT30516	13/09/2018	Catherine Anne Commons	Rates Refund For Assessment A1589 6 Taylor St Eaton WA 6232	MUNI	791.00
EFT30517	13/09/2018	Charge Lithium Pty Ltd	Rates Refund For Assessment A11483 E70/04862 Mining Tenement	MUNI	339.42
EFT30518	13/09/2018	City Of Bunbury	Dog And Cat Pound Fees	MUNI	663.00
EFT30519	13/09/2018	Cleanaway	Replacement Waste Bin Services And Repairs As Needed	MUNI	1,934.61
EFT30520	13/09/2018	Cleanaway Solid Waste Pty Ltd	Martin Pelusey Depot - Emptying Of Skip Bins	MUNI	719.99
EFT30521	13/09/2018	Darby Sidebotham	Umpire Recoup - Netball 10 September 2018	MUNI	90.00
EFT30522	13/09/2018	Dardanup Garage & Service Station	Repair Trailer 1TMX103 Plus Labour Costs	MUNI	805.21

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT30523	13/09/2018	Data #3 Limited	Annual Sophos Firewall Support As Per Quote 2018-435568	MUNI	3,745.42
EFT30524	13/09/2018	David Mort	Reimbursement For Working With Children Check	MUNI	170.00
EFT30525	13/09/2018	Debra Rodden	Yoga Instruction Workshop - 15-08-2018 And 22-08-2018	MUNI	120.00
EFT30526	13/09/2018	Department Of Water And Environmental Regulation	Clearing Permit Application Fee For Crooked Brook Road	MUNI	200.00
EFT30527	13/09/2018	Donna Bastow	Umpire Recoup - Basketball 12 September 2018	MUNI	132.00
EFT30528	13/09/2018	Donna Bullen	Reimbursement For Various Staff Farewell Cards	MUNI	48.00
EFT30529	13/09/2018	Eaton Basketball Association	Kidsport - Brody Hunt - KS025249	MUNI	145.00
EFT30530	13/09/2018	Eaton Pet Vet	Feline Euthanasia And Burial 03-09-2018	MUNI	75.00
EFT30531	13/09/2018	Elliott'S Small Engines	A Sheppard Chain Saw Kit And Helmet	MUNI	323.95
EFT30532	13/09/2018	Emily Goyder	Umpire Recoup - Netball 11 September 2018	MUNI	112.50
EFT30533	13/09/2018	Fuji Xerox Australia Pty Ltd	Lease For Photocopier - Lease # C5076B9110 - 11-09-2018 To 10-10-2018	MUNI	4,785.00
EFT30534	13/09/2018	Grace Records Management	Bin Exchange And Records Management Monthly Fees	MUNI	488.04
EFT30535	13/09/2018	Jaime Hughes	Staff Reimbursement Of 50% Bodyattack Training Fees	MUNI	324.50
EFT30536	13/09/2018	Jim's Test And Tag	Supply And Replace Emergency Lights - ERC	MUNI	1,639.00
EFT30537	13/09/2018	Jo Jingles South West	Early Learning Programs Workshops - September	MUNI	1,650.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT30538	13/09/2018	Josie Phillips	Umpire Recoup - Netball 10 September 2018	MUNI	135.00
EFT30539	13/09/2018	Justine Eichner	Umpire Recoup - Basketball 12 September 2018	MUNI	99.00
EFT30540	13/09/2018	Karyn Rowe	Umpire Recoup - Netball 11 September 2018	MUNI	112.50
EFT30541	13/09/2018	Kelly Marie Mundy	Umpire Recoup - Netball 7 September 2018	MUNI	22.50
EFT30542	13/09/2018	Kevin LeMay	Reimbursement For Auschem Course Lunch Allowance	MUNI	24.28
EFT30543	13/09/2018	Kings Tree Care	Remedial Pruning To Dardanup Oval Surrounds After Visitor Risk Assessment Completed For Bull And Barrel Festival	MUNI	1,980.00
EFT30544	13/09/2018	Kyle Jones	Umpire Recoup - Basketball 12 September 2018	MUNI	88.00
EFT30545	13/09/2018	Landgate	Rural Unimproved Valuations	MUNI	1,417.06
EFT30546	13/09/2018	Landmark Operations Ltd	Swissmex 15L Backpack Sprayer - Parks And Gardens	MUNI	866.80
EFT30547	13/09/2018	Lauren Vincent	Umpire Recoup - Basketball 12 September 2018	MUNI	22.00
EFT30548	13/09/2018	Machinery West	New Bonnet Hinge For New Holland 5040 DA 9781	MUNI	192.90
EFT30549	13/09/2018	Maia Financial Pty Ltd	Dell - Memory Upgrade To Server - Contract E6N0159528 01-10-18 To 31-12-18	MUNI	1,649.43
EFT30550	13/09/2018	Marketforce	Recurring Advertising; Community Grants; Public Notices And Recruitment	MUNI	697.18
EFT30551	13/09/2018	Metalcity Limited	Rates Refund For Assessment A11480 Lot E70/04816 Mining Tenement	MUNI	1,022.16
EFT30552	13/09/2018	Nightguard Security Service	Security Callouts - August 2018	MUNI	319.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT30553	13/09/2018	Nites Electrical	Works On Floor GPO In Health Area And Repairs To Lights Pratt Road	MUNI	1,556.05
EFT30554	13/09/2018	Onsite Rental Group	Monthly Hire Of Ablution Block At Banksia Rd Refuse Site	MUNI	967.59
EFT30555	13/09/2018	P E Civil	Works At Treendale Bridge And Sites Installing Blue Metal & Limestone Blocks	MUNI	8,262.10
EFT30556	13/09/2018	Pages Mechanical Repairs	Service Hino Truck DA628	MUNI	864.74
EFT30557	13/09/2018	Paige Vincent	Umpire Recoup - Basketball 12 September 2018	MUNI	66.00
EFT30558	13/09/2018	Pauline Line	Rates Refund For Assessment A3194 6 Acer Glade Eaton WA 6232	MUNI	121.09
EFT30559	13/09/2018	Perfect Landscapes	Mowing - Eaton & Millbridge Parks And Gardens - Various	MUNI	4,064.50
EFT30560	13/09/2018	PFI Supplies	ERC - New Backpack Vacuum Cleaner	MUNI	389.00
EFT30561	13/09/2018	Pollen Nation	Dried Hanging Bouquet Workshop - September	MUNI	296.00
EFT30562	13/09/2018	Prime Supplies	Portable Eyewash Station And Anti-Vibration Safety Gloves	MUNI	858.80
EFT30563	13/09/2018	Ryan Baker	Umpire Recoup - Basketball 12 September 2018	MUNI	132.00
EFT30564	13/09/2018	Signs Plus	Name Badge Order - T Morley CSC - Governance And S King Library Officer	MUNI	32.00
EFT30565	13/09/2018	SJ Traffic Management	Traffic Management Plan 2018 Bull And Barrel Festival - 10% Deposit	MUNI	677.60
EFT30566	13/09/2018	SMR Psychology	Employee Assistance Program - 06-09-18	MUNI	187.00
EFT30567	13/09/2018	SOS Office Equipment	Photocopier Meter Reading - All Machines In All Locations	MUNI	2,152.38
EFT30568	13/09/2018	South Regional Tafe	Enrolment For Kevin Lemay - Auschem Certificate	MUNI	481.80

