



A G E N D A

ORDINARY MEETING

To Be Held

Wednesday, 31 October 2018
Commencing at 5.00pm

At

Shire of Dardanup
ADMINISTRATION CENTRE EATON
1 Council Drive - EATON

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NOTICE OF AN ORDINARY COUNCIL MEETING

Dear Council Member

The next Ordinary Meeting of the Shire of Dardanup will be held on Wednesday 31 October 2018 in the Council Chambers, Shire of Dardanup - Administration Centre Eaton, 1 Council Drive, Eaton - commencing at 5.00pm.



MR MARK L CHESTER
Chief Executive Officer

Date: 25 October 2018

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

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

TABLE OF CONTENTS

1	DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS.....	1
2	RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE PREVIOUSLY APPROVED.....	1
2.1	Attendance.....	1
2.2	Apologies.....	1
3	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE.....	2
4	PUBLIC QUESTION TIME.....	2
5	APPLICATIONS FOR LEAVE OF ABSENCE.....	2
6	PETITIONS/DEPUTATIONS/PRESENTATIONS.....	2
7	CONFIRMATION OF MINUTES OF PREVIOUS MEETING.....	2
7.1	Ordinary Meeting Held 10 October 2018.....	2
8	ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION.....	3
9	ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED.....	3
10	QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN.....	3
11	DECLARATION OF INTEREST.....	3
12	REPORTS OF OFFICERS AND COMMITTEES.....	3
12.1	Title: Draft Response to the Western Australia's State Waste Strategy 2030.....	3
12.2	Title: Burekup Cricket Club Inc – Lease Agreement – Burekup Oval Burekup.....	10
12.3	Title: Request for Changes to Budgeted Vehicle Expenditure.....	14
12.4	Title: Proposed Policy CP005 – Keeping of Bees.....	18
12.5	Title: Equal Employment Opportunity and Diversity Plan.....	26
12.6	Title: Monthly Statement of Financial Activity for the Period Ended 30 September 2018.....	28
12.7	Title: Schedule of Paid Accounts as at 31 October 2018.....	48
12.8	Eaton Townscape Committee Meeting Minutes Held 10/10/2018.....	69
12.9	Bunbury Geographe Tourism Partnership Steering Committee Minutes Held 15/10/2018.....	71
12.10	Burekup Townscape Committee Meeting Minutes Held 15/10/2018.....	73
12.11	Bunbury Wellington Group of Councils Meeting Minutes Held 15/10/2018.....	75
12.12	Bushfire Advisory Committee Minutes Held 16/10/2018.....	76
12.13	Roadwise Committee Meeting Minutes Held 17/10/2018.....	77
12.14	Occupational Safety & Health Committee Meeting Minutes Held 24/10/2018.....	78
12.15	Bunbury Wellington Economic Alliance Annual General Meeting Held 29/10/2018.....	79
13	ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN.....	81
14	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING.....	81
15	PUBLIC QUESTION TIME.....	81
16	MATTERS BEHIND CLOSED DOORS.....	81
17	CLOSURE OF MEETING.....	81

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

AGENDA FOR THE SHIRE OF DARDANUP ORDINARY MEETING OF COUNCIL TO BE HELD ON WEDNESDAY, 31 OCTOBER 2018, AT SHIRE OF DARDANUP – EATON ADMINISTRATION CENTRE, COMMENCING AT 5.00PM.

1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Member to declare the meeting open, welcome those in attendance and refer to the Disclaimer, Acknowledgement of Country, Emergency Procedure and the Affirmation of Civic Duty and Responsibility on behalf of Councillors and Officers:

Acknowledgement of Country

The Shire of Dardanup wishes to acknowledge that this meeting is being held on the traditional lands of the Noongar people. In doing this, we recognise and respect their continuing culture and the contribution they make to the life of this region 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

2.2 Apologies

3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

None.

4 PUBLIC QUESTION TIME

5 APPLICATIONS FOR LEAVE OF ABSENCE

COUNCIL RESOLUTION

THAT be granted leave of absence for the meeting of 21 November 2018.

6 PETITIONS/DEPUTATIONS/PRESENTATIONS

None.

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 Ordinary Meeting Held 10 October 2018

OFFICER RECOMMENDED RESOLUTION

THAT the Minutes of the Ordinary Meeting of Council held on 10 October 2018, be confirmed as true and correct subject to no / the following corrections:

8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**9 ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED**

None.

10 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

None.

11 DECLARATION OF INTEREST

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

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

12 REPORTS OF OFFICERS AND COMMITTEES

12.1 Title: Draft Response to the Western Australia's State Waste Strategy 2030

Reporting Department: Executive

Reporting Officer: Mr Mark L Chester - Chief Executive Officer

Legislation: Waste Avoidance and Resources Recovery Act 2007

Overview

The report is to seek Council's support for a response to the Draft Western Australia's Waste Strategy 2030. This is the Draft Strategy that will be reviewed and presented to the Minister for the Environment the Hon. Stephen Dawson MLC.

The submission recommends some changes to the Strategy, including that the State Government develop a South West Waste Strategy and that rather than each Local Government preparing and adopting a separate Waste Strategy, that this State Strategy ought to be adopted in partnership with Local Government to be the Strategy on Waste for all Local Governments.

Background

On the 10 October 2018 the following email with the draft Strategy attached was received: -

Dear waste stakeholder,

I am writing in relation to the review of Western Australia's waste strategy.

The Waste Authority has consulted widely on the review. Input was received through 9 community and stakeholder workshops held across the state (attended by 336 people), 419 online surveys and through 97 public submissions. On behalf of the Waste Authority, I would like to thank you for your valuable contribution to the review.

The Waste Authority has undertaken considerable work to review submissions and reflect stakeholder views in the new draft strategy for Western Australia. I am pleased to attach a draft document, Waste Strategy 2030 which contains objectives, targets and strategies to make Western Australia a sustainable low-waste society in which human health and the environment are valued and protected.

As per Section 29 of the Waste Avoidance and Resource Recovery Act 2007, the Waste Authority is pleased to refer the attached draft strategy to you. You may, within 28 days, request the Waste Authority to make a variation to this draft. The Waste Authority will then provide a draft, with any modifications, to the Minister for Environment.

If you wish to request a variation, please do so by writing to the Waste Authority at wastestrategyreview@wasteauthority.wa.gov.au before 5:00pm, Tuesday 6 November 2018.

Best regards

*Marcus Geisler
Chairman Waste Authority
www.wasteauthority.wa.gov.au*

A copy of the Draft Strategy was emailed to elected members on the 10 October 2018. A copy is attached at (Appendix ORD: 12.1A).

Legal Implications

The Draft includes a Strategy that requires each Local Government to adopt a Waste Plan. This may require legislation for this to occur.

Strategic Community Plan

- Strategy 1.1.3 - Maintain best practice governance systems and practices. (Service Priority: Moderate)
- Strategy 1.5.1 - Participate in and seek collaborative resource sharing opportunities. (Service Priority: High)
- Strategy 2.1.3 - Provide our community with a variety of waste disposal options to minimise the impact of waste disposal on our natural environment. (Service Priority: Very High)

Environment - None.

Precedents - None.

Budget Implications - None.

Budget – Whole of Life Cost - None.

Council Policy Compliance - None.

Risk Assessment - Low.

Officer Comment

The Shire of Dardanup has made previous contributions toward the development of the review of the Western Australia's Waste Strategy (Appendix ORD: 12.1B). The appendices provide details of the previous submission.

Council Role - Executive/Strategic.

Voting Requirements - Simple Majority.

Change to Officer Recommendation

No Change. **OR:**

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

OFFICER RECOMMENDED RESOLUTION

THAT Council endorse the recommended actions per the table and advise the Waste Authority accordingly: -

DRAFT WASTE STRATEGY IMPACTS ON LOCAL GOVERNMENT – SHIRE OF DARDANUP			
#	STRATEGY DESCRIPTION (ABBREVIATED)	COMMENT	RECOMMENDED ACTION
1	Coordinate consistent state-wide engagement and education on waste avoidance behaviors with an emphasis on focus materials.	Led by the State Government, with cooperation with Local Government.	Support.
2	Waste Authority to work with stakeholders to develop actions to reduce waste with a focus on materials.	Led by the Waste Authority.	Support, with a variation that the Minister provide funding to assist Local Government with the implementation of waste reduction initiatives.
4	Coordinate education that leads to food organics waste reduction.	Led by Waste Authority, with reference to Strategy # 17. Objective being to have all Local Governments provide a 3 rd bin system. The Shire of Dardanup community has not previously supported the 3 rd bin system. It is recommended that if the State Government legislates for the 3 rd bin system to be mandatory that the Shire of Dardanup lobby for the set up cost to be fully funded by the State and inform the community of how the 3 rd bin system has been enforced.	Support with a condition that the capital set up costs be funded by the State Government.

DRAFT WASTE STRATEGY IMPACTS ON LOCAL GOVERNMENT – SHIRE OF DARDANUP			
#	STRATEGY DESCRIPTION (ABBREVIATED)	COMMENT	RECOMMENDED ACTION
8	Introduce regulations to prevent unnecessary waste generation.	<p>This is difficult to comment on as the strategy lacks detail. Once adopted an Action Plan will be developed, the details of the Plan are unknown. The introduction of regulations by the State Government usually equates to enforcement by Local Government. However, in this case the focus appears to be on those who generate the waste, exactly whom that is aimed at is unclear. Is it the manufacturers, retailers?</p> <p>Below is reference to the National Strategy to reduce food waste. Commonwealth research shows 5.3 million tonnes of food for human consumption end up in landfill (Draft Waste Strategy p22). It is unclear if # 8 includes regulating how the community is to reduce food waste. Diverting food waste from landfill is recognized as an easy win to reduce the amount of waste going to landfill. Is there a way to educate the community to reduce the amount of food purchased for consumption both in the domestic and commercial arena, thus reducing what ends up as waste?</p>	Not support regulations that involve shifting costs on to Local Government; and recommend a variation that responsibility for policing this strategy be that of the Waste Authority.
11	Maintain a communication toolkit for Local Government on consistent messaging for better practice kerbside service delivery.	Led by the Waste Authority. The education and consistent messaging is needed for the at source recycling before the waste reaches the kerbside, this is covered in Strategy # 1.	Support.
17	Provide funding to Local Government to introduce the Better Bins program, food organics and garden organics services (3 rd bin system).	The funding should be for 100% of the set up costs.	Support only if the service set up costs are 100% funded by the State Government.
23	Collection of data to monitor illegal dumping.	This will require support from Local Government to collect and report the data.	Support.
24	Education campaign to raise awareness of illegal dumping and its impacts.	Such a campaign will have to be supported by Local Government at the local level.	Support.
27	Assess existing recovery facility and landfill siting and management practices and publish information to guide achievement of better practice approaches.	<p>Led by the Waste Authority, with the responsibility landing on private providers and Local Governments to develop and maintain landfill and recovery facilities.</p> <p>Best practice advice has not proven to alleviate the concerns of landowners that are concerned with the impacts of waste landfill sites near their properties or near ground water supplies and conservation reserves.</p> <p>Note the recommended variation is unlikely to be supported as the Minister, the Department of Water and Environment Regulation and the Waste Authority are part of the decision making process to issue licenses for sites, therefore they cannot be involved in site selection and the application for approval. The comment and recommendation are made to highlight that the commitment to better practice does not convince the community that the selected site will not have any environmental impacts; better practice is not considered a guarantee.</p>	A variation is recommended; being that the State Government and the Waste Authority take the lead in identifying sites, facilitating community consultation and assuring the community that better practice is to be required of operators and monitored by the Department of Water and Environment Regulation.

