



Norseman Woodlands to Eucla Coast

28th November 2023
Ordinary Council Meeting

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7.1 Unconfirmed Minutes Ordinary Council Meeting held on 26th October 2023



Norseman Woodlands to Eucla Coast

Unconfirmed Minutes

Ordinary Council Meeting

26th October 2023

NOTICE OF MEETING

The next Ordinary Meeting of the Council will be held on 26th October 2023 in the Council Chambers at the Shire Administration office – Prinsep Street Norseman commencing at 6:00 pm (AWST) to consider and resolve on the matters set out in the attached agenda.

All meetings are open to the public, except for matters raised by Council under “Confidential Items”.

Members of the public may ask a question at an Ordinary Council meeting under “Public Question Time”.

A handwritten signature in black ink, appearing to read "Peter Fitchat", is written over a light blue horizontal line.

Peter Fitchat

Chief Executive Officer

UNCONFIRMED MINUTES for the ORDINARY Meeting of Council

to be held in the Council Chambers at the Shire Administration Office –

Prinsep Street Norseman on the

26th October 2023 commencing at **6:00 pm** AWST.

Notes to Agenda

PLEASE READ THE FOLLOWING IMPORTANT DISCLAIMER BEFORE PROCEEDING:

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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 who has an application before the Shire must obtain, and should only rely on, written notice of the Shires 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 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 representation by the Shire should be sought in writing and should make clear the purpose of the request.

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1. Declaration of Opening and Announcement of Visitors.

The Chief Executive Officer welcomes all in attendance and declares the meeting open at: 6:00pm.

This Ordinary Council Meeting will be video recorded to assist in the preparation of the minutes of the meeting.

1.1 Acknowledgment of Country

The Shire of Dundas recognises the Ngadju and Mirning as First Nations People in the Shire of Dundas, acknowledging them as traditional custodians and pay our respects to their Elders, past, present, and emerging.

2. Declaration by newly Elected Members

In accordance with Section 2.29 (1) of the Local Government Act 1995 a person elected to Councillor is not entitled to act in the Office until he or she has made a 'Declaration of Office' in the prescribed form before an authorised person.

In accordance with Section 12(6)(a)(i) of the Oaths, Affidavits and Statutory Declarations Act 2005, Chief Executive Officer, Peter Fitchat will conduct the Swearing in Ceremony.

Cr. Laurene Bonza, Cr. Sharon Brown, Cr. Chantelle McLeod make the *Declaration by elected member of council for the office of Councillor in accordance with Local Government Act 1995, Local Government (Constitution) Regulations 1998.*

3. Election of the Shire President

The position of Shire President becomes vacant after each ordinary election; therefore, Council is required to elect a Shire President.

The election of the Shire President will be conducted by the CEO in accordance with Schedule 2.3 (4) of the Act.

Written nominations (including self-nominations) can be submitted to the CEO prior to the meeting, or at the meeting, but before the CEO closes the call for nominations. A nominated Councillor must accept the nomination before it can be accepted by the CEO.

The CEO received written nominations for the following:

Two (2) written nominations Cr. L Bonza

The CEO calls for further nominations from the table.

No additional nominations were received.

Result: Cr. Laurene Bonza is elected unopposed as the Shire of Dundas President.

Cr. Laurene Bonza makes the Declaration by elected member of council for the office of Shire President in accordance with Local Government Act 1995, Local Government (Constitution) Regulations 1998.

The Shire President takes the chair.

4. Election of the Deputy Shire President

The position of Deputy Shire President becomes vacant after each ordinary election and Councillors need to elect a Deputy Shire President

The election of the Deputy Shire President is to be conducted in accordance with Schedule 2.3(8) of the Act.

Written nominations (including self-nominations) can be submitted to the CEO prior to the meeting, or at the meeting, but before the Shire President closes the call for nominations. A nominated Councillor must accept the nomination before it can be accepted by the Shire President.

The CEO has received written nominations for the following:

Two (2) written nomination Cr. Sharon Warner

One (1) written nomination for Cr. Sharon Brown

The Shire President calls for any further nominations.

None received.

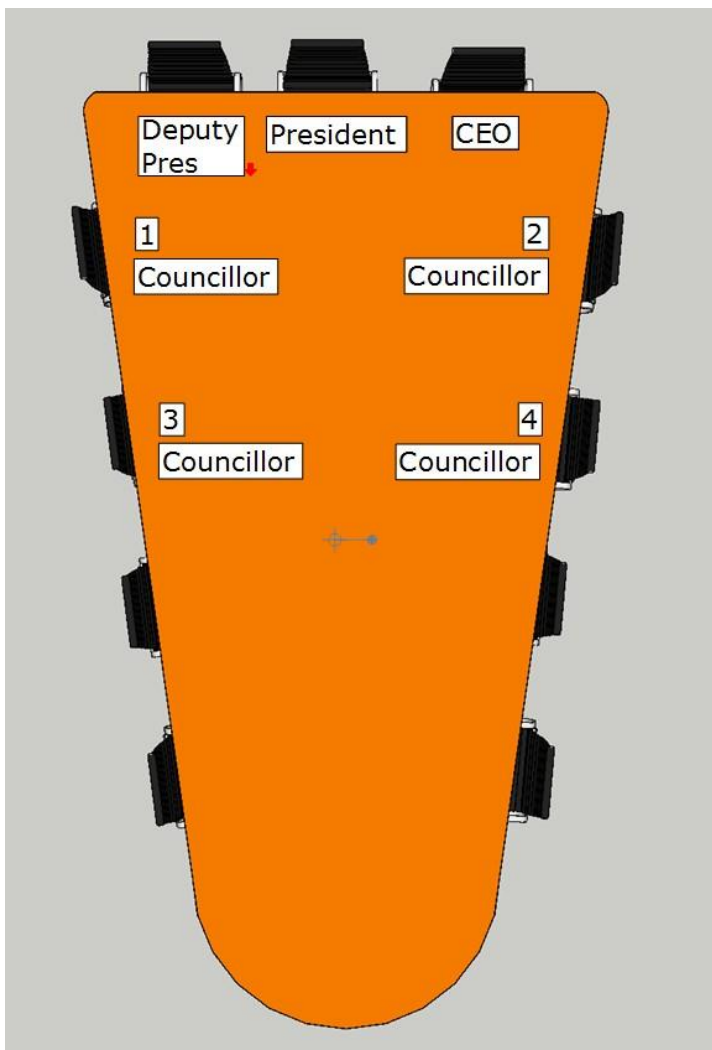
Ballot is conducted and the following result declared:

Cr Sharon Warner has been elected as the Shire of Dundas Deputy President.

Cr. Sharon Warner makes the Declaration by elected member of council for the office of Deputy President in accordance with Local Government Act 1995, Local Government (Constitution) Regulations 1998.

5. Draw for Seating Positions at the Council Table

Standing Order 11.2 requires that at the first meeting attended by a Councillor after the election the CEO is to draw random lots for each Councillor at the Council table.



The Seating Results are:

President takes the allocated President seat.

Deputy President takes the allocated Deputy President seat.

Seat 1: Cr Sharon Brown

Seat 2: Cr Patrick Hogan

Seat 3: Cr John Maloney

Seat 4: Cr Chantelle McLeod

6. Declarations of Financial, Proximity, Impartiality Interests & Gifts Received.

Financial Interests:

None submitted.

Proximity Interests:

None submitted.

Impartiality Interests:

None submitted.

Gifts Received by Councillors:

As per the Shire of Dundas Code of Conduct section 3.4 Gifts, adopted by the Council on 21 October 2014 and reference to Regulation 34B of the Local Government (Administration) 1996.

None submitted.

7. Record of Attendance of Councillors / Officers and Apologies.

Cr JEP Hogan

Cr SM Warner

Cr J Maloney

Cr L Bonza

Cr S Brown

Cr C McLeod

Peter Fitchat Chief Executive Officer

Pania Turner Deputy Chief Executive Officer

Barry Hemopo Manager of Works and Services

Lazette Landsberg Executive Assistant

Apologies

Nil

Public Gallery

Des McColl	Kathleen Morgan
Lynn Webb	Carol O'Callaghan (left after the photographic competition awards presentation)
Adam Bowes	Mandy Cassidy
Sarcha McLeod	Ruth Riddell
Craig Coulson	Claire Whisson (left after the photographic competition awards presentation)
Leigh Morgan	Ian Whisson (left after the photographic competition awards presentation)

Michelle Hindmarsh	Evan Whisson (left after the photographic competition awards presentation)
Sharon Webb	Marion Hemopo
Michael O'Callaghan (left after the photographic competition awards presentation)	Margaret McEwan
Joy Tucker	Bonnie Vicensoni
Jim Tucker	Emelia Brydon

8. Applications for Leave of Absence.

9. Response to Previous Public Questions Taken on Notice.

The questions/statements made by Mr Pink at the September 2023 Ordinary Council Meeting have been submitted to the Department of Local Government, Sports, Culture and the Crimes and Corruption Commission (CCC).

10. Public Question Time.

In accordance with the Local Government Act 1995 and the Local Government (Administration) Regulations 1996, any person may during Public Question Time ask any question.

Question- Ruth Riddell, 1 Talbot St, Norseman WA 6443

On Behalf of Dr. Graham Rowlands and myself, as Norseman General Practice I request the Dundas Shire Council to urgently reconsider its stance on the provision medical services for Norseman; adding that the vision of President Jacquie Best and CEO Doug Stead, and councillors of Dundas Shire in 2016 construct a purpose-built doctor's residence has helped immeasurably to maintain a medical service to Norseman community. It has housed not only myself, and my wife, allied health workers including podiatrists, psychologist, and medical students on placement with the general practice, and we will soon be getting a parttime lady doctor.

By providing accommodation Dundas Shire supports continuity of medical services to the Shire of Dundas.

Given the uncertainty of I-Medical ability to supply medical services in the immediate future and the fact that I continue to do so via my surgery 24hrs per day, 7 days a week and on call to the hospital, I would appreciate Council and president consider extending my use of the doctors' premises and car until Council has time to consider its options into the future since the CEO can be quoted as say "the Shire is committed to ensuring continued access to health care services for our community".

Thank you in anticipation in a positive response from elected Councillors.

I would add to that that I invite anybody to come to the house, particularly new Councillors to understand what I am talking about, the building, its facilities and who it is available to.

I am asking Council to please urgently consider this.

Shire President response

There is a council resolution already in place, in relation to the provision of medical services, so there will not be an answer to that question tonight. But Council will have a discussion. Do you want to table the letter?

Question- Craig Coulson, 36 Prinsep Street, Norseman WA 6443

I was fired 8 months ago from the laundromat for health and safety concerns. I would like to know if any of those issues have been addressed.

- Fire exits for the public side
- Worker's lunchroom
- Fire extinguisher

CEO Response

A new door is being installed for the rear of the building, with renovations to the old storeroom. The Shire is waiting on parts and a full building assessment.

There is a staff lunchroom on site.

The fire extinguishers are installed and have recently been tested and tagged.

Question- Michael O'Callaghan, 11 John Street, Norseman WA 6443

Four questions posed to Council with a request that a response be given in writing.

1. Why has the Shire paid more than double the assessed value of the IGA and associated buildings?
2. Why has the Shire of Dundas deliberately trying to remove Dr Rowlands who has been here more than 7 years?
3. If the Council is under investigation by the Corruption and Crimes Commission, as stated in the page 7 of the unconfirmed minutes 28 September 2023, should those Councillors be stood down until the investigation is concluded?
4. Was the work carried out by Bonza Contracting put out to tender, and who were the other tenders?

Question- Bonnie Vicensoni, 20 Fuller Street, Norseman WA 6443

Request that the Australia Day Citizenship Awards nominations process be explained.

DCEO Response

Question 1 The Australia Day Citizenship Awards process is conducted by Auspire- (Australia Day Council WA) (<https://www.citizenshipawards.com.au/nominate/>). Community members are encouraged to complete an online nomination, or can submit a printed nomination, these forms can be collected from the Shire. There are some criteria that are required to be addressed, the nominations go through to the Auspire team, who then collate the information and send to Council for deliberation. Nominations close the end of October; however, the Shire does extend this period to all people to have more time to nominate a suitable person or people.

Question 2 Is I-Medical running as an insolvent company?

CEO Response

I-Medical is a private business. The Shire has heard of the concerns and have spoken to the owners who have assured everything is okay.

11. Confirmation of Minutes of Previous Meeting.

Minutes of the Ordinary Meeting of Council held on 28th September 2023 be confirmed as a true and accurate record.

Moved: Cr. Pat Hogan **Seconded:** Cr. Sharon Warner

Recommendation

That the minutes of the Ordinary Meeting of Council held on 28 September 2023 be confirmed as a true and accurate record.

Carried (6 / 0)

For: 6

Against: 0

Recommendation

That the minutes of the Ordinary Meeting of Council held on 28 September 2023 be confirmed as a true and accurate record.

12. Petitions, Deputations or Presentations.**Please check names:**

Photographic Competition Awards

Participation Certificate: Paige Tibbles

Portraiture 2nd Place: Alys McDonough

Portraiture 1st Place: Gabriella

Norseman Woodlands to Eucla Coast 2nd Place: Joy Tucker

Norseman Woodlands to Eucla Coast 1st Place: Leigh Morgan

Norseman Today Community 2nd Place: James Tibbles

Norseman Today Community 1st Place: Rueben

Dundas Images 3rd Place: Claire Whisson

Dundas Images 2nd Place: Evan Whisson

Dundas Images 1st Place: Evan Whisson

Image of Excellence: Rueben

13 Reports of Committees**13.1.1 GVROC**

- The next GVROC meeting will be held via Teams to consider the State Council Agenda on Friday 17th November.
- The next GVROC in person meeting will be hosted by the Shire of Menzies on Friday 24th November.

13.1.2 WALGA

- The next WALGA State Council meeting will be held at 170 Railway Terrace Leederville on Wednesday 6th December.

13.1.3 Regional Roads Group

- RRG meeting held in Kalgoorlie 20th October 2023.
- The Technical Working Group is drafting a submission to the Waste Avoidance Strategy 2030 that will include the possibility of utilising waste rock from mining activities for regional road construction and to waive the associated royalty payments.
- There has been a State-wide underspend of road funding of between 20 – 40% which is due to many factors, including shortages of contractors, materials etc.
- RRG is looking at using the road funding in a different way and undertaking projects in a staged way – 1. Planning, 2. Contractors and 3. Reserve projects.
- The new WALGA/State agreement has been signed and we have gained a further \$1 million to the RRG funding pool.
- The focus areas for this 5-year agreement are road safety projects/use of recycled materials/aboriginal employment which can attract increased funding.
- In this new agreement we are still only being granted 25% of licensing revenue.
- There is research funding available to WALGA to look at a selection of low-cost road safety initiatives/when to seal unsealed roads/use of recycled materials in construction.
- There are 2 surveys currently out for comment – information relating to road assets and expenditure and a unit rate survey (whatever construction unit each LG is working in on any project).
- Main Roads WA (MRWA) is transitioning into bringing their maintenance works back in house and have brought contractors across to MR in early October. The associated machinery will be leased, and fleet managed.
- MR amendment bill to go through reading after the repeal of the Aboriginal Cultural Heritage Act. A key change to the bill will be that MR can enter into an agreement with developers.
- The next RRG meeting will be held in March, date TBC.

13.1.4 RoadWise

- WALGA is currently working through revised terms of reference for RoadWise committees, and we will re-establish the committee and work from there!

13.1.5 Local Emergency Management Committee

- LEMC meeting held 11th October.
- Currently trying to plan for an airport scenario, all agencies keen for it to happen, staffing issues causing delays.
- The Shire is gearing up for bushfire season. The CEO is liaising with the Ngadju Rangers to assess capacity and resourcing for this season. Organisations have been asked to submit input for a desktop exercise to test the capability of our recently developed Bushfire Risk Management Plan.
- Norseman Volunteer Fire & Rescue are recruiting for new members and continue to conduct training. They typically cover town and assist on request with road trauma events.
- NDHS had a mental health awareness day in the park. All service providers from the Interagency group were invited to attend and the event was aimed at the whole community.
- Another funding application has been submitted to upgrade the Eucla airstrip. The application was initially rejected as those assessing the application were unaware Eucla is remote. Application has been resubmitted.
- The Shire has been trying to get a meeting with Minister Sanderson in relation to medical services in Norseman. The old medical centre has been upgraded to meet required standards to host GP and Allied Health services.
- Dept of Communities is currently undertaking evacuation centre audits across the region. Norseman completed. Shire staff will assist with details for Eucla.
- MRWA will continue sending notifications regarding incidents on main roads.
- St John are currently understaffed limiting response to large events. Eucla volunteer numbers are causing some concern.
- DFES at Eucla are conducting fire mitigation around Eucla including firebreaks and clean ups. In the past few weeks DFES Eucla has attended multiple incidents along the Eyre Hwy including a car fire at Caiguna.
- Pastoral stations along the highway are getting ready for bushfire season.
- WAPOL Norseman reported about 6 traffic incidents in our area, including some requiring medical attention and RFDS.

13.1.6 Steering Committee Coastal Management Plan

- Meeting held on 3rd October.
- There was unanimous support to accept the tender offered by Dowling Giudici as consultants for the project. Tony Dowling will be asked to provide a timeframe re: governance and scheduling.
- Nick Boegl will update the timeline re: completion dates for the project.
- Feedback to be provided on terms of reference to Paul Owen. Should include bushfire risk management and input from Tony Dowling.
- Next meeting will be scheduled for early November. Date TBC.

14 Announcements by Presiding Member without Discussion.

No Items

15 Reports

15.1 Planning, Development, Health, and Building

Nil

16.2 Administration, Finance and Community Development.

Agenda Reference & Subject	
16.2.1 Accounts Paid 01/08/2023 to 31/08/2023	
Location / Address	Shire of Dundas
File Reference	FM.CR
Author	Finance Assistant – Katherine Wiles
Date of Report	9 October 2023
Disclosure of Interest	Nil

Summary

To present to Council the list of accounts paid by delegated authority of the Chief Executive Officer during August 2023.

Statutory Environment

Sub-regulation 13 (1) of the Local Government (Financial Management) Regulations

1996 requires that a list of accounts paid by the CEO is to be prepared each month.

showing for each account paid since the last such list was prepared —

- (a) the payee's name; and
- (b) the amount of the payment; and
- (c) the date of the payment; and
- (d) sufficient information to identify the transaction.

Sub-regulation 13 (3) of the Local Government (Financial Management) Regulations

1996 provides that such a list is to be:

- (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
- (b) recorded in the minutes of that meeting

Policy Implications

Council has approved policies and procedures in place to ensure that the monthly accounts are approved and paid with due diligence.

Financial Implications

Accounts are managed within the approved Budget.

