



# A G E N D A

## SPECIAL MEETING [CORPORATE BUSINESS PLAN]

To Be Held

Wednesday, 20 June 2018  
Commencing at 10.00am

At

Shire of Dardanup  
ADMINISTRATION CENTRE EATON  
1 Council Drive - EATON

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



## NOTICE OF A SPECIAL COUNCIL MEETING

Dear Council Member

The next Special Meeting of the Shire of Dardanup will be held on Wednesday 20 June 2018 in the Council Chambers, Shire of Dardanup - Administration Centre Eaton, 1 Council Drive, Eaton - commencing at 10.00am.



**MR MARK L CHESTER**  
**Chief Executive Officer**

Date: 14 June 2018

**Note: If interested persons would like to make comment on any items in this agenda, please email [records@dardanup.wa.gov.au](mailto: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

<b>1</b>	<b>DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS.....</b>	<b>1</b>
<b>2</b>	<b>RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE PREVIOUSLY APPROVED.....</b>	<b>1</b>
	2.1 Attendance.....	1
	2.2 Apologies.....	1
<b>3</b>	<b>RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE.....</b>	<b>2</b>
<b>4</b>	<b>PUBLIC QUESTION TIME.....</b>	<b>2</b>
<b>5</b>	<b>APPLICATIONS FOR LEAVE OF ABSENCE.....</b>	<b>2</b>
<b>6</b>	<b>PETITIONS/DEPUTATIONS/PRESENTATIONS.....</b>	<b>2</b>
<b>7</b>	<b>CONFIRMATION OF MINUTES OF PREVIOUS MEETING.....</b>	<b>2</b>
<b>8</b>	<b>ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION.....</b>	<b>2</b>
<b>9</b>	<b>ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED.....</b>	<b>3</b>
<b>10</b>	<b>QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN.....</b>	<b>3</b>
<b>11</b>	<b>DECLARATION OF INTEREST.....</b>	<b>3</b>
<b>12</b>	<b>REPORTS OF OFFICERS AND COMMITTEES.....</b>	<b>3</b>
	12.1 Title: Strategic Planning Committee Meeting Minutes Held 30/05/18.....	3
	12.2 Title: 2018/19 to 2021/22 Corporate Business Plan.....	8
	12.3 Title: 2018/19 Draft Budget.....	12
<b>13</b>	<b>ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN.....</b>	<b>24</b>
<b>14</b>	<b>NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING.....</b>	<b>24</b>
<b>15</b>	<b>PUBLIC QUESTION TIME.....</b>	<b>24</b>
<b>16</b>	<b>MATTERS BEHIND CLOSED DOORS.....</b>	<b>25</b>
<b>17</b>	<b>CLOSURE OF MEETING.....</b>	<b>25</b>

## 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 SPECIAL MEETING OF COUNCIL (CORPORATE BUSINESS PLAN) TO BE HELD ON WEDNESDAY 20 JUNE 2018, AT SHIRE OF DARDANUP – EATON ADMINISTRATION CENTRE, COMMENCING AT 10.00AM.**

### **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**

Cr. Luke Davies

-

Elected Member [RESOLUTION 147-18]

**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 27 June 2018.**

**6      PETITIONS/DEPUTATIONS/PRESENTATIONS**

None.

**7      CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

Minutes of the Ordinary Council Meeting held 30 May 2018 will be prepared for confirmation for the 27 June 2018 Ordinary Council Meeting.

**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**

Process:

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, Chief Executive Officer and Directors) are reminded of their requirement to disclose biannually transactions between Council and related parties in accordance with Council Policy CP039.

*Note: Chief Executive Officer, Mr Mark Chester declared a financial interest in item 12.3 - 2018/19 Draft Budget as his wife is a Chaplin employed by Youthcare and the budget includes an allocation to support Youthcare.*

**12 REPORTS OF OFFICERS AND COMMITTEES**

12.1 *Title: Strategic Planning Committee Meeting Minutes Held 30/05/18*

**MINUTES OF THE STRATEGIC PLANNING COMMITTEE MEETING HELD ON MONDAY 30 MAY 2018, AT THE EATON ADMINISTRATION CENTRE COMMENCING AT 2.00PM.**

*Officer Comment*

The minutes of the strategic Planning Committee meeting are attached (Appendix SP: 12.1A).

## **OFFICER RECOMMENDED RESOLUTION**

**THAT Council receives the minutes of the Strategic Planning Committee meeting held 30 May 2018.**

## **STRATEGIC PLANNING COMMITTEE RECOMMENDED RESOLUTION 'A'**

**THAT Council amend the Pathway 10 Year Program 2018-2028 by removing the works on Malabor Retreat and Peppermint Way from 2018-2019 to be reprogrammed in future; and works on Hutchinson Road and Russell Road to be moved from 2024-2025 to be carried out in 2018-2019.**

## **STRATEGIC PLANNING COMMITTEE RECOMMENDED RESOLUTION 'B'**

**THAT Council:**

- 1. Endorses the Pathway 10 Year Program 2018-2028, as amended [Refer Strategic Financial Plan 2018/19].**
- 2. Includes an allocation of \$20,000 in 2018-2019 for the construction of a pathway at the corner of Watson Street (and Cudliss Street).**
- 3. Includes an additional Pathway Reserve transfer of \$20,000 for the construction of the pathway at the corner of Watson Street (and Cudliss Street).**