DRAFT WASTE STRATEGY IMPACTS ON LOCAL GOVERNMENT – SHIRE OF DARDANUP			
#	STRATEGY DESCRIPTION (ABBREVIATED)	COMMENT	RECOMMENDED ACTION
		Waste landfill sites and transfer stations are not welcome by communities whether they are living near or far, therefore there needs to be a solution that is more likely to be supported, a solution that is yet to be discovered and published.	
28	Work with landowners and managers to build their capacity to tackle illegal dumping.	Local Government as a landowner and land manager will be embedded in this process. Aside from surveillance, collecting evidence and prosecution of offenders, capacity building may be through increasing the number of officers assigned to monitoring sites, developing investigation techniques and increasing penalties to be a warning to others.	Support with a variation that the State Government resource the required increase in Local Government officers and the training of officers to investigate and prosecute illegal dumping offenders.
29	Use funding to drive the uptake of better practice approaches at waste management facilities.	Use of better practice is encouraged as is the use of funding incentives. The question is where does the funding come from? The Waste Levy is the obvious source, meaning that the metropolitan area will be funding this initiative throughout the state if this strategy is applied state wide. See Strategy #46.	Support with a variation that states that the incentives are funded by the State Government.
30	Support Local Government to safely collect and manage hazardous waste materials generated by households that present a significant risk to public health and the environment.	<p>Local Governments currently provide options for the public to dispose of hazardous waste. More education is required with a system that makes it easier for people to dispose of hazardous waste to improve the current level of hazardous waste finding its way into landfill and the environment.</p> <p>Data is required to assess how many people stockpile hazardous material on their property until they can take it to the transfer station, or a designated disposal site and to identify how many people just throw the material into the general waste (requires honesty).</p> <p>A further question may be <i>“if there were a roadside pickup of hazardous material once or twice per year, would you hold your hazardous waste for that pickup?”</i></p> <p>From a risk management view the kerbside collection of hazardous waste is highly likely to be considered too high a risk to the community and the environment.</p> <p>Getting hazardous waste from the household to a safe disposal place is a significant challenge and will require State Government support to achieve real change.</p>	Support and require the involvement of Local Government in investigating the options.
31	Prevent illegal dumping at charitable recycler waste collection sites.	Many not for profit charities face significant waste disposal costs caused by persons illegally dumping their unwanted waste at these sites. Prosecution can be a deterrent, especially if the penalty is significant and if nonpayment results in a person having unpaid fines deducted from their income (a new State Government initiative yet to be adopted) or if their driver's license is cancelled. The State Government may assist this issue if the State funded CCTV for each of the not for profit sites to capture the evidence required to achieve successful prosecution.	Support with the variation that the State Government fund CCTV installations at all not for profit waste recycling collection sites.

DRAFT WASTE STRATEGY IMPACTS ON LOCAL GOVERNMENT – SHIRE OF DARDANUP			
#	STRATEGY DESCRIPTION (ABBREVIATED)	COMMENT	RECOMMENDED ACTION
32	Implement the litter prevention strategy to reduce littering and manage its impacts.	This strategy is led by Keep Australia Beautiful Council. Local Government support will be required to help promote and police the strategy.	Support.
33	Detect, investigate and prosecute illegal dumping.	The draft strategy suggests that this is to be led by the State Government. This is more likely to be a Local Government action unless the State directs the WA Police or the Department of Water and Environment to undertake this role. The Department of Biodiversity Conservation and Attractions already deal with illegal dumping of waste in Reserves under their control. Essentially it is the responsibility of all to report illegal dumping so that prosecution can be implemented by the various agencies.	Support.
35	Review waste classifications and definitions to ensure waste is managed according to risk so it is disposed of and treated appropriately.	This refers to being a State Government lead strategy, with reference to the Waste Industry, including Local Government. Local Government needs to be involved in this review to be aware of potential changes and impacts on Local Government.	Support with Local Government being involved in the review.
37	Review data collection and reporting.	This will involve Local Governments whether operating a landfill or not. Most will have a transfer station and or a landfill, so there will be a need to be involved in the collection of data. Data will assist the decision making process.	Support.
38	As with # 37 above.	As above.	Support.
39	Investigate and report on the circular economy, including opportunities and barriers to implementation.	This will involve Local Government through the provision of data.	Support.
40	Collaborate with the Commonwealth Government to develop local approaches to implementing the National Food Waste Strategy.	This is in line with # 4 and # 17, in relation to food waste and organics. The Commonwealth research shows 5.3 million tonnes of food for human consumption ends up in landfill (Draft Waste Strategy p22). The community is responsible for identifying how food preparation can be reduced to what is needed for full consumption so that this waste can be reduced before it is purchased and subsequently thrown away.	Support.
41	Provide support to Local Government and recyclers for reporting.	Collection of data is critical to better decision making.	Support.
42	Statewide communication.	In line with the need for better education and publicity to increase community awareness of recycling and waste management generally.	Support.
44	Investigate options for developing a 'needs based' approach to the approval of new landfills and other waste infrastructure.	Several years of research and discussion in the south west has established that there is a need for landfill infrastructure. A regional facility has also been acknowledged as the most cost effective environmentally friendly approach. The Draft Strategy suggests that the infrastructure should be based on 'needs'; it is difficult to imagine a Local Government or a private company wanting to	Support.

DRAFT WASTE STRATEGY IMPACTS ON LOCAL GOVERNMENT – SHIRE OF DARDANUP			
#	STRATEGY DESCRIPTION (ABBREVIATED)	COMMENT	RECOMMENDED ACTION
		establish a landfill and waste infrastructure unless they have established a 'need' given the significant time and funds that are required to create this community service. Local Government should be included in any analysis of the needs of the community to dispose of waste.	
45	Contribute to a national waste policy and program.	A nationwide approach has the potential to reveal innovations that are being developed in other states, reducing the need for WA to reinvent process and practice that is already proven.	Support.
46	Review the scope and application of the waste levy to ensure it meets the objectives of Waste Strategy 2030.	The Shire of Dardanup does not support the Waste Levy applying to Local Government outside of the Metropolitan area.	Continue to not support the application of the Waste Levy to cover country based Local Government districts, as per the submission of February 2018.
47	Review regulations to ensure industry is not disadvantaged.	All operators ought to be required to comply with the same regulations and conditions as appropriate to the environment and location of facilities.	Support.
48	Implement Local Government waste plans which align Local Government waste planning with the Waste Strategy.	Local Government will be required to prepare and implement a waste plan to align with the Waste Strategy. The Shire of Dardanup has previously recommended that the Waste Authority and the State Government develop a Statewide Waste Strategy, more particularly a strategy for the South West. If each Local Government strategy is to align with the State Waste Strategy then they will all be the same, therefore the simplest approach is for the State Government to state that the State Waste Strategy is Local Government's Strategy. The State Strategy should be aiming for what is best for all of the State; therefore, Local Government should be included as a partner in the Strategy. Requiring 142 Local Governments to separately develop a Strategy that states the same strategies, objectives and action plans is an unnecessary impost on Local Government.	Recommend a variation that recognizes Local Government as partners with the State Government in the development and implementation of the State Waste Strategy with Local Government not being required to develop a separate Waste Strategy and Waste Plan. As a partnership, it is recommended that the Minister not adopt the Western Australia's Waste Strategy 2030 until greater than 50% of Local Governments also support the Strategy.
49	Lead and support initiatives that bring together agencies, Local Governments, industry and community to assist knowledge exchange and strategic waste planning.	This is a partnership approach that the Waste Authority will need to lead. Implementation of this approach aligns with the concept that the State Waste Strategy is a partnership and there is no need for each Local Government to develop a separate strategy.	Support as a partnership.
50	Undertake a strategic review of Western Australia's waste infrastructure (including landfills) by 2020 to guide future infrastructure development.	This strategy is in keeping with the approach of South West Local Governments in their endeavor to have the State Government take the lead in developing a South West Waste Strategy and assist the Local Governments with establishing a direction for the long term management of waste in the South West.	Support.

12.2 Title: Burekup Cricket Club Inc – Lease Agreement – Burekup Oval Burekup

Reporting Department: Executive

Reporting Officer: Mrs Donna Bailye - Executive Governance Officer

Legislation: Local Government Act 1995

Overview

Council is requested to approve the lease of the Burekup Oval and cricket nets to the Burekup Cricket Club Inc for a period of five years.

Location Plan



Background

The Burekup Cricket Club Inc undertakes games on the Burekup Oval during the cricket season and has been a user of the oval for a number of years.

In April 2018 the Shire approved a development application for the installation of two new cricket nets, (located as per above) east of the Burekup Oval. The installation of the nets was funded by the Burekup Cricket Club Inc through grant funding and organisational funding.

The Shire contributed a sum of \$5,000 through the Community Grant Scheme and the funds were used towards the installation of the nets and the replacement of the carpet on the cricket pitch.

The area bordered red in the above plan is the area the subject of the lease.

Legal Implications

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

3.58. Disposing of property

- (1) *In this section —*
dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not;
property includes the whole or any part of the interest of a local government in property, but does not include money.
- (2) *Except as stated in this section, a local government can only dispose of property to —*
- (a) *the highest bidder at public auction; or*
 - (b) *the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.*
- (3) *A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —*
- (a) *it gives local public notice of the proposed disposition —*
 - (i) *describing the property concerned; and*
 - (ii) *giving details of the proposed disposition; and*
 - (iii) *inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;*
- and*
- (b) *it considers any submissions made to it before the date specified in the notice and, if its decision is made by the Council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.*
- (4) *The details of a proposed disposition that are required by subsection (3)(a)(ii) include —*
- (a) *the names of all other parties concerned; and*
 - (b) *the consideration to be received by the local government for the disposition; and*
 - (c) *the market value of the disposition —*
 - (i) *as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or*
 - (ii) *as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.*

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

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

- (2) *A disposition of land is an exempt disposition if —*
- (b) *the land is disposed of to a body, whether incorporated or not —*
 - (i) *the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature; and*

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 3.3.2 - Support volunteer groups within the Shire of Dardanup. (Service Priority: High)

Environment - None.

Precedents

The Shire has entered into lease agreements with other various sporting clubs for the use of its ovals within the Shire.

Budget Implications - None.

Budget – Whole of Life Cost - None.

Council Policy Compliance - None.

Risk Assessment - Low.

Officer Comment

The Burekup Oval is currently subject to a lease agreement between the Shire and the Minister for Education. Terms of the lease ensure that the River Valley Primary School has access to the oval during:

- school hours
- school term and
- other times as agreed between the school and the Shire.

These conditions will be identified and provided for in the lease with the Burekup Cricket Club.

The lease with the Burekup Cricket Club will provide the club with usage of the oval for home games, training and development through the cricket season (October to March). The lease also identifies ownership of the nets and maintenance responsibilities. It will also provide the club with a level of security for usage of its own nets.

There will be a rental amount of \$10 per annum payable by the club. The Shire will insure the new Cricket nets and pitch and the Cricket club will reimburse the insurance premiums to the Shire.

Council Role - Executive/Strategic.

Voting Requirements - Simple Majority.

Change to Officer Recommendation

No Change. **OR:**

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

OFFICER RECOMMENDED RESOLUTION

THAT Council:

- 1. Approves the lease of the Burekup Oval to the Burekup Cricket Club Inc for a period of five years, with the lease fee being the rental amount of \$10 per annum.**
- 2. Authorise the Chief Executive Officer and Shire President to negotiate and execute the new lease.**

12.3 Title: Request for Changes to Budgeted Vehicle Expenditure

Reporting Department: Engineering & Development Services
Reporting Officer: Mr Nathan Ryder – Manager Operations
Legislation: Local Government Act 1995

Overview

Council is requested to authorise a change in the budgeted vehicle expenditure, endorse the disposal of the existing Mobile Speed Trailer (SAM) and the acquisition of two Courtesy Speed Display Signs.

Background

As per the Shire of Dardanup 2018-2019 Annual Budget, the following items are listed in the Vehicle Acquisitions Expenditure and Disposal of Assets Schedules:

2018-2019 Budget - Schedule 12 – Transport

Vehicle	Rego	Budget		
		Acquisition	Disposal	Net Expenditure
Works Ute	DA588	\$31,263	\$13,871	\$17,392
Tip Truck	DA9513	\$112,750	\$30,723	\$82,027
Mobile Speed Trailer	DA4811	\$25,625	\$5,045	\$20,580
			TOTAL	\$119,999

Quotations have been received for the supply of a new tip truck with trade of the existing truck DA9513. The net cost for the new tip truck, based on the lowest quotation received was \$88,345, whereas the net budget available was \$82,027 (refer above table). In order to proceed with the change out of the tip truck, a \$6,318 increase in the net expenditure allocated for this vehicle is required.

The existing “Mobile Speed Trailer”, also known as the Speed Alert Mobile (SAM) trailer, is scheduled for replacement this financial year. Currently there is a shared use arrangement between the Shire of Dardanup, the Shire of Capel and the City of Bunbury. The trailer was originally purchased in 2005 via Roadwise grant funding.

In lieu of replacing this trailer “like-for-like”, it is proposed to dispose of this asset and purchase two Courtesy Speed Display Signs with the remaining funds (approximately \$6,000 each), which are considered more cost effective technology. Refer to Officer Comment section for further details.