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT30569	13/09/2018	Southern Lock And Security	Change 6 Door Barrels - Bobbin Street Depot	MUNI	376.16
EFT30570	13/09/2018	State Law Publisher	Government Gazette Advertising 31/08/2018	MUNI	103.95
EFT30571	13/09/2018	State Wide Turf Services	Turf Renovation To Softball Fields At Glen Huon Oval	MUNI	4,180.00
EFT30572	13/09/2018	Synergy	Various Electricity Accounts Across the Shire Of Dardanup	MUNI	35,981.80
EFT30573	13/09/2018	Telstra	Upgrade Of Shoretel Telephone System Extension	MUNI	26,023.04
EFT30574	13/09/2018	Therese Price	Umpire Recoup - Netball 7 September 2018	MUNI	45.00
EFT30575	13/09/2018	Total Eden Pty Ltd	Various Reticulation Items	MUNI	1,118.71
EFT30576	13/09/2018	Tracey Tupaea	Umpire Recoup - Netball 11 September 2018	MUNI	66.00
EFT30577	13/09/2018	Trevor Morgan Evans	Rates Refund For Assessment A8056	MUNI	791.00
EFT30578	13/09/2018	Vanessa Black	Umpire Recoup - Netball 11 September 2018	MUNI	67.50
EFT30579	13/09/2018	Veolia Environmental Services (Australia) Pty Ltd	Sweep Dardanup Oval Carpark As Requested	MUNI	341.55
EFT30580	13/09/2018	Water Corporation	Water Use And Service Charges For Lot 90 Swan Ave, 1 Sept - 31 Oct 2018	MUNI	162.22
EFT30581	13/09/2018	West Australian Mechanical Services Pty Ltd	Perform Deep Clean To Gym Cassettes, As Per Outcome Of Quarterly Service	MUNI	5,874.00
EFT30582	13/09/2018	West Australian Newspapers Ltd	Subscription - Newspapers - Per 12 Weeks Standing Order 01/07/18 - 30/06/19	MUNI	161.83
EFT30583	13/09/2018	Western Australia Treasury Corporation	Repayment Of Loan 65 And Loan 59 As Per Schedule	MUNI	74,719.26

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT30584	13/09/2018	Winc Australia Pty Ltd	Wotan Tape Black 38mmx25m	MUNI	25.08
EFT30585	13/09/2018	Woodlands	15 x Dog Bag Dispensers Plus Freight	MUNI	1,848.72
EFT30586	13/09/2018	Work Clobber	J Hodgson PPE Hi Vis Jacket And Logo	MUNI	110.28
EFT30587	13/09/2018	Xavier Cotton	Umpire Recoup - Basketball 12 September 2018	MUNI	22.00
EFT30588	21/09/2018	AK Homes Construction Pty Ltd	Refund Of Kerb Deposit - B/L 2015160048 - Lot 627 Diadem St (A1638)	TRUST	1,821.00
EFT30589	21/09/2018	Dale Alcock Homes South West	Refund Of Kerb Deposit - B/L 2012130334 - Lot 1412 Oldfield St (A10765)	TRUST	600.00
EFT30590	21/09/2018	Tangent Nominees Pty Ltd	Refund Of Kerb Deposit - B/L 2015160189 Lot 1189 Kanalla Ave (A11292) -	TRUST	634.99
EFT30591	21/09/2018	Ventura Homes Group Pty Ltd	Refund Kerb Deposit - B/L 2014150072 - Lot 1297 Adeline Drive (A11124)	TRUST	1,354.50
EFT30592	21/09/2018	WA Country Builders Pty Ltd	Refund Of Kerb Deposit - B/L2013140290 - Lot 1259 Hazelgrove Cres (A10984)	TRUST	690.00
EFT30593	21/09/2018	Access Wellbeing Services	EAP Consultations	MUNI	49.50
EFT30594	21/09/2018	Adelphi Tailoring	Cargo Trousers & Jumpers - Rangers	MUNI	187.00
EFT30595	21/09/2018	Archie Hall	Umpire Recoup - Basketball 12 September 2018	MUNI	66.00
EFT30596	21/09/2018	Australind Landscaping Supplies	Soil Conditioner	MUNI	63.00
EFT30597	21/09/2018	Australind/Eaton Medical Centre	Additional Charges For Nurse - Corinne Shaw	MUNI	18.95
EFT30598	21/09/2018	Axio Maintenance And Construction	Installation Of Doors And Repairs At ERC	MUNI	984.50
EFT30599	21/09/2018	Blackwoods	4 5 Litre Water Bottles And Broad Brim Hats	MUNI	97.33