**STRATEGIC PLANNING COMMITTEE RECOMMENDED  
RESOLUTION 'C'**

**THAT Council:**

- 1. Endorses the Road 10 Year Programs 2018-2028 [Refer Strategic Financial Plan 2018/19].**
- 2. Acknowledges the road standards used in the RAMP (Section 5.2.1 of the RAMP).**
- 3. Includes an allocation of \$15,000 in 2018-2019 for street lighting improvement for Burekup [Note: Including street light on Corner of Gardiner and Castieau Streets].**
- 4. Includes an additional Road Reserve transfer of \$15,000 for the street lighting improvement for Burekup.**

**STRATEGIC PLANNING COMMITTEE RECOMMENDED  
RESOLUTION 'D'**

**THAT Council endorses the Parks & Reserves 10 Year Program 2018-2028 [Refer Strategic Financial Plan 2018/19].**

**STRATEGIC PLANNING COMMITTEE RECOMMENDED  
RESOLUTION 'E'**

**THAT Council endorses the Building 10 Year Program 2018-2028 [Refer Strategic Financial Plan 2018/19].**

**STRATEGIC PLANNING COMMITTEE RECOMMENDED  
RESOLUTION 'F'**

**THAT Council endorses the Stormwater 10 Year Program 2018-2028 [Refer Strategic Financial Plan 2018/19].**

**STRATEGIC PLANNING COMMITTEE RECOMMENDED  
RESOLUTION 'G'**

**THAT Council endorses the Plant & Vehicle 10 Year Program 2018-2028 [Refer Strategic Financial Plan 2018/19].**

**STRATEGIC PLANNING COMMITTEE RECOMMENDED  
RESOLUTION 'H'**

**THAT Council endorses the Compliance & Executive Vehicle 10 Year Program 2018-2028 [Refer Strategic Financial Plan 2018/19].**

**STRATEGIC PLANNING COMMITTEE RECOMMENDED  
RESOLUTION 'I'**

**THAT Council endorses the Information Technology 10 Year Asset Management Plan 2018-2028 [Refer Strategic Financial Plan 2018/19].**

**STRATEGIC PLANNING COMMITTEE RECOMMENDED  
RESOLUTION 'J'**

**THAT Council adopt the 2018-2027 Workforce Plan as per (Appendix SP: 12.1B).**

**STRATEGIC PLANNING COMMITTEE RECOMMENDED  
RESOLUTION 'K'**

**THAT Council receive and endorse the Shire of Dardanup draft Corporate Business Plan 2018-2022 [Refer Strategic Financial Plan 2018/19].**

**STRATEGIC PLANNING COMMITTEE RECOMMENDED  
RESOLUTION 'L'**

**THAT Council receive and endorse the Shire of Dardanup Long Term Financial Plan 2018-2028 [Refer Strategic Financial Plan 2018/19].**

**STRATEGIC PLANNING COMMITTEE RECOMMENDED  
RESOLUTION 'M'**

**THAT Council adopts the 2018/19 Strategic Financial Plan.**

**FORESHADOWED MOTION**

**THAT a foreshadowed motion be included in the Special Council Meeting to be held on 20 June 2018 to include a budget allocation for the Cat Management Program of \$9,000.**

**Officer Comment**

The allocation of \$9,000 has been included in the Corporate Business Plan toward the Cat Management Program.

**FORESHADOWED MOTION &  
OFFICER RECOMMENDED RESOLUTION**

**THAT Council allocate \$9,000 in the 2018/19 Corporate Business Plan toward the Cat Management Program.**

12.2            Title: 2018/19 to 2021/22 Corporate Business Plan

*Reporting Department: Executive*  
*Reporting Officer: Mr Mark L Chester – Chief Executive Officer*  
*Legislation: Local Government Act 1995*

Overview

Council has previously considered and endorsed the draft Corporate Business Plan 2018 – 2022. This report presents the final Corporate Business Plan 2018–2022 for Council adoption.

Background

Council adopted its reviewed and updated Strategic Community Plan 2018–2028 on the 28 March 2018, which runs for a 10 year period.

The Shire of Dardanup Strategic Community Plan reflects a vision for the future and is the principal strategic guide for future planning and activities. Based on the community engagement, the Plan has set a vision for the Shire’s future and captured the community’s aspirations and values.

Achieving the community’s vision and Shire’s strategic objectives requires development of actions to address each strategy contained within the Strategic Community Plan. In addition, achieving these Strategies may require a series of actions over time as they may not be able to be achieved concurrently taking into account limited financial resources. Careful operational planning and prioritisation is required due to the limited availability of resources. This planning process is formalised in the Corporate Business Plan.

- *Corporate Business Plan*

The Corporate Business Plan (CBP) contains details of the actions and resources (human and financial) to achieve each strategy. It is a four year plan which acts as an organisational guide to the Council and management.

The financial capacity to undertake these tasks is evidenced in the long term financial plan for the period. This long term financial planning provides an assurance the actions contained in the Corporate Business Plan can be adequately resourced over the next 4 years and highlight the long term consequences of the application of human and financial resource to undertaking various projects.

The Corporate Business Plan 2018 – 2022, is to be reviewed annually to assess the progress of projects and realign actions and priorities with current information and funding availability. The first year of the Corporate Business Plan will be ‘sliced off’ to form the basis of the draft annual budget for consideration by the Council.

- *Linkage with Informing Strategies and Service Plans*

The Corporate Business Plan is informed by three other major plans developed in response to the Department of Local Government’s Integrated Planning and Reporting Framework. The Asset Management Plans, Long Term Financial Plan,

and Workforce Plan inform the Council as to its resource options and financial circumstances.

