



SHIRE OF DANDARAGAN

# 2017/18 ANNUAL REPORT

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*Jurien Bay Shire of Dandaragan Administration Centre  
Photo: Toni Hanske*



*Indian Ocean Festival Fireworks  
Photo: Mike Murphy*



*Australia Day Badgingarra*



*JBDHS Remembrance Day Memorial Service*

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*Wildflower Season at Vern Westbrook Walk, Badgingarra  
Photo: Dandyman Images*

# COUNCILLORS



CR LESLEE HOLMES  
SHIRE PRESIDENT  
CR.HOLMES@DANDARAGAN.WA.GOV.AU



CR PETER SCHARF  
DEPUTY SHIRE PRESIDENT  
CR.SCHARF@DANDARAGAN.WA.GOV.AU



CR JASON CLARKE  
CR.CLARKE@DANDARAGAN.WA.GOV.AU



CR WAYNE GIBSON  
CR.GIBSON@DANDARAGAN.WA.GOV.AU



CR ANN EYRE  
CR.EYRE@DANDARAGAN.WA.GOV.AU



CR KAYE MCGLEW  
CR.MCGLEW@DANDARAGAN.WA.GOV.AU



CR DAHLIA RICHARDSON  
CR.RICHARDSON@DANDARAGAN.WA.GOV.AU



CR ROB SHANHUN  
CR.SHANHUN@DANDARAGAN.WA.GOV.AU



CR DARREN SLYNS  
CR.SLYNS@DANDARAGAN.WA.GOV.AU

# EXECUTIVE MANAGEMENT TEAM



BRENT BAILEY  
CHIEF EXECUTIVE OFFICER



SCOTT CLAYTON  
EXECUTIVE MANAGER  
CORPORATE AND COMMUNITY SERVICES



DAVID CHIDLOW  
EXECUTIVE MANAGER  
DEVELOPMENT SERVICES



GARRICK YANDLE  
EXECUTIVE MANAGER  
INFRASTRUCTURE

# PRESIDENT'S REPORT



It gives me great pleasure to once again be reporting to the Community as your Shire President after yet another successful and satisfying year in the Shire of Dandaragan.

Our Shire continues to deliver on our Strategic Vision for our communities as we embrace our lifestyle and opportunities in our wonderful area.

This has been a year of endless opportunities for our Shire with our renewable energy focus growing all the time and our ability to attract large private enterprise to build their businesses in the Shire.

Our four towns all continue to flourish and the emphasis has switched from tourism to agriculture and renewable energy. Dandaragan is well placed to reap the benefits of the new wave of Agri-Business with its beautiful soil types and abundant water. These include a camel farm, citrus and organic beef farms, including the award winning Agri-Fresh. Badgingarra is well placed with its second windfarm and solar farms under construction and Yandin Wind Farm to commence construction in 2019. Iluka is also in full swing again which has created jobs for the region, along with the AAA Egg Farm, which incidentally is opening a secondary egg farm outside of Badgingarra, while The Lobster Shack and Gold award winning RAC Caravan Park in Cervantes continue to also do well.

It is heartening to report that our Shire is in a strong financial position and ready for the future whatever challenges it brings.

I would like to thank my Deputy President, Councillor Peter Scharf, for all his assistance and wise counsel throughout the year. We also had the opportunity to welcome three new Councillors around the table, Councillors Clarke, Eyre and Shanhun, and welcome the re-election of Cr Slyns for another term.

This is also a great opportunity to welcome our CEO, Mr Brent Bailey and his family to Jurien Bay. Brent comes with a wealth of knowledge and I am sure will help us to remain the envy of many other Shires.

Looking forward we have embarked on a new process of communicating with our citizens and hope by now you are all familiar with Envision 2029. We are thrilled with the amount of support and feedback received to date and we continue to invite you to take part in helping us to shape our future together.

Finally, I would like to congratulate Brent and his staff for all their great work throughout the year.

A handwritten signature in black ink that reads "Leslee Holmes". The signature is fluid and cursive.

LESLEE HOLMES  
SHIRE PRESIDENT



Newly sworn in Councillors 2017  
L-R Cr Slyns, Cr Shanhun, Cr Clarke and Cr Eyre

# CHIEF EXECUTIVE OFFICER



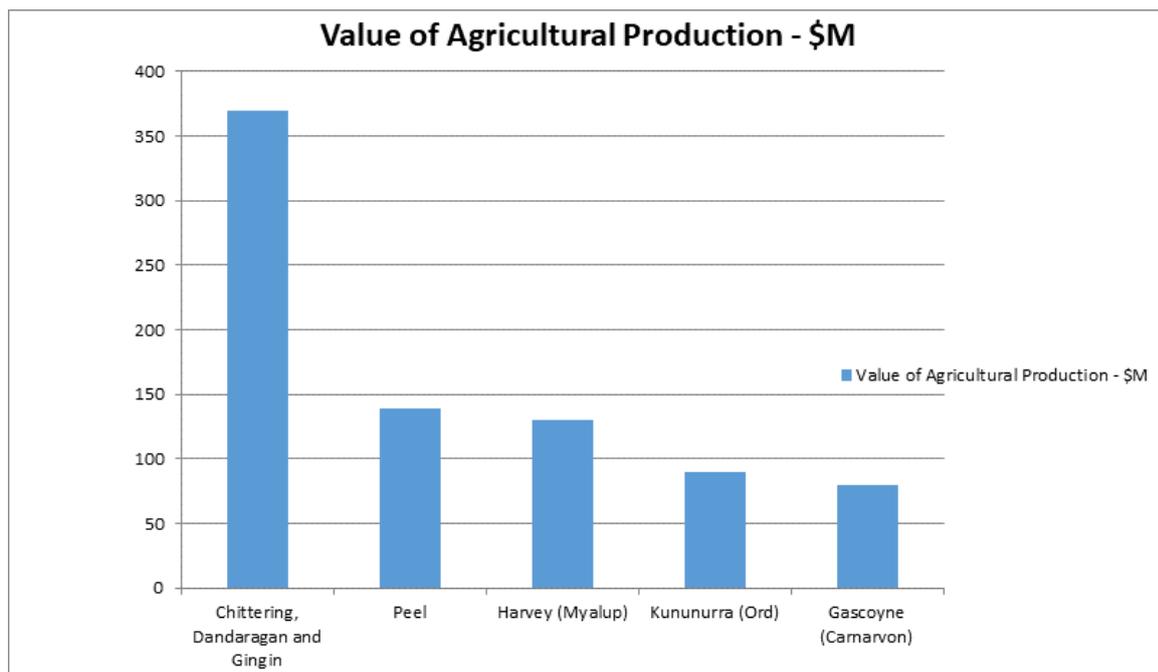
Since commencing in the CEO's role in March 2018 I have been fortunate to be involved in this progressive organisation and community. The Shire's former CEO, Mr Tony Nottle has contributed so much to the community here and I hope to continue to meet the high expectations of Council and the community. In the 2017/2018 financial year the Shire of Dandaragan brought a number of fantastic projects to life through development, partnerships, effective planning and long term strategy implementation.

Some of the key highlights covered in this reporting period include:

- 1) Construction of the Cervantes Multi-purpose Performing Arts and Cultural Centre
- 2) Completion of the coastal nodes project and campground improvements at Sandy Cape.
- 3) Support for another year of highly successful events including the Indian Ocean Festival, Opera at the Pinnacles and Spray the Grey Youth Festival.
- 4) Completion of the kitchen and building upgrades of the Jurien Bay, Dandaragan and Badgingarra Community Centres funded through Royalties for Regions.

The Shire's renewable energy industry continues to grow and this year the Emu Downs Solar farm which is the largest in Western Australia was opened amidst the existing and developing Wind Farms at Emu Downs, Badgingarra and Yandin. These are exciting projects for the region contributing to the growth and diversification of our local economy. They also fit well with the Shire's goal of sustaining a healthy natural and built environment. The past year has also seen the Shire continue to partner with the Shire's of Gingin, Chittering, City of Wanneroo and the Wheatbelt Development Commission to promote the Northern Growth Alliance and promote investment in the region. The Alliance has been successful in elevating the status of the region and emphasising our competitive advantages. As an example the following graph puts into perspective the value of our horticultural production:

## Significant Agricultural Production (not including fisheries)



Based on data sourced from Australian Bureau of Statistics, Agricultural Commodities, Australia, 2015-16

# CHIEF EXECUTIVE OFFICER

The Alliance is also committed to advocating for key infrastructure to break down investment barriers. The focus on improvements to power, water, telecommunications and transport networks will continue and collective lobbying efforts are showing early signs of success for the private sector. The Shire's infrastructure department has had another extraordinary year delivering \$5.97million of construction projects throughout the Shire. Our roadworks team should be commended on their expertise and skills to deliver a complex and diverse transport network. The Shire's ongoing investment in lime sands routes and gravel roads will continue to support our local agricultural industry by supporting efficient and safe logistics. This year we again maximised our sources of external funding through the MRWA Regional Road Group, Roads to Recovery, State Blackspot, and Shared Path programs leveraging \$1.8million towards road asset improvements. I personally thank our teams and supporting local contractors who help us deliver these works.