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT30600	21/09/2018	BOC Ltd	ERC - Monthly Hire Of Oxygen Bottle	MUNI	12.05
EFT30601	21/09/2018	Boyles Plumbing And Gas	Investigate Hot Water Not Working And Repair	MUNI	155.10
EFT30602	21/09/2018	Brandicoot	Use Of Web Services And Support - Eaton Community Library	MUNI	793.00
EFT30603	21/09/2018	Brownes Foods Operations Pty Ltd	ERC - Cafe Stock Purchases	MUNI	235.53
EFT30604	21/09/2018	Bunbury And Districts Little Athletics Club	Kidsport - Kensi Marshall, Laila Mcivor And Sharnee Icivor	MUNI	450.00
EFT30605	21/09/2018	Bunbury Coffee Machines	ERC - Cafe Order	MUNI	566.00
EFT30606	21/09/2018	Bunbury Harvey Regional Council	Regional Waste Education Program; Stanley Road And Banksia Road Waste	MUNI	2,841.78
EFT30607	21/09/2018	Bunbury Machinery	Excavator Hire For Flag Pole Footing Removal	MUNI	224.99
EFT30608	21/09/2018	Bunbury Subaru	Service - 53,000 KM DA 9668	MUNI	544.23
EFT30609	21/09/2018	Bunbury Telecom Service Pty Ltd	Utility Services Location/Proving - Pile Road	MUNI	2,597.10
EFT30610	21/09/2018	Body-Bike Australia	Supply New Body Bikes & Trade Of Old Body Bikes As Per RFQ OptionA	MUNI	29,147.70
EFT30611	21/09/2018	Bunbury United Soccer Club Inc	Kidsport - KS025545	MUNI	1,155.00
EFT30612	21/09/2018	Cardno (WA) Pty Ltd	Traffic Impact Assessment - Eaton Drive , Pratt Road: Quote F0126170	MUNI	13,750.00
EFT30613	21/09/2018	CB Traffic Solutions	Traffic Control For Drain Cleaning	MUNI	2,468.40
EFT30614	21/09/2018	CFM - Myzone	10 MZ3 Physical Activity Belts	MUNI	882.55

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT30615	21/09/2018	Cineads Australia Pty Ltd	Cineads Monthly Fee	MUNI	1,100.00
EFT30616	21/09/2018	Ciphertel Pty Ltd T/A Gateway Internet Services	Monthly Account For Point To Point Microwave Service	MUNI	2,893.00
EFT30617	21/09/2018	Cleanaway	Kerbside Refuse Removal Exp Mun Standing Order 2018/19	MUNI	51,913.09
EFT30618	21/09/2018	Cleanaway Solid Waste Pty Ltd	Kerbside Waste Collection Standing Order 2018/19	MUNI	10,187.60
EFT30619	21/09/2018	CMM Technology	Calibration Of Breathalyser And Transportation Cost	MUNI	132.00
EFT30620	21/09/2018	Cohen Thompson	Umpire Recoup - Basketball 12 September 2018	MUNI	66.00
EFT30621	21/09/2018	Construction Training Fund : BCITF	BCITF - August 2018 Reconciliation	MUNI	3,354.55
EFT30622	21/09/2018	Courier Australia	Postage And Freight	MUNI	32.24
EFT30623	21/09/2018	Craven Foods	ERC - Cafe Stock	MUNI	467.14
EFT30624	21/09/2018	Cross Security Services	DGP 1 Battery Warning - Replace Battery X 2	MUNI	343.20
EFT30625	21/09/2018	Darby Sidebotham	Umpire Recoup - Netball 18 September 2018	MUNI	112.50
EFT30626	21/09/2018	Dardanup Rural Supplies	Rapid Set Cement	MUNI	1,636.00
EFT30627	21/09/2018	Debra Rodden	Yoga Instruction Workshop - 29/08; 05/09; 12/09	MUNI	180.00
EFT30628	21/09/2018	Depart Of Water And Environmental Regulation	Clearing Permit Application Fee For Mountford Road (Design 2018/2019)	MUNI	200.00
EFT30629	21/09/2018	Deputec Pty Ltd	ERC - Deputy Roster Software 2018/2019	MUNI	93.43
EFT30630	21/09/2018	Donna Bastow	Umpire Recoup - Basketball 12 September 2018	MUNI	88.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT30631	21/09/2018	Eaton Basketball Association	Kidsport - KS025537	MUNI	510.00
EFT30632	21/09/2018	Emily Goyder	Umpire Recoup - Netball 17 September 2018	MUNI	75.00
EFT30633	21/09/2018	Emma Woollams	Umpire Recoup - Netball 18 September 2018	MUNI	44.00
EFT30634	21/09/2018	Erin Hutchins	Uniform Reimbursement	MUNI	74.00
EFT30635	21/09/2018	Glanbia Performance Nutrition Pty Ltd	ERC - Cafe Order	MUNI	453.90
EFT30636	21/09/2018	Gordon & Maryann Jeffery	Crossover Rebate - (A11595)	MUNI	201.00
EFT30637	21/09/2018	Harvey Norman	Apple Lightning Digital AV Adapter	MUNI	75.00
EFT30638	21/09/2018	Hay Park United Soccer Club	Kidsport - Michael Batten, Charli Makri & William Waywood - KS025540	MUNI	450.00
EFT30639	21/09/2018	Health Insurance Fund Of WA	Payroll Deductions	MUNI	270.00
EFT30640	21/09/2018	Heatleys	Box Of Disposable Overalls & Dust Masks	MUNI	1,653.85
EFT30641	21/09/2018	Hynes Contracting	Carting Grass Waste After Turf Renovations & Removal Of Kerb Additions	MUNI	1,045.00
EFT30642	21/09/2018	IT Vision Australia Pty Ltd	Synergy Online Annual Subscription	MUNI	3,948.07
EFT30643	21/09/2018	Illion Australia Pty Ltd (Tenderlink)	Payment Cancelled	MUNI	0.00
EFT30644	21/09/2018	Josie Phillips	Umpire Recoup - Netball 18 September 2018	MUNI	45.00
EFT30645	21/09/2018	Kings Tree Care	Remedial Pruning Of Verge Trees As Per Council Res 67-13 Little St Dardanup	MUNI	2,992.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT30646	21/09/2018	Kyle Jones	Umpire Recoup - Basketball 12 September 2018	MUNI	66.00
EFT30647	21/09/2018	Kynen Neill	Personal Development Grant 2018/2019	MUNI	400.00
EFT30648	21/09/2018	Landgate	Gross Rental Valuation	MUNI	33.60
EFT30649	21/09/2018	Leeuwin Ocean Adventure Foundation Ltd	Deposit For Leeuwin Scholarships 2018 - 2019 (Voyage Dates: 17-24 Jan 2019).	MUNI	3,450.00
EFT30650	21/09/2018	LG Solutions Pty Ltd	Cloud Fees & Charges Annual Licence Fee - 2018/19 Financial Year	MUNI	4,950.00
EFT30651	21/09/2018	Maia Financial Pty Ltd	Lease Of Dell Equipment As Per Contract E6N0159668	MUNI	31,792.63
EFT30652	21/09/2018	Malatesta Road Paving And Hotmix	Supply Emulsion Collie River Road & Columbas Drive	MUNI	400.00
EFT30653	21/09/2018	Marindi Fabrications	ERC - Repair Netball Hoop - And Dip Bar	MUNI	93.50
EFT30654	21/09/2018	Nicole Marie Evans	Crossover Rebate - (A11562)	MUNI	228.00
EFT30655	21/09/2018	Novotel Hotel Perth	Accommodation - EA/PA Summit - 10 & 11 September 2018	MUNI	482.00
EFT30656	21/09/2018	NSCO Consulting	Team Building Training – Governance/HR/OHS Session Thursday 13/09/18	MUNI	220.00
EFT30657	21/09/2018	Paige Vincent	Umpire Recoup - Basketball 12 September 2018	MUNI	44.00
EFT30658	21/09/2018	Perfect Landscapes	Mowing - Various Ovals & Parks & Gardens	MUNI	1,639.00
EFT30659	21/09/2018	PFD Food Services Pty Ltd	ERC - Cafe Stock	MUNI	769.00
EFT30660	21/09/2018	Prestige Products	ERC - Lolly Bags	MUNI	65.56
EFT30661	21/09/2018	Promote You	Three Ranger Shirts And Logos	MUNI	202.40