The draft Corporate Business Plan was endorsed at the Strategic Planning Committee meeting on the 30 May 2018.

This report recommends Council adopt the Shire of Dardanup Corporate Business Plan 2018-2022 (refer to Appendix SP: 12.2 – under separate cover).

### Legal Implications

Local Government (Administration) Regulations 1996:

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

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

### Strategic Community Plan

Strategy outcome 1.3.1 of the Strategic Community Plan.

Environment - None.

### Precedents

The previous Shire of Dardanup four year Corporate Business Plan 2017/18 to 2020/21 was reviewed and adopted last year in accordance with legislative requirements, and formed the foundation of the current Shire of Dardanup Corporate Business Plan 2018/19 to 2021/22.

### Budget Implications

Revenue and expenditure forecasts for the next four years are incorporated within the current Shire of Dardanup Corporate Business Plan 2018/19 to 2021/22.

Budget – Whole of Life Cost - None.

### Council Policy Compliance

Council Policy CP018 – *Corporate Business Plan Deadline* notes that each year with the best endeavours Council aims to consider a draft budget for adoption by the end of June. To achieve this aim the draft Corporate Business Plan (budget) needs to be compiled within the last weeks of May.

Risk Assessment - Low.

### Officer Comment

The 2018/19 Corporate Business Plan includes the carryover of the new Administration/Library building project that was included in the 2016/17 and the 2017/18 Plan. Also accounted for are the proceeds for the sale of part of reserves R39158 and R50882, to Citygate Properties Pty Ltd and the reimbursement of these funds and the \$1 million donation from Citygate Properties Pty Ltd toward the new softball pavilion, to the Shire's Sale of Land Reserve.

Sale of Land Reserve funds were used (as approved by Council) to pay for the construction costs of the new football and softball pavilions due to the timing of receiving the approval of the Minister and the associated documentation that is required to finalize the sales.

The draft Corporate Business Plan (CBP) forecasts an increase in rates of 4.50%.

A forecast for an upturn in the economy has been promoted by the Federal and State Governments in the adoption of their respective budgets however, the flow on of economic improvement to households is expected to lag and therefore the draft CBP has been drafted to maintain Councils desire from 2016/17 to keep future rate increases to around 4.50%.

The WA Treasury Corporation and the Australian Bureau of Statistics have reported the Consumer Price Index to the fourth quarter 31 March 2018 to be 1.9%.

This figure has been used to apply an inflationary increase in employee pay, based on the base award rate and applied across the workforce. The value of this increase in the budget is \$93,186. A further allocation of \$80,000 has been made for performance increases, which are advancing employees to a higher level due to promotion, new qualifications, or above standard performance.

A further \$881,983 is included for additional employees as adopted in the 2018/19 Workforce Plan. These changes are incorporated in the Corporate Business Plan and the Ten Year Long Term Financial Plan.

Details relating to the Workforce Plan were included in the recent Strategic Planning Committee meeting agenda (30 May 2018).

Deliberation on the Corporate Business Plan cannot proceed without the acknowledgement of the work of Mrs Natalie Hopkins (Manager Financial Services), Mr Phil Anastasakis (Director Corporate and Community Services) and Mr Luke Botica, (Director Engineering and Development Services) and their staff for bringing the Long Term Financial Plan and the Corporate Business Plan together.

Officers invested a significant amount of time in analysing previous annual reports and budgets to fine tune operational costs against each budget line item, resulting in adjustments to allocations to better reflect the true reality of where the expenditure and income is most needed. This research has been achievable due to the creation of the Manager Financial Services position last year, bringing a qualified and experienced person into a senior position to support the requirements of the Shire in this vital aspect of the business.

The Asset Plans integrate with the recently adopted Strategic Community Plan (SCP). Reference is made in the new format Corporate Business Plan to the objectives adopted in the SCP; readers will be able to see the links between the community aspirations and their implementation through the Corporate Business Plan. This is a great outcome in terms of fully integrating the financial management of the Shire as required by legislation.

The tremendous effort of Mr Anastasakis to achieve this outcome should not go unnoticed.

I commend the Budget to the Council.

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 receive the Chief Executive Officer's 2018/19 Corporate Business Plan report and adopts the Shire of Dardanup 2018/19 to 2021/22 Corporate Business Plan.**

*By Absolute Majority*

12.3 Title: 2018/19 Draft Budget

*Reporting Department:* Corporate & Community Services

*Reporting Officer:* Mr Phil Anastasakis – Director Corporate & Community Services  
Mrs Natalie Hopkins – Manager Financial Services

*Legislation:* Local Government Act 1995

**DECLARATION OF INTEREST**

Chief Executive Officer, Mr Mark Chester declares a Financial Interest in Item 12.3 as his wife is employed as a Chaplin with Youthcare and the budget includes a contribution to Youthcare.

Overview

This report presents the draft 2018/19 Annual Budget for Council consideration, deliberation and endorsement. Following the endorsement of the draft Budget, the final 2018/19 Annual Budget papers will be formulated and presented to Council in the statutory format for final adoption at the 27 June 2018 Ordinary Council meeting.

Background

As part of the Integrated Planning and Reporting cycle, Council has recently reviewed and updated its ten year Strategic Community Plan 2018 – 2028, four year Corporate Business Plan 2018 – 2022, and ten year Long Term Financial Plan.