Visitor Centre Account EFT's, Direct Debits and Internal Bank Transfers

Chq/EFT	Date	Name	Description	Amount
10823	1/08/2023	ANZ Bank	MERCHANT FEE	88.64
20823	2/08/2023	ANZ Bank	ACCOUNT SERVICE FEE	10.00
EFT8606	18/08/2023	RAYMOND MARCON	REPAIR LECTERN	160.00
DD11684.1	31/08/2023	HEMA MAPS PTY LTD	VARIOUS HEMA MAPS	619.29
310823	31/08/2023	ANZ Worldline	EFTPOS FEES	44.08
TOTAL				922.01

Municipal Account EFT's, Direct Debits and Internal Bank Transfers

hq/EFT	Date	Name	Description	Amount
8345	1/08/2023	ANZ Bank	BANK FEES	187.96
8345	1/08/2023	Department of Transport	LICENSING COLLECTED	2,493.05
8346	2/08/2023	Department of Transport	LICENSING COLLECTED	1,983.95
20823	2/08/2023	ANZ Credit Card	ENVIRONMENTAL HEALTH SHENTON PARK	310.00
20823	2/08/2023	ANZ Credit Card	ADOBE ACROPRO SUBS	28.99
20823	2/08/2023	ANZ Credit Card	HOSPITALITY PL ESPERANCE	170.96
20823	2/08/2023	ANZ Credit Card	JUST RIBBONS & ROSETTES MAITLAND	309.58
20823	2/08/2023	ANZ Credit Card	INITIAL. C TECHNOLOGY P REGENTS PARK	434.00
20823	2/08/2023	ANZ Credit Card	POST OFFICE AGENTS A MELBOURNE	449.00

hq/EFT	Date	Name	Description	Amount
20823	2/08/2023	ANZ Credit Card	HOSPITALITY PL ESPERANCE	191.19
20823	2/08/2023	ANZ Credit Card	APPLE.COM/BILL	12.99
20823	2/08/2023	ANZ Credit Card	GRAMMARLY	912.31
20823	2/08/2023	ANZ Credit Card	MAWARD PTY LTD NORTHBRIDGE	780.43
20823	2/08/2023	ANZ Credit Card	SHIRE OF DUNDAS NORSEMAN	10.85
20823	2/08/2023	ANZ Credit Card	ADOBE ACROPRO SUBS	34.99
20823	2/08/2023	ANZ Credit Card	DROPBOX	316.11
20823	2/08/2023	ANZ Credit Card	WOOLWORTHS/KALGOORLIE	191.56
20823	2/08/2023	ANZ Credit Card	COOLGARDIE TYRE SE BOULDER	924.00
20823	2/08/2023	ANZ Credit Card	ABLETEK MECHANICAL KALGOORLIE	193.75
20823	2/08/2023	ANZ Credit Card	SHIRE OF DUNDAS NORSEMAN	- 118.75
20823	2/08/2023	ANZ Credit Card	WOLFCOM AUSTRALIA PTY WOONONA	459.00
20823	2/08/2023	ANZ Credit Card	SHIRE OF DUNDAS NORSEMAN	118.75
20823	2/08/2023	ANZ Credit Card	SHIRE OF DUNDAS NORSEMAN	13.25
20823	2/08/2023	ANZ Credit Card	PUBLIC TRNSP AUTHORITY EAST PERTH	71.80
20823	2/08/2023	ANZ Credit Card	SQ *WESTERN AUSTRALIAN	715.40
20823	2/08/2023	ANZ Credit Card	REX AIRLINES	551.55
20823	2/08/2023	ANZ Credit Card	SHIRE OF DUNDAS NORSEMAN	56.60
20823	2/08/2023	ANZ Credit Card	BUNNINGS	79.60

hq/EFT	Date	Name	Description	Amount
20823	2/08/2023	ANZ Credit Card	LINKEDIN PRESCRIPTION	39.99
20823	2/08/2023	ANZ Credit Card	SPOTLIGHT BELMONT	430.20
20823	2/08/2023	ANZ Credit Card	SPOTLIGHT BELMONT	164.43
20823	2/08/2023	ANZ Credit Card	MOBILEZAP.COM.AU	59.72
20823	2/08/2023	ANZ Credit Card	MOBILEZAP.COM.AU	78.25
20823	2/08/2023	ANZ Credit Card	OFFICEWORKS 0623	5.58
20823	2/08/2023	ANZ Credit Card	OFFICEWORKS 0623	238.03
20823	2/08/2023	ANZ Credit Card	ADOBE ACROPRO SUBS	21.99
20823	2/08/2023	ANZ Credit Card	WILSON DIESEL & AUTO	119.90
20823	2/08/2023	ANZ Credit Card	TOWN OF VICTORIA PARK	2.17
20823	2/08/2023	ANZ Credit Card	STARLINK AUSTRALIA PTY LT	139.00
20823	2/08/2023	ANZ Credit Card	APPLE.COM/BILL	12.99
20823	2/08/2023	ANZ Credit Card	WILSON DIESEL & AUTO	35.60
20823	2/08/2023	ANZ Credit Card	PEPPERS GALLERY HTL CANBERRA	39.50
20823	2/08/2023	ANZ Credit Card	PEPPERS GALLERY HTL CANBERRA	10.00
20823	2/08/2023	ANZ Credit Card	ACT CABS 0261030882 FYSHWICK	34.18
20823	2/08/2023	ANZ Credit Card	FULL MOON CAFE NORSEMAN	35.07
20823	2/08/2023	ANZ Credit Card	RECHERCHE MEDICAL	157.30

hq/EFT	Date	Name	Description	Amount
20823	2/08/2023	ANZ Credit Card	STARLINK AUSTRALIA PTY LT	139.00
20823	2/08/2023	ANZ Credit Card	BWC CABS BELMONT	47.25
20823	2/08/2023	ANZ Credit Card	ENVIRONMENTAL HEALTH SHENTON PARK	7.00
20823	2/08/2023	ANZ Credit Card	FULL MOON CAFE NORSEMAN	37.41
20823	2/08/2023	ANZ Credit Card	VIRGIN	6.02
20823	2/08/2023	ANZ Credit Card	VIRGIN	621.01
20823	2/08/2023	ANZ Credit Card	GOLDFIELDS ARTS CENTRE KALGOORLIE	210.00
20823	2/08/2023	ANZ Credit Card	LINKEDIN	39.99
20823	2/08/2023	ANZ Credit Card	WEST COAST 9375 7001 KEWDALE	50.51
EFT8545	28/07/2023	BT EQUIPMENT (TUTT BRYANT EQUIPMENT)	PRESSURE VALVE, AIR HOSE AND AIRBAG 5KG	3,071.73
EFT8547	28/07/2023	KleenWest Distributors	ALCA KLEEN 20LT SPRAY BOTTLES INCLUDING LABELS	531.14
EFT8548	28/07/2023	KING and WOOD MALLESONS	LEGAL SERVICES	38,271.20
EFT8549	2/08/2023	I-MEDICAL AUSTRALIA	MEDICAL SERVICES FOR NORSEMAN	57,000.00
Pays	02/08/2023	Shire of Dundas Payroll	PAYROLL	79,378.01
EFT8546	28/07/2023	MAMMOTH SECURITY PTY LTD	QUARTERLY ALARM MONITORING - ADMIN OFFICE, TELECENTRE, AND 76 ROBERTS ST	490.10
8347	3/08/2023	Department of Transport	LICENSING COLLECTED	766.60
DD11583.1	1/08/2023	AWARE SUPER - ACCUMULATION AWARE SUPER PTY LTD	SUPER CONTRIBUTIONS	6,261.68

hq/EFT	Date	Name	Description	Amount
DD11583.10	1/08/2023	SLAP Superannuation Fund	SUPER CONTRIBUTIONS	557.30
DD11583.11	1/08/2023	Australian Super	SUPER CONTRIBUTIONS	785.80
DD11583.12	1/08/2023	ANZ Smart Choice Super	SUPER CONTRIBUTIONS	1,500.13
DD11583.13	1/08/2023	COLONIAL FIRST STATE FIRST CHOICE SUPERANNUATION TRUST	SUPER CONTRIBUTIONS	171.15
DD11583.14	1/08/2023	PLUM SUPER	SUPER CONTRIBUTIONS	175.82
DD11583.15	1/08/2023	PRIME SUPER	SUPER CONTRIBUTIONS	265.41
DD11583.2	1/08/2023	MY NORTH SUPER	SUPER CONTRIBUTIONS	520.93
DD11583.3	1/08/2023	THE TRUSTEE FOR SUPERANNUATION FUND	SUPER CONTRIBUTIONS	199.50
DD11583.4	1/08/2023	UNI SUPER	SUPER CONTRIBUTIONS	194.58
DD11583.5	1/08/2023	AUSTRALIAN SUPER	SUPER CONTRIBUTIONS	393.89
DD11583.6	1/08/2023	HESTA SUPERANNUATION FUND	SUPER CONTRIBUTIONS	343.93
DD11583.7	1/08/2023	BRIGHTER SUPER (PREVIOUSLY LGIASUPER)	SUPER CONTRIBUTIONS	122.46
DD11583.8	1/08/2023	RETAIL EMPLOYEES SUPERANNUATION TRUST	SUPER CONTRIBUTIONS	512.59
DD11583.9	1/08/2023	HOSTPLUS S	SUPER CONTRIBUTIONS	814.72
8348	04/08/2023	DEPARTMENT OF TRANSPORT	LICENSING COLLECTED	642.25
8350	7/08/2023	ANZ BANK	BPAY FEES	7.43

hq/EFT	Date	Name	Description	Amount
8350	7/08/2023	DEPARTMENT OF TRANSPORT	LICENSING COLLECTED	821.00
8419	7/08/2023	CENTRELINK	CENTREPAY FEES	1.98
8351	8/08/2023	DEPARTMENT OF TRANSPORT	LICENSING COLLECTED	59.90
8351	8/08/2023	CENTRELINK	CENTREPAY FEES	0.99
EFT8551	8/08/2023	DOWLING GIUDICI ASSOCIATES	PLANNING CONSULTANCY	8,360.00
8352	9/08/2023	DEPARTMENT OF TRANSPORT	LICENSING COLLECTED	404.60
8352	9/08/2023	CENTRELINK	CENTREPAY FEES	0.99
8353	10/08/2023	DEPARTMENT OF TRANSPORT	LICENSING COLLECTED	779.25
EFT8603	11/08/2023	WATER CORPORATION	Water Accounts 90 07534 03 0 (KILIMA WA P/L - 81 Roberts St)	5.60
EFT8601	11/08/2023	NORSEMAN TODAY NEWSPAPER	ADVERTISING JUNE 2023	130.00
EFT8572	11/08/2023	HEATLEYS SAFETY & INDUSTRIAL	PPE	2,635.06
8355	11/08/2023	DEPARTMENT OF TRANSPORT	LICENSING COLLECTED	1,755.20
EFT8602	11/08/2023	TELSTRA CORPORATION LIMITED	VARIOUS TELSTRA ACCOUNTS	3,598.57
EFT8604	11/08/2023	MARSH PTY LTD T/A ASSETVAL	INSURANCE VALUATION OF NORSEMAN IGA AND ASSOCIATED BUILDINGS	11,000.00
EFT8552	11/08/2023	AUSTRALASIAN PERFORMING RIGHT ASSOCIATION LIMITED T/A ONEMUSIC AUSTRALIA	MUSIC LICENSE FOR SHIRE FACILITIES	364.00
EFT8553	11/08/2023	AIRPORT LIGHTING SPECIALISTS PTY LTD	SOLAR BATTERY 12V 100AH AND MAIN PAALC PANEL	995.50
EFT8554	11/08/2023	LENIP PTY LTD	50 X ASPHALT IN A BAG PREMIUM DENSE MIX 20KG - 10 (PALLET)	1,787.50

hq/EFT	Date	Name	Description	Amount
EFT8555	11/08/2023	ADVERTISER PRINT	4 BOXES DL WINDOWS ENVELOPES (2000)	237.00
EFT8556	11/08/2023	ATOM SUPPLY	SIGN SELF ADHESIVE FIRE EXTINGUISHER C/W PICTUREGRAM	14.29
EFT8557	11/08/2023	AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	2023 NATIONAL LOCAL ROADS & TRANSPORT CONGRESS 6 - 7 SEPTEMBER 2023 FOR CEO	1,790.00
EFT8558	11/08/2023	BULLIVANTS PTY LTD	WAL - 11K050 S-K4, LIFELINE 11MM KERN 5M CW - X 2 WAL-11K100-S-K4RASA, LIFELINE 10M CW - X2	1,749.00
EFT8559	11/08/2023	BONZA CONSTRUCTIONS PTY LTD	WORKS AT 36 ANGOVE ST HOUSE, NEW AIRPORT TERMINAL, REPAIR WINDOW AT 86 ROBERTS ST, AND OTHER VARIOUS MAINTENANCE	21,148.74
EFT8560	11/08/2023	LAURENE BONZA	INFORMATION BULLETIN SESSION (1ST WEEK OF THE MONTH) 10 AUGUST 2023	238.00
EFT8561	11/08/2023	BOC LIMITED	CONTACT TIP 0.9MM M6 8MM X 10	61.72
EFT8562	11/08/2023	CUTEN GUNEDER MACHINERY	PUMP OUT HYDEN RD SEPTIC TANKS INCLUDES 1 X SPOTTER AND EQUIPMENT.	3,300.00
EFT8563	11/08/2023	I-POWER MANAGEMENT PTE LTD	ACCOMMODATION 25-29 JUNE 2023 - AUSTRALIA POST TRAINING MCCS	3,213.00
EFT8564	11/08/2023	BILLS DOORS & SERVICING	REPAIRS TO AUTO DOOR AND GLASS REPLACEMENT IN SHIRE BUILDING	2,137.50
EFT8565	11/08/2023	ELITE GYM HIRE	MONTHLY HIRE OF GYM EQUIPMENT'S FROM 12/7 - 12/8/23	664.35
EFT8566	11/08/2023	FUTURE SECURITY SOLUTIONS	QUARTERLY MONITORING 81 ROBERTS STREET (19.4.2023 - 19.7.2023)	150.15
EFT8567	11/08/2023	FARM AND GENERAL	NUFARM KAMBA 750 10L	621.40
EFT8568	11/08/2023	GLEN FLOOD GROUP PTY LTD T/A GFG TEMP	CONSULTANCY SERVICES	16,468.10
EFT8569	11/08/2023	JOHN EDWARD PATRICK HOGAN	INFORMATION BULLETIN SESSION (1ST WEEK OF THE MONTH) 10 AUGUST 2023	119.00

hq/EFT	Date	Name	Description	Amount
EFT8570	11/08/2023	HARVEY NORMAN AV/IT KALGOORLIE	CHEF 54 CM GAS UPRIGHT CONV PIEZO LPG	758.00
EFT8571	11/08/2023	HWR MEDIA & COMMUNICATION	OPTION 5 FULL PAGE ADVERTISEMENT NULLARBOR MAP	1,935.00
EFT8573	11/08/2023	JOHN MALONEY	INFORMATION BULLETIN SESSION (1ST WEEK OF THE MONTH) 10 AUGUST 2023	119.00
EFT8574	11/08/2023	K & R EARTHWORKZ	LABOUR AND MACHINE HIRE	21,194.80
EFT8575	11/08/2023	LOCAL GOVERNMENT PROFESSIONALS	2023-2024 FULL MEMBERSHIP DUES	531.00
EFT8576	11/08/2023	STAR TRACK CREDIT	FREIGHT (31 JULY - 2 AUG 23 FOR NR INN ZNE PERTH ROAD EXPRESS)	131.37
EFT8577	11/08/2023	RAYMOND MARCON	12X SINGLE COASTERS, 2X SET COASTERS,6 CUTTING BOARDS (ENGRAVED), 2 CUTTING BOARDS, 20 PENS	654.00
EFT8578	11/08/2023	MARKET CREATIONS AGENCY	WALGA COUNCIL CONNECT MULTI- SITE - BUSINESS AS PER PROPOSAL #IH96 - PHASE 3 WEBSITE PROJECT BUILD	1,823.35
EFT8579	11/08/2023	MOORE AUSTRALIA (WA) PTY LTD	CONSULTANCY SERVICES FOR BUDGET, MONTHLY REPORTS AND OTHER ACCOUNTING	24,970.00
EFT8580	11/08/2023	NORSEMAN IGA	MORNING TEA FOR NAIDOC - 13/07/23	1,345.67
EFT8581	11/08/2023	NAVMAN WIRELESS AUSTRALIA PTY LTD	MONTHLY SATELLITE SERVICE (05.07.2023 - 04.08.2023)	65.89
EFT8582	11/08/2023	NAVEZE BUSINESS OF PURSUITS PTY LTD	SHIRE OF DUNDAS TV STREAMING DEVICE, DIGIMAP, DEVELOPMENT AND TRAINING	1,650.00
EFT8583	11/08/2023	O'DWYER ELECTRICAL	LAUNDRY WASHING MACHINE REPAIRS	660.00
EFT8584	11/08/2023	ONLINE SAFETY SYSTEMS PTY LTD/AS PLANT ASSESSOR	PLANT ASSESSOR MEMBERSHIP OFFER JUNE 2023	1,265.00
EFT8585	11/08/2023	THE RAILWAY MOTEL AND WOODLANDS GUESTHOUSE	ACCOMMODATION FOR ANTHONY DOWLING 24 - 26 JULY 2023	280.00

hq/EFT	Date	Name	Description	Amount
EFT8586	11/08/2023	RESOURCE ACCOMMODATION MANAGEMENT	8 X COUNCILLORS DINNERS	625.00
EFT8587	11/08/2023	South East Petroleum	SUPPLY 8500L - DIESEL	26,169.45
EFT8588	11/08/2023	South Coast Foodservice	6 X SURGE, 5 X FLOW, 4 X LC FINISH, 2 X OXY BLEACH	2,387.00
EFT8589	11/08/2023	Solutions IT	IT SERVICES HALF YEARLY PAYMENT	22,654.59
EFT8590	11/08/2023	SPECIALIST DIAGNOSTIC SERVICES PTY	LABOUR IT SERVICES	3,069.22
EFT8591	11/08/2023	Team Global Express	PARCEL FROM WILLETTON ON 22/06/23	408.95
EFT8592	11/08/2023	Visimax Safety Products	2 X DOG TRAPS WITH HOOK RELEASE & 2 X SLIP LEADS	1,267.91
EFT8593	11/08/2023	IT Vision	ANNUAL LICENCE FEE FOR SYNERGYSOFT 01/07/23 - 30/06/24	46,443.64
EFT8594	11/08/2023	VEECO LAUNDRY SYSTEMS	IPSO 1 - WAY 3/4INLET VALVE & AIR FREIGHT"	1,127.61
EFT8595	11/08/2023	Wilsons Diesel & Auto Repairs	REPLACE BRAKES ON FRONT AND REAR AXLES	5,011.20
EFT8596	11/08/2023	Western Australian Local Government Association	WALGA SUBSCRIPTIONS 2023-2024	33,510.71
EFT8597	11/08/2023	WESFARMERS KLEENHEAT GAS PTY LTD	LPG BULK FOR LAUNDROMAT (JULY 2023 TO JUNE 2024)	2,850.68
8356	14/08/2023	Department of Transport	LICENSING COLLECTED	916.40
8420	14/08/2023	Centrelink	CENTREPAY FEES	0.99
EFT8600	11/08/2023	KING AND WOOD MALLESONS	LEGAL SERVICES ON 27/07/23 AS PER INVOICE NO 10315982	10,236.03
8357	15/08/2023	DEPARTMENT OF TRANSPORT	LICENSING COLLECTED	759.35
8367	15/08/2023	3E ADVANTAGE	3 X PHOTOCOPIER LEASE JULY 2023	2,867.23

hq/EFT	Date	Name	Description	Amount
8358	16/08/2023	DEPARTMENT OF TRANSPORT	LICENSING COLLECTED	1,233.30
EFT8599	11/08/2023	HORIZON POWER	STREETLIGHTS 01/07/23 - 31/07/23	5,982.74
Pays	16/08/2023	SHIRE OF DUNDAS PAYROLL	PAYROLL	74,875.96
8359	17/08/2023	DEPARTMENT OF TRANSPORT	LICENSING COLLECTED	974.05
170823	17/08/2023	ANZ CREDIT CARD	GOLDFIELDS ARTS CENTRE	- 140.00
170823	17/08/2023	ANZ CREDIT CARD	FLIGHT CENTRE	1,418.03
170823	17/08/2023	ANZ CREDIT CARD	ADOBE ACROPRO SUBS	34.99
170823	17/08/2023	ANZ CREDIT CARD	BUNNINGS	486.78
170823	17/08/2023	ANZ CREDIT CARD	HOTEL AT BOOKING.COM	1,683.30
170823	17/08/2023	ANZ CREDIT CARD	FLIGHT CENTRE	1,832.54
170823	17/08/2023	ANZ CREDIT CARD	FLIGHT CENTRE	605.81
170823	17/08/2023	ANZ CREDIT CARD	RECHERCHE MEDICAL	50.00
170823	17/08/2023	ANZ CREDIT CARD	FLIGHT CENTRE	414.29
170823	17/08/2023	ANZ CREDIT CARD	RECHERCHE MEDICAL	187.00
170823	17/08/2023	ANZ CREDIT CARD	BUNNINGS	125.36
170823	17/08/2023	ANZ CREDIT CARD	RECHERCHE MEDICAL ESPERANCE	50.00
170823	17/08/2023	ANZ CREDIT CARD	RECHERCHE MEDICAL	29.70
8360	18/08/2023	DEPARTMENT OF TRANSPORT	LICENSING COLLECTED	79.55