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT30662	21/09/2018	Quest Conveyancing Pty Ltd	Rates Refund For Assessment A9590 22 Romney Way Eaton WA 6232	MUNI	354.04
EFT30663	21/09/2018	Ratbag Industries	ERC - Engraving On Glassware	MUNI	432.50
EFT30664	21/09/2018	Ryan Baker	Umpire Recoup - Basketball 12 September 2018	MUNI	66.00
EFT30665	21/09/2018	Schweppes Australia Pty Ltd	ERC - Drinks For Social Competitions	MUNI	1,263.09
EFT30666	21/09/2018	Signs Plus	Name Badge For Kal Falcone Senior Engineering Technical Officer	MUNI	18.50
EFT30667	21/09/2018	Simient Pty Ltd	Lanteria Annual Support And Maintenance For 2018-2019 To Simient	MUNI	10,386.81
EFT30668	21/09/2018	SMR Psychology	Employee Assistance Program	MUNI	374.00
EFT30669	21/09/2018	Sophie Docker	Umpire Recoup - Netball 18 September 2018	MUNI	90.00
EFT30670	21/09/2018	South West Rubber Stamps	ERC - Custom Made Stamp	MUNI	49.30
EFT30671	21/09/2018	Southern Lock And Security	Number 9 Keys For Reserve Access	MUNI	165.00
EFT30672	21/09/2018	Spraymow Services	Herbicide Application As Per Quote Dated 19 July 2018	MUNI	6,372.34
EFT30673	21/09/2018	Surveying South	Utility Services Survey Pile Road	MUNI	1,045.00
EFT30674	21/09/2018	Synergy	Electricity Account For Burekup Bush Fire Brigade. Russell Road	MUNI	266.40
EFT30675	21/09/2018	T-Quip	Sets Of Mulching Blades For Toro Groundsmaster 360	MUNI	355.00
EFT30676	21/09/2018	Telstra	All Mobile & iPad Accounts - Shire Staff & Councillors	MUNI	5,108.97