The Corporate Business Plan is reviewed annually, with the first year of the Corporate Business Plan being 'sliced off' to form the basis of the draft annual budget.

The draft 2018/19 Annual Budget has therefore been prepared taking into consideration the preceding reviews and incorporates relevant elements of the various strategies, plans and resolutions adopted by Council.

This report recommends Council endorse the draft Shire of Dardanup 2018/19 Annual Budget, inclusive of the proposed 4.5% rate increase, Reserve transfers, workforce increases, loans, capital works and operational expenditure. (refer to Appendix SP: 12.3- under separate cover).

Legal Implications

Local Government Act 1995

*Division 2 — Annual budget*

**6.2. Local government to prepare annual budget**

- (1) *During the period from 1 June in a financial year to 31 August in the next financial year, or such extended time as the Minister allows, each local government is to prepare and adopt\*, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the 30 June next following that 31 August.*



*\* Absolute majority required.*

- (2) *In the preparation of the annual budget the local government is to have regard to the contents of the plan for the future of the district made in accordance with section 5.56 and to prepare a detailed estimate for the current year of —*
  - (a) *the expenditure by the local government; and*
  - (b) *the revenue and income, independent of general rates, of the local government; and*
  - (c) *the amount required to make up the deficiency, if any, shown by comparing the estimated expenditure with the estimated revenue and income.*
- (3) *For the purposes of subsections (2)(a) and (b) all expenditure, revenue and income of the local government is to be taken into account unless otherwise prescribed.*
- (4) *The annual budget is to incorporate —*
  - (a) *particulars of the estimated expenditure proposed to be incurred by the local government; and*
  - (b) *detailed information relating to the rates and service charges which will apply to land within the district including —*
    - (i) *the amount it is estimated will be yielded by the general rate; and*
    - (ii) *the rate of interest (if any) to be charged by the local government on unpaid rates and service charges;*
  - (c) *the fees and charges proposed to be imposed by the local government; and*
  - (d) *the particulars of borrowings and other financial accommodation proposed to be entered into by the local government; and*
  - (e) *details of the amounts to be set aside in, or used from, reserve accounts and of the purpose for which they are to be set aside or used; and*
  - (f) *particulars of proposed land transactions and trading undertakings (as those terms are defined in and for the purpose of section 3.59) of the local government; and*
  - (g) *such other matters as are prescribed.*
- (5) *Regulations may provide for —*
  - (a) *the form of the annual budget; and*
  - (b) *the contents of the annual budget; and*
  - (c) *the information to be contained in or to accompany the annual budget.*

### Strategic Community Plan

Strategy outcome 1.3.1 and 1.3.2 of the Strategic Community Plan.

Environment - None.

### Precedents

Each year Council prepares an annual budget for the forthcoming financial year. The annual budget is formed from year one of the Shire of Dardanup Corporate Business Plan 2018 - 22.

### Budget Implications

The budget outlines planned expenditure and revenue and determines the financial parameters for the Shire to operate within for the 2018/19 financial year.

The draft budget for the year has been prepared on the basis of a 4.5% rate increase, which produces a small end of year surplus of \$126,116. This small surplus enables Council to withstand any unforeseen financial costs or revenue reductions that may occur during the year.

The current forecast end of year surplus for 2017/18 is \$199,000, which is reflected in the opening surplus at the start of the 2018/19 financial year. This forecast will vary when the final annual financial report is produced for 2017/18, with the final result reflected in the financial statements when the 2018/19 mid-year budget review is conducted in February/March 2019.

The fees and charges when adopted will determine the amount of revenue to be received during the 2018/19 financial year for certain areas. The income has been forecast in the draft budget income projections.

After taking into consideration all other sources of income, Council is required to raise sufficient rates to meet its total expenditure. However, it is allowed to adopt a budget that has a deficit that does not exceed 10% of its rate revenue.

For the 2018/19 budget it is proposed a total of \$12,656,546 be raised from general property rates, \$240,000 for the Eaton Landscaping Specified Area Rate, and \$109,178 for the Annual Bulk Waste Collection Specified Area Rate. In addition, Council forecast Interim Rate revenue of \$230,000 for the 2018/19 financial year. The expected yield from rates will be sufficient to balance the 2018/19 budget after some adjustments have been made to increase other sources of revenue, reduce operating expenditure and to adjust the amount transferred to or from reserves.

#### Budget – Whole of Life Cost

While the budget contains new assets and infrastructure, this report does not deal directly with the whole of life costs of those items. Consideration of the whole of life costs relevant to those items forms part of the individual project or asset evaluation and justification.

#### Council Policy Compliance

Council Policy CP018 – *Corporate Business Plan Deadline* notes that each year with the best endeavours Council aims to consider a draft budget for adoption by the end of June. To achieve this aim the draft Corporate Business Plan (budget) needs to be compiled within the last weeks of May.

Risk Assessment - Low.

#### Officer Comment

The draft budget document follows a similar format to that intended for the final document and includes the following information:

- Financial statements including the Statement of Comprehensive Income (by Nature or Type) and (by Program), Budget Summary and Rate Setting Statement;
- Notes to and forming part of the budget, including notes on operating expenditure and revenue, loan borrowings, transfers to and from reserves, rating information and grants (to be provided with the final budget document); and
- Detailed Financial Information for each Schedule at account level, with Sundry Notes providing a greater level of detail for each account. This information is

formatted with the account number, description and totals for the 2018/19 Budget.