Legal Implications - None.

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

Similar requests have been presented to Council previously.

Budget Implications

The proposed change in vehicle expenditure is as follows:

Proposed Budget - Schedule 12 – Transport

Vehicle	Rego	Proposed Budget			Adopted Budget
		Acquisition	Disposal	Net Expenditure	Net Expenditure
Works Ute	DA588	\$31,263	\$13,871	\$17,392	\$17,392
Tip Truck	DA9513	\$143,800	\$55,455	\$88,345	\$82,027
Mobile Speed Trailer (SAM)	DA4811	\$0	\$0	\$0	\$20,580
New Speed Signs (CSDS)	N/A	\$14,262	\$0	\$14,262	\$0
TOTAL				\$119,999	\$119,999

The net effect on the 2018-2019 budget is Nil.

Budget – Whole of Life Cost

The change is expected to have minimal impact on the life cycle management of Shire assets.

Council Policy Compliance - None.

Risk Assessment - Low.

The recommended changes to the budget have no effect on the Shire's projected surplus.

Officer Comment

In May 2018, the Shire of Dardanup RoadWise borrowed the WALGA RoadWise Courtesy Speed Display Signs and trialled them at a couple of known hot spots for speeding drivers around Eaton. Two locations with a posted 50 km/h speed limit were chosen in response to high speeds in the area. The Courtesy Speed Display Signs were programmed to use a happy face symbol if drivers were adhering to the speed limit and a sad face symbol if they were travelling too fast and needed to slow down.

Coverage on the Shire of Dardanup Facebook page was overall very positive and the Courtesy Speed Display Signs generated a great deal of discussion in the community about safe speeds.

Data collected within the units indicated a reduction in vehicle speeds at the locations trialled.

Overall the Shire of Dardanup RoadWise Committee felt the Courtesy Speed Display Signs remind drivers to be more aware of the speed they are travelling and have proven to be an effective method for improving road safety.

As a part of the Dardanup Roadwise Strategic Action Plan 2018, the Shire of Dardanup, through the RoadWise Committee, is committed to reducing travel speeds by improving speed management on roads and fostering a community and driving culture that supports lower travel speeds.

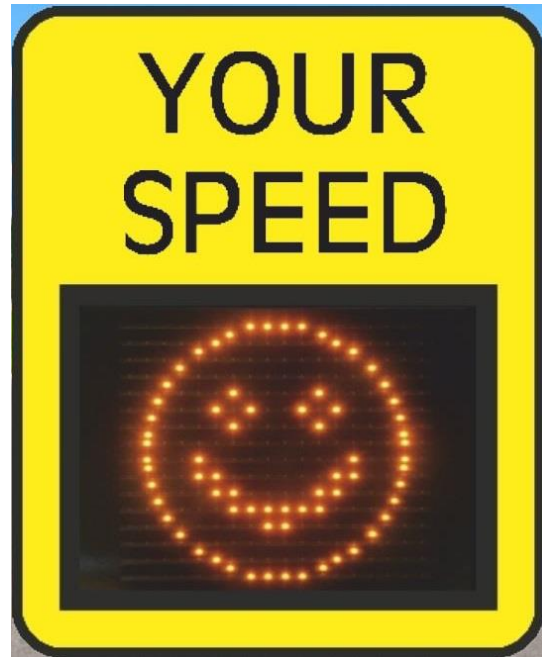
The Shire of Dardanup recently applied for funding under the 2018-2019 Wespine Community Grants Fund in order to purchase a Courtesy Speed Display Sign, however, unfortunately the Shire was unsuccessful. The cost to purchase one of the signs is approximately \$6,000.

Based on the successful trial mentioned above, Shire staff recommendation is for the Shire of Dardanup to:

- Approach the other two Local Governments and transfer the ownership of the SAM trailer (disposal of the asset for Nil); and
- Purchase two Courtesy Speed Display Signs within the existing budget provisions.



Existing Speed Alert Mobile Trailer



New Courtesy Speed Display Signs

At the recent Dardanup Roadwise Committee Meeting held on 17 October 2018, the Committee discussed the future of the SAM trailer and the option of purchasing the courtesy speed display signs as an alternative. The Roadwise Committee endorsed the following action [15-18]:

“Director of Engineering & Development Services, Mr Luke Botica to report to Council regarding the purchase of speed display signs in lieu of replacing the SAM trailer.”

Council Role - Executive/Strategic.

Voting Requirements - Absolute Majority.

Change to Officer Recommendation

No Change. **OR:**

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

OFFICER RECOMMENDED RESOLUTION**THAT Council:**

1. Authorises the Chief Executive Officer to approach the Shire of Capel and the City of Bunbury to arrange the transfer of ownership of the existing SAM trailer to one of these Local Governments.
2. Authorises the Chief Executive Officer to dispose of the existing SAM trailer (asset code 00693) for Nil.
3. Approves a \$6,318 increase in the net expenditure for the new tip truck DA9513 to a total net figure of \$88,345.
4. Approves unbudgeted expenditure for the purchase of two Courtesy Speed Display Signs within the remaining funds.
5. Amends the 2018-2019 budget to reflect the changes in acquisition and disposal as follows:

Proposed Budget - Schedule 12 – Transport

Vehicle	Rego	Budget		
		Acquisition	Disposal	Net Expenditure
Works Ute	DA588	\$31,263	\$13,871	\$17,392
Tip Truck	DA9513	\$143,800	\$55,455	\$88,345
Mobile Speed Trailer	DA4811	\$0	\$0	\$0
New Speed Signs	N/A	\$14,262	\$0	\$14,262
			TOTAL	\$119,999

By Absolute Majority

12.4 Title: Proposed Policy CP005 – Keeping of Bees

Reporting Department: Engineering & Development Services
Reporting Officer: Mr Neil Nicholson - Principal Environmental Health Officer
Legislation: Shire of Dardanup Health Local Laws 2000
 Food Act 2008

Overview

This report requests Council's consideration to approve a new proposed policy 'CP005– Keeping of Bees' to provide guidance to Council, staff and the community when assessing applications to keep bees within the Shire of Dardanup.

Background

In recent years Environmental Health Services have received a growing number of enquiries to keep bees in both the rural and urban areas of the Shire. Some of these have included the possibility of a commercial aspect (production of honey), with associated infrastructure such as storage sheds and extraction rooms, or involving commercial activities such as the bulk transportation of hives to and from a property.

Applicable legislation regarding the keeping of bees in the Shire of Dardanup falls under Part 6, 'Pest Control' of the *Shire of Dardanup Health Local Laws 2000* with the relevant section (Division 7) stating the following:

"Division 7 - Bee Keeping

Interpretation

6.7.1 In this Division, unless the context otherwise requires -

"bees" means an insect belonging to any of the various hymenopterous insects of the super family Apoidea and commonly known as a bee.

Restrictions on keeping of Bees in Hives

- 6.7.2 (1) A person shall not keep or permit the keeping of bees anywhere within the district unless approval to do so has been given by the Council.*
- (2) If, in the opinion of an Environmental Health Officer, the approved beehives are causing a nuisance, the Council may direct any bees or approved beehives to be removed.*
- (3) A person shall comply with a direction within the time specified."*

As per the above, all proposals to keep bees within the Shire of Dardanup must obtain the approval of Council. To date, only one application has received Council approval which was for a single domestic hive at a residential property in Eaton. The application was assessed for compliance with industry best practice and state biosecurity requirements which included registration with the then Department of Agriculture and Food (now the Department of Primary Industry, Regulation and Safety). The proposal was also advertised to surrounding neighbours prior to being presented to Council for determination.

While Environmental Health Services' assessment process is comprehensive, it has become evident that a policy is needed to provide a formal and objective framework for the assessment process when dealing with new proposals. The predominant reasons being:

- There are significant state biosecurity regulation requirements regarding the registration of bee keepers, and branding of hives. It is therefore considered appropriate for the Shire to support this process with a formal policy to guide the local government assessment of new applications.
- Legislative requirements with respect to bee keeping are somewhat limited, with the majority of the responsible bee keeping measures resting in guidelines. As such, the bulk of the principles and practices to ensure proper keeping of bees are not legislated.
- There are no legislated distance buffers requiring separation of bee hives from nearby residences or sensitive land-uses.
- There are often Town Planning implications to bee-keeping proposals, and officers have had some difficulty determining when a bee keeping operation is of a type of rural pursuit that is normally not required to obtain approval, or if a formal development application is required. Bee keeping proposals are quite unique from more traditional rural activities, with unique associated impacts and activities.

Environmental Health Services have drafted a policy for Council to consider (Refer below recommended resolution). It covers the following areas:

- Stipulated separation distances between bee hives and sensitive land-uses.
- Compliance with state biosecurity requirements for registration of hives.
- Compliance with state and industry best practice for responsible bee keeping.
- Process for determining which applications require neighbour notification and approval processes.
- Criteria to identify when a bee keeping proposal triggers the need for obtaining additional development (Planning) approval.

The policy is structured such that Environmental Health Officers can approve some applications under delegated authority, where it can be demonstrated those applications are low impact, comply with the policy and have not received neighbour objections (where relevant). Those applications that cannot comply with the policy, or receive neighbour objections (where relevant), will be referred to Council for determination.

Legal Implications - None.

Strategic Community Plan

- Strategy 4.1.3 - To encourage business to develop: Support the capacity of local firms and industry to establish, grow and employ. (Service priority: Moderate)
- Strategy 2.2.1 - To conserve natural resources. (Service Priority: High)
- Strategy 2.3.1 - Continue to implement integrated environmental, social and land use planning which meets diverse community needs. (Service Priority: Very High)

Environment - None.

Precedents - None.

Budget Implications - None.

Budget – Whole of Life Cost - None.

Council Policy Compliance - None.

Risk Assessment - Low.

Officer Comment

Officers consider the adoption of the policy will provide Council, staff and the community with clear and concise policy guidelines for assessing applications relevant to the keeping of bees. Operational aspects will be determined by several documents which are relevant and referred to in the policy and which are provided in the appendices to this report:

- *National Best Management Practice for Beekeeping in the Australian Environment* (Appendix ORD: 12.4A)
- *Draft Urban Beekeeping Code* (Appendix ORD: 12.4B)

It is also important to note that the recommended advice notes within the draft policy contain clauses to deal with any circumstance in which bees become a nuisance, as follows:

1. *If in the opinion of an Environmental Health Officer, the approved beehives are causing a nuisance, the Council may direct any bees or approved beehives to be removed.*
2. *If Council is notified of a new concern regarding the keeping of bees on a particular property, the application will be reconsidered by Council and approval may be revoked in the interests of public safety.*

Officers consider the draft policy ensures that approved beekeeping activities comply with best practice industry standards; providing opportunities for hobby and commercial operators, whilst preventing such activities becoming a nuisance to neighbouring landowners and ensuring public safety.

It is anticipated that the policy will be monitored and reviewed as needed.

Council Role - Executive/Strategic.

Voting Requirements - Simple Majority.

Change to Officer Recommendation

No Change. **OR:**

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

OFFICER RECOMMENDED RESOLUTION

THAT Council approve Council Policy 'CP005 – Keeping of Bees' as follows without modification:



COUNCIL POLICY NO:-
CP005 – KEEPING OF BEES

GOVERNANCE INFORMATION			
Procedure Link:	NA	Administrative Policy Link:	NA
ADMINISTRATION INFORMATION			
History:		Synopsis:	
Version:	New	OCM 31/10/2018 Res: ???-18	Synopsis: Policy created.
Version:			

1. RESPONSIBLE DIRECTORATE

Engineering & Development Services Directorate

2. PURPOSE OR OBJECTIVE

The purpose of this Policy is to provide direction to Council in the processing of applications to keep bees in accordance with the Shire of Dardanup Health Local Law 2000 (amended 2014).

The objectives of this Policy include:

- To provide an objective framework for the assessment and processing of applications to keep bees within the District;
- To require beekeepers to operate in compliance with specified industry codes;
- To permit the keeping of bees where this is consistent with public safety and social amenity.

3. REFERENCE DOCUMENTS

- The Shire of Dardanup Health Local Law 2000
- Appendix 1 – "General Conditions for Using Apiary Authorities on Crown land in Western Australia"
- Appendix 2 - "National Best Management Practice for Beekeeping in the Australian Environment"
- Appendix 3 - "Draft Urban Beekeeping Code" (the Code)
- Shire of Dardanup Town Planning Scheme No. 3 (TPS3)

4. DEFINITIONS

The terms used in this Policy and their defined as follows in accordance with the Local Law.