hq/EFT	Date	Name	Description	Amount
DD11684.1	31/08/2023	HEMA MAPS	VARIOUS HEMA MAPS	619.29
8361	21/08/2023	DEPARTMENT OF TRANSPORT	LICENSING COLLECTED	147.60
8422	21/08/2023	CENTRELINK	CENTREPAY FEES	1.98
EFT8602	11/08/2023	TELSTRA CORPORATION LIMITED	TELSTRA ACCOUNT	130.05
8362	22/08/2023	DEPARTMENT OF TRANSPORT	LICENSING COLLECTED	1,145.55
8423	22/08/2023	CENTRELINK	CENTREPAY FEES	0.99
52452	23/08/2023	CENTRELINK	CENTREPAY FEES	0.99
8363	23/08/2023	DEPARTMENT OF TRANSPORT	LICENSING COLLECTED	522.70
8364	24/08/202	DEPARTMENT OF TRANSPORT	LICENSING COLLECTED	2,031.90
EFT8607	23/08/2023	KING AND WOOD MALLESONS	STAMP DUTY PAID FOR IGA AND IGA HOUSE (NOW EXEMPT - TO BE REFUNDED)	65,105.50
240823	24/08/2023	METCASH TRADING LIMITED	SECURITY DEPOSIT FOR IGA	220,000.00
8365	25/08/2023	DEPARTMENT OF TRANSPORT	LICENSING COLLECTED	32.20
52509	28/08/2023	CENTRELINK	CENTREPAY FEES	0.99
8424	28/08/2023	PAYROLL	EMPLOYEE REIMBURSEMENTS	828.20
8366	28/08/2023	DEPARTMENT OF TRANSPORT	LICENSING COLLECTED	4,425.00
280823	28/08/2023	KING AND WOOD MALLESONS TRUST	PART PAYMENT FOR IGA SETTLEMENT	1,000,000.00
8426	29/08/2023	DEPARTMENT OF TRANSPORT	LICENSING COLLECTED	2,694.70

hq/EFT	Date	Name	Description	Amount
290823	29/08/2023	KING AND WOOD MALLESONS TRUST	PART PAYMENT FOR IGA SETTLEMENT AND RETENTION HELD TO FINALISE POST-SETTLEMENT ADJUSTMENTS	798,497.77
8427	30/08/2023	DEPARTMENT OF TRANSPORT	LICENSING COLLECTED	1,413.95
8428	30/08/2023	SHIRE OF DUNDAS	TRANSFER FUNDS TO NEW IGA/LPO ACCOUNT	85,000.00
8428	30/08/2023	SHIRE OF DUNDAS	TRANSFER FUNDS TO NEW IGA/LPO ACCOUNT	85,000.00
8444	31/08/2023	ANZ WORLDLINE	EFTPOS FEES	467.42
Pays	31/08/2023	SHIRE OF DUNDAS PAYROLL	PAYROLL	480.50
8443	31/08/2023	DEPARTMENT OF TRANSPORT	LICENSING COLLECTED	5,890.70
Pays	31/08/2023	SHIRE OF DUNDAS PAYROLL	PAYROLL	102,044.05
TOTAL				2,976,350.17

IGA and Australia Post Account (1) EFT's, Direct Debits, and Internal Bank Transfers

Chq/EFT	Date	Name	Description	Amount
8448	31/08/2023	NAB Bank	Bank Fee	10.00
TOTAL				10.00

Summary of Account Totals

Visitor Centre EFT's, Direct Debits, & Bank Transfers	\$922.01
Municipal EFT's, Direct Debits, Bank Transfers & Credit Cards	\$2,976,350.17
IGA and Australia Post Account (1) EFT's, Direct Debits, & Bank Transfers	\$10.00
IGA and Australia Post Account (2) EFT's, Direct Debits, & Bank Transfers	\$0.00
Total	\$2,977,282.18

Voting Requirements

Simple Majority

Moved: Cr. Pat Hogan**Seconded:** Cr. Sharon WarnerOfficer Recommendation

That the Shire of Dundas monthly accounts (including internal bank transfers) paid from 1st August 2023 to 31st August 2023 totalling \$2,977,282.18 be received and noted.

Carried (6 / 0)

For: 6

Against: 0

Resolution

That the Shire of Dundas monthly accounts (including internal bank transfers) paid from 1st August 2023 to 31st August 2023 totalling \$2,977,282.18 be received and noted.

Agenda Reference & Subject	
17.2.2 – Financial Statements for the Period Ending 31st August 2023	
Location / Address	Shire of Dundas
File Reference	FM.IN
Author	Moore Australia
Date of Report	18 September 2023
Disclosure of Interest	Nil

Attachment 2: Monthly Financial Report for the periods ending 31st August 2023

This space intentionally left blank.

Voting Requirements

Simple Majority

Moved: Cr. Pat Hogan **Seconded:** Cr. John Maloney

Officer Recommendation

That the Shire of Dundas Financial Statements for the period ending 31st August 2023 be accepted.

Carried (6 / 0)

For: 6

Against: 0

Resolution

That the Shire of Dundas Financial Statements for the period ending 31st August 2023 be accepted.

Procedural Motion:

That standing orders be suspended.

Moved Cr. Pat Hogan **Seconded** Cr John Maloney

Carried (6 / 0)

For: 6

Against: 0

Resolution

That standing orders be suspended.

17.3 Officers Reports

Agenda Reference & Subject	
17.3.1 – Delegation to Committees, WALGA, GVROC, LEMC and State Council	
Location / Address	Shire of Dundas
File Reference	RV.RP.6
Author	Peter Fitchat, CEO
Date of Report	18 September 2023
Disclosure of Interest	Nil

For the Council to nominate delegates to represent Council for Regional Road Group (RRG), Goldfields Voluntary Regional Organisation of Councils (GVROC) and Western Australian Local Government Association (WALGA), RoadWise and State Council Goldfields Esperance zone representative.

Background

The WALGA AGM meeting is held every year in August or September during local government week and each local government has the opportunity for 2 delegates to vote on WALGA resolutions, normally the President and Deputy President.

Regional Road Group meetings are bi-annual and elected members representation is required on the strategic working group for funding allocation on Council Road networks.

As part of Council's governance requirements, representation on GVROC and State Council must be formalised.

Committee meetings such as RoadWise, the Local Emergency Management Committee, and other formally established committees of Council meet as scheduled in the committee's meeting calendar. Officer support is approved by the CEO prior to being submitted to Council.

Statutory Environment

Local Government Act 1995

Part 5

This Part deals with —

- (a) council meetings, committees and their meetings and electors' meetings; and*
- (b) the employment of persons by local governments and matters relating to local government employees; and*
- (c) annual reports and plans; and*
- (d) the disclosure of financial interests in matters affecting local government decisions and in returns;*
and
- e public access to local government information; and*
- (f) the limitation of the payment of fees, expenses and allowances to council and committee members, mayors and presidents; and*
- (g) codes of conduct.*

[Notes to Part 5 amended: No. 49 of 2004 s. 42(1).]

5.10. Committee members, appointment of

- (1) A committee is to have as its members —

(a) persons appointed* by the local government to be members of the committee (other than those referred to in paragraph (b)); and

(b) persons who are appointed to be members of the committee under subsection (4) or (5).

* *Absolute majority required.*

Policy Implications

EM.1 Conferences – Elected Members Attendance and Representation

Financial Implications

Conference allocation as set in the adopted budget.

Strategic Implications

Council representation on local, regional, state, and federal committees helps the Shire of Dundas achieve Strategic Community Plan 2022-2032 goals.

Goal 1 - Community

A healthy, safe, resilient, and engaged Community. A place where people thrive.

A Community where diversity is celebrated, a place of belonging. A place where economic growth and business opportunity is encouraged and supported.

Goal 2 - Natural environment

Our natural environment is viewed as a precious asset that is protected.

and enjoyed. A place where sustainable opportunities and collaboration is nurtured.

Goal 3 - Built environment.

Planning and development of infrastructure supports liveable, sustainable and connected communities.

Goal 4 - Economic Development and Financial Sustainability

A thriving local economy & economic base supports economic growth and business opportunity.

Goal 5 - Governance and Leadership

We are a trusted Local Government; we are a strong advocate for our Community; we lead with respect and accountability.

Consultation

Councillors and Senior Staff

Comment

Elected members and serving officers are permitted to be delegates with a formal Council resolution. As it is normal practice for the Shire President (although not compulsory) to be a voting delegate, the Council has the opportunity to nominate another voting delegate to WALGA, GVROC, State Council, Regional Road Group, RoadWise, and the Local Emergency Management Group.

The Shire President and CEO represent the Shire of Dundas on the Goldfields Voluntary Regional Organisation of Councils, Council have the option to nominate a second elected member delegate to GVROC. GVROC then elect a Chair and Deputy Chair from the group. The elected person must be approved by their own Council, before accepting the GVROC position. Goldfields Esperance zone representative on State Council are also elected in the same manner.

Voting Requirements

Absolute Majority

Moved: Cr. Sharon Warner **Seconded:** Cr. Chantelle McLeod

Officer Recommendation

That Council:

1. **Appoint Cr Laurene Bonza, Cr Sharon Warner, and Cr Chantelle McLeod as WALGA Representatives.**
2. **Appoint Cr Laurene Bonza, and Cr Sharon Warner as GVROC Representatives, and Chief Executive Officer, Peter Fitchat as a voting delegate.**
3. **Appoint Cr Laurene Bonza and Cr Sharon Brown as Regional Road Group representatives, the Chief Executive Officer, and Manager of Works and Services as voting Delegates on the Regional Road Technical Group.**
4. **Appoint Cr John Maloney and Cr Chantelle McLeod as RoadWise Committee Representatives, noting that the Manager of Works and Services, and the Deputy CEO attend RoadWise as part of their duties.**

5. **Appoint Cr Laurene Bonza and Cr Sharon Brown as representatives on the Local Emergency Management Committee, noting the CEO, Manager of Works and Services, and the DCEO attend LEMC as part of the duties.**

Carried (6 / 0)

For: 6

Against: 0

Resolution

That Council:

1. **Appoint Cr Laurene Bonza, Cr Sharon Warner, and Cr Chantelle McLeod as WALGA Representatives.**
2. **Appoint Cr Laurene Bonza, and Cr Sharon Warner as GVROC Representatives, and Chief Executive Officer, Peter Fitchat as a voting delegate.**
3. **Appoint Cr Laurene Bonza and Cr Sharon Brown as Regional Road Group representatives, the Chief Executive Officer, and Manager of Works and Services as voting Delegates on the Regional Road Technical Group.**
4. **Appoint Cr John Maloney and Cr Chantelle McLeod as RoadWise Committee Representatives, noting that the Manager of Works and Services, and the Deputy CEO attend RoadWise as part of their duties.**
5. **Appoint Cr Laurene Bonza and Cr Sharon Brown as representatives on the Local Emergency Management Committee, noting the CEO, Manager of Works and Services, and the DCEO attend LEMC as part of the duties.**

Procedural Motion:

That Council resume standing orders.

Moved Cr. Pat Hogan **Seconded** Cr. Sharon Warner

Carried (6 / 0)

For: 6

Against: 0

Resolution

That Council resume standing orders.

Agenda Reference & Subject	
17.3.4– Officers Reports	
Location / Address	Shire of Dundas
File Reference	CM.PL.1
Author	Chief Executive Officer – Peter Fitchat
Date of Report	20 October 2023
Disclosure of Interest	Nil

Summary

That the Council receive the Corporate Services, Works and Services, Youth and Recreation Services and Woodlands Cultural, Community & Visitor Centre Reports as contained in Papers Relating.

Background

The Officers present their reports on activities for the past month. These reports are in papers relating.

Statutory Environment

Shire officers are required to deliver the activities, programs, works and services within the appropriate legislative requirements where applicable.

Policy Implications

Shire officers are required to deliver the activities, programs, works and services guided by and within the appropriate Shire policies and procedures where applicable.

Financial Implications

Shire officers are required to deliver the activities, programs, works and services within allocated budgets, and purchasing and procurement policies.

Strategic Implications

Shire officers deliver activities, programs, works and services to achieve the community outcomes identified within the Strategic Community Plan.

Consultation

CEO

DCEO

Manager of Works and Services

Tourism & Events Officer

Youth and Recreation Officer

Comment

The reports will advise councillors of the progress being made towards achieving the objectives of the Strategic Plan.

Voting Requirements

Simple Majority

Moved: Cr. Sharon Warner **Seconded:** Cr. Pat Hogan

Officer Recommendation

That the Shire of Dundas Council receive the Corporate Services, Works and Services, Youth and Recreation Services and Woodlands Cultural, Community & Visitor Centre reports as contained in Papers Relating.

Carried (6 / 0)

For: 6

Against: 0

Resolution

That the Shire of Dundas Council receive the Corporate Services, Works and Services, Youth and Recreation Services and Woodlands Cultural, Community & Visitor Centre reports as contained in Papers Relating.

18 Elected Members Motions of Which Previous Notice Has Been Given**19 New Business of an Urgent Nature Introduced by the President or by a decision of the Meeting.**

The following items of urgent business were accepted for consideration by the President or by majority of the members of the Council:

Recommendation

That the members of the Council agreed to the introduction of the following late item for decision.

Nil

20 Next Meeting

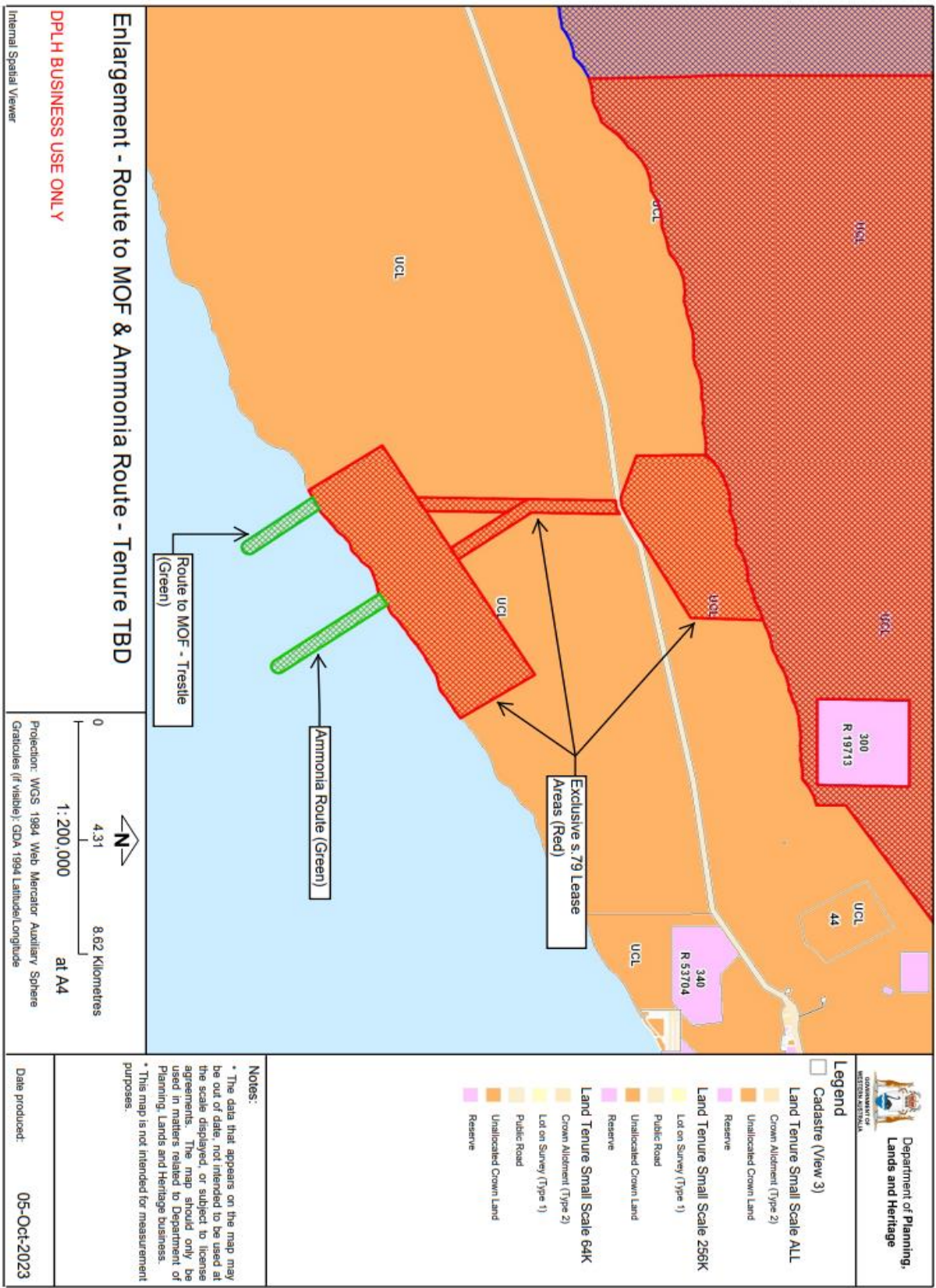
The next Ordinary Meeting of the Council is scheduled to be held at **6:00pm** (AWST) on the **28st November 2023**, in **Norseman**.