This annual report contains reports from each directorate and addresses the outcomes achieved and projects and initiatives identified in our current Strategic Community Plan.

Shifting focus to the future, the support for the Shire's Envision 2029 project has been very positive and we look forward to finalising our new Strategic Community Plan in the coming months. The Strategic Community Plan is the primary planning document for the Shire which guides the Shire's direction and decision making processes. As part of the wider suite of the Integrated Planning and Reporting Framework this process will provide the organisation with focus on achieving the goals and objectives of the community within our available resources. No doubt there will be some exciting new projects that rise to the surface through this process to complement existing initiatives which will continue.

In closing I hope the following annual report provides a substantial summary of the organisation's achievements over the 2017/2018 financial year. The Council and staff should all be proud of their efforts and continued high standards of performance.



Brent Bailey  
Chief Executive Officer



*2017 Citizen of the Year Celebrations, Badgingarra*

# DEVELOPMENT SERVICES

The areas covered by this report include the following:

- Planning
- Buiding
- Environmental Health
- Emergency Services

The following is a brief summary of some of the projects undertaken and approvals issued in the Development Services department:

## Summary Building Statistics 2017/2018

2017 / 2018		
Class I Residences	36	\$12,808,010.00
Outbuildings / Garages	34	\$688,119.00
Patio / Pergola / Carports \ Balcony	22	\$182,875.00
Swimming Pools	5	\$60,000.00
Additions	8	\$2,410,283.00
Office / Commercial Buildings / Sheds / etc	5	\$2,547,575.00
Fit-outs / Occupancy	6	\$104,600.00
Fences	2	\$16,500.00
Re-roof / Lean-to / Veranda's / Alfresco	7	\$107,150.00
Storage Sheds / Units / Temporary Camps	6	\$8,870,114.00
Communication Towers	3	\$281,200.00
Miscellaneous	5	\$385,473.00
<b>Total</b>	<b>139</b>	<b>\$28,461,899.00</b>