Term	Definition
Apiary	A place where honey bees are collectively kept in a number of bee hives
Bee Hive	Means a hive standing alone or any two or more hives standing in a group.
Local Law	Shire of Dardanup Health Local Law 2000 (as amended)

Term	Definition
Rural Beekeeping	Beekeeping on land that is zoned 'General Farming' or 'Small Holding' under Town Planning Scheme No. 3.
Urban Beekeeping	Beekeeping on any land not zoned 'General Farming' or 'Small Holding' under Town Planning Scheme No. 3.
TPS3	Town Planning Scheme No. 3

5. POLICY

This policy applies to the keeping of bees within the Shire of Dardanup. The Local Law prohibits the keeping of bees anywhere within the District unless approval to do so has been granted by the Council.

Rural Beekeeping

1. This section of the policy applies to all land zoned 'General Farming' and 'Small Holdings' within the Shire of Dardanup.
2. All Applications to keep bees on land zoned 'General Farming' or 'Small Holdings' shall require the formal approval of Council.
3. Applications shall be in writing ('Form 204 – Application Form – Keeping of Bees'), with plans and supporting information indicating the following:
 - a) Number of beehives proposed;
 - b) Distance of hives from property boundaries;
 - c) Distance of hives from nearby places of residence, thoroughfares and/or other public locations (eg workplaces and campsites);
 - d) Proposed management measures in accordance with '*National Best Management Practice for Beekeeping in the Australian Environment*';
4. Applications for a maximum of five hives that meet the following criteria may be approved by Environmental Health staff under delegated authority without the need to notify neighbouring property owners:
 - a) For proposals involving a maximum of two hives:
 - i) Minimum 100m separation distance from nearest property boundary, a public thoroughfare the nearest place of residence and/or any other public location (eg workplaces and campsites).
 - b) For proposals involving between three to five hives:
 - i) Minimum 100m separation distance from nearest property boundary and/or a public thoroughfare;
 - ii) Minimum 200m separation distance from the nearest place of residence and/or any other public location (eg workplaces and campsites).
 - c) Demonstrated compliance with the '*National Best Management Practice for Beekeeping in the Australian Environment*'.
5. When a proposal involves the processing of honey or other bee products on site for commercial gain, development approval under TPS3 will be required. In considering an Application for Development Approval under TPS3, the commercial land use and any associated infrastructure will be considered only, with all matters relating to the management of bees remaining the responsibility of Environmental Health staff under the beekeeping approval process outlined under this Policy.

6. Any proposal that is unable to meet the criteria outlined in Cl. 4 (a & b) will require Environmental Health staff to notify neighbouring landowners prior to determining the application. Where no objections are received and the applicant has demonstrated compliance with the '*National Best Management Practice for Beekeeping in the Australian Environment*', approval may be granted by Environmental Health Officers under delegated authority.
7. For proposals involving more than five hives, officers will assess all applications against the provisions of "*General Conditions for Using Apiary Authorities on Crown land in Western Australia*" with specific regard to separation distance requirements.
8. Council, will not support any proposal to install bee hives on Shire owned or managed land under any circumstances.
9. Where objections are received as a result of notification, or where the applicant has not demonstrated full compliance with the '*National Best Management Practice for Beekeeping in the Australian Environment*', the application will be determined by Council.
10. In considering such applications the onus will be on the applicant to demonstrate the activity will not result in adverse off-site impacts to neighbouring landowners or the general public.

Urban Beekeeping

1. This section applies to proposals for beekeeping on any land in the District, other than land zoned 'General Farming' or 'Small Holdings' under TPS3;
2. All proposals to keep bees under this section will need to obtain the formal approval of Council.
3. All applications must be in writing ('Form 204 – Application Form – Keeping of Bees'), with plans and supporting information indicating the following:
 - a) Number of beehives proposed;
 - b) Distance of hives from property boundaries;
 - c) Distance of hives from nearby places of residence, thoroughfares and/or other public locations (eg workplaces and campsites);
 - d) Proposed management measures in accordance with the '*Draft Urban Beekeeping Code*'.
4. A maximum of one hive will be permitted on any land zoned 'Residential' or within any designated townsite.
5. For all other areas the maximum hive density that may be permitted is one hive per 500m² to provide space for appropriate hive positioning and management.
6. Hives are to be managed by a designated site occupier, to facilitate a prompt response to any issues that may arise.
7. All applications will require all landowners within 100m of the proposed hive location to be notified and provided the opportunity to comment, prior to determination.
8. When a proposal involves the processing of honey or other bee products on site for commercial gain, development approval under TPS3 will be required. In considering an Application for Development Approval under TPS3, the commercial land use and any associated infrastructure will be considered only, with all matters relating to the management of bees remaining the responsibility of Environmental Health staff under the beekeeping approval process outlined under this Policy.
9. Where Development Approval is required, notification under this Policy may be combined with Town Planning notification (if required).

10. Applications that meet the following criteria may be approved by Environmental Health staff under delegated authority:
 - a) No objections received as a result of advertising;
 - b) Maximum of one hive on land zoned 'Residential' or on land within a designated townsite for personal use only;
 - c) Maximum hive density of one hive per 500m² for all other areas; and
 - d) Demonstrated compliance with the '*Draft Urban Beekeeping Code*'.
11. Notwithstanding any provision contained in this policy, Council will not support a beehive within 100m of any of the following:
 - a) A public park;
 - b) A school;
 - c) Child-care premises;
 - d) Aged-care premises.
12. Council, will not support any proposal to install bee hives on Shire owned or managed land under any circumstances.
13. Where objections are received as a result of notification, or where the applicant has not demonstrated full compliance with the '*Draft Urban Beekeeping Code*' the application will be determined by Council.
14. In considering such applications the onus will be on the applicant to demonstrate the activity will not result in adverse off-site impacts to neighbouring landowners or the general public.

Recommended Conditions of Approval and Advice Notes

If Council (or staff under delegated authority) determines to approve an application to keep bees, conditions and/or advice notes may be imposed on the approval including, but not limited to:

Conditions:

1. Compliance with the '*National Best Management Practice for Beekeeping in the Australian Environment*'.
2. Compliance with the '*Draft Urban Beekeeping Code*' (if relevant).
3. Compliance with an approved site plan indicating the approved location of hives.
4. Compliance with the maximum number of hives permitted.

Advice notes:

1. It is the responsibility of the operator to comply with the requirements of any other legislation that may be applicable to the beekeeping activity.
2. Where building work is carried out, or the use of a building changes, a Building Application or evidence of compliance with the Building Code of Australia may be required.
3. Processing of all bee or honey products intended to be sold for human consumption will require food approval.
4. A Development Application approval under TPS3 will be required when building works are carried out in association with the beekeeping activity, or the extraction, bottling, packaging or processing or sale of bee products and/or honey occurs for commercial gain.

5. All beekeepers in Western Australia are required to register with the Department of Primary Industries and Regional Development.
6. If in the opinion of an Environmental Health Officer, the approved beehives are causing a nuisance, the Council may direct any bees or approved beehives to be removed.
7. If Council is notified of a new concern regarding the keeping of bees on a particular property, the application will be reconsidered by Council and approval may be revoked in the interests of public safety.

12.5 Title: Equal Employment Opportunity and Diversity Plan

Reporting Department: Executive
Reporting Officer: Mrs Donna Bullen - Senior HR Coordinator
Legislation: Local Government Act 1995
 WA Equal Opportunity Act 1984

Overview

To adopt the Shire of Dardanup's reviewed Equal Employment Opportunity and Diversity Plan.

Background

The Shire of Dardanup's Equal Employment Opportunity and Diversity Plan expired at the end of 2017.

Section 145 of the WA Equal Opportunity Act 1984 (Act), requires all local government authorities to ensure that they have a compliant Equal Employment Opportunity [EEO] & Diversity Plan in order to achieve the objects of the Act.

Legal Implications - None.

Strategic Community Plan - None.

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)
 Strategy 1.1.3 - Maintain best practice governance systems and practices. (Service Priority: Moderate)

Environment - None.

Precedents - None.

Budget Implications - None.

Budget – Whole of Life Cost

Funds are allocated for training and implementation of the Plan.

Council Policy Compliance

Complies with policy 'CP014' Equal Employment Opportunity'.

Risk Assessment - Low.

Officer Comment

To ensure that the Shire of Dardanup remains compliant with Part IX of the Act, the EEO & Diversity Plan has been reviewed and updated.

The updated Equal Employment Opportunity and Diversity Plan is attached at (Appendix ORD: 12.5) for Council consideration.

Council Role - Legislative.

Voting Requirements - Simple Majority.

Change to Officer Recommendation

No Change. **OR:**

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

OFFICER RECOMMENDED RESOLUTION

THAT Council:

- 1. Endorse the 2019 - 2021 Equal Employment Opportunity and Diversity Plan as attached (Appendix ORD: 12.5).**
- 2. Forward a copy of the Equal Employment Opportunity and Diversity Plan to the Director of Equal Opportunity in Public Employment at the Public Sector Commission.**

12.6 Title: Monthly Statement of Financial Activity for the Period Ended 30 September 2018

Reporting Department: Corporate & Community Services
 Reporting Officer: Mr Ray Pryce - Accountant
 Legislation: Local Government Act 1995

Overview

This report presents the monthly Financial Statements for the period ended 30 September 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 (including subsequent amendments approved by the Council), actual expenditure and revenues to the end of the month to which the statement relates. Explanations of material variances 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 30 September 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 a material variance 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 now 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. **OR:**

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

OFFICER RECOMMENDED RESOLUTION

THAT Council adopts the Monthly Statement of Financial Activity for the period ended 30 September 2018.

12.7 Title: Schedule of Paid Accounts as at 31 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

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. **OR:**

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

OFFICER RECOMMENDED RESOLUTION

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

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
ELECTRONIC FUNDS TRANSFER					
EFT30790	02/10/2018	Robin Rodgers	Refund Of Cat Cage Hire	TRUST	150.00
EFT30791	02/10/2018	West Cycle Incorporated	Refund Of Road Bond For Cycling Event	TRUST	1,000.00
EFT30792	05/10/2018	A Frazer And A D Frazer	Illustration Workshop - September	MUNI	255.75
EFT30793	05/10/2018	All Aussie Truck And Bobcat Services	Bobcat Hire For Slashing - Various Dates	MUNI	825.00
EFT30794	05/10/2018	Aquila Food Forest	Growing Giants In The Garden Workshop	MUNI	230.00
EFT30795	05/10/2018	Aurecon Australia Pty Ltd	2017-2018 Review And Report	MUNI	2,765.07
EFT30796	05/10/2018	Australian Tax Office	PAYG Withholdings	MUNI	74,848.00
EFT30797	05/10/2018	Anton Manning	Uniform Reimbursement	MUNI	87.99
EFT30798	05/10/2018	Blackwoods	Cooleez - Broad Brim Hats Small, Medium, And Large	MUNI	583.50
EFT30799	05/10/2018	Brownes Foods Operations Pty Ltd	ERC - Cafe Stock Purchases	MUNI	214.57
EFT30800	05/10/2018	Bunbury Coffee Machines	ERC - Service To Coffee Machine	MUNI	475.00
EFT30801	05/10/2018	Bunbury Machinery	Replacement PTO Shaft Cover For Field Quip Mower	MUNI	206.30
EFT30802	05/10/2018	Bunbury Mower Service	Parts To Repair Chainsaws And Blowers	MUNI	74.50
EFT30803	05/10/2018	Bunbury Psychological Services	Counselling Services - EAP	MUNI	154.00
EFT30804	05/10/2018	Bunbury Trucks	Service 40,000Km - DA 9581	MUNI	1,414.80

