CONFIRMED

MINUTES

FOR THE

SPECIAL COUNCIL MEETING

HELD

3rd June 2026

AT

Shire of Dardanup
ADMINISTRATION CENTRE EATON
1 Council Drive - EATON

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

Shire of Dardanup

VISION STATEMENT

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

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COUNCIL ROLE

Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government / body /agency.
Executive/Strategic	The substantial direction setting and oversight role of the Council e.g. Adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
Legislative	Includes adopting local laws, town planning schemes and policies.
Review	When Council reviews decisions made by Officers.
Quasi-Judicial	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. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (e.g.: under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.

DISCLAIMER

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

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

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

RISK ASSESSMENT

Inherent Risk	The level of risk in place in order to achieve the objectives of the Council and before actions are taken to alter the risk's impact or likelihood.
Residual Risk	The remaining level of risk following the development and implementation of Council's response.
Strategic Context	These risks are associated with achieving Council's long term objectives.
Operational Context	These risks are associated with the day-to-day activities of the Council.
Project Context	Project risk has two main components: • Direct refers to the risks that may arise as a result of project, which may prevent the Council from meeting its objectives. • Indirect refers to the risks which threaten the delivery of project outcomes.

SHIRE OF DARDANUP

MINUTES FOR THE SHIRE OF DARDANUP SPECIAL COUNCIL MEETING HELD ON WEDNESDAY, THE 3rd JUNE 2026, AT THE SHIRE OF DARDANUP ADMINISTRATION CENTRE EATON AT 5:30PM.

1 DECLARATION OF OPENING/ANNOUNCEMENTS OF VISITORS

The Presiding Member, Cr T G Gardiner, declared the meeting open at 5.30pm, welcomed those in attendance, referred to the Disclaimer, Acknowledgement of Country, Emergency Procedure and the Affirmation of Civic Duty and Responsibility on behalf of Councillors and Officers:

Acknowledgement of Country

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

Emergency Procedure

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

Affirmation of Civic Duty and Responsibility

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

Recording of Meetings

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

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

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

2.1 Attendance

Cr Tyrrell G Gardiner - Elected Member (Shire President)
Cr Stacey L Gillespie - Elected Member (Deputy Shire President)
Cr Bradley S Farrant - Elected Member
Cr Mark R Hutchinson - Elected Member
Cr Anthony C Jenour - Elected Member
Cr Krystal A Laurentsch - Elected Member
Cr Ruby J Trevathan - Elected Member
Cr Annette L Webster - Elected Member

Mr André Schönfeldt - Chief Executive Officer
Mr Ashwin Nair - Director Development Services
Mr Craig Johnson - Director Community & Economic Development
Mrs Natalie Hopkins - Director Corporate & Governance
Mr Theo Naudé - Director Infrastructure
Mrs Rachel Sweeney - Manager Assets
Mrs Donna Bailye - Manager Governance
Mrs Lily Webb - Executive Support Officer

2.2 Apologies

Cr Luke W Davies - Elected Member

2.3 Leave of Absence

None.

2.4 Previous Meetings

DATE	TYPE	CR. L W DAVIES	CR. B S FARRANT	CR. T G GARDINER	CR. S L GILLESPIE	CR. M R HUTCHINSON	CR. A C JENOUR	CR. K A LAURENTSCH	CR. R J TREVATHAN	CR. A L WEBSTER
FEBRUARY 2026										
04/02/2026	CF	✓	✓	✓	✓	✓	✓R	Ap	✓	✓
18/02/2026	AF	✓	✓	✓	Ap	✓	✓R	✓	✓	✓
25/02/2026	OCM	✓	✓	✓	✓	✓	✓	✓	✓	✓
MARCH 2026										
04/03/2026	CF	Ap	✓	✓	✓	Ap	Ap	✓	✓	✓
18/03/2026	AF	✓	✓	✓	Ap	✓	✓R	✓	✓	Ap
25/03/2026	OCM	✓	✓	✓	LoA	✓	✓	Ap	✓	✓
APRIL 2026										
01/04/2026	CF	✓	✓	✓	Ap	✓	✓R	✓R	✓	Ap
08/04/2026	SCM	Ap	✓	✓	✓	Ap	✓	✓	✓	Ap
15/04/2026	WS	✓	✓	✓	Ap	Ap	✓R	✓	✓	Ap
22/04/2026	AF	✓	Ap	✓	✓	Ap	✓	✓	✓	Ap