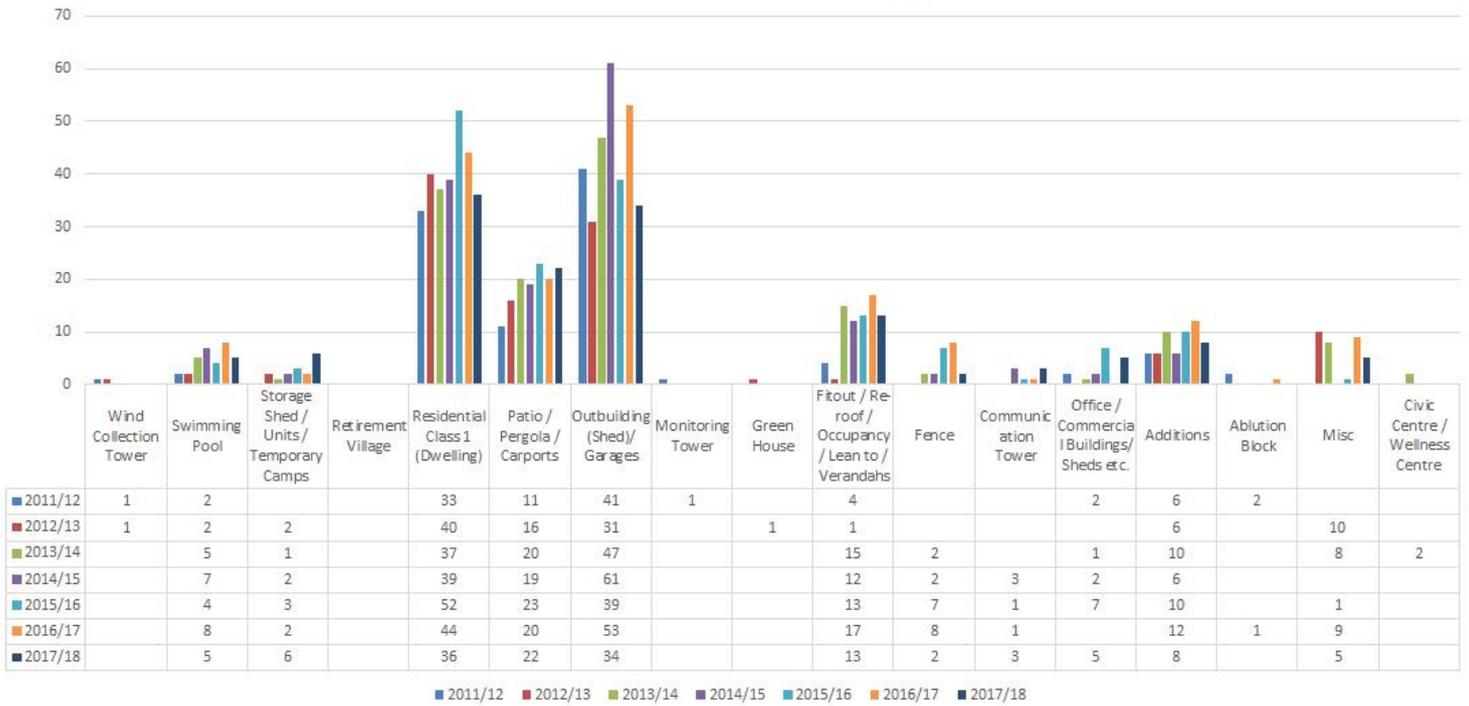


*Badgingarra Canola Field*

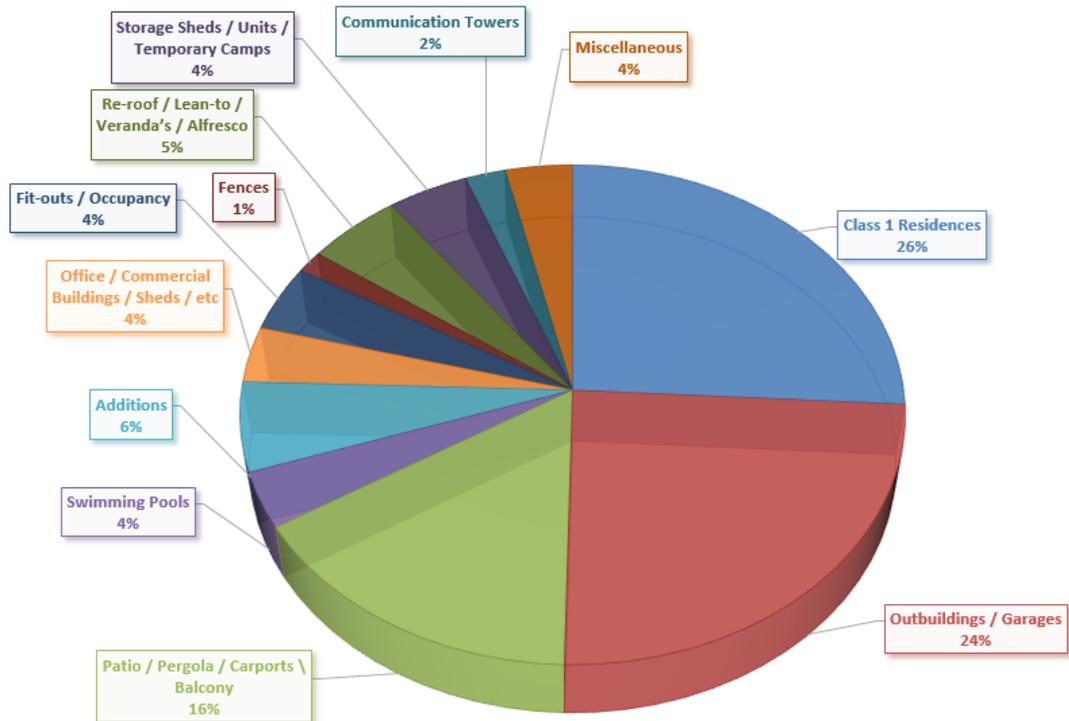
# DEVELOPMENT SERVICES

## 2017 - 2018 Building Construction

2011 - Onwards Building Construction Stats



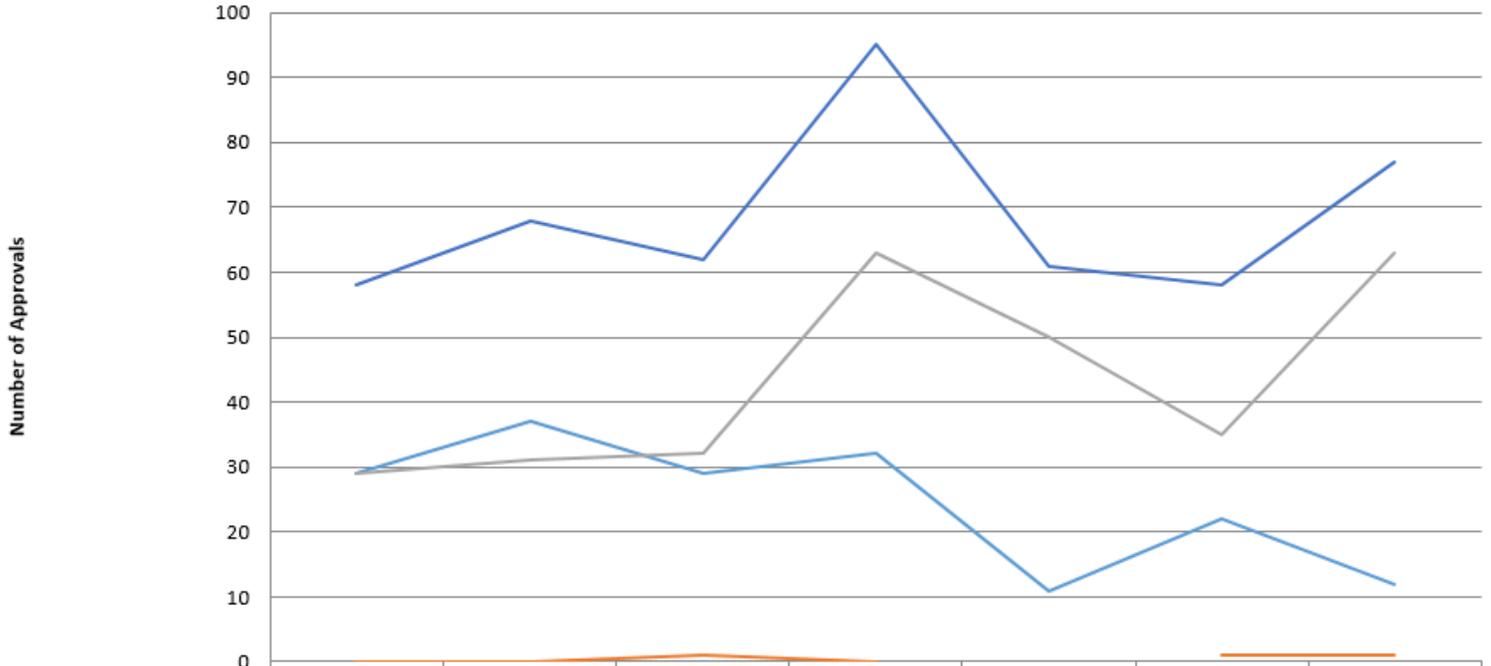
2017 - 2018 BUILDING CONSTRUCTION STATISTICS



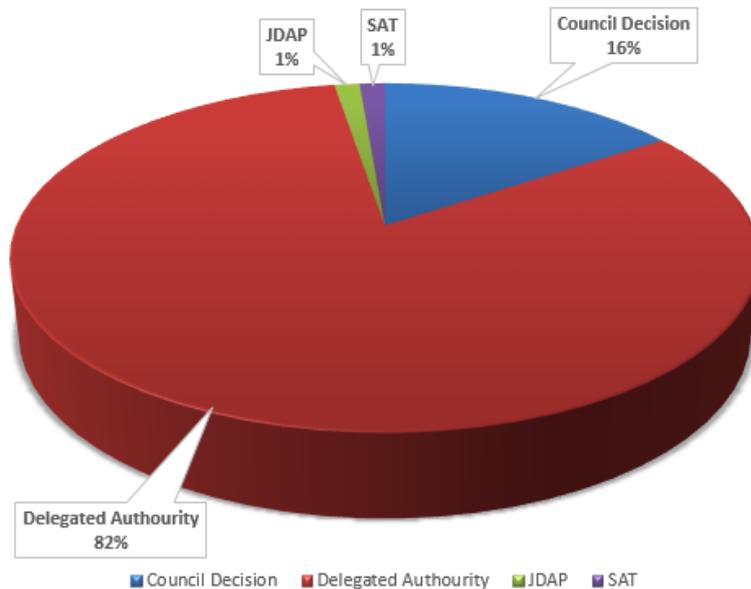
# DEVELOPMENT SERVICES

## 2017 - 2018 PLANNING DECISIONS

### Planning Decisions 2011 - 2018



	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018
Council Decision	29	37	29	32	11	22	12
JDAP	0	0	1	0		1	1
Delegated Authority	29	31	32	63	50	35	63
SAT							1
<b>Total</b>	<b>58</b>	<b>68</b>	<b>62</b>	<b>95</b>	<b>61</b>	<b>58</b>	<b>77</b>



# DEVELOPMENT SERVICES

## DISABILITY SERVICES REPORT

Council is conscious of the need to provide facilities and services to residents and visitors with a range of abilities. The Disability Access and Inclusion Plan (DAIP) provides the framework to achieve this goal. The DAIP contains a number of strategies to ensure that facilities, services, events, information and employment opportunities are available to all community members – including those who may have a disability.

Local Governments are required to submit an annual report to the Disability Services Commission listing any outcomes achieved during the reporting period such as; ease of access to services; built infrastructure; effective communications; quality of services; appropriate consultation; and employment.

### **Outcome 1 - Services and events**

The Shire inducted new employees in disability access and inclusion issues; informed and liaised with event organisers about accessibility issues and encouraged them to plan events accordingly; provided a wide range of large print and audio books at the library; and provided website accessibility at the Shire's website.

### **Outcome 2 - Buildings and other facilities**

The Shire installed several new accessible footpaths; facilitated access to a beach wheelchair; worked on designs for improving accessible beach access; encouraged event organisers to provide 'Accessible Events'; upgraded public toilets to comply with relevant standards; ensured that commercial developments meet the specification prior to issuing building permits.

### **Outcome 3 - Information**

The Shire of Dandaragan upgraded its website to ensure that it is user friendly for people of all abilities; tourist information is provided in an alternative format; increased community and staff awareness that Shire documents are available in alternative formats.

### **Outcome 4 - Level of quality of services**

The Shire included disability access and inclusion awareness in staff inductions.

### **Outcome 5 - Complaints**

The Shire reviewed the grievance mechanism and feedback form to ensure that they are user friendly for people of different abilities. We improved the awareness of staff that Shire related information is available in an alternative format.

### **Outcome 6 - Consultation**

All public documents are published on the Shire's website. Documents required for community consultation are available in alternative formats upon request.

### **Outcome 7 - Employment**

Job advertisements are published in accessible format and interviews are held in an accessible venue.

## ENVIRONMENTAL HEALTH

The Shire's Environmental Health area undertakes a range of activities designed to maintain and protect public health. During the reporting period more than 200 risk assessments of home occupations, hair dressers, offensive trades (eg. , piggery and pet meat processing), caravan parks, public and private pools, recreational waters, traders and waste facilities were carried out to ensure that legislative requirements and high public health standards are maintained.

# DEVELOPMENT SERVICES

In addition, the Shire responded to many service requests on a range of issues including noise, premises, pests, food, waste water and other general health issues.

Fifty two registered food businesses operating in the Shire were regularly assessed by the Environmental Health Officer against legislative standards to prevent disease, minimise environmental impacts and maintain public safety.

During the year, 36 on-site waste water disposal system applications were assessed, approved and inspected. In the same time frame, five systems located in the sewerred areas of Jurien Bay were decommissioned and the dwellings connected to the deep sewer.

During this reporting period the Shire's Environmental Health Officer additionally provided a contractual Environmental Health service to the Shires of Gingin and Coorow.

## EMERGENCY SERVICES REPORT

The DFES 400MHz upgrades are now complete across all Brigade units in the Shire and delivery of a Tatra 8.6 fire appliance which has been donated to the Hill River Bush Fire Brigade is expected early in 2019.

The Canover VBF members and other local personnel have been very proactive and formed a sub branch of the Eneabba Coastal District SES which is based in the Canover VBF.

DAVID CHIDLOW

EXECUTIVE MANAGER DEVELOPMENT SERVICES



*Yandin Wind Farm*

# INFRASTRUCTURE SERVICES

The Infrastructure Department is responsible for all operational staff, with crews based in Jurien Bay and Dandaragan. These crews are responsible for the maintenance and development of the Shire's roads, footpaths, storm water infrastructure, parks and gardens, sporting fields, and the four landfill sites.

## GENERAL WORKS

Crews have been busy throughout the year carrying out regular maintenance of the Shire's infrastructure assets.

The Jurien Bay crew is responsible for all aspects associated with town maintenance within each of the four Shire towns. This includes maintenance of public open space (POS), parks, gardens, ovals, foreshore areas, town streets and swales within Beachridge.

The Dandaragan Crew is responsible for all aspects associated with road maintenance including maintenance grading, roadside spraying and slashing, culvert cleaning, and pavement repairs. The crew operates two maintenance graders and a road patrol truck which manage road maintenance across gravel roads, sealed roads and town streets within the Shire.