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT30805	05/10/2018	Bunbury Tyrepower - Picton	Supply And Fit Two New Front Tyres DA698 Grader	MUNI	2,692.00
EFT30806	05/10/2018	Bunnings Group Limited	Various Invoices For General Repairs And Parts	MUNI	544.66
EFT30807	05/10/2018	Carbone Brothers Pty Ltd	Supply Gravel As Per Contract To Various Sites	MUNI	29,614.53
EFT30808	05/10/2018	Cineads Australia Pty Ltd	Cineads Monthly Fee ERC	MUNI	1,100.00
EFT30809	05/10/2018	Cleanaway	Waste Management Services	MUNI	306.23
EFT30810	05/10/2018	Cleanaway Solid Waste Pty Ltd	Kerbside Waste Collection	MUNI	5,436.93
EFT30811	05/10/2018	Coca-Cola Amatil Australia Pty Ltd	ERC - Coca Cola 600ml	MUNI	218.85
EFT30812	05/10/2018	Craven Foods	ERC - Cafe Stock	MUNI	503.78
EFT30813	05/10/2018	D M & S Curtin	Repairs To Open Plan Air Conditioning Unit	MUNI	3,247.00
EFT30814	05/10/2018	David Lovett	Uniform Reimbursement	MUNI	196.00
EFT30815	05/10/2018	Debra Rodden	Yoga Instruction Workshop	MUNI	180.00
EFT30816	05/10/2018	Dell Australia Pty Ltd	Various Computer Hardware Items	MUNI	6,044.50
EFT30817	05/10/2018	Donna Bailye	Uniform Reimbursement	MUNI	41.94
EFT30818	05/10/2018	Drummond Catering	Catering For Ordinary Council Meeting - 19 September 2018 - 9 People	MUNI	360.00
EFT30819	05/10/2018	Devlyn Constructions Bunbury Pty Ltd	Eaton Senior Citizens Building - Rear Exit Door Repairs	MUNI	3,484.00
EFT30820	05/10/2018	Environmental Health Australia	2018 WA Conference - Principal Environmental Health Officer	MUNI	1,265.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT30821	05/10/2018	Ferguson Building Pty Ltd	West Dardanup Bush Fire Brigade Station - Extensions	MUNI	41,454.20
EFT30822	05/10/2018	Fit2Work	Monthly Invoice For Australian Employee Police Checks	MUNI	153.56
EFT30823	05/10/2018	Fuji Xerox Australia Pty Ltd	Lease For Photocopier - Lease # C5076B9110	MUNI	4,785.00
EFT30824	05/10/2018	Fulton Hogan Industries WA	Premix	MUNI	418.00
EFT30825	05/10/2018	Health Insurance Fund Of WA	Payroll Deductions	MUNI	270.00
EFT30826	05/10/2018	Heatleys	Box Of Disposable Overalls Various Sizes	MUNI	267.85
EFT30827	05/10/2018	Holcim Australia Pty Ltd	Blue Metal	MUNI	497.51
EFT30828	05/10/2018	IVC Computer Services	Network Cabling	MUNI	212.00
EFT30829	05/10/2018	Investing In Our Youth	ERC - National Quality Framework Training For Vac Care	MUNI	30.00
EFT30830	05/10/2018	Jane Kathleen Cordwell	Rates Refund For Assessment A9694 7 Kalang Way Millbridge WA	MUNI	1,300.00
EFT30831	05/10/2018	Jasmine Sillifant	Uniform Reimbursement	MUNI	95.20
EFT30832	05/10/2018	Kings Tree Care	Tree And Stump Removals - Various Locations	MUNI	1,628.00
EFT30833	05/10/2018	Kmart	ERC - Crèche Toys And Ipad Chargers	MUNI	166.00
EFT30834	05/10/2018	Landgate	Gross Rental Valuation	MUNI	654.19
EFT30835	05/10/2018	Les Mills Asia Pacific	Monthly Music Licence Fees	MUNI	1,197.88
EFT30836	05/10/2018	Malatesta Road Paving And Hotmix	Reseal - Various Locations	MUNI	40,256.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT30837	05/10/2018	Marie Wilkinson	Library Workshops - September	MUNI	670.00
EFT30838	05/10/2018	Nites Electrical	Investigate And Report On Faulty Lights Harris Rd/Martin Pelusey	MUNI	330.00
EFT30839	05/10/2018	Officeworks Superstores Pty Ltd	Printing & Laminating Of Large Posters	MUNI	180.00
EFT30840	05/10/2018	Onsite Rental Group	Monthly Hire Of Ablution Block Refuse Site and Eaton Admin	MUNI	2,050.14
EFT30841	05/10/2018	Perfect Landscapes	Monthly Mowing Ovals & Parks	MUNI	2,277.00
EFT30842	05/10/2018	Peter Stampoultzis	Reimbursement Of Accommodation And Breakfast	MUNI	287.80
EFT30843	05/10/2018	PFD Food Services Pty Ltd	ERC - Cafe Stock Purchases	MUNI	489.25
EFT30844	05/10/2018	Pollen Nation	Seed Bomb Workshop - September	MUNI	186.00
EFT30845	05/10/2018	Promote You	ERC - Cafe Stock - Mondo Ear Buds X 50 - Undecorated	MUNI	115.50
EFT30846	05/10/2018	Safetcard Australia	Monitoring Fees For SafeT Cards	MUNI	264.00
EFT30847	05/10/2018	Schweppes Australia Pty Ltd	ERC - Cafe Stock	MUNI	653.72
EFT30848	05/10/2018	Signs Plus	Name Badges For Pip And Hamish	MUNI	45.50
EFT30849	05/10/2018	SOS Office Equipment	Photocopier Meter Readings	MUNI	1,195.62
EFT30850	05/10/2018	Southern Lock And Security	6 Shire Padlocks Number 9S	MUNI	333.00
EFT30851	05/10/2018	Synergy	Electricity Account For Landfill Site, Lot 1 Banksia Road	MUNI	2,008.90
EFT30852	05/10/2018	Technology One Ltd	GIS Consulting Services - Map Builder And Charting Including Travel	MUNI	4,059.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT30853	05/10/2018	West Australian Mechanical Services Pty Ltd	Air Con Service September 2018 - Air Con 3 (Quarterly Maintenance)	MUNI	522.50
EFT30854	05/10/2018	Western Australia Treasury Corporation	Loan 61 Repayment	MUNI	14,546.07
EFT30855	05/10/2018	Winc Australia Pty Ltd	Stationery Orders	MUNI	111.22
EFT30856	05/10/2018	Woolworths Group Limited	Various Purchases ERC & General Items	MUNI	745.25
EFT30857	05/10/2018	Work Clobber	Hats For Engineering And Development Services Staff	MUNI	85.01
EFT30858	05/10/2018	West Oz Linemarking	Reinstate Car Park Linemarking To Entrance Of Recreation Centre.	MUNI	820.60
EFT30859	05/10/2018	Western Australian Netball Incorporated	Refund To Netball WA Due To Change Of Dates For Grand Final	MUNI	59.61
EFT30860	05/10/2018	Zipform Pty Ltd	Printing Of 2018/19 Dog And Cat Renewals And Mail Out	MUNI	1,429.56
EFT30861	11/10/2018	Bunbury Rowing Club	Refund Of Key Bond - Eaton Foreshore	TRUST	40.00
EFT30862	11/10/2018	Jessica Banks	Refund Of Bond For Dardanup Hall Hire - Wedding	TRUST	1,040.00
EFT30863	11/10/2018	Paul Richard Peterson	Cat Cage Refund	TRUST	150.00
EFT30864	11/10/2018	Tangent Nominees Pty Ltd	Refund Of Kerb Deposit B/L 2012130406	TRUST	617.00
EFT30865	12/10/2018	Alinta	Electricity Account ERC	MUNI	3,117.86
EFT30866	12/10/2018	All Aussie Truck And Bobcat Services	Various Invoices For Slashing/Repairs/Clean Up	MUNI	3,135.00
EFT30867	12/10/2018	Amity Signs	Variety Of Signs For Different Departments	MUNI	4,036.12
EFT30868	12/10/2018	Andrew John Duncan	Crossover Rebate - (A11553)	MUNI	228.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT30869	12/10/2018	Aquila Food Forest	Waterwise Gardening Workshop- October	MUNI	230.00
EFT30870	12/10/2018	Archie Hall	Umpire Recoup Basketball 10 October 2018	MUNI	132.00
EFT30871	12/10/2018	Australasian Performing Rights Association Ltd	ERC Music Licensing 2018/2019 Plus Adjustment From Previous Year	MUNI	5,531.79
EFT30872	12/10/2018	Australia Post	Monthly Invoice For Mail And Postage	MUNI	5,178.81
EFT30873	12/10/2018	Australind Basketball Association	Kidsport - KS025978	MUNI	450.00
EFT30874	12/10/2018	Australind Glass	Window Replacement & Repairs	MUNI	313.40
EFT30875	12/10/2018	B & B Street Sweeping Pty Ltd	Clean Out Soakwells - Street Sweeping	MUNI	1,435.50
EFT30876	12/10/2018	Blackwoods	Half Face Respirator Kit For Weed Spraying	MUNI	264.07
EFT30877	12/10/2018	Blaine Thompson	Umpire Recoup Basketball 10 October 2018	MUNI	44.00
EFT30878	12/10/2018	Boyles Plumbing And Gas	Various Invoices And Works Completed	MUNI	1,957.23
EFT30879	12/10/2018	Brandicoot	Use Of Web Services And Support - Shire Of Dardanup	MUNI	801.98
EFT30880	12/10/2018	Brody England	Umpire Recoup Basketball 10 October 2018	MUNI	110.00
EFT30881	12/10/2018	Bruce Walker	Crossover Rebate - (A11484)	MUNI	212.00
EFT30882	12/10/2018	Building Commission	BRB September 2018 Reconciliation	MUNI	3,917.24
EFT30883	12/10/2018	Bunbury And Districts Little Athletics Club	Kidsport - KS025984	MUNI	300.00
EFT30884	12/10/2018	Bunbury And Districts Softball Association	Kidsport - KS025972	MUNI	500.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT30885	12/10/2018	Bunbury Harvey Regional Council	Banksia Road - Organics Disposal	MUNI	384.25
EFT30886	12/10/2018	Beverly Dimer	Dog Registration Refund. Dog Now Sterilised	MUNI	10.00
EFT30887	12/10/2018	Caltex Australia Petroleum Pty Ltd	Fuel - Hired Plant Fuel Costs (Transport)	MUNI	18,128.79
EFT30888	12/10/2018	Carbone Brothers Pty Ltd	Supply 1364.35 Ton Gravel	MUNI	28,932.78
EFT30889	12/10/2018	CB Traffic Solutions	Traffic Management	MUNI	6,449.03
EFT30890	12/10/2018	Cecilia Muller	Uniform Reimbursement	MUNI	80.00
EFT30891	12/10/2018	Christie Parksafe	Upgrade McCaughan Park	MUNI	5,511.00
EFT30892	12/10/2018	City Of Bunbury	Cat Pound Fees	MUNI	1,904.00
EFT30893	12/10/2018	Cleanaway	Kerbside Refuse Removal	MUNI	42,766.60
EFT30894	12/10/2018	Cleanaway Solid Waste Pty Ltd	Kerbside Waste Collection	MUNI	6,230.68
EFT30895	12/10/2018	Cohen Thompson	Umpire Recoup Basketball 10 October 2018	MUNI	66.00
EFT30896	12/10/2018	Collins Booksellers	Flora Of The South West - Book For Parks & Gardens	MUNI	499.98
EFT30897	12/10/2018	Construction Training Fund : BCITF	BCITF - September 2018 Reconciliation	MUNI	3,541.06
EFT30898	12/10/2018	Corinne Shaw	Uniform Reimbursement	MUNI	172.45
EFT30899	12/10/2018	Country Landscaping Pty Ltd	Various Retic Repairs - Eaton Oval - Eaton Foreshore	MUNI	6,280.53
EFT30900	12/10/2018	Courier Australia	Postage And Freight - Health	MUNI	24.26