The 2018/19 draft budget has been prepared utilising the various elements that Council has previously resolved to adopt. These include:

- Strategic Community Plan;
- Long Term Financial Plan;
  - Debt Management Plan;
  - Reserve Funds;
  - Rating Strategy;
- Corporate Business Plan;
- Workforce Plan;
- Asset Management Plans;
  - Pathways;
  - Roads;
  - Parks & Reserves;
  - Buildings;
  - Stormwater Drainage;
  - Engineering Services Vehicles
  - Compliance & Executive Vehicles;
  - Information Technology;
  - Recreation Centre Equipment;
  - Small Plant & Equipment;
- Elected Member Fees, Expenses & Allowances;
- Community Budget Requests;
- Elected Member Budget Requests;
- Minor & Community Grants; and
- Fees & Charges Schedule.

While the 2017/18 financial year has not yet ended, the draft 2018/19 Budget document presented to Council represents the current forecast to the 30 June 2018.

The final 2018/19 Budget document is scheduled to be presented to Council and adopted at the Ordinary Council Meeting on 27 June 2018. It is not anticipated that the final budget document will vary from the current draft budget, unless Council resolves to vary any of the revenue or expenditure items presented in the draft budget.

- *Rate Setting Statement*

This statement shows the proposed financial position for the year, after including all operating revenue and expenditure, capital expenditure, loan repayments, transfers to and from reserves, income from sale of assets and rates (refer to page 2 of the draft budget). The statement is designed to show how much must be raised from rates to record a breakeven result.

The draft Budget for 2018/19 as presented produces a small surplus of \$126,116 at the end of the financial year. There is effectively a small deficit of \$72,884 for the 12 month period, as the forecast opening surplus of \$199,000 is taken into consideration when calculating the end of year position.

If grants, revenue and the estimated brought forward surplus do not meet expectations or there are requests to increase or add expenditure items, this position will not be achievable. The other factor to be taken into account is the value of projects and items that have not been completed in 2017/18 and need to be brought forward to 2018/19 through the Carried Forward Projects Reserve.

- *Rates*

The draft 2018/19 Budget includes a forecast increase in general and minimum rates of 4.5%. This in accordance with Council's previous resolution through the adoption of the Long Term Financial Plan and draft Corporate Business Plan.

Based on a 4.5% increase, the GRV, UV and minimum rates will increase as follows:

	<b>Unimproved Value Rate in Dollar</b>	<b>Gross Rental Value Rate in in Dollar</b>	<b>Minimum Rate</b>
2017/18 – current	\$0.005760	\$0.09262	\$1,424
2018/19 – 4.5% increase	\$0.006019	\$0.09679	\$1,488

	<b>Specified Area Rate Bulk Waste</b>	<b>Specified Area Rate Eaton Landscaping</b>
2017/18 – current	\$0.001489	\$0.002826
2018/19 – Approx 2.4% change	\$0.001454	\$0.002895

This 4.5% increase results in an average residential rate increasing by \$70 to \$1,630. This average rate includes vacant lots, but excludes specified area rates and waste collection charges.

- *Brought Forward Position*

The draft 2018/19 Budget includes an estimated brought forward surplus from 30 June 2018 of \$199,000. The surplus compares favourably with the revised budget position of \$160,954. This is primarily attributed to some revenue items exceeding budget forecasts, some expenditure items being lower than budget and the carrying forward of some capital works projects.

- *Staffing*

A concerted effort has been made in this budget to contain staff costs in the 2018/19 budget and future years, however the Council is growing and additional staff are required to maintain and develop Council's facilities and services to the community.

At the Strategic Planning Committee meeting held on the 30 May 2018, Council endorsed the Workforce Plan for the 2018 – 2027 years. The Workforce Plan identified the following additional staffing resources for 2018/19:

Position	Comment	Full-time Equivalent (FTE)
Current 2017/18 FTE's	Total current FTE's = 110.08	
Human Resource Officer	Additional 0.2 to full-time	0.2
Corporate Excellence & Compliance	Additional 0.6 to full-time	0.6
Accountant	Additional 0.1 to full-time	0.1
Finance Office – Developer Cont. Plan	New role - WANJU	0.5
Project Manager – Developer Cont. Plan	New role - WANJU	0.5
Business Systems Support	Additional 0.2 to full-time	0.2
Engineering Technical - Trainee	New Trainee	0.5
Assets Inspector	New role	1.0
Team Member Horticulture	New roles	2.0
Planning Graduate		0.4
Building Surveyor	Additional 0.1 to 0.9 – pool inspections	0.1
Emergency & Ranger Services Officer	Additional 0.2 to full-time	0.2
Emergency Officer	New role – possible DFES CESM funding in the future	0.4
	<b>Total</b>	<b>6.70</b>

Based on the Workforce Plan, the total number of full-time equivalent staff at the end of 2018/19 will be 116.78. The total salaries and wages cost (including superannuation) associated with the employment of 116.78 FTE's is \$9,847,893, which is an increase of \$723,206 or 7.93% compared to 2017/18 budget.

There has been a very recent approach made by the Department of Fire & Emergency Services offering to pay for the cost of a Bushfire Risk Management Coordinator. This role is funded by the State Government under the Bushfire Risk Management Planning Program and would be responsible for creating a Bushfire Risk Management Plan for the Shires of Dardanup, Boyup Brook and Manjimup.

If this proposal is accepted by Council, the person appointed as the Bushfire Risk Management Coordinator would be a Council employee for one or possibly two years. While this proposal has not been accepted at this time, a provision of \$173,556 has been made in the draft budget to recognise this income and expenditure, but this full-time position is not included or reflected in the Workforce Plan.