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT30677	21/09/2018	Terau Aroha Tamatea	Umpire Recoup - Netball 17 September 2018	MUNI	44.00
EFT30678	21/09/2018	The Perth Mint	Citizenship Coins 2018 x 30 (For Conferees At Ceremony)	MUNI	167.20
EFT30679	21/09/2018	The Print Shop	2500 x Trifold Brochures- Full Colour	MUNI	540.00
EFT30680	21/09/2018	Therese Price	Umpire Recoup - Netball 18 September 2018	MUNI	120.00
EFT30681	21/09/2018	Total Eden Pty Ltd	Various Reticulation Parts For Parks & Gardens	MUNI	708.26
EFT30682	21/09/2018	Tracey Tupaea	Umpire Recoup - Netball 18 September 2018	MUNI	66.00
EFT30683	21/09/2018	Turf Grass Solutions Australia Pty Ltd	Amino Fertiliser For Spring Turf Renovations - 3 Tonne	MUNI	4,009.50
EFT30684	21/09/2018	Water Corporation	Water Usage & Service Charges Various Shire Accounts	MUNI	4,217.03
EFT30685	21/09/2018	West Australian Mechanical Services Pty Ltd	Investigate Faulty AC In Development Services & Aircon Repair Callout	MUNI	627.33
EFT30686	21/09/2018	Western Australia Treasury Corporation	Repayment of Loan 68 As Per Schedule	MUNI	21,417.86
EFT30687	21/09/2018	Winc Australia Pty Ltd	General Stationery Order - Eaton Office	MUNI	1,928.77
EFT30688	21/09/2018	Woolworths Group Limited	Purchase Items For General Meetings/Staff Meetings	MUNI	187.21
EFT30689	21/09/2018	Work Clobber	Jaime Anderton Hi Vis Long Sleeve Shirts	MUNI	1,080.33
EFT30690	27/09/2018	Jessica Banks	Refund Of Bond For Dardanup Hall Hire & Key Deposit	TRUST	1,040.00
EFT30691	27/09/2018	John Andrew Higgins	Refund Of Animal Cage Hire	TRUST	150.00
EFT30692	28/09/2018	All Aussie Truck And Bobcat Services	Carting Sand For Top Dressing - Eaton Oval	MUNI	2,420.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT30693	28/09/2018	Amelia Kaitani	Umpire Recoup - Netball 25 September 2018	MUNI	22.00
EFT30694	28/09/2018	Amity Signs	Supply White On Blue Signs "Primary School"	MUNI	628.10
EFT30695	28/09/2018	Aquila Food Forest	Incredible Insects Workshop - September	MUNI	230.00
EFT30696	28/09/2018	Archie Hall	Umpire Recoup - Basketball 12 September 2018	MUNI	66.00
EFT30697	28/09/2018	AUSQ Training	Basic Worksite Traffic Management & Traffic Controller 17- 19 Oct - A Sheppard	MUNI	2,888.00
EFT30698	28/09/2018	Australian Tax Office	PAYG Withholding Tax - 21-09-2018	MUNI	72,942.00
EFT30699	28/09/2018	Axio Maintenance And Construction	Patch And Paint Wall At Front Of Centre In Preparation For New Entry Signage	MUNI	1,155.00
EFT30700	28/09/2018	B & B Street Sweeping Pty Ltd	Street Sweeping - Yeoman Court & Fowler Court	MUNI	572.00
EFT30701	28/09/2018	Blackwoods	Absorbent Granules	MUNI	27.49
EFT30702	28/09/2018	Boyles Plumbing And Gas	Plumbing Works At Eaton Office, Dardanup Hall, Eaton Foreshore Toilets	MUNI	697.51
EFT30703	28/09/2018	Brody England	Umpire Recoup - Basketball 12 September 2018	MUNI	66.00
EFT30704	28/09/2018	Bullivants Pty Ltd - Sling Rig	1 Roll Hi Vis Reflective Tape.	MUNI	220.00
EFT30705	28/09/2018	Bunbury Basketball Association	Kidpsort - Shayla Hart & Chayse Martinson - KS025670	MUNI	247.50
EFT30706	28/09/2018	Bunbury Machinery	Hire Of Mini Digger For Grave 12/09/2018	MUNI	224.99
EFT30707	28/09/2018	Bunbury Mower Service	Parts To Repair Chainsaws And Edgers	MUNI	163.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT30708	28/09/2018	Bunbury Psychological Services	Counselling Services - EAP	MUNI	154.00
EFT30709	28/09/2018	Bunnings Group Limited	Hinges And Fittings For Water Valves Cages	MUNI	153.58
EFT30710	28/09/2018	Bunbury City Motorcycles	Major Service For Honda Quad - DA8979	MUNI	550.00
EFT30711	28/09/2018	Carbone Brothers Pty Ltd	Supply One Truck Load Gravel & Limestone	MUNI	1,079.42
EFT30712	28/09/2018	Cardno (WA) Pty Ltd	Traffic Impact Assessment - Eaton Drive , Pratt Road: Quote F0126170	MUNI	3,300.00
EFT30713	28/09/2018	Carmel Boyce	Meeting Attendance & Councillor Allowances	MUNI	1,149.50
EFT30714	28/09/2018	Caroline Mears	Chair Yoga Workshop - September	MUNI	50.00
EFT30715	28/09/2018	CB Traffic Solutions	Traffic Management As Per Schedule	MUNI	2,211.83
EFT30716	28/09/2018	Chelsea Roberts	Refund For Overcharge Error On Membership ERC	MUNI	45.00
EFT30717	28/09/2018	Christina Price	Ladies Day Out Event 2018 - Ladies Pampering Service	MUNI	100.00
EFT30718	28/09/2018	Cleanaway Solid Waste Pty Ltd	Landfill Waste (Cleanaway Service 1ETJ332) & Kerbside Waste	MUNI	5,518.80
EFT30719	28/09/2018	Courier Australia	Postage And Freight Various Departments	MUNI	36.53
EFT30720	28/09/2018	CS Legal	Legal Costs Incurred - Recovery Of Unpaid Rates	MUNI	511.00
EFT30721	28/09/2018	Darby Sidebotham	Umpire Recoup - Netball 25-September 2018	MUNI	67.50
EFT30722	28/09/2018	Dardanup Garage & Service Station	Fuel Tank Clean Out And Refill- Includes Call Out - Hino Truck	MUNI	511.83
EFT30723	28/09/2018	Dardanup Gas	Replace Two Empty Gas Cylinders Dardanup Office	MUNI	217.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT30724	28/09/2018	Dardanup General Store	Supply Of Milk (And General Goods As Required)	MUNI	8.80
EFT30725	28/09/2018	Dormakaba Australia Pty Ltd	Automatic Doors - Servicing Eaton Office	MUNI	198.00
EFT30726	28/09/2018	DX Print Group Pty Ltd	Business Cards For Kal Falcone And John Kowal	MUNI	220.00
EFT30727	28/09/2018	Eaton Basketball Association	Kidsport - Adam Dods, Blade Kulker & Ebonie Wilson - KS025716	MUNI	390.00
EFT30728	28/09/2018	Eaton Community College	Electricity 1 March To 31 August 2018	MUNI	2,983.66
EFT30729	28/09/2018	Eaton Community Pharmacy	ERC - 1st Aid Supplies	MUNI	45.04
EFT30730	28/09/2018	Eaton Environmental Services	Treatment Of Stumps In Crèche Outdoor Area	MUNI	176.00
EFT30731	28/09/2018	Equal Opportunity Commission	Equity Grievance Officer Refresher Course 24 July 2018 Donna Bullen	MUNI	2,985.86
EFT30732	28/09/2018	Geographe Civil	Eaton Drive - Rock Pitching At Bridge Abutment, As Per Quotation 17/08/18.	MUNI	19,635.00
EFT30733	28/09/2018	Healthy Notions	Naturopathic Consultations - Ladies Day Out Event 2018	MUNI	140.00
EFT30734	28/09/2018	Himac Attachments Himac Group Pty Ltd	Purchase Of Tractor Grapple.	MUNI	7,722.00
EFT30735	28/09/2018	Hynes Contracting	Carting Grass After Renovations Tree Removal & Grade/Repair - South Road	MUNI	2,817.50
EFT30736	28/09/2018	Illion Australia Pty Ltd (Tenderlink)	Tenderlink Implementation Fee	MUNI	2,750.00
EFT30737	28/09/2018	James Lee	Meeting Allowance & Councillor Allowance	MUNI	1,149.50
EFT30738	28/09/2018	Janice Dow	Meeting Allowance & Councillor Allowance	MUNI	1,149.50