Where necessary the crews share equipment and resources. Where required the Shire also uses local and external contractors from our Pre-qualified Supplier Panel to undertake tasks surplus to our resources or requiring a specific skillset.

## PERSONNEL

The 2017 / 2018 financial year again saw changes to a number of leadership positions within the Infrastructure department. These infrastructure leadership positions are as follows:

**Executive Manager Infrastructure** – Mr Garrick Yandle

**Operations Supervisor Jurien Bay**

Mr Troy Wright, Operations Supervisor, was seconded to the position of Acting Community Emergency Services Coordinator from February 2017 until September 2017 when he returned to his role as Operations Supervisor. During this time Mr Shaun Lyons stepped into the Acting Operations Supervisor position. Mr Wright then left the organisation as Operations Supervisor in January 2018 and Mr Cameron Rosenthal was appointed as Acting Operations Supervisor from January 2018 until April 2018. Following an extensive recruitment period to fill this position Mr Michael Rouse was successfully appointed as Operations Supervisor from April 2018 and continues to work in this role.

**Dandaragan Operations Supervisor**

Mr Paul Woolstencroft

**Asset Coordinator Infrastructure**

Mr Angus Padfield resigned from this position in October 2017 after 20 months service. Following a review of this position and position description, a new role within the Infrastructure team was developed for a Coordinator Infrastructure Services. Mr Brad Pepper was appointed to this position in December 2017, bringing a wealth of infrastructure and road construction experience to the team.

**Reticulation Fitter**

Mr Geoff Beale retired from this position on a full time basis in May 2017 and assisted the crew in a casual position over the 2017 / 2018 summer as part of a handover process. Mr Danny Makarov was successfully appointed to this position from October 2017.

# INFRASTRUCTURE SERVICES

## **Leading Hand Light Plant Maintenance**

Mr Cameron Rosenthal commenced this newly created position created in June 2017 to manage repairs and mechanical maintenance of light plant at the Jurien Bay Depot. Mr Rosenthal also successfully assisted as Acting Supervisor Jurien Bay Operations.

## **Leading Hand (Parks and Gardens)**

Mr Shaun Lyons

## **Leading Hand (Final Trim Grader Driver)**

Mr William Sturgess

## **Leading Hand (Road Crew)**

Mr James Deaker, who also successfully undertook the Acting Supervisor role in Mr Woolstencroft's absences for leave.

## **Mechanic**

Mr David Taylor

## **STRATEGIC INFRASTRUCTURE PROJECTS**

The following section provides a summary of Strategic Infrastructure Projects being planned and developed by Shire officers and being led by the Infrastructure team in 2017 / 2018.

### **Bashford Street Upgrade**

The Concept Design for a potential future Bashford Street upgrade was completed by Cardno in February 2014 and presented to Council. The design was reviewed by the Infrastructure team, with Council feedback presented to the consultant. The Concept design was revised and presented at a Community Workshop in February 2015. The Concept Design was endorsed by Council in March 2015. The Infrastructure team has continued to work with Cardno regarding additional detailed design.

Potential funding sources are currently being pursued as the design progresses. Completing the preliminary and detailed design will provide greater opportunities towards obtaining funding for the project. This includes liaison with civil design consultants, Western Power and Main Roads to finalise design and ensure all regulatory requirements are addressed with the relevant government agencies.

Shire officers continue working with the Wheatbelt Development Commission (WDC), Regional Development Australia Wheatbelt (RDAW) and economic consultant Pracsys in the development of Business Case documentation suitable for submission for significant potential funding sources through Building Better Regions Funding and the State Government's Royalties for Regions. Additionally, the Shire continues to investigate and identify potential co-contributions.

The following reports have been prepared as part of the project and development of the Business Case submission:

Project Management Plan;

Procurement Plan;

Communication Management Plan;

Risk Management Plan;

Cost Estimate;

Historical Costs; and

Economic Development.

# INFRASTRUCTURE SERVICES

Consulting Engineers, Cardno, have also prepared the following Plans in relation to this project;

- Preliminary Design Report;
- Preliminary Design Drawings;
- Underground Power;
- Street Lighting;
- Civil Works; and
- Landscaping.

Pracsys, management advisory consultants, are currently preparing the Business Case and Cost Benefit Analysis. Final consultant documentation is due in late 2018.



*Construction of the Cervantes Multi Purpose Performing Arts and Cultural Centre*

## **Jurien Bay Irrigation Water Resource Review**

Shire officers are investigating the current water supply needed to maintain areas requiring irrigation that may not be sufficient in the long term to adequately service critical public open space (POS). The following scope of work will be undertaken as part of this investigation:

### ***Desktop Review***

A desktop review of information provided by the Shire to identify potential irrigation sources and information gaps will be undertaken to review the requirements and distribution of irrigation water. Review of the Shire's water extraction licence conditions and the availability and quality of those sources also continues. The identification of potential alternative water resources remains an important focus including the consideration of utilising treated wastewater for irrigation. A review of available technologies, their costs, infrastructure requirements and implementation strategy for such a system are currently being completed.

The assessment opportunities to extract groundwater at different locations within the local government area not impacted by salinity are to be investigated along with opportunities to use existing irrigation water as part of a shandied irrigation supply.

The Shire is currently developing a draft scope of investigation for the proposed Golf Club production bore and to consider additional infrastructure requirements and costs.

### ***Reporting***

A Water Resource Options Assessment is to be developed in order for an examination of water resource options to a conceptual level of understanding of form, scale, cost and method of implementation by late 2018.



*Beachridge swales clearing*

# INFRASTRUCTURE SERVICES

## CAPITAL WORKS PROJECTS - GENERAL

The following section provides a summary of Capital Projects delivered by the Infrastructure team in 2017/18:

Turquoise Path	<p>Immediately south of Foreshore Redevelopment</p> <ul style="list-style-type: none"> <li>▪ Location changed from immediately south of Shingle Ave beach access based upon condition rating assessment</li> <li>▪ Completed October 2017</li> </ul> <p>Island Point Realignment</p> <ul style="list-style-type: none"> <li>▪ Works were required due to erosion of the beach in this area undermining the original path alignment</li> <li>▪ Additional funding successfully received from the Department of Transport</li> <li>▪ Construction completed June 2018</li> </ul>
Jurien Bay Sewerage Project	<p>Stages IA, IB and IC completed</p> <p>Completed October 2017</p>
Dual Use Path Bashford Street (Doust to Hastings)	<p>3m wide concrete</p> <p>Completed February 2018</p>
Cervantes Waste Facility Fence	<p>Request for Quote to be developed</p> <p>Completed October 2017</p>
Thirsty Point Outdoor Shower	<p>Shower and drink fountain installation completed</p> <p>Signage and bollards installed</p> <p>Completed June 2018</p>
Jurien Bay Tank Replacement	<p>Install completed by contractor</p> <p>Completed June 2018</p>
Cervantes Oval Bore Replacement	<p>Bores proofed up</p> <p>Completed June 2018</p>
Dual Use Path Bashford Street (Batt to Whitfield)	<p>3m wide concrete</p> <p>Completed June 2018</p>
Beachridge Planter Boxes	<p>Contractor almost complete</p> <p>Adriana Parade, Drosera Avenue and Parakeet Bend.</p> <p>Completed May 2018</p>
Beachridge Swales Staged Renewal	<p>Plants ordered and delivered</p> <p>Clearing and mulching of Adriana Parade, Middleton Boulevard and Meelup Drive swales undertaken June 2018</p>
<i>Carryover to 2018/2019</i>	
Cervantes Recreation Centre Playground	<p>Scope to be developed</p> <p>Liaison with stakeholders to be conducted as part of scope development</p> <p>Design being finalised</p> <p>Carryover to 18/19</p>

# INFRASTRUCTURE SERVICES

## CAPITAL WORKS PROJECTS - ROADS

### Rural Roads

#### Municipal Funded - Gravel Resheets

Cadda Road (carryover from 2016/2017)	Gravel Resheet SLK 22 – 26 (near Munbinea Road) Completed August 2017
Mackays Road	Gravel Resheet SLK 0 – 3 (near Watheroo Road) 100% complete Completed August 2017
Koodjee Road	Gravel Resheet SLK 0 – 4 Completed September 2017
Bidgerabbie Road	Gravel Resheet SLK 0 – 4.0 Completed October 2018
Black Arrow Road	Gravel Resheet SLK 2.0 – 6.0 100% completed Completed March 2018
Goonderdoo Road	Carryover from 2016/2017 Gravel Resheet completed early July 2017
Cantabilling Road	Gravel Resheet SLK 9.3 – 11.8 (near Nylargarda Road) Completed March 2018
Cowalla Road	Gravel Resheet SLK 0 – 3.0 Completed April 2018
Cadda Road	Gravel Resheet SLK 9.3 – 11.8 Completed April 2018
Dewar Road	Gravel Resheet SLK 2.0 – 6.0 Completed June 2018