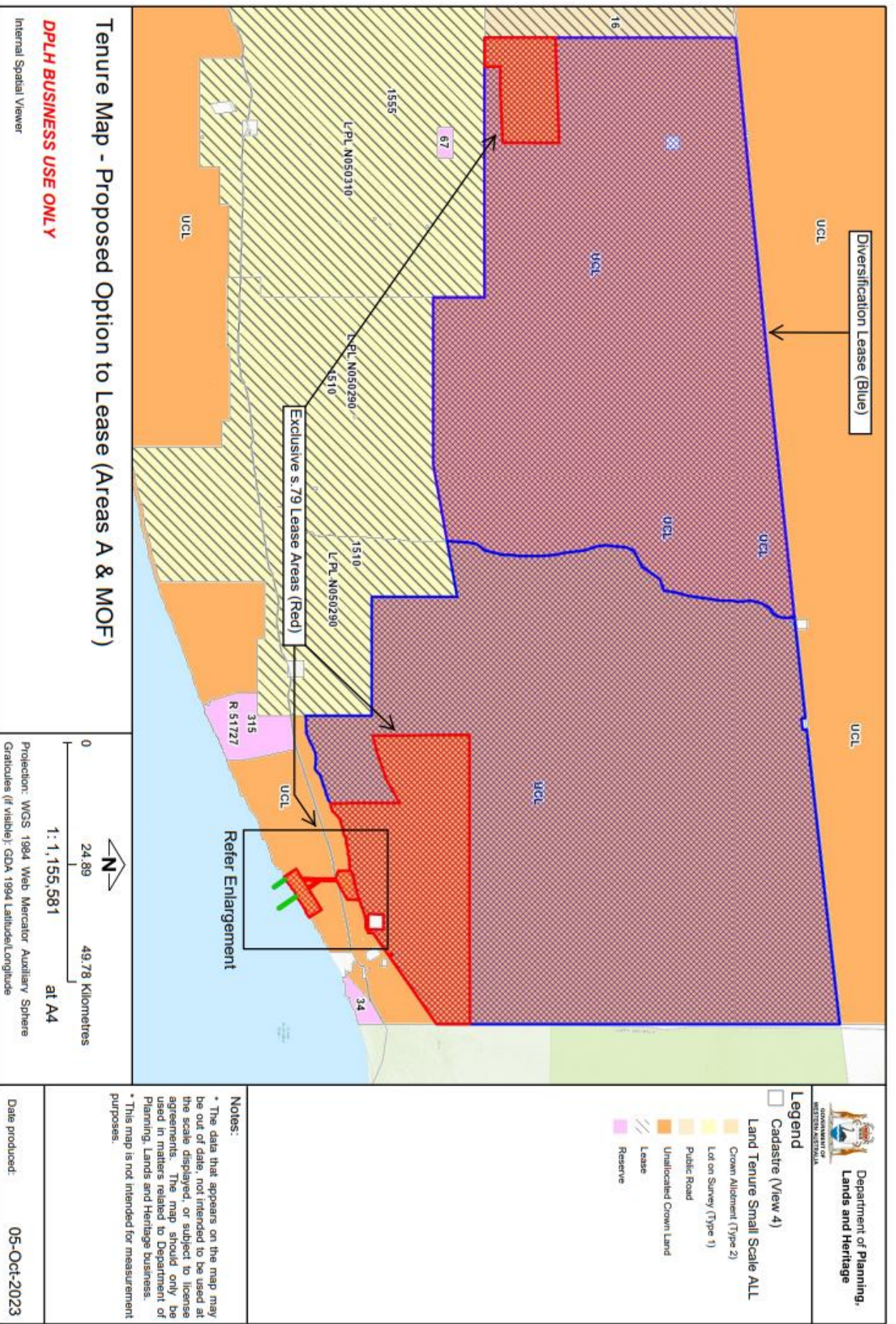
21 Closure of Meeting

There being no further business the Shire President will declare the meeting closed at: **6:54pm**

Item

10.1.1 DPLH INVITATION TO COMMENT – PROPOSED REVISED CROWN LAND LEASE OPTION FOR WGEH (DPLH CASE NO.2100210)

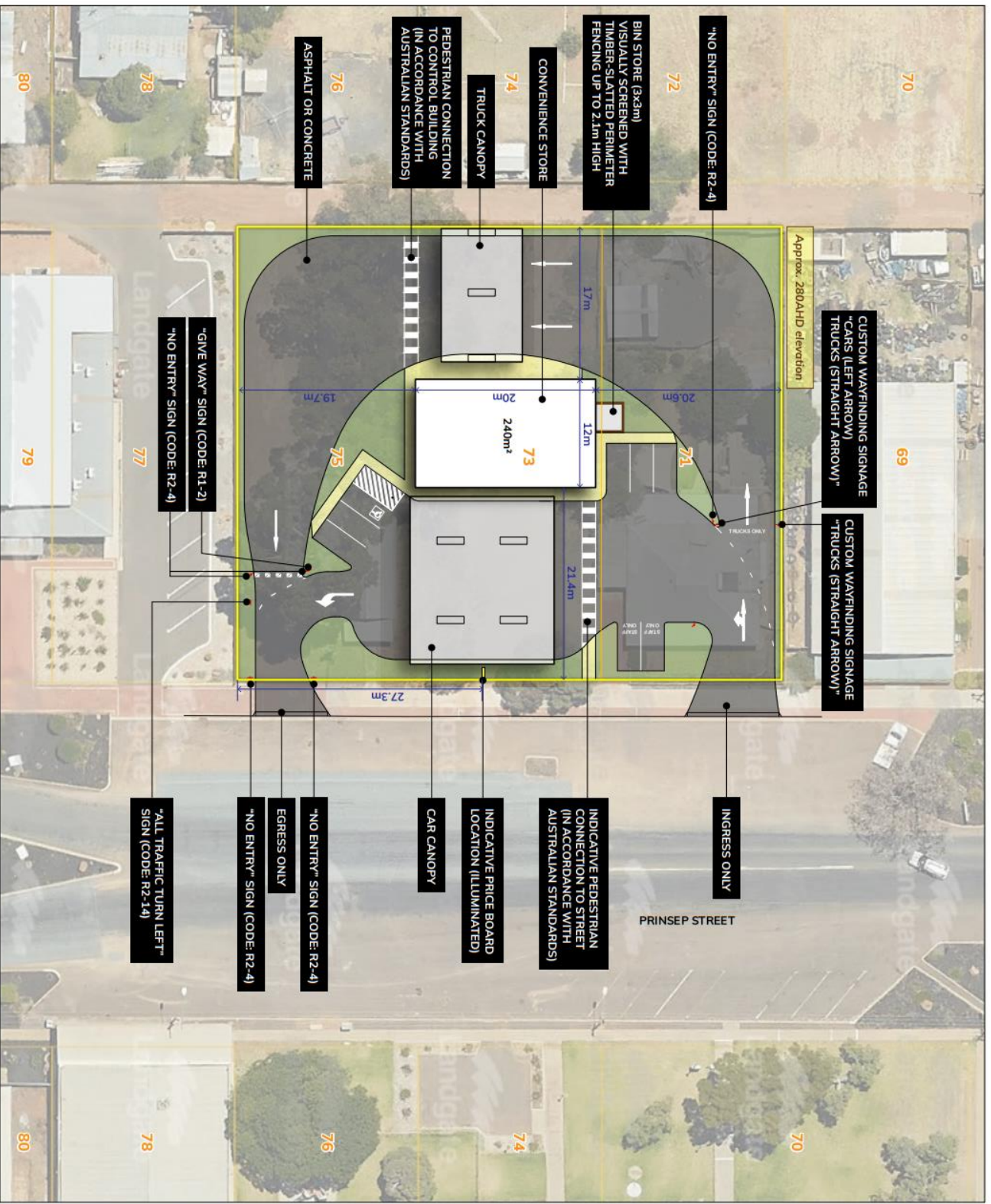




Item

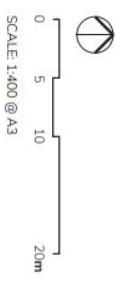
10.1.2 PROPOSED AMALGAMATION OF LOTS 15, 16 and 17 ON DP 222908 - NORSEMAN





Planning and Development Act 2005
 Shire of Dundas
 Development Application: **DA 04/2022**
APPROVED
 Signed: Date: .../.../...

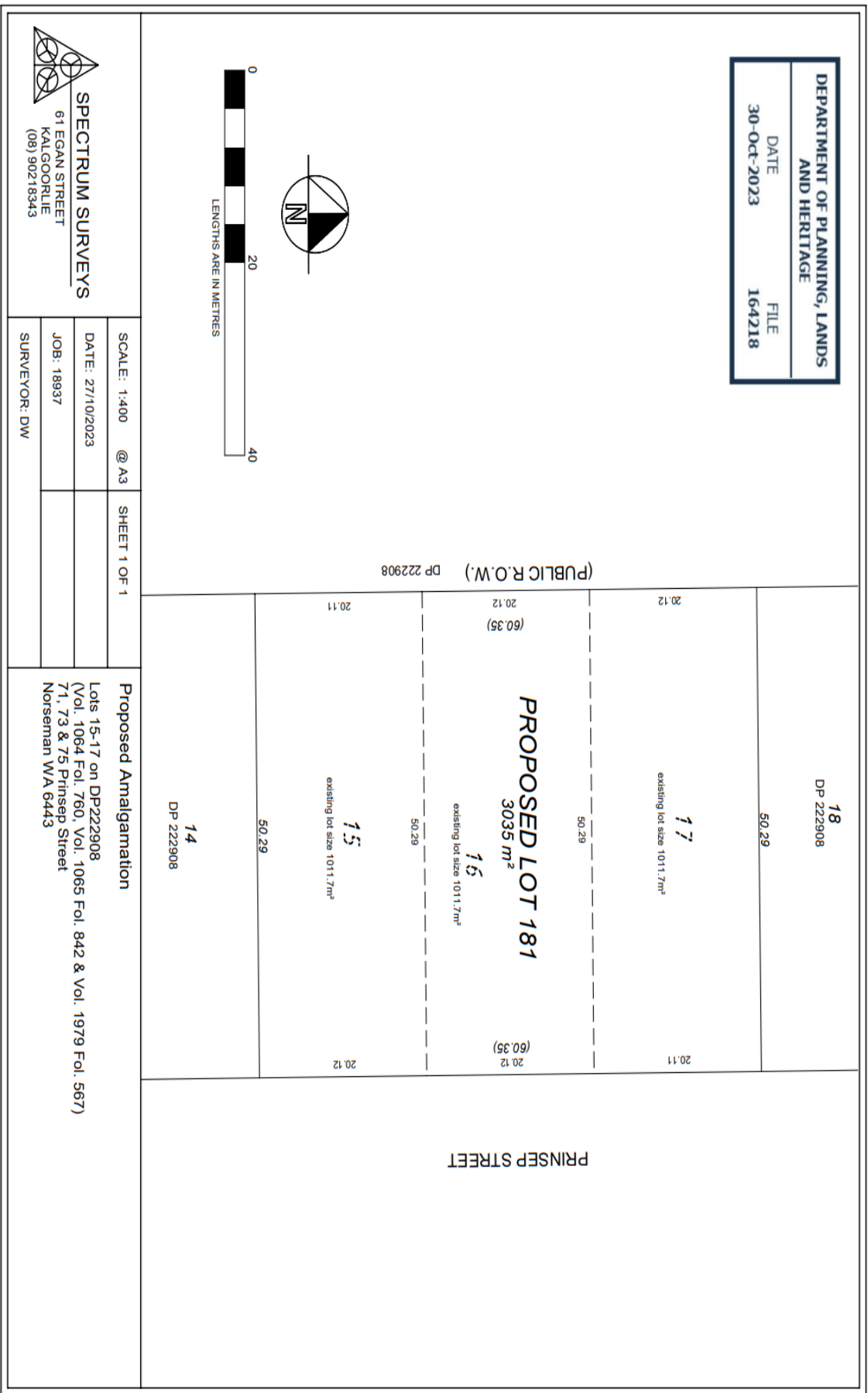
- Legend**
- Subject Site
 - Contiguous



SITE PLAN
 71-73 Prinsep Street,
 Norseman

JOB REF:	21AOL-1038
PREPARED BY:	MP
DATE:	02.05.23
REVISION:	5
DATA SOURCE:	CRQA





Item

10.2.1 – Financial Statements for the Period Ending 30 September 2023



Moore Australia

Level 15, Exchange Tower,
2 The Esplanade, Perth, WA 6000
PO Box 5785, St Georges Terrace, WA
6831

16 November 2023

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Mr Peter Fitchat
Chief Executive Officer
Shire of Dundas
PO Box 163
NORSEMAN WA 6443

www.moore-australia.com.au

Dear Peter

COMPILATION REPORT TO SHIRE OF DUNDAS

We have compiled the accompanying special purpose financial report of Shire of Dundas which comprise the statement of financial position as at 30 September 2023, the statement of financial activity, notes providing statement of financial activity supporting information, explanation of material variances for the year then ended and a summary of material accounting policy information. These have been prepared in accordance with *Local Government Act 1995* and associated regulations as described in Note 1 to the financial report. The specific purpose for which the special purpose financial statements have been prepared is also set out in Note 1 of the financial report. We have provided the supplementary information of Shire of Dundas as at 30 September 2023 and for the period then ended based on the records of the Shire of Dundas.

THE RESPONSIBILITY OF SHIRE OF DUNDAS

The CEO of Shire of Dundas is solely responsible for information contained in the special purpose financial report and supplementary information, the reliability, accuracy and completeness of the information and for the determination that the basis of accounting used is appropriate to meet their needs and for the purpose that the financial report was prepared.

OUR RESPONSIBILITY

On the basis of information provided by Shire of Dundas we have compiled the accompanying special purpose financial report in accordance with the requirements of *APES 315 Compilation of Financial Information* and the *Local Government Act 1995*, associated regulations and to the extent that they are not inconsistent with the *Local Government Act 1995*, the Australian Accounting Standards.

We have applied our expertise in accounting and financial reporting to compile these financial statements in accordance with the basis of accounting described in Note 1 to the financial report except for the matters of non-compliance with the basis of preparation identified with Note 1 of the financial report. We have complied with the relevant ethical requirements of *APES 110 Code of Ethics for Professional Accountants*.

Supplementary information attached to the financial report has been extracted from the records of Shire of Dundas and information presented in the special purpose financial report.

ASSURANCE DISCLAIMER

Since a compilation engagement is not an assurance engagement, we are not required to verify the reliability, accuracy or completeness of the information provided to us by management to compile these financial statements. Accordingly, we do not express an audit opinion or a review conclusion on these financial statements.

The special purpose financial report was compiled exclusively for the benefit of Shire of Dundas who are responsible for the reliability, accuracy and completeness of the information used to compile them. Accordingly, the special purpose financial report may not be suitable for other purposes. We do not accept responsibility for the contents of the special purpose financial report.

NOTE REGARDING BASIS OF PREPARATION

We draw attention to Note 1 to the financial report where matters of non-compliance with the basis of preparation have been detailed. Supplementary information is provided for management information purposes and does not comply with the disclosure requirements of the Australian Accounting Standards.

Russell Barnes
Director
Moore Australia (WA) Pty Ltd



16 November 2023

Mr Peter Fitchat
Chief Executive Officer
Shire of Dundas
PO Box 163
NORSEMAN WA 6443

Moore Australia

Level 15, Exchange Tower,
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Dear Peter

MATTERS IDENTIFIED DURING COMPILATION OF STATUTORY MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDED 30 September 2023

We advise we have completed the compilation of your statutory monthly financial report for the period ended 30 September 2023 and identified certain matters we wish to bring to your attention.

We are required under APES 315 *Compilation of Financial Information* to report certain matters in our compilation report and we draw your attention to the note regarding basis of preparation. Other matters which arise during our compilation we wish to bring to your attention are raised in the following pages of this letter along with suggestions to resolve these issues.

It should be appreciated, our procedures are designed primarily to enable us to compile the monthly financial report and therefore may not bring to light all weaknesses in systems and procedures, or all financial matters of interest to management and council, which may exist. However, we aim to use our knowledge of the shire's financial operations gained during our work to make comments and suggestions, which, we hope, will be useful to you.

Should you wish to discuss any matter relating to our service or any other matter, please do not hesitate to contact us.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Russell Barnes', written over a light blue horizontal line.

Russell Barnes
Director
[Moore Australia \(WA\) Pty Ltd](http://www.moore-australia.com.au)



Shire of Dundas

Period ended 30 September 2023

Topic	Item	First Identified	Explanation	Action Required	Priority
Sundry debtors	Outstanding	September 2023	Sundry debtors aged trial balance includes invoices totalling \$118,614 outstanding for over 90 days with some more than 365 days old.	We recommend reviewing overdue debtors collection procedures to ensure debtors outstanding for over 30 days are subject to regular review and reminder notices are issued to improve the collection rate.	Medium
Current assets	Inventory	September 2023	Inventory stocktake has not been completed for the period ending 30 September 2023.	We recommend monthly stocktake reporting to ensure accurate levels of inventory movements.	Medium
Capital expenditure	YTD actual	September 2023	Medical Centre building upgrades and the Rotunda upgrade have exceeded their allocated budgets.	We recommend a review of expenditure to date, to determine expenditure is correctly recorded within the capital account. If no misallocations have occurred and the current balance is correct, a budget amendment adopted by an absolute majority of Council may be required to authorise further expenditure occurring.	High

SHIRE OF DUNDAS

MONTHLY FINANCIAL REPORT

(Containing the required statement of financial activity and statement of financial position)
For the period ended 30 September 2023

LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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SHIRE OF DUNDAS
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2023

	Adopted Budget Estimates	YTD Budget Estimates	YTD Actual	Variance* \$	Variance* %	Var.
Note	(a) \$	(b) \$	(c) \$	(c) - (b) \$	((c) - (b))/(b) %	
OPERATING ACTIVITIES						
Revenue from operating activities						
General rates	3,367,365	3,367,365	3,367,365	0	0.00%	
Rates excluding general rates	136,915	136,915	136,915	0	0.00%	
Grants, subsidies and contributions	1,096,897	265,673	191,442	(74,231)	(27.94%)	▼
Fees and charges	7,431,696	1,990,772	1,215,146	(775,626)	(38.96%)	▼
Interest revenue	108,168	27,042	80,813	53,771	198.84%	▲
Other revenue	262,124	65,535	38,748	(26,787)	(40.87%)	▼
Profit on asset disposals	39,682	0	0	0	0.00%	
	12,442,847	5,853,302	5,030,429	(822,873)	(14.06%)	
Expenditure from operating activities						
Employee costs	(4,352,902)	(1,088,260)	(929,843)	158,417	14.56%	▲
Materials and contracts	(7,662,524)	(1,926,487)	(799,770)	1,126,717	58.49%	▲
Utility charges	(719,741)	(179,943)	(74,616)	105,327	58.53%	▲
Depreciation	(3,588,127)	(897,039)	0	897,039	100.00%	▲
Finance costs	(4,808)	0	0	0	0.00%	
Insurance	(241,474)	(222,102)	(142,711)	79,391	35.75%	▲
Other expenditure	(400,554)	(102,060)	(62,419)	39,641	38.84%	▲
Loss on asset disposals	(4,732)	0	0	0	0.00%	
	(16,974,862)	(4,415,891)	(2,009,359)	2,406,532	54.50%	
Non-cash amounts excluded from operating activities	2(b) 3,553,177	897,039	(220,000)	(1,117,039)	(124.53%)	▼
Amount attributable to operating activities	(978,838)	2,334,450	2,801,070	466,620	19.99%	
INVESTING ACTIVITIES						
Inflows from investing activities						
Proceeds from capital grants, subsidies and contributions	1,494,889	34,396	44,679	10,283	29.90%	▲
Proceeds from disposal of assets	313,000	0	0	0	0.00%	
	1,807,889	34,396	44,679	10,283	29.90%	
Outflows from investing activities						
Payments for property, plant and equipment	(3,592,268)	(1,827,191)	(1,766,905)	60,286	3.30%	▲
Payments for construction of infrastructure	(2,101,754)	(522,945)	(263,623)	259,322	49.59%	▲
	(5,694,022)	(2,350,136)	(2,030,528)	319,608	13.60%	
Amount attributable to investing activities	(3,886,133)	(2,315,740)	(1,985,849)	329,891	14.25%	
FINANCING ACTIVITIES						
Outflows from financing activities						
Repayment of borrowings	(51,211)	0	0	0	0.00%	
Transfer to reserves	(209,031)	(40,796)	(40,796)	0	0.00%	
	(260,242)	(40,796)	(40,796)	0	0.00%	
Amount attributable to financing activities	(260,242)	(40,796)	(40,796)	0	0.00%	
MOVEMENT IN SURPLUS OR DEFICIT						
Surplus or deficit at the start of the financial year	5,125,213	5,125,213	4,809,393	(315,820)	(6.16%)	▼
Amount attributable to operating activities	(978,838)	2,334,450	2,801,070	466,620	19.99%	▲
Amount attributable to investing activities	(3,886,133)	(2,315,740)	(1,985,849)	329,891	14.25%	▲
Amount attributable to financing activities	(260,242)	(40,796)	(40,796)	0	0.00%	
Surplus or deficit after imposition of general rates	0	5,103,127	5,583,818	480,691	9.42%	▲

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

* Refer to Note 3 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and Notes.