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT30739	28/09/2018	JB Hi-Fi Ltd	Joshua/Crooked Brook BFB Laptop Computer Dell	MUNI	2,802.00
EFT30740	28/09/2018	Jim's Test And Tag	Test And Tag - 14 Locations	MUNI	3,694.90
EFT30741	28/09/2018	Jotoc Pty Ltd T/A Turfcare Nsw	WDG Gypsum - 20Kg Bags & Lime	MUNI	7,425.00
EFT30742	28/09/2018	June Keil	Blueberries Workshop - September	MUNI	100.00
EFT30743	28/09/2018	James Reilly	Uniform Reimbursement 3 X Shirts - Overseas Purchase No GST	MUNI	160.00
EFT30744	28/09/2018	Jefferey William Ovens & Kerry Dianne Ovens	Rates Refund For Assessment A11672	MUNI	1,413.50
EFT30745	28/09/2018	Karyn Rowe	Umpire Recoup - Netball 25 September 2018	MUNI	67.50
EFT30746	28/09/2018	Kings Tree Care	Remove 5 Cape Lilac Trees To Ground Level - Burekup Country Club	MUNI	4,828.00
EFT30747	28/09/2018	Kmart	ERC - Vac Care Items	MUNI	143.50
EFT30748	28/09/2018	Kyle Jones	Umpire Recoup - Basketball 12 September 2018	MUNI	66.00
EFT30749	28/09/2018	Living Springs	Supply Water Bottles	MUNI	99.00
EFT30750	28/09/2018	Local Government Professionals Australia WA	LG Professionals WA Annual Conference - Mark Chester - 7-9 November 2018	MUNI	1,810.00
EFT30751	28/09/2018	Luke Davies	Meeting Allowance And Councillor Allowances	MUNI	1,149.50
EFT30752	28/09/2018	Malatesta Road Paving And Hotmix	Seal Crooked Brook Rd, Edwards Pl, Fowler & Yeoman Crt, Montgomery Dve	MUNI	45,777.35
EFT30753	28/09/2018	Marie Wilkinson	Twig Hearts Workshop - September	MUNI	410.00
EFT30754	28/09/2018	Michael Bennett	Local Government Allowances - Council President	MUNI	3,802.34

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT30755	28/09/2018	Natural Area Consulting Management Services	Weed Mapping As Per RFQ QUO-F0125831	MUNI	6,054.13
EFT30756	28/09/2018	O'Brien Glass Industries Limited	Right Hand Rear Door Glass Replacement After Break In To Vehicle DA8514	MUNI	430.25
EFT30757	28/09/2018	P E Civil	Supply And Install Concrete Footings For Rubbish Bin Surrounds	MUNI	1,441.00
EFT30758	28/09/2018	Paige Vincent	Umpire Recoup - Basketball 12 September 2018	MUNI	66.00
EFT30759	28/09/2018	Patricia Perks	Meeting Allowance & Councillor Allowance	MUNI	1,149.50
EFT30760	28/09/2018	Perfect Landscapes	Mowing - Various Ovals & Parks & Gardens	MUNI	3,558.50
EFT30761	28/09/2018	Pete Lewis	Live Music At The Library - September	MUNI	80.00
EFT30762	28/09/2018	Peter Robinson	Meeting Attendance & Councillor Allowances	MUNI	1,683.08
EFT30763	28/09/2018	PFI Supplies	Various Cleaning Supplies	MUNI	681.25
EFT30764	28/09/2018	Promote You	Embroidery Of Staff Uniforms	MUNI	30.80
EFT30765	28/09/2018	Ryan Baker	Umpire Recoup - Basketball 12-Sep-18	MUNI	66.00
EFT30766	28/09/2018	Signs Plus	2 Name Badges-Dean Pitts And Samantha King	MUNI	32.00
EFT30767	28/09/2018	Spotlight Pty Ltd	ERC - Craft And Activity Items For Vacation Care	MUNI	145.89
EFT30768	28/09/2018	St John Ambulance Western Australia Ltd	Family First Aid Course For First Time Parents	MUNI	588.00
EFT30769	28/09/2018	State Law Publisher	Government Gazette Advertising	MUNI	103.95