# INFRASTRUCTURE SERVICES

## State Commodity Route [SCR] funded projects

Sandy Cape Road	<p>Pavement reconstruction and widening            Clearing has been completed            Formation works to follow – cut and fill            Pavement works to follow</p> <ul style="list-style-type: none"> <li>▪ SLK 4 – 6</li> <li>▪ RFQ issues and quote received</li> <li>▪ Waiting for clearing permit</li> <li>▪ Commenced June 2018</li> </ul> <p>Carryover to be completed August 2018</p>
Gillingarra Road	<p>Gravel Resheet            SLK 21 – 25 (eastern to Boundary Road)            Completed May 2018</p>

## Regional Road Group (RRG) - seal renewal and reconstruction

Dandaragan Road	<p>Pavement reconstruction and widening            SLK 37 - 40 (near Stockyard Hill Road)            Construction completed March 2018            2<sup>nd</sup> coat scheduled December 2018</p>
Jurien East Road	<p><b>Design works</b></p> <ul style="list-style-type: none"> <li>▪ Upgrade from Brand Highway (SLK 0) to Cockleshell Gully Road (SLK 24)</li> <li>▪ Approximately 24km to be done in stages over 3 years</li> <li>▪ Survey undertaken March / April 2016</li> <li>▪ Design completed December 2016</li> <li>▪ Environmental Survey completed October 2016</li> <li>▪ Clearing Permit received December 2018</li> </ul> <p><b>Construction</b></p> <ul style="list-style-type: none"> <li>▪ SLK 7 – 11</li> <li>▪ Reconstruction and pavement widening to 10m with 8m seal</li> <li>▪ Completed December 2017</li> </ul> <p>2<sup>nd</sup> coat seal to be undertaken</p> <ul style="list-style-type: none"> <li>▪ SLK (0 – 7)</li> <li>▪ Completed January 2018</li> <li>▪ Line marking scheduled for May 2018</li> </ul>
Dandaragan Road	<p>2<sup>nd</sup> coat seal to be undertaken            SLK 51 – 55 (near Gillingarra Road)            Changed to near Koodie Woodie Hill</p>
Rowes Road	<p>2<sup>nd</sup> coat seal to be undertaken            SLK 30 – 33 (near Koodjee Road)            Completed April 2018            2<sup>nd</sup> coat completed April 2018 and line-marking completed in May 2018</p>

# INFRASTRUCTURE SERVICES

## Urban Roads

### Roads to Recovery (RTR) funded projects

Drummond Circus – Cervantes	Reconstruction and re-asphalt SLK 0.0 – 0.4 (Lang to Leon) Completed May 2018
Cadiz Street - Cervantes	Reconstruction and re-asphalt SLK 0.0 – 0.4 Completed May 2018
Murray Street – Jurien Bay (carryover 2016 / 2017)	Reconstruction and re-asphalt SLK 0.0 – 0.25 (Bashford to Sandpiper) Works completed October 2018
Ward Street – Jurien Bay	Reconstruction and re-asphalt SLK 0.0 – 0.25 (from Lesueur Drive) Quotes received and awarded Completed November 2017
Carmella Street – Jurien Bay	Reconstruct pavement, upgrade drainage and re-asphalt SLK 0.4 – 0.76 (Boulangier to termination) Quotes received and awarded Completed March 2018



# INFRASTRUCTURE SERVICES

## TOWN MAINTENANCE (Parks and Gardens)

The Town Maintenance team (Parks and Gardens) and specific contractors continue to maintain all assets in each of the 4 towns within the Shire. Key areas of note in each town are:

### Jurien Bay Oval

- Turf stripped in November 2016 to remove excessive infestation of buffalo grass.
- Couch grass allowed to regrow.
- Re-turf renovations to slow growing areas continued over summer of 2017 / 2018.
- Coring January 2018
- Aeration March 2018

Jurien Community and Recreation Centre surrounds

Town Streets

Public Open Space

Beachridge Swales

Jurien Bay Jetty

Turquoise Way

Sandy Cape

Cemetery

Industrial Areas

Airfield

Jurien Landfill Site

### Dandaragan Oval

- Coring January 2018
- Aeration March 2018

Dandaragan Community Centre surrounds

Pioneer Park

Town Streets

Community Resource Centre Grounds

Cemetery

Aggie's Cottage

Dandaragan Landfill Site

### Cervantes Oval

- Coring January 2018
- Aeration March 2018

Cervantes Community Recreation Centre surrounds

Parks

Town Streets

Industrial Area

Airfield

Cervantes Waste Transfer Station

### Badgingarra Oval

Badgingarra Community Centre surrounds

Town Streets

Badgingarra Landfill Site



# INFRASTRUCTURE SERVICES

## Turf Management Review

Mowing of turfed areas of public open space (POS) across the Shire has been delivered in recent years by a combination of Shire internal operations resources and by a contractor.

In 2017 / 2018 Shire officers undertook a review of Turf Management within the Shire and activities undertaken. This included a comprehensive review of scope of services associated with mowing of POS. This entailed:

- Turf management review undertaken by turf consultant, Woodlands.
- Working with the incumbent turf mowing contractor (Vari-Skilled) as well as operations staff to review and trial alternative mowing regimes.

The Shire commissioned a turf consultant, Woodlands, to provide an independent review and recommendations to the Shire on its current turf management practices. Information gathered as part of this review process contributed towards refining how turf mowing and turf management as a whole is to be undertaken from 1 July 2018 onwards.

Request for Tender 01/18 Mowing of Public Open Space was advertised in May 2018 and awarded at the June Council Meeting to local contractor Vari-Skilled for 4 years commencing 1 July 2018 for the mowing of the Jurien Bay townsite POS, the Jurien Bay Administration Centre building surrounds and lawns, and the Cervantes townsite POS,

Shire Operations crews continue to manage and maintain, Fautleroy Park, Jurien Sport and Recreation Centre Oval, and the Badgingarra and Dandaragan townsites POS.

## WASTE MANAGEMENT

### Waste Facility Management

The Infrastructure team continues to manage the four landfill facilities within the Shire through a combination of staff and local contractors.

#### Jurien Bay

Monday, Tuesday, Wednesday, Friday, Saturday, Sunday - Mr Bob Bridgeman  
Thursday - Parks and Gardens crew

#### Cervantes

Monday and Tuesday - Parks and Gardens crew  
Wednesday, Thursday, Friday and Saturday - Mr Graeme Rowe

#### Badgingarra

Wednesdays and Fridays - Contractor

#### Dandaragan

Wednesdays, Fridays and Saturdays - Contractor

### Refuse Collection

The Shire continues to provide refuse collection services via contractor Avon Waste who are into the second year of a seven year contract. Avon Waste have worked closely with Infrastructure team members to fine-tune the collection of public waste bins and provide additional recycling services over the busy holiday season months of December, January and April.

# INFRASTRUCTURE SERVICES

## PLANT AND EQUIPMENT

In 2017 / 2018 the Shire replaced or bought the following light and heavy items of plant:

### Heavy Plant

#### Maintenance Grader

- Replace Volvo when reaches 9,000 hrs
- Approved March 2018 Council Meeting
- Completed June 2018

#### 6 Wheeler Water Truck

- Replace existing
- Completed May 2018

#### Tri Axle Side Tipper and Tandem Dolly

- To replace existing Pig Trailer
- Officers to investigate options

#### Mowing Tractor

- Replace Massey Ferguson Tractor
- Purchase Order issued April 2018
- Delivery expected August 2018
- Carryover 2018 / 2019

#### Dispose of

- Pole Saw - loader attachment
- Carryover - dispose via Tender August 2018

### Light Plant

#### DN Oval Mower

- Trade Huskvarna for Toro360
- Completed February 2018

#### Dispose of the following

- John Deere Ride on mower
- Toro ride on mower



# INFRASTRUCTURE SERVICES

## ASSET MANAGEMENT

The Infrastructure team continues to development key Asset Management programs for Shire Infrastructure. Key items addressed in 2017/2018 as part of ongoing asset management included:

### 1. Asset Management Roads

Executive Manager Infrastructure and Asset Infrastructure Coordinator updated Asset Management Plan (AMP) with Opus Hierarchy and RAMM Review completed  
Unit renewal costs being evaluated  
Revaluation completed June 2018  
Revised AMP due July 2018 commenced February 2018  
To be presented to Council early 2018 / 2019.