SHIRE OF DUNDAS
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 30 SEPTEMBER 2023

	Actual 30 June 2023	Actual as at 30 September 2023
	\$	\$
CURRENT ASSETS		
Cash and cash equivalents	8,479,245	8,201,199
Trade and other receivables	562,814	1,312,755
Inventories	0	443,261
Other assets	15,008	15,008
TOTAL CURRENT ASSETS	9,057,067	9,972,223
NON-CURRENT ASSETS		
Trade and other receivables	73,606	293,606
Other financial assets	61,117	61,117
Property, plant and equipment	16,562,280	18,329,185
Infrastructure	49,559,825	49,823,448
TOTAL NON-CURRENT ASSETS	66,256,828	68,507,356
TOTAL ASSETS	75,313,895	78,479,579
CURRENT LIABILITIES		
Trade and other payables	584,487	684,422
Other liabilities	178,770	178,770
Borrowings	52,608	52,608
Employee related provisions	292,976	292,976
TOTAL CURRENT LIABILITIES	1,108,841	1,208,776
NON-CURRENT LIABILITIES		
Borrowings	138,217	138,217
Employee related provisions	29,474	29,474
TOTAL NON-CURRENT LIABILITIES	167,691	167,691
TOTAL LIABILITIES	1,276,532	1,376,467
NET ASSETS	74,037,363	77,103,112
EQUITY		
Retained surplus	32,806,963	35,831,916
Reserve accounts	3,484,417	3,525,213
Revaluation surplus	37,745,983	37,745,983
TOTAL EQUITY	74,037,363	77,103,112

This statement is to be read in conjunction with the accompanying notes.

SHIRE OF DUNDAS
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2023

1 BASIS OF PREPARATION AND SIGNIFICANT ACCOUNTING POLICIES

BASIS OF PREPARATION

This prescribed financial report has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

Local Government Act 1995 requirements

Section 6.4(2) of the *Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996*, prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the *Australian Accounting Standards*. The *Australian Accounting Standards* (as they apply to local governments and not-for-profit entities) and Interpretations of the *Australian Accounting Standards Board* were applied where no inconsistencies exist.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

Local Government (Financial Management) Regulations 1996, regulation 34 prescribes contents of the financial report. Supporting information does not form part of the financial report.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

Matters of non-compliance with Basis of Preparation

The following matters of non-compliance with the basis of preparation have not been corrected.

1. Depreciation is yet to be raised during the current financial year.
2. Balances as at 30 June 2023 have not been finalised and will be subject to change.

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements.

Judgements and estimates

The preparation of a financial report in conformity with *Australian Accounting Standards* requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimated fair value of certain financial assets
- impairment of financial assets
- estimation of fair values of land and buildings, infrastructure and investment property
- estimation uncertainties made in relation to lease accounting

SIGNIFICANT ACCOUNTING POLICES

Significant accounting policies utilised in the preparation of these statements are as described within the 2023-24 Annual Budget. Please refer to the adopted budget document for details of these policies.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 15 November 2023

SHIRE OF DUNDAS
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2023

2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION

		Adopted Budget Opening 1 July 2023	Actual as at 30 June 2023	Actual as at 30 Sep 2023
(a) Net current assets used in the Statement of Financial Activity	Note	\$	\$	\$
Current assets				
Cash and cash equivalents		8,516,301	8,479,245	8,201,199
Trade and other receivables		725,237	562,814	1,312,755
Inventories		0	0	443,261
Other assets		0	15,008	15,008
		9,241,538	9,057,067	9,972,223
Less: current liabilities				
Trade and other payables		(362,970)	(584,487)	(684,422)
Other liabilities		(268,938)	(178,770)	(178,770)
Borrowings		(51,211)	(52,608)	(52,608)
Employee related provisions		(267,174)	(292,976)	(292,976)
		(950,293)	(1,108,841)	(1,208,776)
Net current assets		8,291,245	7,948,226	8,763,447
Less: Total adjustments to net current assets	2(c)	(3,166,032)	(3,138,833)	(3,179,629)
Closing funding surplus / (deficit)		5,125,213	4,809,393	5,583,818

(b) Non-cash amounts excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with *Financial Management Regulation 32*.

	Adopted Budget Estimates 30 June 2024	YTD Budget (a)	YTD Actual (b)
Non-cash amounts excluded from operating activities	\$	\$	\$
Adjustments to operating activities			
Less: Profit on asset disposals	(39,682)	0	0
Add: Loss on asset disposals	4,732	0	0
Add: Depreciation	3,588,127	897,039	0
Non-cash movements in non-current assets and liabilities:			
- Security deposit	0	0	(220,000)
Total non-cash amounts excluded from operating activities	3,553,177	897,039	(220,000)

(c) Current assets and liabilities excluded from budgeted deficiency

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation 32* to agree to the surplus/(deficit) after imposition of general rates.

	Adopted Budget Opening 1 July 2023	Actual as at 30 June 2023	Actual as at 30 Sep 2023
	\$	\$	\$
Adjustments to net current assets			
Less: Reserve accounts	(3,484,417)	(3,484,417)	(3,525,213)
Add: Current liabilities not expected to be cleared at the end of the year			
- Current portion of borrowings	51,211	52,608	52,608
- Current portion of employee benefit provisions held in reserve	267,174	292,976	292,976
Total adjustments to net current assets	2(a) (3,166,032)	(3,138,833)	(3,179,629)

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

SHIRE OF DUNDAS
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2023

3 EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date actual materially.
The material variance adopted by Council for the 2023-24 year is \$10,000 or 10.00% whichever is the greater.

Description	Var. \$ \$	Var. % %	
Revenue from operating activities			
Grants, subsidies and contributions	(74,231)	(27.94%)	▼
FAGS funding received in June 2023. Youth grant received higher than YTD budget.			
Fees and charges	(775,626)	(38.96%)	▼
Medical Practice revenue and LPO revenue not yet received. Other bulk collections, IGA revenue and sale of standpipe water revenue and liquid waste disposal lower than YTD budget. Airstrip landing fees and private works and laundromat revenue are higher than YTD budget.			
Interest revenue	53,771	198.84%	▲
Rates non payment penalty. Interest earned on muni investments and reserve investments.			
Other revenue	(26,787)	(40.87%)	▼
Community Resource Centre reimbursements & gravel sales lower than budget. Visitor Centre retail stock sales, higher than budget.			
Expenditure from operating activities			
Employee costs	158,417	14.56%	▲
YTD Budget is profiled as 3/12th of the annual budget. Admin salaries, medical practice, swim pool, IGA/LPO operational lower than YTD budget. Laundromat, private works & superannuation higher than YTD budget.			
Materials and contracts	1,126,717	58.49%	▲
YTD Budget is profiled as 3/12th of the annual budget. Consulting fees, legal fees, software subscriptions, town planning, Norseman & Eucla aerodromes, private works. Community engagement projects and events, parks and gardens, IGA Operational costs actual is lower than YTD budget.			
Utility charges	105,327	58.53%	▲
YTD Budget is profiled as 3/12th of the annual budget.			
Depreciation	897,039	100.00%	▲
YTD Budget is profiled as 3/12th of the annual budget. Depreciation not processed as 2023 Annual Financial Report is not yet finalised.			
Insurance	79,391	35.75%	▲
First instalment paid.			
Other expenditure	39,641	38.84%	▲
YTD Budget is profiled as 3/12th of the annual budget. Medical Centre/Locum service.			
Non-cash amounts excluded from operating activities	(1,117,039)	(124.53%)	▼
Depreciation not processed as 2023 Annual Financial Report is not yet finalised.			
Inflows from investing activities			
Proceeds from capital grants, subsidies and contributions	10,283	29.90%	▲
LRCI Federal Grant (Community Projects)			
Outflows from investing activities			
Payments for property, plant and equipment	60,286	3.30%	▲
Some YTD Budget is profiled as 3/12th of the annual budget. Medical Centre building, aerodrome buildings, IGA & LPO, Rotunda upgrade.			
Payments for construction of infrastructure	259,322	49.59%	▲
YTD Budget is profiled as 3/12th of the annual budget.			
Surplus or deficit at the start of the financial year	(315,820)	(6.16%)	▼
Refer to note 2(a) for detail of differences.			
Surplus or deficit after imposition of general rates	480,691	9.42%	▲
Due to variances described above			

Please refer to the compilation report

SHIRE OF DUNDAS
SUPPLEMENTARY INFORMATION
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SHIRE OF DUNDAS
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 SEPTEMBER 2023

1 KEY INFORMATION

Funding Surplus or Deficit Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$5.13 M	\$5.13 M	\$4.81 M	(\$0.32 M)
Closing	\$0.00 M	\$5.10 M	\$5.58 M	\$0.48 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$8.20 M	% of total
Unrestricted Cash	\$4.68 M	57.0%
Restricted Cash	\$3.53 M	43.0%

Refer to 3 - Cash and Financial Assets

Payables		
	\$0.68 M	% Outstanding
Trade Payables	\$0.16 M	
0 to 30 Days		96.2%
Over 30 Days		3.8%
Over 90 Days		1.3%

Refer to 9 - Payables

Receivables		
	\$0.58 M	% Collected
Rates Receivable	\$0.74 M	65.7%
Trade Receivable	\$0.58 M	% Outstanding
Over 30 Days		36.9%
Over 90 Days		31.6%

Refer to 7 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.98 M)	\$2.33 M	\$2.80 M	\$0.47 M

Refer to Statement of Financial Activity

Rates Revenue		
	\$3.50 M	% Variance
YTD Actual	\$3.50 M	0.0%
YTD Budget	\$3.50 M	

Refer to 10 - Rate Revenue

Grants and Contributions		
	\$0.19 M	% Variance
YTD Actual	\$0.19 M	(27.9%)
YTD Budget	\$0.27 M	

Refer to 13 - Grants and Contributions

Fees and Charges		
	\$1.22 M	% Variance
YTD Actual	\$1.22 M	(39.0%)
YTD Budget	\$1.99 M	

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$3.89 M)	(\$2.32 M)	(\$1.99 M)	\$0.33 M

Refer to Statement of Financial Activity

Proceeds on sale		
	\$0.00 M	%
YTD Actual	\$0.00 M	
Adopted Budget	\$0.31 M	(100.0%)

Refer to 6 - Disposal of Assets

Asset Acquisition		
	\$0.26 M	% Spent
YTD Actual	\$0.26 M	(87.5%)
Adopted Budget	\$2.10 M	

Refer to 5 - Capital Acquisitions

Capital Grants		
	\$0.04 M	% Received
YTD Actual	\$0.04 M	(97.0%)
Adopted Budget	\$1.49 M	

Refer to 5 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.26 M)	(\$0.04 M)	(\$0.04 M)	\$0.00 M

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	\$0.00 M
Interest expense	\$0.00 M
Principal due	\$0.19 M

Refer to 11 - Borrowings

Reserves	
Reserves balance	\$3.53 M
Interest earned	\$0.04 M

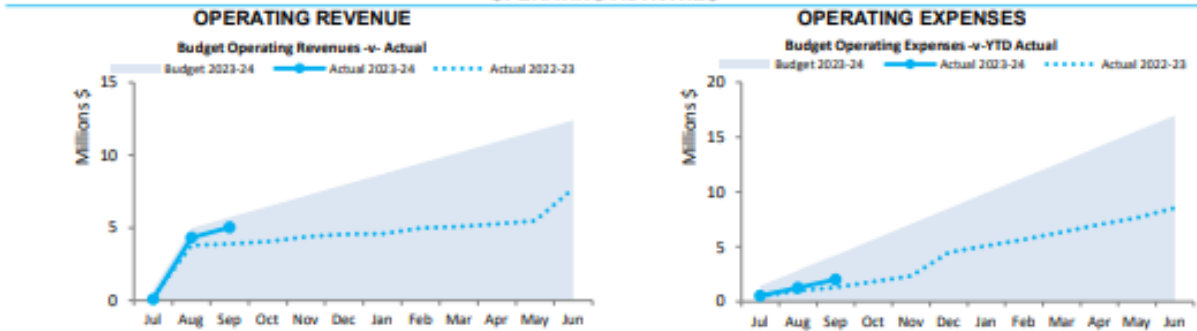
Refer to 4 - Cash Reserves

This information is to be read in conjunction with the accompanying Financial Statements and notes.

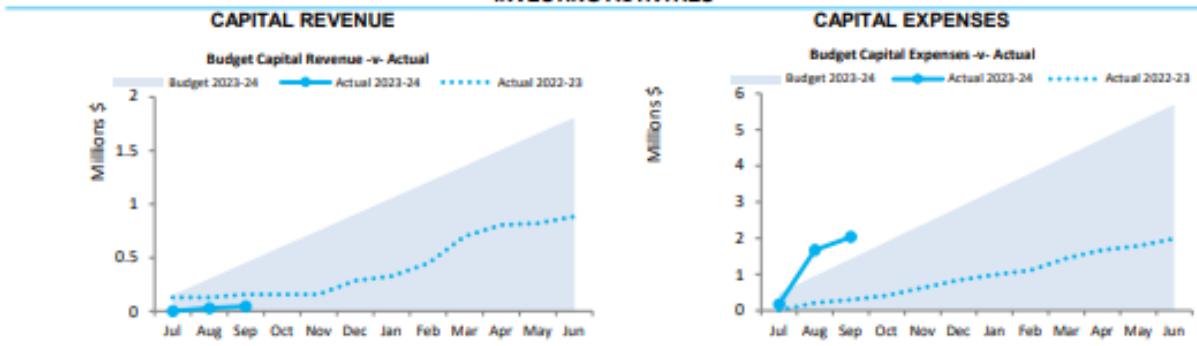
SHIRE OF DUNDAS
 SUPPLEMENTARY INFORMATION
 FOR THE PERIOD ENDED 30 SEPTEMBER 2023

2 KEY INFORMATION - GRAPHICAL

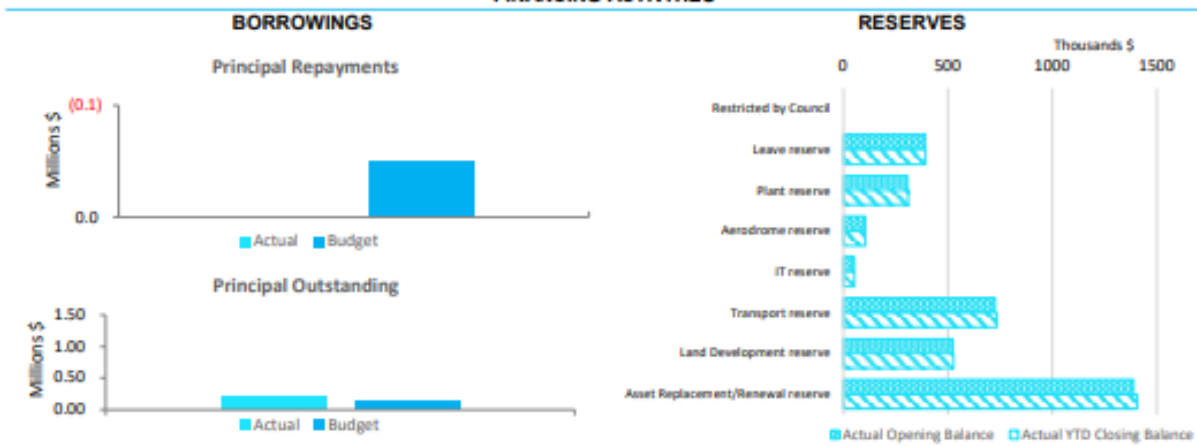
OPERATING ACTIVITIES



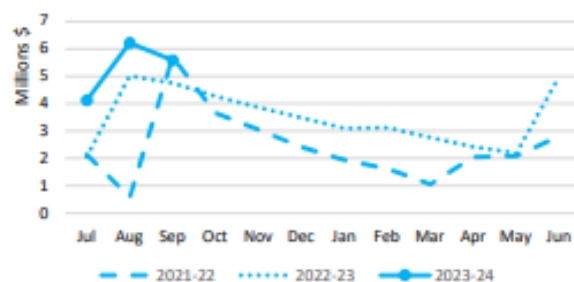
INVESTING ACTIVITIES



FINANCING ACTIVITIES



Closing funding surplus / (deficit)



This information is to be read in conjunction with the accompanying Financial Statements and Notes.

SHIRE OF DUNDAS
 SUPPLEMENTARY INFORMATION
 FOR THE PERIOD ENDED 30 SEPTEMBER 2023

3 CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted	Restricted	Total Cash	Institution	Interest Rate	Maturity Date
		\$	\$	\$			
Cash on hand	Cash and cash equivalents	1,500	0	1,500	NA	NA	NA
Municipal Bank account	Cash and cash equivalents	2,274,848	0	2,274,848	ANZ	Variable	NA
Municipal Investment account	Cash and cash equivalents	1,826,507	0	1,826,507	ANZ	Variable	NA
Visitor Centre bank account	Cash and cash equivalents	102,084	0	102,084	ANZ	NA	NA
Reserve Investment account	Cash and cash equivalents	0	2,647,997	2,647,997	ANZ	Variable	NA
Reserve Term Deposit #13	Financial assets at amortised cost	0	877,216	877,216	NAB	4.00%	05/2024
NAB IGA/LPO ACCOUNT 4527	Cash and cash equivalents	271,644	0	271,644	NAB	NA	NA
NAB IGA ACCOUNT 0862	Cash and cash equivalents	199,403	0	199,403	NAB	Variable	NA
Total		4,675,986	3,525,213	8,201,199			
Comprising							
Cash and cash equivalents		4,675,986	2,647,997	7,323,983			
Financial assets at amortised cost		0	877,216	877,216			
		4,675,986	3,525,213	8,201,199			

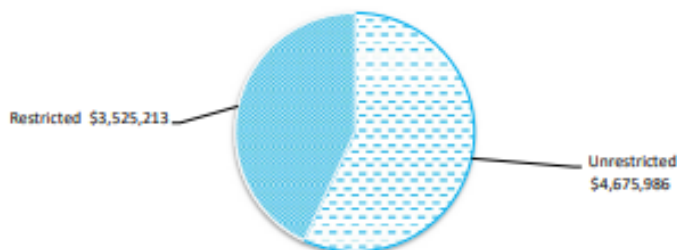
KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other



SHIRE OF DUNDAS
 SUPPLEMENTARY INFORMATION
 FOR THE PERIOD ENDED 30 SEPTEMBER 2023

4 RESERVE ACCOUNTS

Reserve name	Budget	Budget	Budget	Budget	Budget	Actual	Actual	Actual	Actual	Actual
	Opening	Interest	Transfer	Transfer	Closing	Opening	Interest	Transfer	Transfer	YTD
	Balance	Earned	s In (+)	Out (-)	Balance	Balance	Earned	In (+)	s Out (-)	Closing
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by Council										
Leave reserve	387,287	0	0	0	387,287	387,287	4,533	0	0	391,820
Plant reserve	306,694	56,428	0	0	363,122	306,694	3,591	0	0	310,285
Aerodrome reserve	102,558	52,781	0	0	155,319	102,558	1,201	0	0	103,759
IT reserve	51,680	50,250	0	0	101,930	51,680	605	0	0	52,285
Transport reserve	725,793	49,592	0	0	775,385	725,793	8,498	0	0	734,291
Land Development reserve	521,131	0	0	0	521,131	521,131	6,102	0	0	527,233
Asset Replacement/Renewal reserve	1,389,274	0	0	0	1,389,274	1,389,274	16,266	0	0	1,405,540
	3,484,417	209,031	0	0	3,693,448	3,484,417	40,796	0	0	3,525,213

SHIRE OF DUNDAS
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 SEPTEMBER 2023

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS

	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Capital acquisitions				
Land	185,000	185,000	185,000	0
Buildings	1,862,768	1,586,691	1,536,000	(50,691)
Furniture & Equipment	22,000	5,499	0	(5,499)
Plant & Equipment	1,522,500	50,001	45,905	(4,096)
Acquisition of property, plant and equipment	3,592,268	1,827,191	1,766,905	(60,286)
Infrastructure - Roads	1,303,657	325,911	83,771	(242,140)
Infrastructure - Parks & Ovals	232,877	58,224	0	(58,224)
Infrastructure - Other	184,001	43,506	13,334	(30,172)
Infrastructure - Airport	256,219	64,053	108,446	44,393
Infrastructure - Footpaths	125,000	31,251	58,072	26,821
Acquisition of infrastructure	2,101,754	522,945	263,623	(259,322)
Total capital acquisitions	5,694,022	2,350,136	2,030,528	(319,608)
Capital Acquisitions Funded By:				
Capital grants and contributions	1,494,889	34,396	44,679	10,283
Other (disposals & C/Fwd)	313,000	0	0	0
Contribution - operations	3,886,133	2,315,740	1,985,849	(329,891)
Capital funding total	5,694,022	2,350,136	2,030,528	(319,608)

SIGNIFICANT ACCOUNTING POLICIES

Each class of fixed assets within either plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

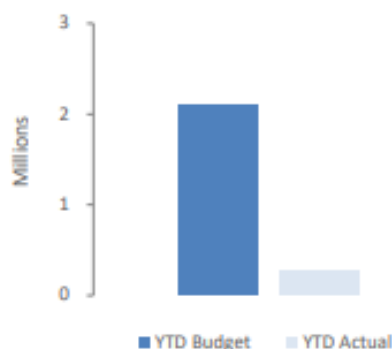
Initial recognition and measurement for assets held at cost

Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with *Financial Management Regulation 17A*. Where acquired at no cost the asset is initially recognise at fair value. Assets held at cost are depreciated and assessed for impairment annually.