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT30901	12/10/2018	CS Legal	Legal Costs Incurred - Recovery Of Unpaid Rates	MUNI	616.61
EFT30902	12/10/2018	Darby Sidebotham	Umpire Recoup Netball 08 October 2018	MUNI	157.50
EFT30903	12/10/2018	Dardanup Rural Supplies	Various Items For Depot Including Fly Spray	MUNI	54.00
EFT30904	12/10/2018	David Rawet	Live Music In The Library - David Rawet	MUNI	100.00
EFT30905	12/10/2018	Deputec Pty Ltd	ERC - Deputy Roster Software 2018/2019	MUNI	93.04
EFT30906	12/10/2018	DFES	2018/19 ESL Charges	MUNI	4,544.01
EFT30907	12/10/2018	Donna Bailye	Gift Reimbursement - Naomi Newport	MUNI	50.00
EFT30908	12/10/2018	DX Print Group Pty Ltd	Additional Flyers For Greenwaste - Dardanup And Burekup	MUNI	340.00
EFT30909	12/10/2018	Eaton Basketball Association	Kidsport - KS025938	MUNI	490.00
EFT30910	12/10/2018	Eaton Pet Vet	Euthanasia And Burial Services Feral Cats x 2	MUNI	150.00
EFT30911	12/10/2018	Elliotts Irrigation Pty Ltd	Iron Filtration Service - September 2018	MUNI	279.40
EFT30912	12/10/2018	Emily Goyder	Umpire Recoup Netball 08 October 2018	MUNI	90.00
EFT30913	12/10/2018	Emma Woollams	Umpire Recoup Netball 08 October 2018	MUNI	88.00
EFT30914	12/10/2018	Frontline Services	HYCU Software - License	MUNI	23,100.00
EFT30915	12/10/2018	Grace Records Management	Bin Exchange And Records Management	MUNI	458.00
EFT30916	12/10/2018	Harvey Water	Dam Safety Charge (2 Of 3), Swiac Asset Levy (2 Of 3), Swimco Development Levy (2 Of 3), Water Storage Charge (2 Of 3)	MUNI	143.60

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT30917	12/10/2018	Heatleys	Nitrile Disposable Gloves	MUNI	183.66
EFT30918	12/10/2018	Hynes Contracting	Clean Up - Various Locations	MUNI	3,382.50
EFT30919	12/10/2018	Hart Sport	Vacation Care - Egg And Spoon Race Activity	MUNI	23.50
EFT30920	12/10/2018	Iluka Resources Ltd	Rates Refund For Assessment A9804	MUNI	2,473.32
EFT30921	12/10/2018	IPWEA National	IPWEA Professional Certificate In Asset Management Planning	MUNI	2,915.00
EFT30922	12/10/2018	ITR Pacific Pty Ltd	5 Sets Of Grader Blades and Ripper Boots	MUNI	1,084.38
EFT30923	12/10/2018	Jim's Test And Tag	Supply And Replace 3-Phase Socket Outlet	MUNI	412.50
EFT30924	12/10/2018	Jo Jingles South West	Early Learning Sessions - October	MUNI	2,618.00
EFT30925	12/10/2018	Josie Phillips	Umpire Recoup Netball 08 October 2018	MUNI	135.00
EFT30926	12/10/2018	Justine Eichner	Umpire Recoup Basketball 10 October 2018	MUNI	110.00
EFT30927	12/10/2018	Karri-Ann Fisher	Refund Of Dog Registration - Dog Now Sterilised L001662	MUNI	30.00
EFT30928	12/10/2018	Kyle Jones	Umpire Recoup Basketball 10 October 2018	MUNI	132.00
EFT30929	12/10/2018	LG Assist	Senior Rates Officer Position Advertised 2 Oct 2018	MUNI	302.50
EFT30930	12/10/2018	Lions Club Of Dardanup	Allocated Funding As Per Budget 2018 - 2019. Australia Day Breakfast - Dardanup, 2019.	MUNI	2,786.00
EFT30931	12/10/2018	Local Government Professionals Australia WA	Phil Anastasakis - Asset Management Workshop On 26 October 2018	MUNI	320.00
EFT30932	12/10/2018	Malatesta Road Paving And Hotmix	Repair Kingtree Road - Dardanup	MUNI	1,924.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT30933	12/10/2018	Marie Wilkinson	October School Holidays Workshops	MUNI	510.00
EFT30934	12/10/2018	Marketforce	Various Advertising & Marketing 5 x Invoices	MUNI	3,540.48
EFT30935	12/10/2018	Naturaliste Turf	Eaton Foreshore Turf Renovations	MUNI	6,406.40
EFT30936	12/10/2018	NEC IT Solutions Australia	Fusion Support - Consulting	MUNI	3,437.50
EFT30937	12/10/2018	Nightguard Security Service	Security Alarm Monitoring Service For Dardanup Office	MUNI	242.00
EFT30938	12/10/2018	One Steel Metaland	Metal For Security Cage Over Water Meter Valves After Theft	MUNI	780.96
EFT30939	12/10/2018	Pages Mechanical Repairs	Service DA325	MUNI	578.15
EFT30940	12/10/2018	Perfect Landscapes	Mowing - Various Ovals & Parks	MUNI	3,514.50
EFT30941	12/10/2018	Peter Robinson	Travel Reimbursement - 672Km @ 0.68	MUNI	456.96
EFT30942	12/10/2018	Pollen Nation	Silk Flower Crowns - October School Holidays Workshop	MUNI	248.00
EFT30943	12/10/2018	Promote You	Embroidery Of Staff Uniforms	MUNI	115.50
EFT30944	12/10/2018	Ryan Baker	Umpire Recoup Basketball 10 October 2018	MUNI	88.00
EFT30945	12/10/2018	Snaggolf WA	Entertainment - Spring Out Festival - Deposit 50% Paid Now	MUNI	330.00
EFT30946	12/10/2018	Sophie Docker	Umpire Recoup Netball 09 October 2018	MUNI	67.50
EFT30947	12/10/2018	SOS Office Equipment	Photocopier Meter Reading - Machine Located In Eaton Library	MUNI	59.96
EFT30948	12/10/2018	Spencer Signs	2 x 1150 x 1150 Banners ERC Advertising	MUNI	418.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT30949	12/10/2018	Spraymow Services	General Weed Control Banksia Road Offset Site	MUNI	704.00
EFT30950	12/10/2018	Suez Recycling And Recovery	Kerbside Recycling Processing	MUNI	3,360.68
EFT30951	12/10/2018	Synergy	Townsite Street Lights	MUNI	27,134.70
EFT30952	12/10/2018	Telstra	Telephone Use For West Dardanup BFB	MUNI	31.49
EFT30953	12/10/2018	The Hougoumont Hotel	Accommodation And Parking For LCTC Conference - Steve Potter	MUNI	423.00
EFT30954	12/10/2018	Therese Price	Umpire Recoup Netball 08 October 2018	MUNI	135.00
EFT30955	12/10/2018	Tracey Tupaea	Umpire Recoup Netball 09 October 2018	MUNI	66.00
EFT30956	12/10/2018	Undercover SW	ERC - Laser Tag For Vacation Care - 27 September 2018	MUNI	1,100.00
EFT30957	12/10/2018	Vanessa Black	Umpire Recoup Netball 09 October 2018	MUNI	67.50
EFT30958	12/10/2018	WALGA	CEO Recruitment Process	MUNI	11,359.70
EFT30959	12/10/2018	West Australian Mechanical Services Pty Ltd	Investigate/ Repair Faulty Air Con In Building Area - Eaton Admin Office	MUNI	212.85
EFT30960	12/10/2018	Winc Australia Pty Ltd	Various Items - Eaton Admin Centre	MUNI	309.55
EFT30961	12/10/2018	Woolworths Group Limited	Purchase Items For General Meetings/Staff Meetings	MUNI	296.56
EFT30962	12/10/2018	Work Clobber	Hats For Engineering And Development Services Staff	MUNI	105.00
EFT30963	19/10/2018	Amanda Wheeldon	Refund Of Bond Key	TRUST	40.00
EFT30964	19/10/2018	Margaret Joan Weeks	Refund Of Cat Cage Hire - Returned 16-10-18	TRUST	150.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT30965	19/10/2018	21 Graphic Design Pty Ltd	Creation Of Community News Template And Printing	MUNI	594.00
EFT30966	19/10/2018	Advanced Pest Control SW	Termite Inspections & Treatment Baiting Various Locations	MUNI	2,970.00
EFT30967	19/10/2018	All Aussie Truck And Bobcat Services	Clean Up Verges	MUNI	880.00
EFT30968	19/10/2018	Renee Thomson	Uniform Reimbursement	MUNI	219.97
EFT30969	19/10/2018	Archie Hall	Umpire Recoup Netball 16-10-18	MUNI	132.00
EFT30970	19/10/2018	Australian Tax Office	PAYG Withholdings 19-10-18	MUNI	75,934.00
EFT30971	19/10/2018	Avis Southwest Rentals	Hire Of 12 Seater Bus – Councillor Skate Park Tour - 3 September	MUNI	321.63
EFT30972	19/10/2018	Big W	Book Stock From Big W (Various Titles)	MUNI	157.00
EFT30973	19/10/2018	Blaine Thompson	Umpire Recoup Netball 16-10-18	MUNI	66.00
EFT30974	19/10/2018	Boyles Plumbing And Gas	Replace Valve - Pratt Rd - Includes Labour And Testing	MUNI	2,349.58
EFT30975	19/10/2018	Brandicoot	Use Of Web Services And Support - Eaton Community Library	MUNI	337.00
EFT30976	19/10/2018	Brody England	Umpire Recoup Netball 16-10-18	MUNI	110.00
EFT30977	19/10/2018	Bunbury Bearings	Bearings, Brakes , Parts For Trailer Repair DA 4311	MUNI	119.90
EFT30978	19/10/2018	Bunbury Harvey Regional Council	Regional Waste Education Program	MUNI	2,471.35
EFT30979	19/10/2018	Bunbury Machinery	Repairs to Trailer	MUNI	250.88
EFT30980	19/10/2018	Bunbury Mower Service	Various Invoices x 3	MUNI	2,741.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT30981	19/10/2018	Bunbury Psychological Services	Counselling Services - EAP	MUNI	154.00
EFT30982	19/10/2018	Bunnings Group Limited	Wood For Shelves/Storage In Tool Room (Safety Request)	MUNI	470.66
EFT30983	19/10/2018	Buswest	Bus Hire For 3/10/18 For Vacation Care Excursion To The Movies	MUNI	165.00
EFT30984	19/10/2018	C.M. Promotions	40 Tubes 125G Sunscreen	MUNI	242.00
EFT30985	19/10/2018	Caroline Mears	Chair Yoga - September Workshop	MUNI	100.00
EFT30986	19/10/2018	Chubb Fire And Security	Alarm Monitoring For Dardanup & Eaton Office	MUNI	910.59
EFT30987	19/10/2018	Ciphertel Pty Ltd T/A Gateway Internet Services	Monthly Account For Point To Point Microwave Service	MUNI	2,893.00
EFT30988	19/10/2018	Cleanaway Solid Waste Pty Ltd	Kerbside Waste Collection	MUNI	5,385.48
EFT30989	19/10/2018	Country Landscaping Pty Ltd	Irrigation Repairs Eaton Oval & Various Locations	MUNI	1,860.86
EFT30990	19/10/2018	Courier Australia	Postage And Freight - Health	MUNI	46.49
EFT30991	19/10/2018	Cross Security Services	Replace Faulty Card Reader On East Staff Entry Door	MUNI	517.00
EFT30992	19/10/2018	CS Legal	Legal Costs Incurred - Recovery Of Unpaid Rates	MUNI	834.00
EFT30993	19/10/2018	Dapco Tyre And Auto Centre	Two Tyres For Trailer DA 4311	MUNI	180.00
EFT30994	19/10/2018	Darby Sidebotham	Umpire Recoup Netball 15-10-18	MUNI	157.50
EFT30995	19/10/2018	David Mort	Refund Of Vehicle Expense Recoup - Contribution To Fuel Costs	MUNI	280.00
EFT30996	19/10/2018	Donna Bastow	Umpire Recoup Netball 16-10-18	MUNI	132.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT30997	19/10/2018	Donna Bullen	Accommodation & Parking WALGA HR Conference	MUNI	347.52
EFT30998	19/10/2018	Dardanup Veterinary Centre	30 Cats In 30 Days Promotion - Various Invoices	MUNI	135.00
EFT30999	19/10/2018	Eaton Pet Vet	30 Cats In 30 Days Promotion - Various Invoices	MUNI	680.00
EFT31000	19/10/2018	Eaton Vet Clinic	Consult (Cat Tangled In Barbed Wire) & 30 Cats in 30 Days Promotion	MUNI	535.85
EFT31001	19/10/2018	Emily Goyder	Umpire Recoup Netball 16-10-18	MUNI	67.50
EFT31002	19/10/2018	Evelyn Butchart	Catering For WALGA Governance Workshop - Councillors	MUNI	105.60
EFT31003	19/10/2018	Giacci R Pty Ltd	Tyre Recycling	MUNI	513.96
EFT31004	19/10/2018	Glen Huon Primary School	Bore Licence Fee and Budgeted Donation	MUNI	700.00
EFT31005	19/10/2018	Hamish James	Reimbursement For Broad Brim Hat	MUNI	35.00
EFT31006	19/10/2018	Harvey Farm Service	Complete Roller End Bearing Piece For Tractor Rolla Mower 6300	MUNI	516.12
EFT31007	19/10/2018	Health Insurance Fund Of WA	Payroll Deductions	MUNI	270.00
EFT31008	19/10/2018	Heatleys	Box Of Disposable Overalls - Medium	MUNI	329.07
EFT31009	19/10/2018	LCTC Society	LCTC Conference 2018 - Luke Botica And Steve Potter	MUNI	2,510.00
EFT31010	19/10/2018	IVC Computer Services	Portable Bluetooth Printer	MUNI	745.00
EFT31011	19/10/2018	Jacko's Window Cleaning	Interior And Exterior Window Clean - Depot	MUNI	380.00
EFT31012	19/10/2018	Justine Eichner	Umpire Recoup Basketball 17-10-18	MUNI	22.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT31013	19/10/2018	Karyn Rowe	Umpire Recoup Netball 15-10-18	MUNI	180.00
EFT31014	19/10/2018	Kenny Pomare	Umpire Recoup Netball 16-10-18	MUNI	110.00
EFT31015	19/10/2018	Kings Tree Care	Bailey Loop - Clearing Zone	MUNI	3,212.00
EFT31016	19/10/2018	Kleenit Pty Ltd	Clean Offensive Graffiti Off Of Eaton Skate Park As Requested	MUNI	385.00
EFT31017	19/10/2018	Kmart	Forks For Chambers Kitchen	MUNI	20.00
EFT31018	19/10/2018	Kyle Jones	Umpire Recoup Netball 16-10-18	MUNI	88.00
EFT31019	19/10/2018	Landmark Operations Ltd	Box Ant Granules	MUNI	113.52
EFT31020	19/10/2018	Links Modular Solutions	ERC - SMS Credits 10,000 @ 0.09 Cents Each	MUNI	990.00
EFT31021	19/10/2018	Local Government Professionals Australia WA	2018-2019 Affiliate Membership - Luke Botica	MUNI	185.00
EFT31022	19/10/2018	Marie Wilkinson	Yarn Feathers Workshop - October	MUNI	205.00
EFT31023	19/10/2018	Mckayhla Pomare	Umpire Recoup Netball 16-10-18	MUNI	22.00
EFT31024	19/10/2018	Natural Area Consulting Management Services	Herbicide Application For Shier Rise Grant Funding Project	MUNI	2,475.00
EFT31025	19/10/2018	Naturaliste Hygiene	Pick-Up And Disposal Of 6 Sharps Containers	MUNI	165.00
EFT31026	19/10/2018	NSCO Consulting	Staff Mentoring And Support	MUNI	242.00
EFT31027	19/10/2018	One Steel Metaland	Steel For Tree Grates On Verges Millbridge	MUNI	192.04
EFT31028	19/10/2018	Orbit Fitness Equipment	Dumbbell Pairs - 8Kg, 10Kg And 12.5Kg	MUNI	366.18