### 2. Infrastructure Management Procedures

Document reviewed  
To be utilised in developing relevant asset management plans

### 3. Footpath Asset Management Plan

RAMM Data  
Survey completed late 2014  
Valuations unit rates to be verified and updated  
Renewal works completed to be updated into RAMM  
Develop Hierarchy  
High and Low  
Level of Service  
Condition Rating



### 4. Reserves / Parks Asset Management Plan

Review against Public Open Space Policy.  
Mr Ben Symmons, consultant from Asset Infrastructure Management, engaged to update AMP  
Condition Rating to be completed  
Level of Service to be completed

### 5. Building Asset Management Plan

RAMM Data has been uploaded into RAMM  
Review against Public Open Space Policy



# INFRASTRUCTURE SERVICES

Condition Rating to be completed

Level of Service to be completed

Over the last 2 years we have had all buildings and infrastructure (minus roads and footpaths) valued by Griffin Valuers for both insurance and fair value purposes, including replacement cost, remaining effective life and current value

## 6. Airport Asset Management Plan

Completed June 2015 and to be reviewed bi-annually

Condition rating inspection completed in May 2016

Ongoing development of capital renewal budget projects for 2017 / 2018 and the next 5 years, including a maintenance plan

## STRATEGIC COMMUNITY PLAN

The following key performance indicators from the Shire of Dandaragan Strategic Community Plan were addressed by the Infrastructure Team in 2017/2018:

GOAL AREA	KEY PERFORMANCE INDICATOR	COMMENTS
Great Place for Residential and Business Development	Ensure timely provision of essential and strategic infrastructure	Key infrastructure essential and strategic projects have been undertaken as per the Capital Projects sections of this report. Significant projects include: <ul style="list-style-type: none"> <li>• Jurien Bay Infill Sewer Project Stage 4</li> <li>• Roads 2030 Roads upgrades through RRG</li> <li>• Sandy Cape Road upgrade</li> <li>• Town street renewal</li> <li>• Dual Use Path installations</li> </ul>
	Residents have access to television channels	The Shire continues to distribute television service from the Jurien Bay Depot. Currently the community has access to all channels available to residents in regional Western Australia
Healthy Natural and Built Environment	<ul style="list-style-type: none"> <li>▪ Manage and maintain priority road verges which link or are strategic sites on Shire reserves</li> <li>▪ Develop and implement gravel pit restoration program</li> </ul>	Relevant gravel pits continue to be maintained and rehabilitated on an ongoing basis.

The Infrastructure department continues to be an extremely busy and vital component of the Shire's delivery of services to the communities of Jurien Bay, Dandaragan, Cervantes and Badgingarra. The day-to-day routine maintenance activities, combined with the capital projects, has kept all members of the team active and provided great opportunities for staff and local contractors to work together. The year 2018 / 2019 looks to be busier again with more capital works projects likely to reach construction phase as the Shire continues its pursuit of strategic infrastructure development.

GARRICK YANDLE

EXECUTIVE MANAGER INFRASTRUCTURE

# CORPORATE AND COMMUNITY SERVICES

## COMMUNITY ENGAGEMENT AND CONSULTATION

To support the Shire of Dandaragan's Community Engagement Plan, endorsed by Council in 2015, this year, staff strengthened standard procedures around how to engage and consult with the community on projects and matters of interest. Clearer internal procedures were developed and rolled out across the Shire to enable staff to build positive relationships between Council and all sections of the community; provide the community with the information they need to participate in a meaningful way; explain more clearly why community consultation is taking place and the decisions to be made; and inform the community of any limits to influence they will have on the decision. This process has included the development of a consultation matrix to guide staff on appropriate strategies and the creation of consultation plans for individual projects or issues.

## COMMUNITY EVENTS

The Shire supports and hosts many events throughout the year. This might be through financial or in-kind support such as providing additional bins, marquees, preparing event sites, or other necessary support. All events on Shire-owned/managed land require an event application and permit, and staff work with event coordinators throughout the year to ensure that events comply with statutory regulations so that events are kept incident-free and safe for everyone.

It is also important for the Shire to showcase our fantastic towns, both to residents and those visiting from elsewhere, and good quality, well-run and safe events encourage visitors to come, stay and enjoy our Shire.

This year, the Shire of Dandaragan supported the Cervantes Family Festival and Jurien Bay Beach Mission which is targeted at engaging young people in healthy outdoor activities. There are also regular markets coordinated by the Lions Club of Jurien Bay which were recently moved to the new foreshore development at Fauntleroy Park due to increase in attendance causing some safety issues. The new location has meant that more stalls could be booked and patrons could move around the market safely without having to negotiate traffic.

ANZAC Day and Australia Day 2017 / 2018 were nationally significant events that are held annually in towns across the Shire, as well as the acknowledgement of two new Australian citizens at Citizenship ceremonies at the Shire of Dandaragan Council Chambers in Jurien Bay. Citizen and Young Citizen of the Year ceremonies were held in Badgingarra and were awarded to Mr Josh Barnes and Ms Caitlyn Porteous respectively - both worthy winners. The following are events and activities for the 2017 / 2018 year that Shire officers assisted with permits and support:

- Beach Clean-Ups run by Jurien Bay Progress Association;
- Jurien Bay Village Bocce & BBQ;
- Vietnam Veterans Day Memorial Service;
- National Tree Day events around the Shire;
- Toyota Landcruiser Club 40th Birthday;
- Indian Ocean Festival;
- Cervantes Windsurf Challenge;
- Jurien Bay Clouds 2 Coast Triathlon;
- Dog's Breakfast;
- Jurien Bay T20 Blast School Cup;
- Turquoise Coast Netball Association Summer Cup;



# CORPORATE AND COMMUNITY SERVICES

Jurien Bay Youth Group Christmas Party;  
Dandaragan Carols by the Lake;  
Ronnie Hobbs 239km Challenge BBQ ;  
Jurien Bay Carols in the Park;  
Cervantes Show and Shine;  
Cervantes Art Festival Market;  
Turquoise Coast Triathlon;  
Jurien Bay Easter Fair;  
Sunsmart Community Fishing Clinic;  
Jurien Bay Regional Herbarium Group Native Plant Giveaway;  
World Environment Day Planting; and  
Back to Cervantes.



The Shire also received a number of requests to hold weddings on local beaches and parks which we assisted to coordinate use of Shire land and resources.

## DISABILITY BEACH ACCESS

Based on previous identification of needs after consulting with the community, the community development team teamed with the Shire's building services to design an improved disability ramp to improve access to the water's edge at the Jurien Bay Marina. The improved design will include the correct gradient for easy manoeuvring with a wheelchair or walker, a bench to assist when transferring to a beach wheelchair or putting on shoes, and regulation level handrails for improved useability. The Shire is now waiting on approval from the Department of Transport to undertake these changes which will make it easier for people with mobility issues or disability to enter the water for swimming.

To coincide with the improved ramp design, community development officers undertook further consultation and investigation of the purchase of a beach (multi-use) wheelchair. An appropriate model was identified which would suit the needs of people with disability who would like to access beaches in the Shire, and a Memorandum of Understanding was entered into with the Jurien Bay Community Resource Centre and Jurien Bay Tourist Park for the purchase and availability of a wheelchair for the public to hire. The beach wheelchair will be available from late 2018.

Based on tasks identified from the Shire's Disability Access and Inclusion Plan, as well as priorities in the Shire's Age Friendly Community Plan, existing toilet facilities at the Dandaragan Community Centre have been upgraded for improved useability and access. Similarly, renovations and expansion of the Cervantes Multi-Purpose Cultural and Arts Centre provided an opportunity to include disability access facilities in accordance with the National Construction Code Series. Issues addressed were an improved path of travel from the carpark, width of access doors, installation of mobility aids and grab rails, emergency assistance alarm facility, facilities for ambulant disabilities and international standard facility identification signage with braille indicators.

## AGE FRIENDLY COMMUNITIES

Following the adoption of the Age Friendly Community Plan in 2016, Shire officers are due to undertake a third 'age-friendly' audit mid-2019, to determine areas of improvement and where more attention is required to improve the wellbeing and lifestyle of older people in the Shire.

# CORPORATE AND COMMUNITY SERVICES

However, during 2017 / 2018, the Shire made improvements to enhance its website with accessibility features, making it easier to use for people with visibility issues.

In addition, based on feedback from the Age Friendly Community Plan and the Shire's Bike Network Plan 2015-2020, upgrades to footpaths along Bashford Street (between Doust/Hastings Streets and Batt Street/Whitfield Road) were widened to improve safety and usability for pedestrians and cycle users.

## HERITAGE

During 2017 / 2018, the Shire continued to work with Heritage Consultants/Archaeologists and the community on the North Head Radar Installation site just north of Jurien Bay. Council budgeted to undertake further archaeological investigations and in June 2018 Council received the report on the Archaeological Investigations of Radar Station 48, North Head, Jurien Bay for the Shire of Dandaragan. Recommendations in the report included developing a Conservation Management Plan and an oral history project to protect both the physical and historical value of the site. This work will continue into 2018 / 2019.

## COMMUNITY GROUPS

Community development staff continue to work closely with community groups around the Shire - from ratepayer groups, youth groups and sporting clubs on a wide range of projects such as the installation of art sculptures, development of events, governance, finances and grant opportunities. The Shire's Community Development team are available to any group in the Shire that need assistance or advice with an 'open door' attitude, and this ensures we have a thorough sense of the needs and capacity of local groups and how best to assist.