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT30770	28/09/2018	State Wide Turf Services	Renovations & Spraying Applications	MUNI	12,910.70
EFT30771	28/09/2018	Stratagreen	Terracottem, 4 Tubs 10Kg Each	MUNI	1,298.00
EFT30772	28/09/2018	Suitcase Circus	Childrens Entertainment - Spring Out Family Festival 2018 (Deposit)	MUNI	925.00
EFT30773	28/09/2018	Synergy	Various Electricity Accounts Including Eaton Admin Office	MUNI	6,846.55
EFT30774	28/09/2018	Slimline Warehouse	Feedback Acrylic Box And Chalk For ERC	MUNI	101.70
EFT30775	28/09/2018	Telstra	Telephone Account For Wellington Mills Bush Fire Brigade Sept-Dec	MUNI	73.18
EFT30776	28/09/2018	Therese Price	Umpire Recoup - Netball 21 September 2018	MUNI	90.00
EFT30777	28/09/2018	Total Eden Pty Ltd	Supply And Install VSD Fan At Eaton Oval	MUNI	878.87
EFT30778	28/09/2018	Totally Workwear	Sam Stubbs & Kal Falcone - Uniform Reimbursement	MUNI	166.65
EFT30779	28/09/2018	Tyrrell Gardiner	Meeting Allowance & Councillor Allowance	MUNI	1,149.50
EFT30780	28/09/2018	Vanessa Black	Umpire Recoup - Netball 25 September 2018	MUNI	67.50
EFT30781	28/09/2018	Visimax Safety Products	ID Wallet - WA Rangers	MUNI	164.55
EFT30782	28/09/2018	WALGA	WALGA People And Culture Seminar 2018 - 12 October 2018 Donna Bullen	MUNI	350.00
EFT30783	28/09/2018	Water Corporation	Water Use And Service Charges For Various Locations 1 Sept - 31 Oct 2018	MUNI	800.96
EFT30784	28/09/2018	Waterloo Nursery	Agonis Flexuosa x 2	MUNI	32.00
EFT30785	28/09/2018	Western Australia Treasury Corporation	Repayment of Loan 63 As Per Schedule	MUNI	11,202.48

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT30786	28/09/2018	Winc Australia Pty Ltd	General Stationary Order - Eaton Community Library	MUNI	3,577.60
EFT30787	28/09/2018	Woodlands	Supply And Deliver 2 X 240 Litre Bin Surrounds With Shire Of Dardanup Logos	MUNI	5,200.80
EFT30788	28/09/2018	Woolworths Group Limited	Stock For Staff Kitchen	MUNI	446.42
EFT30789	28/09/2018	Workforce Road Services Pty Ltd	Hale St - Gore Marking And "No Parking" On Concrete Pathway	MUNI	1,100.00
CHEQUES					
44861	27/09/2018	Landgate	Caveat Lodgement - Lot 57 Castieau Street Burekup	MUNI	171.20
44862	28/09/2018	Department Of Transport	Special Number Plate Application - 499DA & 003DA	MUNI	400.00
CREDIT CARD					
DD13812.1	12/09/2018	Mojo's Restaurant & Cafe	Voucher - Prize For Naming HR Product (Hive)	MUNI	100.00
DD13812.2	12/09/2018	Australia Post	WA Landgate ID Check - CEO (For Caveat Requirements)	MUNI	159.00
DD13812.3	12/09/2018	inet Ltd	Monthly Charge For Business - 4 Service Sod@Westnet.Com.Au	MUNI	174.94
DD13812.4	12/09/2018	SAI Global	AS/NZS 1158.3.1:2005 Standard And Amendments - Engineering Dept	MUNI	166.39
DD13812.5	12/09/2018	Ticketebo	Strong Australia Business Luncheon - M Chester & Cr M Bennett - 23 August	MUNI	186.93
DD13812.6	12/09/2018	Mailchimp	Monthly Subscription And Charge For Electronic Newsletter	MUNI	107.43
BPAY					

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
DD13845.1	20/09/2018	linet Ltd	Monthly Charge For Business-4 Service Sod@Westenet.Com.Au	MUNI	174.94
INTERNATIONAL					
DD13846.1	19/09/2018	Lightning Tools Ltd	Lightning Tools Software Assurance Renewal 2018-19 - International Provider	MUNI	910.62
PAYROLL					
DD13840.1	21/09/2018	WA Super	Payroll Deductions	MUNI	39,840.38
DD13840.2	21/09/2018	Hostplus	Superannuation Contributions	MUNI	275.11
DD13840.3	21/09/2018	loof Portfolio Service Superannuation Fund	Superannuation Contributions	MUNI	88.69
DD13840.4	21/09/2018	Perpetual Wealth Focus Super Plan	Superannuation Contributions	MUNI	67.07
DD13840.5	21/09/2018	MLC Super Fund	Superannuation Contributions	MUNI	523.43
DD13840.6	21/09/2018	Colonial First State First Choice Wholesale Personal Super	Superannuation Contributions	MUNI	255.77
DD13840.7	21/09/2018	Rest Superannuation	Superannuation Contributions	MUNI	301.99
DD13840.8	21/09/2018	ANZ Smart Choice Super (Onepath Masterfund)	Superannuation Contributions	MUNI	670.00
DD13840.9	21/09/2018	Media Super	Superannuation Contributions	MUNI	476.26
DD13840.10	21/09/2018	Construction & Building Industry Super	Superannuation Contributions	MUNI	467.43
DD13840.11	21/09/2018	Asgard Infinity E Wrap Super	Superannuation Contributions	MUNI	256.69

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
DD13840.12	21/09/2018	Australiansuper	Superannuation Contributions	MUNI	1,050.54
DD13840.13	21/09/2018	Burton Superannuation Fund	Superannuation Contributions	MUNI	252.87
DD13840.14	21/09/2018	AMP Superannuation Savings Trust	Superannuation Contributions	MUNI	45.60
					818,045.00

REPORT TOTALS

EFT	30493-30789	770,921.72
Muni Cheque	44861-44862	571.20
Payroll		44,571.83
Credit Card		894.69
International		910.62
BPAY		174.94
TOTAL		818,045.00

CERTIFICATE OF Chief Executive Officer

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

MR PHIL ANASTASAKIS
Acting Chief Executive Officer

CARRIED
8/0

12.6 Title: Corporate and Community Services Committee Meeting Held 19/09/2018

MINUTES OF THE SHIRE OF DARDANUP CORPORATE AND COMMUNITY SERVICES COMMITTEE MEETING HELD ON WEDNESDAY 19 SEPTEMBER 2018, AT SHIRE OF DARDANUP – EATON ADMINISTRATION CENTRE, COMMENCING AT 3.00PM.

Officer Comment

The minutes of the Corporate and Community Services Committee meeting are attached (Appendix ORD: 12.6).