Initial recognition and measurement between mandatory revaluation dates for assets held at fair value

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

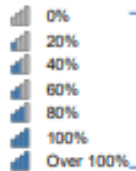
Payments for Capital Acquisitions



5 CAPITAL ACQUISITIONS - DETAILED

Capital expenditure total

Level of completion indicators



Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

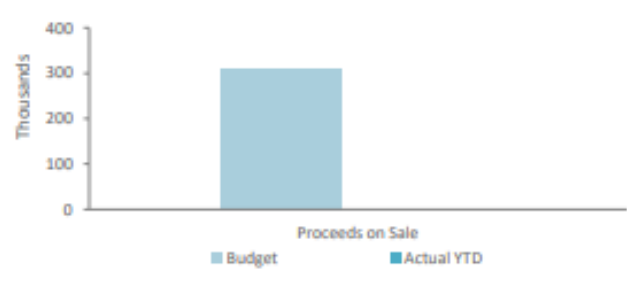
Level of completion indicator, please see table at the end of this note for further detail.

		Current	Adopted	Year to Date	Year to Date	Variance
		Budget	Year to Date	Budget	Actual	(Under)/Over
Account Description						
Capital Expenditure						
Plant & Equipment						
0406	Governance Plant Purchases	195,000	0	0	0	0
3341	IGA / LPO Plant Purchases	45,000	0	45,905	45,905	45,905
6124	ROAD PLANT PURCHASES	1,022,000	0	0	0	0
6507	Airport Plant & Equipment Purchases	15,500	0	0	0	0
6809	Tourism Plant Purchases	45,000	0	0	0	0
8106	Hardwood Timber Sawmill	200,000	50,001	0	0	(50,001)
Plant & Equipment Total		1,522,500	50,001	45,905		(4,096)
Furniture & Equipment						
1638	Medical Centre - New Equipment, Computers, Networking & Software	22,000	5,499	0	0	(5,499)
Furniture & Equipment Total		22,000	5,499	0		(5,499)
Infrastructure - Other						
2364	Cemetery Upgrade & Gates	85,000	21,252	0	0	(21,252)
2624	Norseman Landfill	20,000	5,001	13,334	13,334	8,333
2864	Plumbing Water Sewerage - Floats & Connections	14,001	3,501	0	0	(3,501)
3475	Squash Court - Flooring	50,000	12,501	0	0	(12,501)
3476	War Memorial Upgrade (near Rotunda)	5,000	1,251	0	0	(1,251)
3571	Swimming Pool Bonding	10,000	0	0	0	0
Infrastructure - Other Total		184,001	43,506	13,334		(30,172)
Buildings						
0494	Governance - Furniture and Equipment	20,000	5,001	0	0	(5,001)
0845	Co Location Building - Fit Electric Motors to Doors	36,000	9,000	12,760	12,760	3,760
1637	Medical Centre Building Upgrades	10,000	2,502	98,707	98,707	96,205
2036	LRCI Phase 4 - Youth Centre Upgrade	55,000	13,752	0	0	(13,752)
2354	Public Conveniences - Install 24 hr timers to all locks	26,000	0	0	0	0
2646	LRCI Phase 4 - Universal Access Toilets	25,000	6,249	0	0	(6,249)
3094	Move Anglican Church to Museum	50,000	12,495	0	0	(12,495)
3314	DODD HOUSE CAPITAL IMPROVEMENTS	5,000	1,251	0	0	(1,251)
3324	EUCLA TOWN HALL BUILDING IMPROVEMENTS	35,768	8,940	0	0	(8,940)
3388	Tourism Signage	10,000	2,499	0	0	(2,499)
3399	Norseman IGA & Post Office	1,340,000	1,340,000	1,313,054	1,313,054	(26,946)
3500	Norseman IGA Building Upgrades	190,000	170,000	111,479	111,479	(58,521)
3501	Norseman LPO Upgrades	20,000	5,000	0	0	(5,000)
3544	OTHER REC & SPORT BUILDINGS MAINTENANCE	20,000	5,001	0	0	(5,001)
8107	Courthouse - Electrical Upgrades	20,000	5,001	0	0	(5,001)
Buildings Total		1,862,768	1,586,691	1,536,000		(50,691)
Infrastructure - Roads						
3134	Hyden Rd RRG East Grant Works	300,000	75,000	83,771	83,771	8,772
3264	Norseman Reseal Project	298,000	74,499	0	0	(74,499)
3564	LRCI Phase 4 - Unallocated	166,053	41,514	0	0	(41,514)
4144	ROADS TO RECOVERY	159,604	39,897	0	0	(39,897)
4154	BLACK SPOT FUNDING PROJECTS	380,000	95,001	0	0	(95,001)
Infrastructure - Roads Total		1,303,657	325,911	83,771		(242,139)
Infrastructure - Parks & Ovals						
3484	Oval - Retic and Gypsum and Aeration	25,000	6,252	0	0	(6,252)
3485	LRCI Phase 4 - Ngadju Park	57,877	14,472	0	0	(14,472)
3666	LRCI Phase 4 - Marks Park Disability Access	150,000	37,500	0	0	(37,500)
Infrastructure - Parks & Ovals Total		232,877	58,224	0		(58,224)
Land						
3499	IGA/LPO - 139 Prinsep Street	185,000	185,000	185,000	185,000	0
Land Total		185,000	185,000	185,000		0
Infrastructure - Airport						
6504	AERODROME INFRASTRUCTURE UPGRADE	50,000	12,498	35,665	35,665	23,167
6514	AERODROME BUILDINGS	206,219	51,555	72,781	72,781	21,226
Infrastructure - Airport Total		256,219	64,053	108,446		44,394
Infrastructure - Footpaths						
3684	Rotunda Upgrade	5,000	1,251	53,694	53,694	52,443
6801	FOOTPATH CONSTRUCTION	120,000	30,000	4,378	4,378	(25,622)
Infrastructure - Footpaths Total		125,000	31,251	58,072		26,821
Grand Total		5,694,022	2,350,136	2,030,528		(319,606)

Please refer to the compilation report

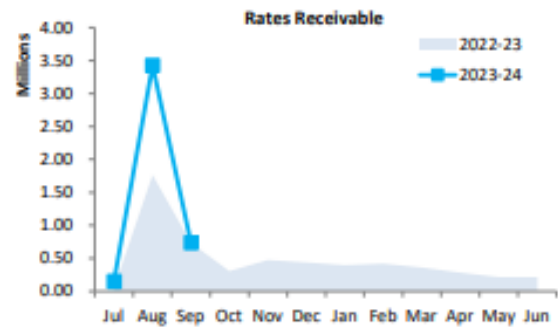
6 DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
Plant and equipment									
999	P318 - 2016 Nissan Navara Ute	6,835	14,000	7,165	0	0	0	0	0
1000	P319 - 38DS Subaru Forrester	9,236	22,000	12,764	0	0	0	0	0
1028	P327 - 2019 Holden Colorado (MWS)	10,695	27,000	16,305	0	0	0	0	0
974	P302 - 2016 Hino 500 Series	54,732	50,000	0	(4,732)	0	0	0	0
951	P284 - Fuso Tip Truck	98,276	100,000	1,724	0	0	0	0	0
950	P283 - Fuso Tip Truck	98,276	100,000	1,724	0	0	0	0	0
		278,050	313,000	39,682	(4,732)	0	0	0	0



7 RECEIVABLES

Rates receivable	30 Jun 2023	30 Sep 2023
	\$	\$
Opening arrears previous years	781,329	921,823
Levied this year	3,247,591	3,504,280
Less - collections to date	(3,107,097)	(2,908,308)
Gross rates collectable	921,823	1,517,795
Allowance for impairment of rates receivable	(781,973)	(781,973)
Net rates collectable	139,850	735,822
% Collected	77.1%	65.7%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	
Receivables - general	(1,313)	238,427	0	19,980	118,614	375,708
Percentage	(0.3%)	63.5%	0.0%	5.3%	31.6%	
Balance per trial balance						
Trade receivables						375,708
Other receivables						133,760
GST receivable						91,628
Allowance for credit losses of trade receivables						(24,163)
Total receivables general outstanding						576,933

Amounts shown above include GST (where applicable)

KEY INFORMATION

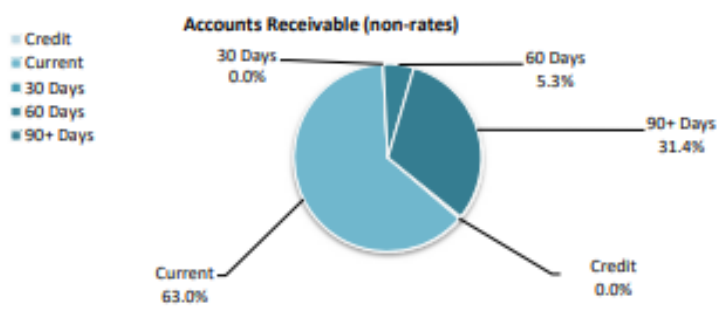
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.



SHIRE OF DUNDAS
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 SEPTEMBER 2023

OPERATING ACTIVITIES

8 OTHER CURRENT ASSETS

	Opening Balance 1 July 2023	Asset Increase	Asset Reduction	Closing Balance 30 Sep 2023
	\$	\$	\$	\$
Other current assets				
Inventory				
Norseman IGA Purchase - Stock	0	443,261	0	443,261
Other assets				
Accrued income	15,008	0	0	15,008
Total other current assets	15,008	443,261	0	458,269

Amounts shown above include GST (where applicable)

KEY INFORMATION

Inventory

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

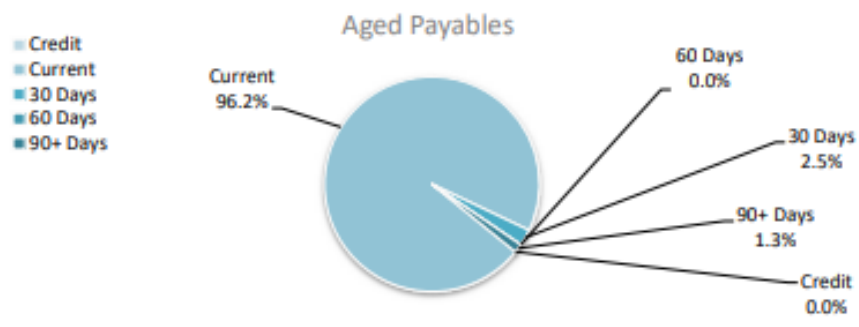
9 PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	154,298	4,021	0	2,059	160,378
Percentage	0.0%	96.2%	2.5%	0.0%	1.3%	
Balance per trial balance						
Sundry creditors						160,378
Accrued salaries and wages						88,938
ATO liabilities						181,089
Other payables						1,986
Bonds and deposits						21,773
Accrued expenses						68,124
ESL creditor						162,134
Total payables general outstanding						684,422

Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.



**SHIRE OF DUNDAS
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 SEPTEMBER 2023**

OPERATING ACTIVITIES

39

10 RATE REVENUE

General rate revenue	RATE TYPE	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Budget		YTD Actual	
						Interim Revenue	Total Revenue	Interim Revenue	Total Revenue
Gross rental value									
General		0.1683	532	4,667,138	785,405	0	785,405	0	785,405
Mining		0.2304	3	1,058,000	243,760	0	243,760	0	243,760
Unimproved value									
Pastoral		0.0892	18	725,943	64,724	0	64,724	0	64,724
Mining Leases		0.1684	519	13,499,410	2,273,476	0	2,273,476	0	2,273,476
Total general rates			1,072	19,950,491	3,367,365	0	3,367,365	0	3,367,365
Minimum payment Gross rental value									
General		386	157	51,873	60,564	0	60,564	0	60,564
Mining		386	0	0	0	0	0	0	0
Unimproved value									
Pastoral		200	23	13,800	4,600	0	4,600	0	4,600
Mining Leases		386	186	254,429	71,751	0	71,751	0	71,751
Sub-total			366	320,102	136,915	0	136,915	0	136,915
Total rates							3,504,280		3,504,280

11 BORROWINGS

Repayments - borrowings

Information on borrowings	Particulars	Loan No.	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments		
			1 July 2023	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
			\$	\$	\$	\$	\$	\$	\$	\$	
	Doctors House	1	190,825	0	0	0	(51,211)	190,825	139,614	0	(4,808)
	Total		190,825	0	0	0	(51,211)	190,825	139,614	0	(4,808)
	Current borrowings		51,211					52,608			
	Non-current borrowings		139,614					138,217			
			190,825					190,825			

All debenture repayments were financed by general purpose revenue.

KEY INFORMATION

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature. Non-current borrowings fair values are based on discounted cash flows using a current borrowing rate.

12 OTHER CURRENT LIABILITIES

	Note	Opening Balance 1 July 2023 \$	Liability transferred from/(to) non current \$	Liability Increase \$	Liability Reduction \$	Closing Balance 30 Sep 2023 \$
Other current liabilities						
Other liabilities						
Capital grant/contributions liabilities		178,770	0	0	0	178,770
Total other liabilities		178,770	0	0	0	178,770
Employee Related Provisions						
Provision for annual leave		174,536	0	0	0	174,536
Provision for long service leave		118,440	0	0	0	118,440
Total Provisions		292,976	0	0	0	292,976
Total other current liabilities		471,746	0	0	0	471,746

Amounts shown above include GST (where applicable)

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 14

KEY INFORMATION

Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee Related Provisions

Short-term employee benefits

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

Other long-term employee benefits

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as employee related provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer.

Capital grant/contribution liabilities

Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

SHIRE OF DUNDAS
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 SEPTEMBER 2023

OPERATING ACTIVITIES

13 GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Unspent grant, subsidies and contributions liability					Grants, subsidies and contributions revenue		
	Liability	Increase in	Decrease in	Liability	Current	Adopted	YTD	YTD
	1 July 2023	Liability	Liability	30 Sep 2023	Liability	Budget	Budget	Revenue
	\$	\$	(As revenue)	\$	\$	\$	\$	\$
Grants and subsidies								
GRANTS COMMISSION - GENERAL	0	0	0	0	0	320,413	80,103	13,565
DFES - BFB GRANT	0	0	0	0	0	19,000	4,750	5,093
YOUTH - GRANT	0	0	0	0	0	88,431	22,108	44,216
OTHER CULTURE - GRANTS	0	0	0	0	0	373,083	0	0
ROADS FINANCIAL ASSISTANCE GRANT	0	0	0	0	0	121,142	30,286	6,181
MRD DIRECT GRANT	0	0	0	0	0	119,228	119,228	119,228
WA Coastal Management Plan Assistance Program	0	0	0	0	0	35,000	0	0
	0	0	0	0	0	1,076,297	256,475	188,283
Contributions								
ESL ADMIN CONTRIBUTION	0	0	0	0	0	4,000	999	0
CONTRIBUTIONS & DONATIONS	0	0	0	0	0	1,500	375	0
CONTRIBUTIONS	0	0	0	0	0	1,000	249	0
O.CULTURE CONTRIBUTIONS	0	0	0	0	0	500	126	250
STREET LIGHT CONTRIBUTION	0	0	0	0	0	5,400	5,400	0
DIESEL FUEL REBATE	0	0	0	0	0	8,200	2,049	0
Western Green Energy Hub	0	0	0	0	0	0	0	2,909
	0	0	0	0	0	20,600	9,198	3,159
TOTALS	0	0	0	0	0	1,096,897	265,673	191,442

SHIRE OF DUNDAS
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 SEPTEMBER 2023

INVESTING ACTIVITIES

14 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grant/contribution liabilities					Capital grants, subsidies and contributions revenue		
	Liability	Increase in	Decrease in	Liability	Current	Adopted	YTD	YTD
	1 July 2023	Liability	Liability	30 Sep 2023	Liability	Budget	Budget	Revenue
	\$	\$	\$	\$	\$	\$	\$	\$
			(As revenue)					Actual
Capital grants and subsidies								
LRCI Federal Grant (Community Projects)	29,091	0	0	29,091	29,091	25,000	6,249	16,532
LRCI Federal Grant (Rec & Culture Projects)	53,768	0	0	53,768	53,768	298,645	0	0
ROADS 2 RECOVERY GRANT	0	0	0	0	0	159,604	0	0
REGIONAL ROAD GROUP GRANT	0	0	0	0	0	450,368	28,147	28,147
Round 4 RED Grant - Hardwood Timber Sawmill	0	0	0	0	0	200,000	0	0
LRCI Federal Grant (Transport Projects)	186,080	0	0	186,080	186,080	361,272	0	0
	268,939	0	0	268,939	268,939	1,494,889	34,396	44,679

Item 10.2.4 Addition to Delegations Register

Proposed Delegation F17 Shire Businesses, Retail Stock/Product/Services- Norseman IGA, Norseman Licensed Post Office, and Norseman Visitor Centre

F17 Shire Businesses Retail Stock/Product/ Services– Norseman IGA, Norseman Licensed Post Office, and Norseman Visitor Centre

Function to be performed: To price Norseman IGA, Norseman Licensed Post Office, and Norseman Visitor Centre retail stock/product and or services as per commercial agreements with relevant suppliers, and in consideration of the conditions listed below.

Delegated to: Chief Executive Officer

On delegated to: N/A

Conditions: Subject to Regulations 5, 8 and 10 of the Local Government (Financial Management) Regulations 1998; and

- where it is considered that there is the need due to extenuating circumstances, unusual kind of use
- One-off usage discounts being supported in favour of regular use discounts.
- The participation of Shire of Dundas local community groups
- The benefits to the Shire, and the community in general.
- The costs to the Shire, including any forfeited opportunity costs.
- Any other circumstances that warrant consideration to a discount or waiving of fees and or product costs.
- Ordering and purchasing of retail stock is conducted as per the Shire's Purchasing Policy

Record of Use: Electronic copy of receipts to be archived and kept in accordance with records to be kept under the provisions of General Disposal Authority for Local Government Records Legislation.

Reference: S5.42, S8.10 Local Government Act (As Amended).