Total Employee costs have increased from \$9,393,985 in 2017/18 to \$10,405,885 or 10.77% in 2018/9. Employee costs consist of direct salary and wages, annual and long service leave provisions, workers compensation insurance, training costs, superannuation contributions, uniforms and protective clothing, professional development, fringe benefits tax and any other costs related to the employment of staff.

Total insurance costs for Council, incorporating Workers Compensation and General Insurances has increased from the 2017/18 forecast of \$263,341 to \$268,756 in 2018/19.

Fringe Benefits Tax is incurred by Council for benefits provided to Council employees. The primary area of benefit provided is the private use of Council motor vehicles, with very minor costs for phone and entertainment. Fringe benefits tax is estimated to increase from the forecast 2017/18 cost of \$177,255 to \$183,784 in 2018/19.

- *(Profit)/Loss on Asset Disposals*

A profit on disposal of assets of \$1,165,000 has been included which relates to the sale of land - Lot 501 to Citygate Properties, which forms part of the overall development of the Eaton Fair Shopping Centre.

Proceeds from this sale, together with the \$1,000,000 donation by Citygate Properties, will be transferred to the Sale of Lands Reserve as previously noted in the Long Term Financial Plan.

- *Capital Works Programme*

\$7,009,624 is to be spent in 2018/19 on the acquisition and/or construction of furniture, equipment, vehicles, plant, buildings and infrastructure assets. Council will allocate \$5,171,234 from Reserves to fund this expenditure, with \$1,393,942 received as proceeds from disposal. The funding balance of \$444,448 will need to be contributed from Council's municipal fund. Refer to pages 83 to 112 of the draft budget for a detailed list of asset acquisitions, works and disposal.

Council has established Asset Management Plans for its various classes of assets, which project over a ten year period the required capital upgrade, expansion and renewal requirements. These Asset Management Plans include the regular transfer of funds to Reserves to ensure the Council's cash flow requirements can be met each year.

These Asset Management Plans were considered and adopted by Council at the Strategic Planning Committee meeting on the 30 May 2018.

Of the \$7,009,624 capital expenditure budget, the following is the breakdown based on Asset Category:

- Asset Renewal \$3,720,737 (53%);
- Asset Upgrade \$1,891,815 (27%); and
- New Assets \$1,397,072 (20%).

Within the total funds allocated towards Asset Renewal and Upgrade, the target is to allocate 60% towards asset renewal and 40% towards asset upgrades.

The 2018/19 budget allocates the total asset renewal/upgrade expenditure on the basis of 66% towards asset renewal and 34% towards asset upgrade.

- *Loan Borrowings*

The 2018/19 budget includes the raising of one new loan during the year of \$750,000 (refer to page 80 of the draft budget). These funds are to be utilised over a three year period to pay for the creation and management of the Wanju Developer Contribution Plan. Funds are to be utilised to pay for a Project Manager and Finance

Officer, plus any consultancy and administrative cost directly attributed to the Developer Contribution Plan.

Council will continue to repay existing loans during the year, with total Principal payments of \$394,246 and Interest/Govt Guarantee Fee payments of \$147,890.

- *Reserves*

Transfers to reserves are expected to total \$5,731,790 for the 2018/19 year. \$230,040 in interest is forecast to be earned on cash backed reserves during 2018/19. This compares with the forecast interest for 2017/18 of \$276,000. This reduced earnings forecast is attributed to lower interest rates and reduced cash reserves.

Transfers from reserves totalling \$5,171,234 are primarily used for capital projects.

Reserve transfers are detailed in the explanatory information of the draft budget document (refer to page 96 to 101 of the draft budget), together with the various Reserve balances.

The 2018/19 Budget expects more funds to be transferred to reserves than is in from reserves. If the reserve transfers proceed as budgeted the expected balance of reserves at 30 June 2019 will be \$14,444,916 and is an increase on the expected balance at the start of the year of \$12,247,588.

### *Revenue and Expenditure Explanatory Information*

This area of the budget primarily represents the operating expenditure and revenue for the coming year.

- *Schedule 3 - General Purpose Funding*

In accordance with Council's previous resolution through the adoption of the Long Term Financial Plan and draft Corporate Business Plan, the draft budget has allowed for an increase of 4.5% to rates in the dollar and an 4.5% increase to all minimum rates so that minimum rate for all properties will be \$1,488.00.

The WA Local Government Grants Commission (WALGGC) has not yet finalised the grants for 2018/19. Interim advice received from the Department Local Government, Sport and Cultural Industries (DLGSCI) indicate that the 2018/19 grant allocation will reflect the 2017/18 grant funds received. Management has undertaken a conservative approach and forecast the Financial Assistance Grants revenue as per the actual 2017/18 figures.

It is expected that Council will receive General Purpose Grant revenue of \$870,179 and Local Roads Grant revenue of \$485,014, noting that 50% of these grant funds are expected to be received in June 2017, and will be transferred to the Unspent Grants Reserve. There is no provision for Special Projects Revenue (predominantly capital bridge works) for the 2018/19 financial year.

The Commonwealth Roads to Recovery (R2R) Grant program was allocated over 5 years to all local governments in Australia; the program is due to be completed in 2018/19 financial year. During this time Council has received \$2,020,891 in R2R grant funding which is the full amount that Council is entitled to under the program.