## YOUTH

This year, Community Development staff were successful in receiving funding from the State Government to employ a Community Development (Youth) Trainee. Our new trainee, Miss Brooke Hearle, has been working alongside our Community Development team on creating a Shire of Dandaragan Youth Advisory Council made up of young volunteers from around the Shire. The officer has also assisted the community development team to increase consultation of young people in projects such as naming of local Jurien Bay reserves, Banners in the Terrace, and Spray the Grey Youth Festival.

Following on from funding received from the Department of Local Government and Communities in 2016 /2017 to undertake consultation for the preparation of a Youth Plan under the Youth Friendly Communities program, Community Development staff have utilised feedback received from young people and prepared a draft Shire of Dandaragan Youth Plan. Staff are continuing to work on this document to ensure that it is an accurate and workable representation of the wishes and needs of young people as told to us by young people themselves. The document will contain key focus areas, goals, strategies and action plans to ensure best outcomes for young people. Our aim is for Council to endorse our first Youth Plan in late 2018. This informing document aligns with 'Objective 3.5: to be supporting and developing youth for a strong and connected community' within the Shire's Strategic Community Plan.

Council continue to support the Leeuwin Ocean Adventure Scholarship which offers one fully paid voyage fare to a young person between the age of 15 and 18. This year the scholarship was awarded to Miss Lailah Woodford from Cervantes who will complete her voyage in October 2018. The Shire also contributed financially to the Jurien Bay Youth Group to assist them to operate a quality group for young people in the area.

# CORPORATE AND COMMUNITY SERVICES

Based on petitions and letters from many young people over a number of years, and the Shire's draft Youth Friendly Community Plan which highlighted that young people continue to request an upgraded skatepark, staff investigated the development of a district-level skatepark and youth space in Jurien Bay. Workshops and other consultation activities, including a skateboarding day during the Spray the Grey Youth Festival, were held in early 2018.

Feedback from young people, the skateboarding and broader community were combined to develop a draft design. Further investigations into whether the wider community support such a significant piece of infrastructure, and possible funding sources, will continue into 2018 / 2019.

## SPORT AND RECREATION

The Associations Incorporation Act 2015 (the Act) came into effect on 1 July 2016 which means that all clubs and associations across the State must review and update their constitution's and comply with additional governance requirements under the Act. The Community Development team have been assisting clubs and associations with this process to ensure that all are compliant by the final transition date of 1 July 2019. Across the Shire the majority of clubs have now completed the updating process. The Community Development team are now encouraging clubs to better plan for their immediate and long term future. The clubs are being encouraged to undertake a planning process in line with the Shire's Strategic Community Plan. This process is targeted at aligning the club's aspirations with the Strategic Community Plan so that an orderly process for improvement over the Plan period can be implemented. The Shire continues to work with the sport and recreation clubs to build their capacity to improve governance and sustainability.

## TRONOX MANAGEMENT / SHIRE OF DANDARAGAN SPORTING & RECREATION FACILITIES FUND

Policy 6.6 - Sport and Recreation funding includes a provision for the Tronox Management / Shire of Dandaragan and Sporting and Recreation Facilities Fund.

The Shire of Dandaragan, in its annual budget, allocates \$15,000 to be matched by Tronox Management to fund the program. The purpose of the grant is to assist community-based organisations in the purchase of durable equipment and small grants to undertake improvements. The applications for funding for 2017 / 2018 totalled over \$83,000. \$38,061 worth of projects were funded, boosted by the carryover from previous years.



*Spray the Grey Youth Festival*

# CORPORATE AND COMMUNITY SERVICES

The following groups received grants from this program in 2017 / 2018:

Organisation	Project Description	Project Costs (\$)	Grant (\$)
Badgingarra Community Association	Stage	17,787.00	8,893.50
Cervantes Bowling Club	Bench Seating	2,656.50	1,328.25
Cervantes Community Recreation Centre	Tables and Trolley	3,967.70	1,983.82
Cervantes Community Recreation Centre	Kitchen Equipment	2,278.00	1,139.00
Cervantes Golf Club	Self-Propelled Ride-On Mower	5,379.00	2,689.50
Cervantes Historical Society	Office Equipment	1,568.00	784.00
Dandaragan Community Centre Management Committee	Crockery and Cutlery	6,277.50	3,138.75
Dandaragan Golf Club	Upgrade to Clubhouse and outdoor area	9,059.99	4,530.00
ICAN	Laptop and Mobile Printer	1,649.00	824.50
Jurien Bay Motor Cycle Club	Reticulation	2,870.15	1,435.00
Jurien Bay Motor Cycle Club	Fire Extinguisher and Fire Blanket	568.95	284.00
Jurien Bay RSL Sub-branch	Audio Equipment	1,230.00	615.00
Jurien Sport and Recreation Centre	Stage	21,681.00	3,155.98
Jurien Sport and Recreation Centre	Tables and Trolley	4,011.70	2,000.00
Lions Club of Jurien Bay	PA / Sound System	8,027.80	4,013.90
Wolba Wolba Heritage Site Management Committee	Market Umbrellas	2,492.00	1,246.00
<b>Total</b>		<b>\$91,504.29</b>	<b>\$38,061.20</b>

Policy 1.6 - Community Grants Program provides funds to community-based organisations and individuals to support the promotion and development of social, economic, recreational, art and cultural benefits for the residents of the Shire of Dandaragan.

The policy contains two sections:

## 1. Recurring Grants

### Local publications

Each year the Shire will incorporate within the budget a grant to be provided in September of each year to the community newspapers. The grant of \$250 each is to cover the cost of community service announcements by the Shire in the various local publications. Advertising by the Shire is to be invoiced separately.

### Student awards - Schools

Each year the Shire will contribute \$100 to the Jurien Bay District High School, \$100 to the Central Midlands Senior High School, and \$50 each to the Dandaragan Primary School, Badgingarra Primary School, Jurien Bay Primary School and Cervantes Primary School award nights.

# CORPORATE AND COMMUNITY SERVICES

## Australia Day

Each year the Shire of Dandaragan will grant \$1,000 to the Jurien Bay Progress Association, \$1,000 to the Cervantes Ratepayers & Progress Association, \$750 to the Badgingarra Community Association and \$750 to Advance Dandaragan for Australia Day festivities. This grant is to assist organisations with conducting an Australia Day event and is not intended to meet the total cost of the event.

## Art

Each Cervantes Art Festival, the Shire of Dandaragan will contribute \$1,500 to the Cervantes Cultural Committee to purchase art as the Shire of Dandaragan Art prize. The \$1,500 will be awarded to the chosen artist for artwork up to the value of \$1,500. The prize will be determined by the Shire President or delegate, who will seek guidance from the judges. The artwork will be acquired by the Shire of Dandaragan as part of the Shire's art collection.

In addition to the art prize, the Shire of Dandaragan will donate \$1,500 towards the cost of delivering the Art Show. These funds will be spent at the discretion of the Cervantes Cultural Committee.

## Mid West Group of Affiliated Agricultural Societies Inc.

Each year the Shire of Dandaragan will contribute to the Mid West Group of Affiliated Agricultural Societies Inc. \$200 to showcase the Shire of Dandaragan's products and attractions.

## Jurien Bay Beach Mission and Cervantes Family Festival

Each year the Shire of Dandaragan will contribute \$1,500 to each of the Jurien Bay Beach Mission and the Cervantes Family Festival to continue their summer holiday program.

## 2. Annual Grants

The second section of the policy allows groups and individuals to make applications for funding under the Shire's small grants program, with each application being assessed against the policy criteria. In 2017 / 2018 the following events/activities were funded from this policy:

ORGANISATION	PROJECT DESCRIPTION	GRANT REQUEST
Advance Dandaragan	Quiet Achievers Dinner	\$500
Badgingarra Community Association	Inspirational Dinner	\$1,500
Coastal Kids Care	Community Christmas Party and Open Day	\$1,500
Dandaragan Community Resource Centre	Dandaragan Christmas Carols Event	\$800
Dandaragan Golf Club	Men and Ladies Open Days	\$1,000
Dandaragan Playgroup	Tiny Hearts First Aid Course	\$1,020
ICAN	Art Workshops	\$1,500
Jurien Bay Camera Club	2018 Turquoise Coast Photo Competition	\$1,500
Jurien Bay District High School P & C	Senior Ball	\$1,000
Jurien Bay Interpretive Complex	Feasibility Study, Business Care, Memorandum of Understanding	\$1,500
Jurien Bay Youth Group	Basic Survival and First Aid Trek	\$1,500
Jurien Sport and Recreation Centre	Country Arts WA "Shows on the Go"	\$1,500
Wolba Wolba Heritage Site Management Committee	Aggies Cottage Christmas Pop Up Shop	\$1,500
	<b>TOTAL</b>	<b>\$16,320</b>

# STATUTORY STATEMENTS

## COMPETITIVE NEUTRALITY

National Competition Policy (NCP) reforms require local governments to comply with and implement the principles of competitive neutrality and restructure monopolies (or near monopolies), subject to public benefits.