DATE	TYPE	CR. L W DAVIES	CR. B S FARRANT	CR. T G GARDINER	CR. S L GILLESPIE	CR. M R HUTCHINSON	CR. A C JENOUR	CR. K A LAURENTSCH	CR. R J TREVATHAN	CR. A L WEBSTER
29/04/2026	OCM	✓	✓	✓	✓R	✓	✓R	✓	✓	Ap
MAY 2026										
06/05/2026	CF	✓	✓	✓	✓	✓	✓	✓	✓	✓
06/05/2026	SCM	✓	✓	✓	✓	✓	✓	✓	✓	✓
13/05/2026	WS	✓	✓	✓	✓	✓	✓R	✓	Ap	NA
20/05/2026	AF	Ap	✓	✓	✓	✓	✓R	✓	✓	NA
27/05/2026	OCM	✓	✓	✓	✓	✓	LoA	✓	✓	✓

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

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

3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

None.

4 PUBLIC QUESTION TIME

None.

5 APPLICATIONS FOR LEAVE OF ABSENCE

COUNCIL RESOLUTION

130-26 MOVED – Cr T G Gardiner SECONDED – Cr S L Gillespie

THAT Cr Anthony C Jenour be granted leave of absence for the Ordinary Council Meeting to be held on the 24th June 2026.

CARRIED
8/0

FOR THE MOTION	*AGAINST THE MOTION*
Cr T G Gardiner *Cr S L Gillespie* *Cr B S Farrant* *Cr M R Hutchinson* *Cr A C Jenour* *Cr K A Laurentsch* *Cr R J Trevathan* *Cr A L Webster*	

6 PETITIONS/DEPUTATIONS/PRESENTATIONS

None.

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

The Minutes of the Ordinary Council Meeting (OCM) held on the 27th May 2026 will be presented to Council for confirmation at the Ordinary Council Meeting to be held on the 24th June 2026.

8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

8.1 Shire President Acknowledgment of Western Australian of the Year Award

Discussion:

The Shire President acknowledged and extended his congratulations on the recent announcement of the Western Australian of the Year, noting that the recipient is a 'true homegrown hero'. Dr Jim Giumelli was recognised for a distinguished career spanning more than 40 years in Australia's construction industry, along with his longstanding commitment to creating education, training and employment pathways for young people.

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

Note: The Presiding Member, Cr T G Gardiner, asked Councillors and Staff if there are any Declarations of Interest to be declared.

No Declarations of Interest were made.

12 REPORTS OF OFFICERS AND COMMITTEES

12.1 EXECUTIVE REPORTS

None.

12.2 DEVELOPMENT SERVICES DIRECTORATE REPORTS

None.

12.3 COMMUNITY & ECONOMIC DEVELOPMENT DIRECTORATE REPORTS

None.

12.4 INFRASTRUCTURE DIRECTORATE REPORTS

None.

12.5 CORPORATE & GOVERNANCE DIRECTORATE REPORTS

12.5.1 Long Term Financial Plan 2026/2027–2035/36

Reporting Department	*Executive*
Responsible Officer	*Mrs Natalie Hopkins – Director Corporate & Governance*
Reporting Officer	*Mrs Natalie Hopkins – Director Corporate & Governance*
Legislation	*Local Government Act 1995*
Council Role	*Executive/Strategic*
Voting Requirement	*Simple Majority*
Attachments	*Appendix SCM: 12.5.1A – Long Term Financial Plan 2026/2027–2035/36* *Appendix SCM: 12.5.1B – Risk Assessment*

Overview

Council is requested to consider and endorse the final Long Term Financial Plan 2026/27–2035/36, which has been updated as part of the annual review of Council's Corporate Business Plan, various Asset Management Plans, and Workforce Plan.

A number of updates have been made to the Long Term Financial Plan – Summary Statement of Financial Activity to reflect the 2026/27 Rating Strategy adopted by Council at the Ordinary Council meeting held on 29th April 2026 [Res: 99-26]. The Plan maintains a Surplus position over the entire ten year period, with Year One (1) of the Long Term Financial Plan [Appendix SCM: 12.5.1A] forming the basis of the 2026/27 Annual Budget.

OFFICER RECOMMENDATION

THAT Council endorses the Shire of Dardanup Long Term Financial Plan 2026/27–2035/36 [Appendix SCM: 12.5.1A] which demonstrates a financially sustainable position over the next 10-year period.

Change to Officer Recommendation

Following Council discussion and questions raised during consideration of the item, the Officer Recommendation was amended to better articulate the intent of the proposed decision. The revised wording confirms Council's adoption of the draft Long Term Financial Plan 2026/27–2035/36 as the strategic financial planning document that will inform preparation of the Annual Budget 2026/27.