Council received its 2018/19 instalment during the 2017/18 financial year, hence there is no provision in the draft annual budget for R2R Grant Funds. A new round of Roads to Recovery funding is scheduled to commence in 2019/20 with a stronger focus on road safety for Roads to Recovery projects.

Interest earned on investments is expected to be as per 2018/19 budget estimates. Investments are placed in accordance with Council's investment policy and are limited to secure and liquid investment options such as term deposits. The 2018/19 budget forecasts Municipal Fund interest of \$100,000 and Reserve Fund interest of \$230,040. Reserve Fund interest is accumulated throughout the year and distributed across all of Council's Reserve Accounts at year end.

Total interest earnings for the Council, inclusive of interest charge on instalments and overdue rates, is budgeted to be \$461,485.

- *Schedule 4 - Governance*

Schedule 4 contains the provision for Members of Council expenditure which includes the President/Councillor Meeting Attendance Fees combined budget of \$108,316. In addition, Councillors are entitled to an annual Telecommunications allowance of \$2,450 per Councillor as adopted by Council on 9 May 2018. Councillor training and conference expenditure is budgeted at \$20,400.

Forecast expenditure of \$36,000 is budgeted for Council Refreshments/Receptions which Council meeting meals, regional meetings plus general refreshments (sundry items for both Council and staff kitchen areas). Audit Fees expenditure is forecast at \$22,404 comprises of Council's audit contract \$9,162, systems review \$10,000 plus \$3,242 for grant acquittals that require audit certification.

- *Schedule 5 – Law, Order & Public Safety*

Emergency Services Levy (ESL) expenditure and revenue is recorded in the Fire Prevention section of the draft annual budget. Council estimates ESL expenditure across all eight brigades of \$115,000 which is funded through DFES's (Department Fire Emergency Services) ESL program. ESL levies are raised through Council's rating system and subsequently the funds collected are remitted to DFES.

The draft budget also includes a provision for a DFES funded Officer budgeted at \$173,556, which is offset by forecast grant funded revenue. Capital Grant Revenue of \$456,609 is budgeted for 2018/19 allocated to West Dardanup Extensions \$70,000 and the Waterloo Bushfire Brigade Shed \$386,609.

Ranger Services are contained within Law, Order & Public Safety. Budgeted salaries and wages are spread over Animal Control and Other Law, Order and Public Safety to a combined salaries budget of \$341,250. Cat Management Expenditure is forecast to include a budget allocation of \$9,000 in the draft budget. Dog and Cat Registration revenue is budgeted at \$45,000 and \$6,500 respectively, whilst Animal Infringements fines is forecast at \$25,000 for 2018/19.

- *Schedule 7 - Health*

The Health program covers maternal and infant health expenditure which incorporates Council's building maintenance costs for the Eaton Family Centre.



Preventative Services contains all expenditure relating to Health Administration and Inspections. Health fees and charges are forecast at \$15,000, the majority being health inspections and licences.

Pest Control expenditure is budgeted at \$7,000 for Mosquito Control, and \$5,000 contribution towards the 2018/19 Leschenault CLAG contribution scheme administered by the City of Bunbury.

- *Schedule 8 – Education & Welfare*

Education and Welfare comprises of operational expenditure and revenue attributed to Education, Aged & Disabled Care, and Other Welfare. Annual School Awards are a budgeted donation totalling \$1,350 where Council contributes towards both primary and secondary school awards. In addition Council donates \$5,500 towards the Chaplaincy Program at Eaton Community College and Eaton Primary School.

Aged and Disabled expenditure includes a budgeted donation of \$10,238 towards South West Community Centre (HACC). Budgeted maintenance costs of \$7,339 for the Eaton Senior Citizens Centre are also reported in this area.

Other Welfare expenditure and revenues pertains to costs relating to Culture & Community Services. The Community Services Programs expenditure, as listed on page 28 of the draft budget, is forecast at \$58,937 and includes the annual Leeuwin Scholarships, Skateboard Competitions, Minor and Community Event Assistance, Minor Community Activities and the Bunbury Geographe Early Years Strategy.

Donation expenses is budgeted at \$46,763 which includes donations to various community groups and projects, Seniors Christmas Dinners, and Council's Personal Development Scheme. Additionally, a budget provision of \$8,000 exists for Kidsport which is funded by the DLGSCI.

- *Schedule 10 – Community Amenities*

Community Amenities encompasses Sanitation, Refuse, Protection of Environment, Town Planning and Regional Development, and Other Community Amenities expenditure and revenue.

The provision for all Sanitation Household expenditure including kerbside refuse and recycling removal and disposal, processing and operational Refuse Site expenditure is budgeted at \$1,388,371. In addition to this expenditure, it is forecast that Council will contribute \$7,000 towards the Regional Waste Feasibility Study in 2018/19.

Domestic Refuse and Recycling levies are budgeted at a combined \$1,120,757 in the 2018/19 draft budget. In addition to the rubbish and recycling levies, Council has forecast Specified Area Rate (SAR) - Bulk Waste Collection revenue of \$109,178 of which \$79,178 is allocated to the Bulk Waste Collection, and \$30,000 contribution to the Transfer Station. *The SAR Bulk Waste Collection revenue has been moved from Schedule 3 - Rates in 2017/18 to Schedule 10 – Sanitation Household in 2018/19.* Revenue for Refuse Site Fees and Charges is budgeted at \$77,066 for 2018/19 financial year.