National Competition Policy is a framework for reform and is about promoting competition in business across Australia regardless of private or public ownership, size of business or ownership structure.

Local Government is required to report annually on the implementation, application and effects of the NCP with regard to three areas  
- competitive neutrality, legislation review, and structural reform.

As the Shire of Dandaragan did not acquire any new entities or privatise any activities during 2017 / 2018, there was no requirement for competitive neutrality testing.

## NATIONAL COMPETITION POLICY

The Shire of Dandaragan had 35 Local Laws that may have restricted competition and hence were reviewed under the National Competition Policy.

This process was completed in 2000/2001 with the gazettal of the following Local Laws on 9 May 2001:

- Activities on thoroughfares and trading in thoroughfares and public places
- Beekeeping
- Local Government Property
- Standing Orders
- Extractive Industries
- Fencing
- Repeal Local Law 2001
- Pest Plants
- Bushfire Brigades
- Public Cemeteries
- Dogs Local Law



## STATE RECORDS ACT

In compliance with the State Records Act 2000, the Shire of Dandaragan has a Record Keeping Plan. The amended Record Keeping Plan outlines the improvements made to the Shire's record keeping policies, as they relate to staff and Councillors.

The Plan has assisted the Shire to implement an efficient and effective electronic records management system, InfoExpert. This system has promoted ongoing improvements and continued compliance with the State Records Act 2000. Although the conversion to an electronic system was not easy, the benefits it provides far outweigh the initial difficulties. Each individual is now responsible for their own documents, in accordance with the State Records Act as records are everyone's responsibility.

## REMUNERATION

The Local Government Act requires the Annual Report to detail the number of employees who are entitled to an annual salary of \$100,000 or more and to break those employees down into bands of \$10,000.

As at 30 June 2017 the Shire of Dandaragan had the following:

\$100,000 - \$109,999 - 2 EMPLOYEES  
\$110,000 - \$119,999 - 1 EMPLOYEE  
\$160,000 - \$169,999 - 1 EMPLOYEE  
FULL TIME EQUIVALENT EMPLOYEES - 60

## PUBLIC INTEREST DISCLOSURE

In accordance with the requirements of the Public Interest Disclosure Act 2013, the Shire of Dandaragan has established procedures to facilitate the making of disclosures under the Act. These procedures set out the processes in place in respect to protected disclosures generally to protect people from reprisal for making protected disclosures, and to provide guidance on investigations. No disclosures relating to improper conduct were made to the Shire during 2017 / 2018 financial year, therefore no disclosures were referred to the Ombudsman.

## FREEDOM OF INFORMATION

The Shire of Dandaragan is subject to the provisions of the Freedom of Information Act 1992, which gives individuals and organisations a general right of access to information held by the Shire. The Act also provides the right of appeal in relation to decisions made by the Shire to refuse access to information applied under the Act.

The Shire of Dandaragan received no requests for information during 2017 / 2018.



## REPORTS ON COMPLAINTS MADE AGAINST COUNCILLORS

In accordance with section 5.53 of the Local Government Act and the associated Local Government (Rules of Conduct) Regulations 2007, the complaints made against councillors for 2017 / 2018 were:

- Number of entries in the register - Nil
- How the complaints were handled - Not applicable.

## FEDERAL GOVERNMENT FINANCIAL ASSISTANCE GRANTS

The Shire of Dandaragan received \$1,573,394 in Financial Assistance Grants in 2017 / 2018. These grants contribute to annual maintenance of communities infrastructure and general operations of the local government.

## REGISTER OF FINANCIAL INTERESTS FOR ELECTED MEMBERS AND SENIOR STAFF

In accordance with the requirements of the Local Government Act (1995), this register is held in the Shire's administration office and available for viewing by the public.



# AUDIT REPORT



## Auditor General

### INDEPENDENT AUDITOR'S REPORT

To the Council of the Shire of Dandaragan

#### Report on the Audit of the Financial Report

##### Opinion

I have audited the annual financial report of the Shire of Dandaragan which comprises the Statement of Financial Position as at 30 June 2018, the Statement of Comprehensive Income by Nature or Type, Statement of Comprehensive Income by Program, Statement of Changes in Equity, Statement of Cash Flows and Rate Setting Statement for the year then ended, and notes comprising a summary of significant accounting policies and other explanatory information, and the Statement by the Chief Executive Officer.

In my opinion the annual financial report of the Shire of Dandaragan:

- (i) is based on proper accounts and records; and
- (ii) fairly represents, in all material respects, the results of the operations of the Shire for the year ended 30 June 2018 and its financial position at the end of that period in accordance with the *Local Government Act 1995* (the Act) and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards.

##### Basis for Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of my report. I am independent of the Shire in accordance with the *Auditor General Act 2006* and the relevant ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to my audit of the financial report. I have also fulfilled my other ethical responsibilities in accordance with the Code. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

##### Emphasis of Matter – Basis of Accounting

I draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared for the purpose of fulfilling the Shire's financial reporting responsibilities under the Act. Regulation 16 of the Local Government (Financial Management) Regulations 1996 (Regulations), does not allow a local government to recognise some categories of land, including land under roads, as assets in the annual financial report. My opinion is not modified in respect of this matter.

##### Responsibilities of the Chief Executive Officer and Council for the Financial Report

The Chief Executive Officer (CEO) of the Shire is responsible for the preparation and fair presentation of the annual financial report in accordance with the requirements of the Act, the Regulations and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards. The CEO is also responsible for such internal control as the CEO determines is necessary to enable the preparation of a financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the CEO is responsible for assessing the Shire's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the State government has made decisions affecting the continued existence of the Shire.

# AUDIT REPORT (CONT.)

The Council is responsible for overseeing the Shire's financial reporting process.

## **Auditor's Responsibility for the Audit of the Financial Report**

The objectives of my audit are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report.

As part of an audit in accordance with Australian Auditing Standards, I exercise professional judgment and maintain professional scepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Shire's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the CEO.
- Conclude on the appropriateness of the CEO's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Shire's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report, as we cannot predict future events or conditions that may have an impact.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

I communicate with the Council and the CEO regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

## **Report on Other Legal and Regulatory Requirements**

In accordance with the *Local Government (Audit) Regulations 1996* I report that:

- (i) In my opinion, the following material matter indicates a significant adverse trend in the financial position of the Shire:
  - a. The Operating Surplus Ratio has been below the Department of Local Government, Sport and Cultural Industries standard for the past three years. The financial ratios are reported in Note 26 of the financial report.

# AUDIT REPORT (CONT.)

- (ii) The following material matter indicating non-compliance with Part 6 of the *Local Government Act 1995*, the *Local Government (Financial Management) Regulations 1996* or applicable financial controls of any other written law was identified during the course of my audit:
  - a. Accounting journal entries were posted with no evidence of independent review and approval by another person. Accounting journals can represent significant adjustments to previously approved accounting transactions, and should therefore be independently reviewed and approved with evidence of this review being retained.
- (iii) All required information and explanations were obtained by me.
- (iv) All audit procedures were satisfactorily completed.
- (v) In my opinion, the asset consumption ratio and the asset renewal funding ratio included in the annual financial report were supported by verifiable information and reasonable assumptions.

## **Other Matter**

The financial report of the Shire for the year ended 30 June 2017 was audited by another auditor who expressed an unmodified opinion on that financial report. The financial ratios for 2017 and 2016 in Note 26 of the audited financial report were included in the supplementary information and/or audited financial report for those years.

## **Matters Relating to the Electronic Publication of the Audited Financial Report**

This auditor's report relates to the annual financial report of the Shire of Dandaragan for the year ended 30 June 2018 included on the Shire's website. The Shire's management is responsible for the integrity of the Shire's website. This audit does not provide assurance on the integrity of the Shire's website. The auditor's report refers only to the financial report described above. It does not provide an opinion on any other information which may have been hyperlinked to/from this financial report. If users of the financial report are concerned with the inherent risks arising from publication on a website, they are advised to refer to the hard copy of the audited financial report to confirm the information contained in this website version of the financial report.



DON CUNNINGHAME  
ASSISTANT AUDITOR GENERAL FINANCIAL AUDIT  
Delegate of the Auditor General for Western Australia  
Perth, Western Australia  
7 December 2018

# FINANCIAL DECLARATION

SHIRE OF DANDARAGAN

FINANCIAL REPORT

FOR THE YEAR ENDED 30TH JUNE 2018

*Local Government Act 1995*

*Local Government (Financial Management) Regulations 1996*

## STATEMENT BY CHIEF EXECUTIVE OFFICER

The attached financial report of the Shire of Dandaragan for the financial year ended 30 June 2018 is based on proper accounts and records to present fairly the financial position of the Shire of Dandaragan at 30 June 2018 and the results of the operations for the financial year then ended in accordance with the Local Government Act 1995 and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards.A

Signed on the 13th day of December 2018.



Chief Executive Officer  
Brent Bailey



2017/2018  
ANNUAL FINANCIAL STATEMENTS