Council Policy: F3 Purchasing Policy,

Date Adopted:

Date Amended:

Delegation F14 Purchase Order Authorisation

F14 Purchase Order Authorisation

Function to be performed:	<p>1 To sign purchase orders for items contained within the current budget with limitations in accordance with Council purchasing policy.</p> <p>2 This delegation includes authorisation to accept a tender for purchase up to an amount of \$150,000 (Local Government Act 1995 section 5.43 (b)).</p>
Delegated to:	Chief Executive Officer
On delegated to:	<p>Certain staff members are authorised to sign purchase orders on behalf of the Council with limitations in accordance with Council F.3 Purchasing Policy.</p> <p>Deputy Chief Executive Officer Manager of Works & Services Senior Administration Officer Tourism & CRC Coordinator Projects Officer</p>
Record of use:	<p>Synergy Soft, purchase order module to be used in issuing purchase orders. Office copy of the purchase order to be handed over to Account Officer along with details of quotations received. Records to be kept under the provisions of <u>General Disposal Authority for Local Government Records Legislation</u>.</p>
Reference:	S5.42 Local Government Act 1995 (As Amended).
Council Policy:	F 3 Purchasing Policy
Date Adopted:	20 th May 2008
Date Amended	22 August 2023

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Purchasing Statement

The Shire of Dundas is committed to applying the objectives, principles and practices outlined in this Policy, to all purchasing activity and to ensuring alignment with the Shire's strategic and operational objectives.

1.0 Objectives

The Shire's purchasing activities will:

- (a) Achieve best value for money that considers sustainable benefits, such as; environmental, social and local economic factors;
- (b) Foster economic development by maximising participation of local businesses in the delivery of goods and services;
- (c) Use consistent, efficient and accountable purchasing processes and decision-making, including; competitive quotation processes, assessment of best value for money and sustainable procurement outcomes for all purchasing activity, including tender exempt arrangements;
- (d) Apply fair and equitable competitive purchasing processes that engage potential suppliers impartially, honestly and consistently;
- (e) Commit to probity and integrity, including the avoidance of bias and of perceived and actual conflicts of interest;
- (f) Comply with the *Local Government Act 1995*, *Local Government (Functions and General) Regulations 1996*, other relevant legislation, Codes of Practice, Standards and the Shire's Policies and procedures;
- (g) Ensure purchasing outcomes contribute to efficiencies (time and resources) for the Shire of Dundas
- (h) Identify and manage risks arising from purchasing processes and purchasing outcomes in accordance with the Shire's Risk Management framework;
- (i) Ensure records evidence purchasing activities in accordance with the *State Records Act 2000* and the Shire's Record Keeping Plan;
- (j) Ensure confidentiality that protects commercial-in-confidence information and only releases information where appropriately approved.

2.0 Ethics & Integrity

The Shire's Code of Conduct applies when undertaking purchasing activities and decision making, requiring Council Members and employees to always observe the highest standards of ethics and integrity and act in an honest and professional manner.

3.0 Value for Money

The Shire will apply value for money principles in critically assessing purchasing decisions and acknowledges that the lowest price may not always be the most advantageous.

Value for money assessment will consider:

- (a) All relevant Total Costs of Ownership (TCO) and benefits including; transaction costs associated with acquisition, delivery, distribution, and other costs such as, but not limited to; holding costs, consumables, deployment, training, maintenance and disposal;
- (b) The technical merits of the goods or services being offered in terms of compliance with specifications, contractual terms and conditions and any relevant methods of assuring quality. This includes but is not limited to an assessment

of compliances, the supplier's resource availability, capacity and capability, value-adds offered, warranties, guarantees, repair and replacement policies and response times, ease of inspection and maintenance, ease of after sales service, ease of communications, etc.

- (c) The supplier's financial viability and capacity to supply without the risk of default, including the competency of the prospective suppliers in terms of managerial and technical capabilities and compliance history;
- (d) A strong element of competition by obtaining a sufficient number of competitive quotations consistent with this Policy, where practicable;
- (e) The safety requirements and standards associated with both the product design and the specification offered by suppliers and the evaluation of risk arising from the supply, operation and maintenance;
- (f) The environmental, economic and social benefits arising from the goods, services or works required, including consideration of these benefits in regard to the supplier's operations, in accordance with this Policy and any other relevant Shire Policy including Local Economic Benefit; and
- (g) Analysis and management of risks and opportunities that may be associated with the purchasing activity, potential supplier/s and the goods or services required.

4.0 Purchasing Thresholds and Practices

The Shire will apply reasonable and consistent methodologies to assess and determine Purchasing Values, which ensure:

- (a) The appropriate purchasing threshold and practice is applied in all purchasing activities; and
- (b) Wherever possible, purchasing activity for the same category of supply is aggregated into single contract arrangements to achieve best value and efficiency in future purchasing activities where the requirements can be provided by a single supplier.

A **category of supply** can be defined as groupings of similar goods or services with common: supply and demand drivers; market characteristics; or suppliers.

4. Strategic Purchasing Value Assessments

The Shire will periodically review recent past purchasing activity across its operations to identify categories of supply for which the Shire will have continuing need and which can be aggregated into single contract arrangements in order to achieve best value for money and efficiency in future purchasing activity.

The assessment of aggregated expenditure for the same category of supply capable of being supplied by a single supplier will determine the Purchasing Value threshold applicable to future purchasing activity.

5. Individual Purchasing Value Assessments

In any case, where there is no relevant current contract, each purchasing activity is to assess the Purchasing Value based upon the following considerations:

- (a) Exclusive of Goods and Services Tax (GST); and
- (b) The estimated total expenditure for the proposed supply including the value of all contract extension options and where applicable, the total cost of ownership considerations.
- (c) The appropriate length of a contract is to be determined based on market volatility, ongoing nature of supply, historical purchasing evidence and estimated future purchasing requirements.
- (d) Requirements must not be split to avoid purchasing or tendering thresholds [F&G Reg. 12].

The calculated estimated Purchasing Value will determine the applicable threshold and purchasing practice to be undertaken.

6. Table of Purchasing Thresholds and Practices

6.1 Supplier Order of Priority

The Shire will consider and apply, where applicable, the following Supplier Order of Priority:

Priority 1: Existing Prequalified Supplier Panel or other Contract

Current contracts, including a Panel of Prequalified Suppliers or contracted supplier, must be used where the Shire's supply requirements can be met through the existing contract.

If the Shire does not have a current contract relevant to the required supply, then a relevant WALGA PSA can be considered.

Priority 2: Local Suppliers

Where the Purchasing Value does not exceed the tender threshold and a relevant local supplier is capable of providing the required supply within the timeframe required, the Shire will wherever possible ensure quotations are obtained from local suppliers permanently located within the Shire as a first priority, and those permanently located within surrounding Esperance - Goldfields region as the second priority.

If no relevant local supplier is available, then a relevant WALGA PSA may be used.

Priority 3: Tender Exempt - WALGA Preferred Supplier Arrangement (PSA)

Use a relevant WALGA PSA regardless of whether or not the Purchasing Value will exceed the tender threshold.

However, if a relevant PSA exists but an alternative supplier is considered to provide best value, then the CEO, or an officer authorised by the CEO, must approve the alternative supplier. Reasons for not using a PSA may include:

- i. Local supplier availability (that are not within the PSA); or,
- ii. Social procurement – preference to use Aboriginal business or Disability Enterprise.

If no relevant WALGA PSA is available, then a relevant State Government CUA may be used.

Priority 4: Tender Exempt - WA State Government Common Use Arrangement (CUA)

Use a relevant CUA regardless of whether or not the Purchasing Value will exceed the tender threshold.

However, if a relevant CUA exists, but an alternative supplier is considered to provide best value for money, then the proposed alternative supplier must be approved by the CEO, or an officer authorised by the CEO.

If no relevant CUA is available, then a Tender Exempt [F&G Reg.11(2)] arrangement may be used.

Priority 5: Other Tender Exempt arrangement [F&G Reg. 11(2)]

Regardless of whether or not the Purchasing Value will exceed the tender threshold, the Shire will investigate and seek quotations from tender exempt suppliers, and will specifically ensure that wherever possible quotations are obtained from a WA Disability Enterprise and / or an Aboriginal Owned Business that is capable of providing the required supply.

Priority 6: Other Suppliers

Where there is no relevant existing contract or tender exempt arrangement available, purchasing activity from any other supplier is to be in accordance with relevant Purchasing Value Threshold and Purchasing Practice specified in the table below.

6.2 Purchasing Practice Purchasing Value Thresholds

The Purchasing Value, assessed in accordance with item 4. Strategic Purchasing Value Assessments determines the Purchasing Practice to be applied to the Shire's purchasing activities.

Purchase Value Threshold (<i>ex GST</i>)	Purchasing Practice
Up to \$5,000 (<i>ex GST</i>)	Obtain at least one (1) verbal or written quotation from a suitable supplier in accordance with the Supplier Order of Priority detailed in clause 1.4.2(1). The purchasing decision is to be evidenced in accordance with the Shire's Record Keeping Plan.
From \$5,001 and up to	Seek at least three (3) verbal or written quotations from suitable suppliers in accordance with the Supplier Order of Priority detailed in clause 1.4.2(1).

Purchase Value Threshold (<i>ex GST</i>)	Purchasing Practice
\$20,000 (<i>ex GST</i>)	<p>If purchasing from a WALGA PSA, CUA or other tender exempt arrangement, a minimum of one (1) written quotation is to be obtained.</p> <p>The purchasing decision is to be based upon assessment of the suppliers response to:</p> <ul style="list-style-type: none"> • a brief outline of the specified requirement for the goods; services or works required; and • Value for Money criteria, not necessarily the lowest price.
From \$20,001 and up to \$50,000 (<i>ex GST</i>)	<p>Seek at least three (3) written quotations from suitable suppliers in accordance with the Supplier Order of Priority detailed in clause 1.4.2(1) except if purchasing from a WALGA PSA, CUA or other tender exempt arrangement, where a minimum of one (1) written quotation is to be obtained.</p> <p>The purchasing decision is to be based upon assessment of the suppliers' responses to:</p> <ul style="list-style-type: none"> • a brief outline of the specified requirement for the goods; services or works required; and • Value for Money criteria, not necessarily the lowest quote.
From \$50,001 and up to \$250,000 (<i>ex GST</i>)	<p>Seek at least three (3) written responses from suppliers by invitation under a formal Request for Quotation in accordance with the Supplier Order of Priority detailed in clause 1.4.2(1).</p> <p>The purchasing decision is to be based upon assessment of the suppliers response to:</p> <ul style="list-style-type: none"> • a detailed written specification for the goods, services or works required; and • pre-determined selection criteria that assesses all best and sustainable value considerations.
Over \$250,000 (<i>ex GST</i>)	<p>Tender Exempt arrangements (i.e. WALGA PSA, CUA or other tender exemption under <i>F&G Reg.11(2)</i>) require at least three (3) written responses from suppliers by invitation under a formal Request for Quotation in accordance with the Supplier Order of Priority detailed in clause 1.4.2(1).</p> <p><u>OR</u></p> <p>Public Tender undertaken in accordance with the <i>Local Government Act 1995</i> and relevant Shire's Policy and procedures.</p> <p>The Tender Exempt or Public Tender purchasing decision is to be based on the suppliers response to:</p> <ul style="list-style-type: none"> • A detailed specification; and

Purchase Value Threshold (<i>ex GST</i>)	Purchasing Practice
	<ul style="list-style-type: none"> • Pre-determined selection criteria that assesses all best and sustainable value considerations.
<p>Emergency Purchases (<i>Within Budget</i>) Refer to Clause 1.4.3</p>	<p>Where goods or services are required for an emergency response and are within scope of an established Panel of Pre-qualified Supplier or existing contract, the emergency supply must be obtained from the Panel or existing contract using relevant unallocated budgeted funds.</p> <p>If there is no existing Panel or contract, then clause 1.4.2(1) Supplier Order of Priority will apply wherever practicable.</p> <p>However, where due to the urgency of the situation; a contracted or tender exempt supplier is unable to provide the emergency supply <u>OR</u> compliance with this Purchasing Policy would cause unreasonable delay, the supply may be obtained from any supplier capable of providing the emergency supply. However, an emergency supply is only to be obtained to the extent necessary to facilitate the urgent emergency response and must be subject to due consideration of best value and sustainable practice.</p>
<p>Emergency Purchases (<i>No budget allocation available</i>) Refer for Clause 1.4.3</p>	<p>Where no relevant budget allocation is available for an emergency purchasing activity then, in accordance with s.6.8 of the <i>Local Government Act 1995</i>, the President must authorise, in writing, the necessary budget adjustment prior to the expense being incurred.</p> <p>The CEO is responsible for ensuring that an authorised emergency expenditure under s.6.8 is reported to the next ordinary Council Meeting.</p> <p>The Purchasing Practices prescribed for Emergency Purchases (within budget) above, then apply.</p>
<p>LGIS Services Section 9.58(6)(b) Local Government Act</p>	<p>The suite of LGIS insurances are established in accordance with s.9.58(6)(b) of the <i>Local Government Act 1995</i> and are provided as part of a mutual, where WALGA Member Local Governments are the owners of LGIS. Therefore, obtaining LGIS insurance services is available as a member-base service and is not defined as a purchasing activity subject to this Policy.</p> <p>Should Council resolve to seek quotations from alternative insurance suppliers, compliance with this Policy is required.</p>
<p>Evidence of Decision and Record Keeping</p>	<p>The rationale for procurement decisions including, where applicable, policy non-compliance must be evidenced using the Evaluation Report template and retained in accordance with the Shire Record Keeping Plan.</p>

6.3 Emergency Purchases

Emergency purchases are defined as the supply of goods or services associated with:

- (a) A local emergency and the expenditure is required (within existing budget allocations) to respond to an imminent risk to public safety, or to protect or make safe property or infrastructure assets; OR
- (b) A local emergency and the expenditure is required (with no relevant available budget allocation) to respond to an imminent risk to public safety, or to protect or make safe property or infrastructure assets in accordance with s.6.8 of the Local Government Act 1995 and Functions and General Regulation 11(2)(a); OR
- (c) A State of Emergency declared under the Emergency Management Act 2005 and therefore, Functions and General Regulations 11(2)(aa), (ja) and (3) apply to vary the application of this policy.

Time constraints, administrative omissions and errors do not qualify for definition as an emergency purchase. Instead, every effort must be made to research and anticipate purchasing requirements in advance and to allow sufficient time for planning and scoping proposed purchases and to then obtain quotes or tenders, as applicable.

6.4 Inviting Tenders though not required to do so

The Shire may determine to invite Public Tenders, despite the estimated Purchase Value being less than the \$250,000 prescribed tender threshold, but only where an assessment determines that the purchasing requirement cannot be met through a tender exempt arrangement and the use of a public tender process will enhance; value for money, efficiency, risk mitigation and sustainable procurement benefits.

In such cases, the tender process must comply with the legislative requirements and the Shire's tendering procedures *[F&G Reg.13]*.

6.4.1 Expressions of Interest

Expressions of Interest (EOI) will be considered as a prerequisite to a tender process *[F&G Reg.21]* where the required supply evidences one or more of the following criteria:

- (a) Unable to sufficiently scope or specify the requirement;
- (b) There is significant variability for how the requirement may be met;
- (c) There is potential for suppliers to offer unique solutions and / or multiple options for how the purchasing requirement may be obtained, specified, created or delivered;
- (d) Subject to a creative element; or
- (e) Provides a procurement methodology that allows for the assessment of a significant number of potential tenderers leading to a shortlisting process based on non-price assessment.

All EOI processes will be based upon qualitative and other non-price information only.

6.5 Unique Nature of Supply (Sole Supplier)

An arrangement with a supplier based on the unique nature of the goods or services required or for any other reason, where it is unlikely that there is more than one potential supplier may only be approved where the:

- (a) purchasing value is estimated to be over \$5,000; and
- (b) purchasing requirement has been documented in a detailed specification; and

- (c) specification has been extensively market tested and only one potential supplier has been identified as being capable of meeting the specified purchase requirement; and
- (d) market testing process and outcomes of supplier assessments have been evidenced in records, inclusive of a rationale for why the supply is determined as unique and why quotations / tenders cannot be sourced through more than one potential supplier.

An arrangement of this nature will only be approved for a period not exceeding one (1) year. For any continuing purchasing requirement, the approval must be re-assessed before expiry, to evidence that only one potential supplier still genuinely exists.

6.5 Anti-Avoidance

The Shire will not conduct multiple purchasing activities with the intent (inadvertent or otherwise) of "splitting" the purchase value or the contract value, so that the effect is to avoid a particular purchasing threshold or the need to call a Public Tender. This includes the creation of two or more contracts or creating multiple purchase order transactions of a similar nature.

6.6 Contract Renewals, Extensions and Variations

Where a contract has been entered into as the result of a publicly invited tender process, then *Functions and General Regulation 21A* applies.

For any other contract, the contract must not be varied unless

- (a) The variation is necessary in order for the goods or services to be supplied and does not change the scope of the contract; or
- (b) The variation is a renewal or extension of the term of the contract where the extension or renewal options were included in the original contract.

Upon expiry of the original contract, and after any options for renewal or extension included in the original contract have been exercised, the Shire is required to review the purchasing requirements and commence a new competitive purchasing process in accordance with this Policy.

7. Local Economic Benefit

The Shire promotes economic development through the encouragement of competitive participation in the delivery of goods and services by local suppliers permanently located within its District first, and secondly, those permanently located within its broader region. As much as practicable, the Shire will:

- (a) consider buying practices, procedures and specifications that encourage the inclusion of local businesses and the employment of local residents;
- (b) consider indirect benefits that have flow on benefits for local suppliers (i.e. servicing and support);
- (c) ensure that procurement plans, and analysis is undertaken prior to develop Requests to understand local business capability and local content availability where components of goods or services may be sourced from within the District for inclusion in selection criteria;
- (d) explore the capability of local businesses to meet requirements and ensure that Requests for Quotation and Tenders are designed to accommodate the capabilities of local businesses;
- (e) avoid bias in the design and specifications for Requests for Quotation and Tenders – all Requests must be structured to encourage local businesses to bid;

- (f) consider the adoption of Key Performance Indicators (KPIs) within contractual documentation that require successful Contractors to increase the number of employees from the District first; and
- (g) provide adequate and consistent information to local suppliers.

To this extent, a weighted qualitative criterion will be included in the selection criteria for Requests for Quotation and Tenders where suppliers are located within the boundaries of the Shire or substantially demonstrate a benefit or contribution to the local economy.

The Shire has adopted a Regional Price Preference Policy, which will be applied when undertaking all purchasing activities.

8. Socially Sustainable Procurement

The Shire will support the purchasing of requirements from socially sustainable suppliers such as Australian Disability Enterprises and Aboriginal businesses wherever a value for money assessment demonstrates benefit towards achieving the Shire's strategic and operational objectives.

A qualitative weighting will be used in the evaluation of Requests for Quotes and Tenders to provide advantages to socially sustainable suppliers in instances where the below tender exemptions are not exercised.

(1) Aboriginal Businesses

Functions and General Regulation 11(2)(h) provides a tender exemption if the goods or services are supplied by a person on the Aboriginal Business Directory WA published by the Chamber of Commerce and Industry of Western Australia, or Australian Indigenous Minority Supplier Office Limited (trading as Supply Nation), where the consideration under contract is \$250,000 or less, or worth \$250,000 or less.

The Shire will first consider undertaking a quotation process with other suppliers (which may include other registered Aboriginal Businesses as noted in *F&G Reg.11(2)(h)*) to determine overall value for money for the Shire

Where the Shire makes a determination to contract directly with an Aboriginal Business for any amount up to and including \$250,000 (ex GST), it must be satisfied through alternative means that the offer truly represents value for money.