Environmental Expenditure is budgeted at \$50,000 and incorporates expenditures on projects including declared weeds management, revegetation projects, grant seed funding (match funding grant expenditure) and other projects as determined by management.

Town Planning expenditure items include \$44,250 for Consultancy, and \$65,750 for Land Development Expenses as detailed on page 43 of the draft budget (refer Note 106.1 and 106.2). Town Planning Application revenue is budgeted at \$96,000 for the 2018/19 financial year.

Other Community Amenities includes operational expenditure on Dardanup and Ferguson cemeteries' maintenance, disability services expenditure, public toilets maintenance and street furniture maintenance.

- *Schedule 11 – Recreation & Culture*

Recreation and Culture includes Public Halls, Parks Gardens and Reserves, Eaton Recreation Centre, Eaton and Dardanup Libraries and Other Culture.

As detailed on page 105 of the draft budget, Appendix C – Building Maintenance Program includes public hall budget maintenance of \$111,751. Included in this figure is the estimated 2018/19 operational expenditure of \$45,283 on the Dardanup Hall, which is partly offset by budgeted Dardanup Hall hire revenue of \$10,000.

Grant Revenue of \$333,808 is budgeted as per the adopted 10 year Building Asset Management Plan 2018-2028 allocated against capital building expenditure projects including Eaton Senior Citizens Centre, Eaton Skate Park, Eaton Bowling Club Room and the Eaton Oval Club Rooms (refer page 89 to 91 of the draft budget).

Parks, Gardens and Reserves operational expenditure is budgeted at \$3,451,566 for Reserves detailed on page 107 'Appendix E – Parks & Reserves Maintenance Expenditure', and \$43,455 for Sporting Buildings page 105 'Appendix C – Building Maintenance Expenditure'.

Operating Revenue includes a budget provision of \$240,000 for Specified Area Rate for Eaton Landscaping allocated to Millbridge Public Open Space Maintenance \$150,000 and Eaton Parks and Reserves Upgrades of \$90,000. *The SAR Eaton Landscaping revenue has been moved from Schedule 3 - Rates in 2017/18 to Schedule 11 – Parks, Gardens and Reserves in 2018/19.* Citygate donation is forecast to be received in 2018/19; these funds will then be returned to the Sale of Land Reserve.

The Eaton Recreation Centre (ERC) operating deficit for 2018/19 is forecast to be \$97,448. Operational expenditure including building maintenance, but excluding administration overheads, profit/loss on disposal and depreciation, is budgeted \$1,540,448 partially offset by budget revenue of \$1,443,000. A full breakdown of ERC 2018/19 draft budget is included on pages 48 to 49, and by cost centre on page 56.

- *Schedule 12 - Transport*

Road Maintenance expenditure is budgeted at \$883,715, Bridges Maintenance \$84,783 and Ancillary Maintenance of \$876,620. For the 2018/19 financial year a new Job Ledger structure has been created to capture Road Maintenance costs by

Road name, which will enable management to predict and implement strategies to calculate accurate forecasts in future Road Maintenance Plans. Transport Grant Revenue is budgeted at \$783,200 in Black Spot Funding, \$1,053,000 Regional Road Group Funding, and \$69,354 Main Roads Direct Grants.

- *Schedule 13 – Economic Services*

Economic Services contains expenditures and revenues for Tourism and Area Promotion, Building Control and Other Economic Services. Budgeted Tourism donations of \$49,182 and Economic Development contributions of \$21,230 are included in the draft annual budget.

Building Licence revenue is budgeted at \$80,000 for 2018/19 financial year. No revenue is forecast to be received for Swimming Pool levies in 2018/19, however, the additional allocation of 0.10 FTE in the Workforce Plan is funded from the Swimming Pool Inspection Reserve collected from the levy raised in 2015/16.

- *Schedule 14 – Other Property & Services*

Administration Overheads, Public Works Overheads, Plant Operation and Salaries and Wages are reported in the Other Property & Services Function. Significant budget forecasts include workers compensation budget of \$162,490, Equipment Leasing Expenditure of \$228,830 which includes IT Equipment leased as per IT Asset Management Plan, Software Licencing Expenses \$313,365 and Professional Development Expenses of \$31,620 which is partly offset by the employee's contribution of \$10,000 for Study Assistance.

Staff Training for Transport and Parks and Gardens employees is budgeted at \$73,767 which includes wages, overheads and supplier components. Occupational Health and Safety is budgeted at \$33,847 which includes safety clothing, equipment, OSH manual review and staff training.

- *Summary*

The draft budget for 2018/19 is balanced and Councillors are encouraged to examine the document thoroughly. Councillors are welcome to contact the Director Corporate & Community Services or Manager Financial Services prior to the Special Council meeting to discuss any questions.

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 adopt the Shire of Dardanup Draft 2018/19 Budget inclusive of the following:**

- **An increase in general and minimum rates of 4.5%;**
- **Staffing changes in accordance with the Workforce Plan 2018-2027;**
- **Revenue generate from the adopted Schedule of Fees and Charges for 2018/19;**
- **Elected members Fees, Expenses and Allowances;**
- **Reserve transfers;**
- **Current and proposed loans;**
- **Capital expenditure in accordance with the various Asset Management Plans; and**
- **Operating income and Expenditure as presented in Schedules 3 to 14.**

*By Absolute Majority*

<b>13 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN</b>
---

None.

<b>14 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING</b>
--

<b>15 PUBLIC QUESTION TIME</b>
--------------------------------

**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 27 June 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.