AMENDED OFFICER RECOMMENDATION & COUNCIL RESOLUTION

131-26 MOVED – Cr T G Gardiner SECONDED – Cr B S Farrant

THAT Council adopts the draft Long Term Financial Plan 2026/27-2035/36 [Appendix SCM: 12.5.1A] to inform the Annual Budget 2026/27.

CARRIED
8/0

FOR THE MOTION	*AGAINST THE MOTION*
Cr T G Gardiner *Cr S L Gillespie* *Cr B S Farrant* *Cr M R Hutchinson* *Cr A C Jenour* *Cr K A Laurentsch* *Cr R J Trevathan* *Cr A L Webster*	

Background

As part of the Department of Local Government, Sport and Cultural Industries' (DLGSC) Integrated Planning and Reporting Framework and legislative requirements, Council is required to prepare a Long Term Financial Plan (LTFP) covering a minimum period of ten years.

The LTFP is a rolling ten-year financial plan that incorporates the four-year financial projections aligned with the Corporate Business Plan. It is a key strategic tool used to support informed decision-making, prioritise resources, and ensure the long-term financial sustainability of the Local Government. Annual Budgets are developed in alignment with both the Corporate Business Plan and the LTFP.

The LTFP is based on a range of key assumptions, including demographic trends, growth in the rating base, Consumer Price Index (CPI), Local Government Cost Index (LGCI), interest rates, and other relevant economic indicators. It also incorporates the operational and capital expenditure implications identified within the Integrated Planning and Reporting framework.

The LTFP outlines strategies and considerations relating to:

- Rating structures;
- Fees and charges;
- Alternative revenue sources;
- Grant funding opportunities;
- Workforce planning;
- Reserve management;
- Debt funding;
- Asset disposal; and
- Investment policy.

For the purposes of the Long Term Financial Plan and based on Council's resolution to apply a 6.00% increase for 2026/27, the following rate increases have been forecast:

YEAR	**26/27**	**27/28**	**28/29**	**29/30**	**30/31**	**31/32**	**32/33**	**33/34**	**34/35**	**35/36**
RATE % INCREASE	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00
GROWTH % **	3.60	3.26	3.02	2.54	2.07	1.61	1.40	1.84	1.96	3.05

Legal Implications

Local Government (Administration) Regulations 1996:

19C. Strategic community plans, requirements for (Acts. 5.56)

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.

Council Plan

13.1 - Adopt best practice governance
14.2 - Ensure equitable, inclusive and transparent engagement and decision-making

Environment - None.

Precedents

The previously adopted Shire of Dardanup Long Term Financial Plan (LTFP) 2025/26–2034/35 has formed the basis of the current LTFP 2026/27–2035/36. Accordingly, Year 2 of the previous LTFP has been used as the foundation for Year 1 of the LTFP 2026/27–2035/36.

Council decisions endorsed through the Integrated Planning Committee Meetings held on 11th March 2026 and 15th April 2026 and subsequently adopted at the March and April 2026 Ordinary Council Meetings, have been incorporated into the Long Term Financial Plan 2026/27–2035/36. Additionally, the Workforce Plan 2026/27–2035/36 was endorsed at the Special Council Meeting on 6th May 2026 [Res 111-26].

Council's Rating Strategy 2026/27, endorsed at the Ordinary Council Meeting held on 29th April 2026, has also been incorporated into the Long Term Financial Plan 2026/27–2035/36.

The Long Term Financial Plan 2026/27–2035/36 Statement of Financial Activity provides a summary of the projected financial activity over the ten-year life of the Plan.

Budget Implications

Revenue and expenditure forecasts for the next ten years are incorporated within the current Shire of Dardanup Long Term Financial Plan.

Budget – Whole of Life Cost

Financial commitments made within the various plans that form part of the Long Term Financial Plan in the year of the planned activity. This financial commitment will be in the form of:

a) Project Expenditure;
b) Equipment acquisition / replacement;
c) Annual Reserve allocations; and
d) New borrowings and subsequent loan repayments.

Alteration to financial commitments can be changed by amendment to the relevant plans.

Council Policy Compliance

Council Policy CnG CP018 – Corporate Business Plan and Long Term Financial Plan provides that, where practicable, Council will consider the Annual Budget for adoption by the end of June each year. To support this timeframe, the Long Term Financial Plan (LTFP), with Year 1 representing the forthcoming budget year, is required to be prepared and finalised during April.