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT31029	19/10/2018	P E Civil	Supply And Spread 50 MI Metal	MUNI	1,650.00
EFT31030	19/10/2018	Perfect Landscapes	Mowing - Eaton Oval & Various Parks	MUNI	1,947.00
EFT31031	19/10/2018	Pete Lewis	Live Music - October	MUNI	80.00
EFT31032	19/10/2018	Pirtek Bunbury	Supply And Install 2 Hydraulic Hoses	MUNI	531.50
EFT31033	19/10/2018	Prime Supplies	Materials To Repair Bore Cover Hale St Reserve	MUNI	291.40
EFT31034	19/10/2018	Ryan Baker	Umpire Recoup Netball 16-10-18	MUNI	110.00
EFT31035	19/10/2018	SMR Psychology	Employee Assistance Program	MUNI	187.00
EFT31036	19/10/2018	Sophie Docker	Umpire Recoup Netball 15-10-18	MUNI	90.00
EFT31037	19/10/2018	South West Nutrition Services	Community Workshop - Gut Health Talk - October	MUNI	580.00
EFT31038	19/10/2018	Synergy	Electricity Account For Ferguson BFB, Lot 43 Gardincourt Drive	MUNI	196.95
EFT31039	19/10/2018	Scitech Discovery Centre	Community Workshop - Scitech Visit - October	MUNI	1,020.00
EFT31040	19/10/2018	Technology One Ltd	Intramaps Mapbuilder – Annual Subscription Site License	MUNI	1,320.86
EFT31041	19/10/2018	Telstra	Telephone And Various Lines For Eaton Admin Centre - Includes Directory Charges And Link To Library	MUNI	10,876.78
EFT31042	19/10/2018	The Hougoumont Hotel	Accommodation And Parking For LCTC Conference - Luke Botica	MUNI	224.00
EFT31043	19/10/2018	The Print Shop	400 x A5 Presentation Folder With Interlocking Pocket	MUNI	831.00
EFT31044	19/10/2018	Therese Price	Umpire Recoup Netball 12-10-18	MUNI	180.00

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
EFT31045	19/10/2018	Tracey Tupaea	Umpire Recoup Netball 15-10-18	MUNI	154.00
EFT31046	19/10/2018	Vanessa Black	Umpire Recoup Netball 15-10-18	MUNI	157.50
EFT31047	19/10/2018	Westrac Pty Ltd	Repairs To Grader - Insurance Claim to be Processed	MUNI	57,380.97
EFT31048	19/10/2018	Woolworths Group Limited	Purchase Items For General Meetings/Staff Meetings	MUNI	178.82
EFT31049	19/10/2018	Work Clobber	Mark Atherton Safety Boots	MUNI	140.20
CHEQUES					
44863	09/10/2018	Shire Of Dardanup - Please Pay Cash	Petty Cash Recoup - Eaton Community Library	MUNI	141.22
PAYROLL					
DD13876.1	05/10/2018	WA Super	Payroll Deductions	MUNI	39,595.38
DD13876.2	05/10/2018	IIOF Portfolio Service Superannuation Fund	Superannuation Contributions	MUNI	106.19
DD13876.3	05/10/2018	Perpetual Wealth Focus Super Plan	Superannuation Contributions	MUNI	54.90
DD13876.4	05/10/2018	MLC Super Fund	Superannuation Contributions	MUNI	523.43
DD13876.5	05/10/2018	Colonial First State First Choice Wholesale Personal Super	Superannuation Contributions	MUNI	255.77
DD13876.6	05/10/2018	Rest Superannuation	Superannuation Contributions	MUNI	497.03
DD13876.7	05/10/2018	ANZ Smart Choice Super (Onepath Masterfund)	Superannuation Contributions	MUNI	711.84
DD13876.8	05/10/2018	Media Super	Superannuation Contributions	MUNI	476.26

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
DD13876.9	05/10/2018	Construction & Building Industry Super	Superannuation Contributions	MUNI	394.71
DD13906.1	19/10/2018	WA Super	Payroll Deductions	MUNI	39,359.76
DD13906.2	19/10/2018	Hostplus	Superannuation Contributions	MUNI	275.11
DD13906.3	19/10/2018	MLC Super Fund	Superannuation Contributions	MUNI	591.54
DD13906.4	19/10/2018	IOOF Portfolio Service Superannuation Fund	Superannuation Contributions	MUNI	87.49
DD13906.5	19/10/2018	Perpetual Wealth Focus Super Plan	Superannuation Contributions	MUNI	72.50
DD13906.6	19/10/2018	Colonial First State First Choice Wholesale Personal Super	Superannuation Contributions	MUNI	255.77
DD13906.7	19/10/2018	Rest Superannuation	Payroll Deductions	MUNI	619.20
DD13906.8	19/10/2018	ANZSmart Choice Super (Onepath Masterfund)	Superannuation Contributions	MUNI	894.78
DD13906.9	19/10/2018	Media Super	Superannuation Contributions	MUNI	476.26
DD13876.10	05/10/2018	Australiansuper	Superannuation Contributions	MUNI	1,299.12
DD13876.11	05/10/2018	Asgard Infinity E Wrap Super	Superannuation Contributions	MUNI	266.96
DD13876.12	05/10/2018	Burton Superannuation Fund	Superannuation Contributions	MUNI	252.87
DD13876.13	05/10/2018	Hostplus	Superannuation Contributions	MUNI	275.11
DD13906.10	19/10/2018	Construction & Building Industry Super	Superannuation Contributions	MUNI	467.43
DD13906.11	19/10/2018	Asgard Infinity E Wrap Super	Superannuation Contributions	MUNI	256.69

PAYMENT	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
DD13906.12	19/10/2018	Australiansuper	Superannuation Contributions	MUNI	1,208.71
DD13906.13	19/10/2018	Burton Superannuation Fund	Superannuation Contributions	MUNI	252.87
DD13906.14	19/10/2018	AMP Superannuation Savings Trust	Superannuation Contributions	MUNI	43.44

BPAY

DD13907.1	18/10/2018	iinet Ltd	Monthly Charges	MUNI	174.94
DD13900.1	12/10/2018	Telstra	Mobile - Ben Anderson BFS	MUNI	299.92

825,111.84

REPORT TOTALS

EFT	30790-31049	734,924.64
Muni Cheque	44863	141.22
Payroll		89,571.12
Credit Card		
International		
BPAY		474.86
TOTAL		825,111.84

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 MARK L CHESTER
Chief Executive Officer

12.8 Eaton Townscape Committee Meeting Minutes Held 10/10/2018

MINUTES OF THE SHIRE OF DARDANUP EATON TOWNSCAPE COMMITTEE MEETING HELD ON WEDNESDAY 10 OCTOBER 2018, AT SHIRE OF DARDANUP – EATON ADMINISTRATION CENTRE, COMMENCING AT 1.30PM.

Officer Comment

The minutes of the Eaton Townscape Committee meeting are attached (Appendix ORD: 12.8A).

OFFICER RECOMMENDED RESOLUTION

THAT Council receives the minutes of the Eaton Townscape Committee meeting held 10 October 2018.

**EATON TOWNSCAPE COMMITTEE
RECOMMENDED RESOLUTION “A”**

THAT Council:

- 1. Endorses the preferred option for the flying fox, in concept, as per the one offered by Lypa;**
- 2. Endorses the preferred option for the shade sails, in concept, as per the one offered by Weathersafe WA;**
- 3. Endorses the preferred option for the barbecue shelter, in concept, as per the one offered by Weathersafe WA; and**
- 4. Requests that Shire staff carry out further design development based on the selections of:**

Flying Fox – Lypa (Appendix ORD: 12.8B)

Shade Sails – Weathersafe (Appendix ORD: 12.8C)

Barbecue Shelter – Weathersafe (Appendix ORD: 12.8D)

**EATON TOWNSCAPE COMMITTEE
RECOMMENDED RESOLUTION “B”**

THAT Council:

- 1. Endorse the following:**
 - a) Landscape concept design for the Proposed Stage 1: New Playground Concept Plan (Appendix ORD: 12.8E)**
 - b) Proposed New Playground Location Plan, (Appendix ORD: 12.8F); and**
 - c) Proposed New Playground Indicative Images for Concept (Appendix ORD: 12.8G).**

- 2. Advertise the Peninsula Lakes Park Landscape Concept Design plan to the local community for comment.**

12.9 Bunbury Geographe Tourism Partnership Steering Committee Minutes
Held 15/10/2018

MINUTES OF THE BUNBURY GEOGRAPHE TOURISM PARTNERSHIP STEERING COMMITTEE MEETING HELD ON TUESDAY 15 OCTOBER 2018, AT DONNYBROOK BALINGUP COUNCIL CHAMBERS, COLLINS STREET, DONNYBROOK AT 2.10PM.

Officer Comment

The minutes of the Bunbury Geographe Tourism Partnership Steering Committee meeting are attached (Appendix ORD: 12.9).

OFFICER RECOMMENDED RESOLUTION

THAT Council receives the minutes of the Bunbury Geographe Tourism Partnership Steering Committee meeting held 15 October 2018.