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

324-18 MOVED - Cr. C N Boyce SECONDED - Cr. P S Robinson

THAT Council receives the minutes of the Corporate and Community Services Committee Meeting held on 19 September 2018.

CARRIED
8/0

CORPORATE & COMMUNITY SERVICES COMMITTEE RESOLUTION & COUNCIL RESOLUTION “A”

325-18 MOVED - Cr. C N Boyce SECONDED - Cr. P S Robinson

THAT Council:

1. **Approve funding to the following organisations under Round 1 Minor Community Grants 2018/19 - funding less than \$1,000.**

MINOR COMMUNITY GRANTS (Funding of less than \$1,000)		
Burekup Bushfire Brigade	Dash camera for brigade truck	\$1,000.00
Eaton Basketball Association	Equipment for competitions	\$1,000.00
Eaton Eagles Junior Hockey Team	Hockey equipment to run introduction to hockey sessions at local primary	\$550.00
Eaton Lions	Portable BBQ	\$1,000.00
Knitted Knockers Bunbury	Materials for knitted knockers	\$980.00
Leschenault Biosecurity Group Inc	Financial assistance for community consultation	\$1,000.00
TOTAL		\$5,530.00

2. Approve funding to the following organisations under Round 1 Major Community Grants 2018/19 - funding between \$1,000 - \$5,000.

MAJOR COMMUNITY GRANTS (Funding between \$1,000-\$5,000 with a 50:50 matching component)		
Bunbury Repertory Club Inc	Purchase chairs for non stage use/community meeting use	\$2,600.00
Eaton Junior Football Club	Lighting Upgrade	\$5,000.00
Dardanup Community Centre	Playground	\$3,500.00
Dardanup Senior Citizens Inc	Seniors Trip	\$1,909.50
The Australian Stock Horse Society South West Branch Inc	Marquee	\$1,185.03
TOTAL		\$14,194.53

CARRIED
8/0

CORPORATE & COMMUNITY SERVICES COMMITTEE RESOLUTION & COUNCIL RESOLUTION "B"

326-18 MOVED - Cr. C N Boyce SECONDED - Cr. P S Robinson

THAT Council not approve the Kinesiology South West Practitioner Group Minor Community Grant application.

CORPORATE & COMMUNITY SERVICES COMMITTEE RESOLUTION & COUNCIL RESOLUTION "C"

327-18 MOVED - Cr. C N Boyce SECONDED - Cr. P S Robinson

THAT Council invites South West Community Care to give a presentation to Council to support their funding request.

CARRIED
8/0

CORPORATE & COMMUNITY SERVICES COMMITTEE RESOLUTION & COUNCIL RESOLUTION "D"

328-18 MOVED - Cr. C N Boyce SECONDED - Cr. P S Robinson

THAT Council receives the Grant Administration Report Update for September 2018.

CARRIED
8/0

CORPORATE & COMMUNITY SERVICES COMMITTEE RESOLUTION & COUNCIL RESOLUTION "E"

329-18 MOVED - Cr. C N Boyce SECONDED - Cr. P S Robinson

THAT Council:

1. **Approves unbudgeted expenditure of \$500 for capital equipment at the Eaton Community Library from General Ledger No 1116503.**
2. **Acknowledges the "Be Connected" Grant of \$500 as revenue to cover the project cost in General Ledger 1126501.**

CARRIED
8/0

CORPORATE & COMMUNITY SERVICES COMMITTEE RESOLUTION & COUNCIL RESOLUTION "F"

330-18 MOVED - Cr. C N Boyce SECONDED - Cr. P S Robinson

THAT Council supports the appointment of the following Elected Members and staff to the Leeuwin Scholarship Selection Panel to interview and recommend to Council preferred recipients of the Leeuwin Sailing Ship Scholarship for 2018/2019:

- **Cr. M T Bennett**
- **Cr. P Perks**
- **Culture and Community Services Officer.**

CARRIED
8/0

13 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

None.

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

None.

15 PUBLIC QUESTION TIME

None.

16 MATTERS BEHIND CLOSED DOORS

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

Shire of Dardanup Standing Orders & Local Government Act 1995 Section 5.23 (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: All officers and members of the public left the room except for Manager Governance & HR, Ms Cathy Lee and Personal Assistant, Mrs Gaylene Godfrey [5.38pm] who remained in the room.

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

331-18 MOVED - Cr. P S Robinson SECONDED - Cr. C N Boyce

THAT in accordance with the Local Government Act 1995, S 5.23, the Council go Behind Closed Doors [5.38pm] to discuss a matter affecting an employee or employees.

CARRIED
8/0

16.1 Title: Chief Executive Officer Leave Provisions

Reporting Department: Executive

Reporting Officer: Ms Cathy Lee – Manager Governance & HR

Legislation: Local Government Act 1995

REPORT UNDER SEPARATE COVER

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

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

332-18 MOVED - Cr. J Lee SECONDED - Cr. P S Robinson

THAT Council:

1. Receive the Manager Governance & HR report on leave provisions in the Chief Executive Officer contract; and
2. Confirms that delegated authority was given to the Shire President to approve the Chief Executive Officer's applications for leave.

CARRIED

8/0

By Absolute Majority

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

333-18 MOVED - Cr. P S Robinson SECONDED - Cr. J Dow

THAT the meeting re-open to the public at 5.51pm with Council returning from Behind Closed Doors.

CARRIED

8/0

Note: In accordance with Standing Order 5.2(6) the Presiding Officer, does/does not cause the motion passed by Council whilst behind closed doors to be read out.

17 CLOSURE OF MEETING

The Presiding Officer advises that the date of the next Ordinary Meeting of Council will be Wednesday 31 October 2018, 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 5.51pm.



Shire of Dardanup

CONFIRMATION OF MINUTES

“As the person presiding at the meeting at which these minutes were confirmed on, 31 October 2018, I certify that these minutes have been confirmed as a true and accurate record of proceedings.

DocuSigned by:


Signed 
(Chairman or President or Presiding Officer)