Consistent with Policy CnG CP018, Year 1 of the Long Term Financial Plan 2026/27–2035/36 represents the draft Annual Budget 2026/27 and forms the basis for Council's consideration of the forthcoming financial year. Accordingly, a separate draft budget will not be presented to Council, as the Year 1 financial projections contained within the LTFP incorporate the proposed operating and capital budget estimates for 2026/27.

The statutory adoption of the Annual Budget 2026/27 is scheduled to occur at the Ordinary Council Meeting on 24th June 2026.

Risk Assessment

The Risk Management Governance Framework has been considered in arriving at the officer recommendation. Please refer to [Appendix SCM: 12.5.1B] for full assessment document.

Tier 2 – ‘Low’ or ‘Moderate’ Inherent Risk.		
Risk Event	Long Term Financial Plan 2026/27–2035/6	
Inherent Risk Rating (prior to treatment or control)	Moderate (5 - 11)	
Risk Action Plan (treatment or controls proposed)	As the Inherent Risk Rating is below 12, this is not applicable.	
Residual Risk Rating (after treatment or controls)	As the Inherent Risk Rating is below 12, this is not applicable.	
Risk Category Assessed Against	Legal and Compliance	Legislative requirements and compliance determine the need for the production of a Long Term Financial Plan.
	Financial	The financial implications associated within the elements of the LTFP can affect the financial sustainability of Council.
	Reputational	The inclusion of projects and works within the various plans within the LTFP build community expectation.

Officer Comment

The financial projections contained within the LTFP have been reviewed and updated to reflect Councillor and staff input, outcomes from the 2025/26 Mid-Year Budget Review, revised financial forecasts, and updated long-term asset management works programs.

The financial plans and strategies integrated within the Long Term Financial Plan 2026/27–2035/36 have been modelled to produce a ten-year Statement of Financial Activity by Nature, identifying the projected rate revenue required to maintain a sustainable financial position.

The final Long Term Financial Plan includes:

- Statement of Financial Activity by Nature;
- Rate Setting Statement by Program;
- Statement of Comprehensive Income; and
- detailed schedules and supporting notes.

While Council continues to experience increased material and contract costs, the implementation of disciplined budget management and cost control measures has resulted in a forecast end-of-year surplus of $141,496 for the 2026/27 financial year.

The following table summarises the projected end of year financial position for the next 10 years:

LONG TERM FINANCIAL PLAN – 10 YEAR FINANCIAL FORECAST											
YEAR	25/26 FORECAST	26/27	27/28	28/29	29/30	30/31	31/32	32/33	33/34	34/35	35/36
$ SURPLUS / (DEFICIT)	142,002	141,496	256,457	113,591	270,351	267,337	277,471	267,758	291,319	276,803	289,911

The Long Term Financial Plan incorporates all inputs and decisions arising from Council's Integrated Planning Committee meetings and Ordinary Council Meetings throughout the 2025/26 financial year. The Plan also provides for increased transfers to reserve accounts to support future Buildings, Roads, Parks and Reserves, Pathways and Stormwater projects, funded through planned rate revenue increases of 6.0% per annum over the ten-year planning period.

Following adoption of the Long Term Financial Plan (LTFP), the previously endorsed plans and strategies will be consolidated into the Strategic Financial Plan. As an internal management document, the Strategic Financial Plan does not require separate Council adoption, as the underlying plans and strategies have already been endorsed by Council.

The Long Term Financial Plan 2026/27–2035/36 has been developed through Council's consideration and adoption of key strategic and financial planning documents, including the Rating Strategy, Debt Management Plan, Fees and Charges, Donations and Community Events Program, Councillor Fees and Allowances, Asset Management Plans and other supporting strategies. Together with management recommendations, the Plan demonstrates the Shire of Dardanup's ongoing financial sustainability and capacity to deliver services, infrastructure and community outcomes over the next ten years.

END REPORT

12.6 COMMITTEES

None.

13 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

None.

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

None.

15 PUBLIC QUESTION TIME

None.

16 MATTERS BEHIND CLOSED DOORS

None.

17 CLOSURE OF MEETING

The Presiding Member, Cr T G Gardiner, advised that the next Ordinary Meeting of Council is to be held on Wednesday, the 24th June 2026, commencing at 5:00pm at the Shire of Dardanup Administration Centre, Eaton.

There being no further business, the Presiding Member declared the meeting closed at 6:09pm.

Shire of Dardanup

CONFIRMATION OF MINUTES

"As the person presiding at the meeting at which these minutes were confirmed on 24th June 2026, I certify that these minutes have been confirmed as a true and accurate record of proceedings.

Signed: S Gillespie ________________________________

(Chairman or Shire President or Other Presiding Member)