OFFICER RECOMMENDED RESOLUTION

THAT Council endorse the following recommendation from the minutes of the Bunbury Geographe Tourism Partnership Steering Committee Meeting held 15 October 2018 as follows:

BUNBURY GEOGRAPHE TOURISM PARTNERSHIP STEERING COMMITTEE RESOLUTION "A"

That the Steering Committee:

1. *Agrees to support the Regional Tourism Cluster in principle providing that the intent is to transition to a Regional Tourism Association in accordance with the Regional Tourism Strategy.*
2. *Agrees to support the BWEA's application for Regional Economic Development (RED) funding.*
3. *Approves the Tourism Marketing and Development Manager (TMDM) assisting the BWEA in the preparation of a grant application by providing in kind support.*

BUNBURY GEOGRAPHE TOURISM PARTNERSHIP STEERING COMMITTEE RESOLUTION "B"

1. *The Steering Committee review the attached deliverables to develop key implementation actions for the next 6-12 months or modify the action item as required.*
2. *The Steering Committee requests all Local Governments to urgently provide confirmation of their actions in regards to the following actions:*
 - *LGAs to ensure town planning controls and guidelines encourage tourism investment; planning departments practice the intent to facilitate the strategic development of tourism.*

- *LGAs establish a common policy on standards governing private residences marketed online, operating short stay accommodation on a semi-commercial / semi-permanent basis.*
 - *Open dialogue with DPaW's regional managers to investigate product development opportunities at Ludlow Tuart Forest and Wellington National Parks, Wellington Dam and Harvey Dam.*
3. *The Executive Committee to meet to review and set the priorities from the list of deliverables prior to the next BGTP Steering Committee meeting.*
 4. *That BWEA (Chris McNamara) be invited to the next BWGC meeting to share in an information/ projects update exchange.*

BUNBURY GEOGRAPHE TOURISM PARTNERSHIP STEERING COMMITTEE RESOLUTION "C"

That the BGTP Steering Committee endorse the following projects for a collaborative regional grant application to the REDS funding program:

- a) *Formation of Regional Tourism Cluster;*
- b) *Free Regional WIFI Project in key localities/town sites (including a mobile portable WIFI facility for events); and*
- c) *Priority Projects from the Bunbury Geographe Tourism Partnership Action Plan.*

12.10 Burekup Townscape Committee Meeting Minutes Held 15/10/2018

MINUTES OF THE SHIRE OF DARDANUP BUREKUP TOWNSCAPE COMMITTEE MEETING HELD ON MONDAY 15 OCTOBER 2018, AT BUREKUP COUNTRY CLUB, CORNER RUSSELL ROAD AND GARDINER STREET, BUREKUP, COMMENCING AT 3.00PM.

Officer Comment

The minutes of the Burekup Townscape Committee meeting are attached (Appendix ORD: 12.10A).

Note: The first three resolutions are by Simple Majority. Resolution "C" is to be by Absolute Majority.

OFFICER RECOMMENDED RESOLUTION

THAT Council receives the minutes of the Burekup Townscape Committee Meeting held on 17 August 2018.

**BUREKUP TOWNSCAPE COMMITTEE
RECOMMENDED RESOLUTION "A"**

THAT Council defer the Overnight Caravanning and Camping Project and it be considered in the Burekup Community Facilities Plan Consultations.

**BUREKUP TOWNSCAPE COMMITTEE
RECOMMENDED RESOLUTION "B"**

THAT Council schedules the installation of football and soccer goals in Burekup in the 2019/2020 Parks and Reserves Asset Management Plan.

**BUREKUP TOWNSCAPE COMMITTEE
RECOMMENDED RESOLUTION "C"**

THAT Council:

- 1. Approve \$6,000 to be added to the current budget of J11513 to enable the new barbecue to be installed at Gardiner Reserve.**
- 2. Acknowledge that the purchase is unbudgeted expenditure.**

By Absolute Majority.

**BUREKUP TOWNSCAPE COMMITTEE
RECOMMENDED RESOLUTION “D”**

THAT Council: -

- 1. Consider allocating \$20,000 in the 2019/20 Budget considerations for entry statement signage to Burekup; and**
- 2. Engage the community in the process of the design and concept planning.**

12.11 Bunbury Wellington Group of Councils Meeting Minutes Held 15/10/2018

MINUTES OF THE BUNBURY WELLINGTON GROUP OF COUNCILS MEETING HELD ON TUESDAY 15 OCTOBER 2018, AT DONNYBROOK BALINGUP COUNCIL CHAMBERS, COLLINS STREET, DONNYBROOK AT 3.30PM.

Officer Comment

The minutes of the Bunbury Wellington Group of Councils meeting are attached (Appendix ORD: 12.11).

OFFICER RECOMMENDED RESOLUTION

THAT Council receives the minutes of the Bunbury Wellington Group of Councils meeting held 15 October 2018.

OFFICER RECOMMENDED RESOLUTION

THAT Council endorse the following recommendation from the minutes of the Bunbury Wellington Group of Councils Meeting held 15 October 2018 as follows:

BUNBURY WELLINGTON GROUP OF COUNCILS RESOLUTIONS

- 1. THAT the members of the Bunbury Wellington Group of Councils request the City of Bunbury prepare a report for the November 2018 WALGA South West Zone Meeting recommending a list of regional projects be identified from the Regional Blueprint document in preparation for the next Federal Election.***
- 2. THAT the Bunbury Wellington Group of Councils discuss with the Chief Executive Officer from the City of Busselton to arrange the preparation of a submission on the draft Waste Strategy to WALGA on behalf of the South West Region.***

12.12 Bushfire Advisory Committee Minutes Held 16/10/2018**MINUTES OF THE BUSHFIRE ADVISORY COMMITTEE MEETING HELD ON TUESDAY 16 OCTOBER 2018, AT SHIRE OF DARDANUP – EATON ADMINISTRATION CENTRE, COMMENCING AT 7.00PM.**Officer Comment

The minutes of the Bushfire Advisory Committee meeting are attached (Appendix ORD: 12.12).

OFFICER RECOMMENDED RESOLUTION

THAT Council receives the minutes of the Bushfire Advisory Committee meeting held 16 October 2018.

**BUSHFIRE ADVISORY COMMITTEE
RECOMMENDED RESOLUTION “A”**

THAT Council grant the following firebreak exemption/variations for three years commencing from the 2018/19 firebreak season:

	Applicant	Property	Assessment	Fire Season Expiry
1	Michael Milligan	50 Japonica View, Wellington Mills	A3858	2021/22
2	Simon Wesley	351 Wellington Mill road, Wellington Mill	A8378	2021/22
3	John Banks	Lot 51 Eastern Rise, Henty	A4139	2021/22
4	Richard Harvey	50 Harold Douglas Drive, Dardanup West	A4269	2021/22
5	Ian Cartwright	16 Travencore Place, Dardanup West	A8208	2021/22
6	Shaun Johnson	13 South Road, Wellington Mill	A7277	2021/22
7	Frank Wills	15 Nyleeta Close, Ferguson	A3017	2021/22
8	Sue & Kevin Burkett	44 Slattery Road, Dardanup West	A2790	2021/22
9	Sydney Graham	14743 South Western Highway, Picton East	A8300	2021/22
10	Ken Fairfield	Lot 115 Greenwood Heights, Ferguson	A3019	2021/22
11	Mark Panizza	25 Recreation Road, Paradise	A8260	2021/22
12	Mark Panizza	Lot 3 Ferguson Road, Ferguson	A10967	2021/22
13	Mark Panizza	Lot 16 Boyanup-Picton Road, Paradise	A8184	2021/22
14	Mark Panizza	Lot 25 Ferguson Road Dardanup	A4132	2021/22
15	Angela Sinclair	429 Moore Road, Dardanup West	A8137	2021/22
16	Linda Watkins	448 Garvey Road, Dardanup West	A8256	2021/22

**BUSHFIRE ADVISORY COMMITTEE
RECOMMENDED RESOLUTION "B"**

**THAT Council grant the following firebreak exemption/variations
for one year commencing from the 2018/19 firebreak season:**

	Applicant	Property	Assessment	Fire Season Expiry
1	Stephen Watts	Lot 5 Nyleeta Close, Ferguson	A9413	2019/20
2	Peter & Roslyn Edmonds	111 Gardincourt Drive, Henty	A2531	2019/20
3	Graham Teede for Winterfall Nominees	Lot 9002 Killarney Road, Dardanup West	A11087	2019/20
4	Graham Teede for Winterfall Nominees PL	Lot 800 Killarney Road, Dardanup West	A11087	2019/20

12.13 Roadwise Committee Meeting Minutes Held 17/10/2018

**MINUTES OF THE SHIRE OF DARDANUP ROADWISE COMMITTEE MEETING
HELD ON MONDAY 17 OCTOBER 2018, AT SHIRE OF DARDANUP – EATON
ADMINISTRATION CENTRE, COMMENCING AT 3.30PM.**

Officer Comment

The minutes of the Roadwise Committee meeting are attached (Appendix ORD: 12.13).

OFFICER RECOMMENDED RESOLUTION

THAT Council receive the Minutes of the Roadwise Committee Meeting held on 9 August 2018.

ROADWISE COMMITTEE RECOMMENDED RESOLUTION

THAT Council supports the proposed process for the implementation of a trial 40kph blanket speed zone for the Dardanup town.

12.14 Occupational Safety & Health Committee Meeting Minutes Held 24/10/2018

MINUTES OF THE OCCUPATIONAL SAFETY AND HEALTH COMMITTEE MEETING HELD ON WEDNESDAY 24 OCTOBER 2018, AT SHIRE OF DARDANUP – EATON ADMINISTRATION CENTRE, COMMENCING AT 10.30AM.

Officer Comment

The minutes of the Occupational Safety and Health Committee meeting are attached (Appendix ORD: 12.14).

OFFICER RECOMMENDED RESOLUTION

THAT Council receives the minutes of the Occupational Safety and Health Committee meeting held 24 October 2018.

**OFFICER RECOMMENDED RESOLUTION
& OCCUPATIONAL SAFETY & HEALTH COMMITTEE RESOLUTION**

THAT Council:

1. **Endorse the following staff as Safety & Health Representatives for the Shire of Dardanup:**
 - **Mrs Kathleen Houtt**
 - **Mr Darren Hare**
2. **Thank Christine Kennedy from the Parks and Gardens team for her work as OSH Representative.**

12.15 Bunbury Wellington Economic Alliance Annual General Meeting Held 29/10/2018

NOTICE OF SPECIAL RESOLUTION – BUNBURY WELLINGTON ECONOMIC ALLIANCE ANNUAL GENERAL MEETING (APPENDIX ORD: 12.15), HELD MONDAY 29 OCTOBER 2018.

Chief Executive Officer Comment

The Bunbury Wellington Economic Alliance Annual General Meeting was held on Monday 29 October 2018, therefore this matter was not able to be presented to Council for prior endorsement to give direction to the Shire of Dardanup's member on the Board, Cr Peter Robinson. The Chief Executive Officer sent the recommendations of the Board to elected members on the 17 October 2018, suggesting that as the recommendations were in keeping with Councils understanding and there were no concerns with the constitution changes that Cr Peter Robinson was able to vote for the proposed changes at the Annual General Meeting.

Note: The recommendation is subject to change depending on the AGM outcome.

OFFICER RECOMMENDED RESOLUTION

THAT Council endorse the actions of the Chief Executive Officer and Cr Peter Robinson, in supporting the Bunbury Wellington Economic Alliance recommendations: -

- 1 That the name of the Association be changed to Bunbury Geographe Economic Alliance;**
- 2 That the Objects of Association be:**
 - a) To foster and undertake actions that will support sustainable growth and development of the Bunbury Geographe region;**
 - b) To build on the existing social, economic and environmental capacity of the region and to plan and create a sustainable future for community wellbeing;**
 - c) To work collaboratively with stakeholders for mutual benefit**
- 3 That the Board of Management members consist of:**
 - a) A representative of each eligible Local Government Members**
 - b) The Board will include an equal number plus 1 of eligible corporate members**
 - c) The CEO will hold a non-voting position and attends in an ex-officio capacity. The CEO is not included as part of determining a meeting quorum.**

- 4. That the Constitution be varied as follow:**
- a) That the Board of Management meet together for the dispatch of business not less than FOUR (4) times per annum.**
 - b) That a minimum of 6 corporate members and a minimum of 3 LGA members (being members entitle to vote under the rules at a general meeting) will constitute a quorum for the conduct of business at a general meeting. The CEO is not included as part of determining a meeting quorum.**

13 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

None.

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

15 PUBLIC QUESTION TIME

16 MATTERS BEHIND CLOSED DOORS

None.

17 CLOSURE OF MEETING

The Presiding Officer advises that the date of the next Ordinary Meeting of Council will be Wednesday 21 November 2018, commencing at 5.00pm at the Shire of Dardanup - Administration Centre Eaton.

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