If the contract value exceeds \$50,000 (ex GST), a formal Request for Quotation will be issued to the relevant Aboriginal business. The rationale for making the purchasing decision must be recorded in accordance with the Shire's Record Keeping Plan.

(2) Australian Disability Enterprises

Functions and General Regulation 11(2)(i) provides a tender exemption if the goods or services are supplied by an Australian Disability Enterprise.

The Shire's will first consider undertaking a quotation process with other suppliers (which may include other Australian Disability Enterprises) to determine overall value for money for the Shire's

Where the Shire decides to contract directly with an Australian Disability Enterprise for any amount, including an amount over the Tender threshold of \$250,000 (ex GST), it must be satisfied through alternative means that the offer truly represents value for money.

If the contract value exceeds \$50,000 (ex GST), a formal Request for Quotation will be issued to the relevant Aboriginal business. The rationale for making the purchasing decision must be recorded in accordance with the Shire's Record Keeping Plan.

9. Record Keeping

All Local Government purchasing activity, communications and transactions must be evidenced and retained as local government records in accordance with the *State Records Act 2000* and the Shire's Record Keeping Plan.

In addition, the Shire must consider and will include in each contract for the provision of works or services, the contractor's obligations for creating, maintaining and where necessary the transferral of records to the Shire relevant to the performance of the contract.

10. Purchasing Policy Non-Compliance

The Purchasing Policy is mandated under the *Local Government Act 1995* and Regulation 11A of the *Local Government (Functions and General) Regulations 1996* and therefore the policy forms part of the legislative framework in which the Local Government is required to conduct business.

Where legislative or policy compliance is not reasonably able to be achieved, records must evidence the rationale and decision making processes that substantiate the non-compliance.

Purchasing activities are subject to internal and external financial and performance audits, which examine compliance with legislative requirements and the Shire's policies and procedures.

If non-compliance with; legislation, this Purchasing Policy or the Code of Conduct, is identified it must be reported to the Chief Executive Officer.

A failure to comply with legislation or policy requirements, including compliance with the Code of Conduct when undertaking purchasing activities, may be subject to investigation, with findings to be considered in context of the responsible person's training, experience, seniority and reasonable expectations for performance of their role.

Where a breach is substantiated it may be treated as:

- (a) an opportunity for additional training to be provided;
- (b) a disciplinary matter, which may or may not be subject to reporting requirements under the *Public Sector Management Act 1994*; or
- (c) where the breach is also identified as potentially serious misconduct, the matter will be reported in accordance with the *Corruption, Crime and Misconduct Act 2003*.

Document Control Box							
Document Responsibilities:							
Owner:	Chief Executive Officer	Owner Business Unit:					
Reviewer:	MANEX	Decision Maker:	Council				
Compliance Requirements:							
Legislation:	s.3.57 of the Local Government Act 1995 Part 4 of the Local Government (Functions and General) Regulations 1996						
Organisational:							
Document Management:							
Risk Rating:	high	Review Frequency:	Annual	Next Due:	November 2022	Records Ref:	
Version #	Decision Reference:	Synopsis:					
1.	23 November 2021	<ul style="list-style-type: none"> Updated to WALGA template. Update to Purchasing Practice table, increase in minimums. Detail added to items 6-9 . 					
2.							

•
Policy Reviewed November 2021

Item

10.3.1 - Local Government Nomination for Development Assessment Panel



Government of Western Australia
Development Assessment Panels

**DEVELOPMENT ASSESSMENT PANELS
LOCAL GOVERNMENT MEMBER NOMINATION**

Please complete the form and submit to daps@dplh.wa.gov.au. Please include a copy of the Council Resolution.

Local Government	
DAP Name	

	Member 1		Member 2	
Name				
Address				
Phone				
Email				
Date of Birth				
Sex				
*Employer Name/s				
*Position/s				
*Employment Status	Full Time	Part Time/Casual - Specify hours per week	Full Time	Part Time/Casual - Specify hours per week
*Eligibility for Payment	Yes	No	Yes	No

	Alternate Member 1		Alternate Member 2	
Name				
Address				
Phone				
Email				
Date of Birth				
Sex				
*Employer Name/s				
*Position/s				
*Employment Status	Full Time	Part Time/Casual - Specify hours per week	Full Time	Part Time/Casual - Specify hours per week
*Eligibility for Payment	Yes	No	Yes	No

* The employment details refer only to external employment and does not include your role as a Local Government member. Eligibility for DAP sitting fees is determined in accordance with the [Premier's Circular 2022/02](#).

LOCAL GOVERNMENT CONTACT DETAILS – MINUTE TAKER			
Name			
Phone		Email	



Department of Planning,
Lands and Heritage

Our ref: PLH2023P1487 DG-2023-2773
Enquiries: DAP Secretariat 6551 9919

Mr Peter Fitchat
Chief Executive Officer
Shire of Dundas
Via email to: ceo@dundas.wa.gov.au

Dear Mr Fitchat

DEVELOPMENT ASSESSMENT PANELS – LOCAL GOVERNMENT NOMINATIONS

As you are aware, representation of local interests is a key part of the Development Assessment Panel (DAP) system. In accordance with this premise, under Regulation 24 of the *Planning and Development (Development Assessment Panels) Regulations 2011*, Councils are required to nominate, as soon as possible following elections, four elected members to sit as DAP members.

In addition to the above, all existing local government DAP members are currently appointed for a term ending 26 January 2024. Prior to this expiry date, your local government is required to nominate four (4) DAP members for appointment by the Minister for Planning.

Given the upcoming local government elections on 21 October 2023, both requirements can be met by using the attached form and submitting it and a copy of the Council resolution, it via email to the DAP Secretariat at daps@dplh.wa.gov.au, no later than Friday 24 November 2023.

If you are unable to provide nominations by the above date, please contact the DAP Secretariat to discuss alternative arrangements and implications.

The WA Government has launched OnBoardWA as part of its commitment to increase the diversity and backgrounds of Government Boards and Committees along with the total number of women appointed.

I encourage you to consider diversity of representation when putting forward your nominations in supporting this important commitment. Further Information about OnBoardWA can be found at [OnBoardWA | Welcome to OnBoardWA \(jobs.wa.gov.au\)](https://www.onboardwa.jobs.wa.gov.au).

The WA Government is committed to continue implementing the Action Plan for Planning reform to ensure the planning system continues to deliver great outcomes and great places for Western Australians. Changes to the DAP system, identified as part of the reform initiatives, aim to provide a more robust DAP process that promotes consistency and transparency in decision-making.

Please note that the local government membership configuration on DAPs will not be affected by the reform initiatives.

If you have any queries regarding this request for nominations, please contact Ashlee Kelly at the DAP Secretariat on (08) 6551 9919 or email daps@dplh.wa.gov.au. Further information is available online at [Development Assessment Panels \(www.wa.gov.au\)](http://www.wa.gov.au).

Yours sincerely



Anthony Kannis PSM
Director General
28 September 2023

Att. Local Government Development Assessment Panel Member Nomination Form

DAP Planning and Development (Development Assessment Panels) Regulations 2011

Please see below link:

[WALW - Planning and Development \(Development Assessment Panels\) Regulations 2011 - Home Page \(legislation.wa.gov.au\)](http://legislation.wa.gov.au)

Item

10.3.3 Participation in the Contiguous Local Authorities Group (CLAG) Mosquito Management Program

Email received from Alysha Kempf – Health Officer

From: Alysha Kempf <alyskempf@yahoo.com.au>

Sent: Saturday, November 11, 2023 10:45:53 AM

To: Peter Fitchat <ceo@dundas.wa.gov.au>; Barry Hemopo <works@dundas.wa.gov.au>

Subject: Mosquito Management - Shire of Dundas - CLAG

Hi Peter and Barry

I have included below a copy of the response from the **Department of Health WA** in respect to potentially joining a CLAG. I recommend the best way forward is to track the cost for treatment during the 2023/2024 year. We can then review at the end of the financial year and determine if it would be worth the Shire pursuing joining a CLAG.

In the short term please continue to focus on:

1. Dipping for mosquito larvae in known breeding areas. I would suggest checking for breeding weekly during summer months as the breeding cycle is usually around 7 days. You do this by dipping the white soup ladle on the pole into the water. Repeat this 1/2 dozen times across the water body.

Only treat this water if you find larvae (wigglers) when you dip. If there is no larvae there is no active breeding and therefore no need to treat. This will also help you minimise the cost of treatments. I have included a photo below of a dip from a water body that had mosquito larvae which I treated. This is what larvae or wigglers look like.



2. Continue trimming vegetation around the edges of the breeding sites. This will be something you will need to progress each year in spring/early summer.

In terms of purchasing of traps. I have found the attached service provider. However, let's save our money because we could always borrow traps if we needed to conduct trapping. In terms of adult trapping if we are going to conduct it, we need to have a supplier for dry ice. We need to keep in mind once the mosquitoes have hatched out into adults it's too late to treat. Once adult numbers are high, we can only caution and advise the public to bring awareness (Fight the Bite messaging). I have prepared the attached information (in the word document) on mosquitoes which can be added to the Shire's website for residents.

In terms of treatment product I believe you are currently using prolink briquets. You can also use prolink pellets. I am not sure which supplier you use but you could compare costs with Pacific Biologics. If you have a small water body such as a storm water drain or a backyard swimming pool you can use aquatain AMF which can be purchased through Garrards Pty.

Regards, Alysha

On Friday, 10 November 2023 at 09:04:42 am AWST, Nicholson, Jay <jay.nicholson@health.wa.gov.au> wrote:

Hi Alysha,

Hope everything is going well. Are you no longer at the City of Cockburn and moved into the consulting world instead? Either way, good to hear from you.

Please have a look at our webpage: https://www.health.wa.gov.au/Articles/A_E/Contiguous-local-authority-group for details on the CLAG scheme, funding guidelines, and how to form a CLAG. The requirements for forming a CLAG are fairly onerous, particularly for a small government, so it may be worthwhile weighing up the benefit v the cost of treatments. The minimum requirements include:

- a demonstrated public health risk and/or a significant nuisance issue associated with mosquitoes in the region
- development of a memorandum of understanding (MoU) between proposed LG members and the Department, to be reviewed at least every 5 years
- submission of an approved mosquito management plan (MMP) from each LG within the CLAG, to be reviewed at least every 3 years
- submission of a CLAG annual report, detailing mosquito management activities undertaken by the group for the year and budget reconciliation
- commitment by each LG member of the CLAG to contribute 50% funding towards mosquito management requests submitted to the Mosquito Control Advisory Committee (MCAC)

I have had a quick look and the Shire has had 2 reported cases of RRV over the past decade, but if there is also a demonstrated nuisance risk as evidence by high mosquito numbers during peak times, the MCAC may consider the Shire to be part of the CLAG scheme.

The only other Shire near you that is involved in the scheme is Esperance, so it may be worthwhile reaching out to them to gauge their interest.

After you have had a look through the information and spoken to Esperance, please get in contact again if the Shire would like to proceed, and I will get you to flick through the MMP and relevant data to demonstrate a nuisance risk, before proceeding from there.

Hope this information helps, but if you have any further questions please get in contact.

Best, Jay

Dr Jay Nicholson | A/Medical Entomologist
 Biological and Applied Environmental Health Hazards
 Environmental Health Directorate| Public and Aboriginal Health Division
 Department of Health
 37 Kensington Street, East Perth, WA 6004
 PO BOX 8172 Perth Business Centre, WA 6849
 T: 9285 5510 M:0475 947 164
 E: Jay.Nicholson@health.wa.gov.au
www.health.wa.gov.au | www.healthywa.wa.gov.au

-----Original Message-----

From: Alysha Kempf <alyshakempf@yahoo.com.au>

Sent: Thursday, 9 November 2023 6:41 PM

To: DOH, Medical Entomology <Medical.Entomology@health.wa.gov.au>

Subject: Shire of Dundas - CLAG

Good evening DOH officers

I am hoping someone might be able to help me. I'm currently doing some EHO work for the Shire of Dundas. We are working on treatment as detailed in our mosquito management plan. However, mindful of the ongoing cost of treatment on a very small local government. Is there any possibility of joining a CLAG to obtain some financial support from DOH? I tried emailing some EHOs in the region but didn't hear anything.

Alysha Kempf
Consultant EHO
Shire of Dundas

Item

10.3.5 RoadWise Invitation

From: Michelle Blackhurst <MBlackhurst@walga.asn.au>
Sent: Thursday, November 2, 2023 3:38 PM
To: Peter Fitchat <ceo@dundas.wa.gov.au>
Cc: Latif Samadi <ITO@dundas.wa.gov.au>; Pania Turner <dceo@dundas.wa.gov.au>
Subject: RE: RoadWise Councils

Hi Peter

I am arranging Paul Starling from Main Roads to help me conduct some road safety audits to support Black Spot funding applications for Esperance and Coolgardie. The earliest I can lock those in is late January/ early February. Would you like me to lock some in for Dundas at the same time so that you don't miss out? I'm pretty confident I can get them all done on the same trip and I think if we leave it much longer he won't have any availability to fit them in before the funding closes. If you are interested, I can liaise directly with your works manager to make arrangements. Local governments can pay up to \$5k for these to be done which is a gamble given that the funding application might not be successful. This will be a way for you to have the audits completed for free, and of the same quality as the \$5k audits.

Also, the Shire of Dundas is the only RoadWise Council that I have reserved a place for but not finalised the registration. I can't find a resolution in your minutes where the invitation has been accepted. I can see where elected members have been appointed to RoadWise but not an acceptance of the invitation. I'm going to save the place for you regardless but I wonder if you would like some help to finalise this (if it hasn't already been completed).

It would be great to sit down with your works manager and prioritise where I can be of support. In other local governments I have been working on road funding applications, road safety audits, reviewing policy and providing feedback, OHS (staff road safety). I'd like to get started on a project for you but obviously I have to wait for the registration to be completed.

Thank you and kind regards

Michelle Blackhurst | Regional Road Safety Advisor | WALGA RoadWise Program

(m) 0437 783 744 | (e) mblackhurst@walga.asn.au

Item

10.3.6 Request from Doctor Rowlands

1. Agreement between Shire and Dr Rowlands signed 2017.
2. May 2022 letter from Dr Rowlands requesting extra \$250,000.
3. Council resolution Item 10.3.12 June 2023 OCM.
4. Council resolution Item 10.3.4 July 2023 OCM.
5. Letter from Dr Rowlands dated 20 October, requesting that he stay in the house and keep the car.
6. President letter of response.
7. CEO email requesting information as to his intention re: the house.
8. News Paper Clippings

AGREEMENT
Between
The Shire of Dundas
and
Doctor Graham Rowlands

Approved by Council: 16th May 2017

In return for Medical Services provided to the Norseman and surrounding communities by Dr Graham Rowlands, the Shire of Dundas undertakes to provide Dr Rowlands with transport, housing and certain amenities as set out further in this Memorandum of Agreement.

The Shire of Dundas is represented by the Chief Executive Officer.

The Shire Of Dundas undertakes to provide the following:

Motor Vehicle

1. The Shire will provide the doctor with a suitable vehicle for business and private use and will absorb all running costs such as registration and licence, fuel and servicing, as well as insurance.

The doctor will be required to ensure that the vehicle is serviced on a regular basis as set out in the user manual.

The following requirements are set out in the Shire's policy Manual HR.6 (Use of Shire Vehicles)

- All employees to whom vehicles are allotted are responsible for the vehicle care, including interior and exterior cleaning;
- No modifications are to be made to the vehicle without the approval of the Shire;
- The vehicle will not be used to compete in motor sport, rally, competition or the like;
- At the discretion of the Shire, an authorised person, convicted of drink, drug, careless, dangerous or reckless driving following an accident in a Shire vehicle may be required to pay the cost or contribute to the cost of any repairs to the vehicle;
- The vehicle is to be parked after hours within the employee's property in a secure manner and, when appropriate, in a garage;
- In the event of an accident, the employee using the vehicle must report the accident immediately to the shire and complete the necessary insurance claim;
- Smoking is not permitted in any vehicle.
- The Doctor's partner may also drive the vehicle.

Housing

2. The Shire shall make a suitable furnished residence available to the Doctor for the duration of his tenure in Norseman.

The following is taken from the Shire's Housing Policy for Senior Staff which governs the use of Shire accommodation.

1. The Shire shall hand over the residential premises in a reasonable state of cleanliness and will maintain the residential premises in a reasonable state of repair having regard to the age, character and expected life and shall comply with all requirements in respect of buildings, health and safety in respect of residential premises;
2. The Doctor will keep the residential premises in a reasonable state of cleanliness and shall notify the Shire as soon as practicable but within 3 days of any damage to the residential premises and of any state of disrepair which arises during the term of occupation;
3. The premises shall not be used for any illegal purpose and the Doctor shall not cause or permit a nuisance. The premises shall be used solely for the purpose of a residence and shall not be used for any other purpose;

4. The Shire will not cause or permit any interference with the reasonable peace, comfort or privacy of the Doctor in the use of the premises and will take all reasonable steps to enforce this obligation;
5. The Shire shall provide and maintain such locks and other devices as are necessary to ensure that the premises are reasonably secure and neither the Shire nor the Doctor shall alter, remove or add any such locks or device without the consent of the other;
6. The Doctor shall not affix any fixture or make any renovation, alteration or addition to the residence without the prior consent of the Shire, provided that such consent shall not be unreasonably withheld;
7. Where the Shire has given consent to item 6 above, the Doctor may remove any fixture that he has affixed in the premises during occupation, unless the removal of the fixture will result in irreparable damage to the premises;
8. Where the Doctor causes damage to the premises the Shire shall be notified and at the Shire's discretion the Doctor will repair or compensate the Shire for any reasonable expenses incurred.
9. The Shire to be responsible for the maintenance and upkeep of the garden, lawns and surrounds.

Financial

3. The Shire shall underwrite the profitability of Doctor Rowlands Norseman practice when the practice has engaged the services of a locum to provide medical services to the Norseman community during Doctor Rowlands periods of absence. Doctor Rowlands undertakes to provide appropriately detailed invoices as soon as practical on his return.

The Doctor undertakes to provide the following:

4. The Doctor will provide appropriate medical services to Norseman and surrounding communities.

Community consultation informs the Shire that quality medical service is the number one priority for residents of the Shire of Dundas, as such the Dundas Community Strategic Plan reflects this priority as the first strategy in addressing Theme One: A vibrant, active and healthy socially connected community.

The Shire recognises the value of having a local resident Doctor who willingly goes beyond the norm in caring for his patients, understanding the extent of the commitment that the Doctor makes to the health of not only the local Norseman community but also the broader community of the Goldfields-Esperance Region. The Shire also recognises the significant workload of rural doctors and seeks to support the Doctor in providing a balanced and effective approach to good health care in the community of Norseman.


We believe the following points address what is considered to be appropriate medical services for our community:

- The Doctor will provide required medical care to the local community of Norseman and surrounding communities.
- The Doctor will endeavour to ensure that priority is given to appointments for the local Norseman community.
- The Doctor will ensure that the services of a locum are secured for when the Doctor is out of town or on leave.

Signed by:


.....
Dr. Graham Rowlands

5/9/17
.....
Date


.....

5/9/17
.....

DC Stead
Chief Executive Officer
(on behalf of the Shire of Dundas)

Dr. Graham Rowlands T/As
Norseman General Practice
1 Talbot Street, Norseman, WA 6443
 Telephone (08)9039 9235 Fax (08) 9039 9232
Dr Graham Rowlands MBBS, DRACOG, FRACGP
Provider # 202073AY ABN # 29760883203
E-Mail reception.norseman@goldhealth.net.au

RECEIVED
 26 MAY 2022

19/5/2022

Mr P Fitchat, CEO
 Shire of Dundas
 PO Box 163
 NORSEMAN WA 6443

Dear Peter,

RE: Financial Support for the Norseman Medical Practice

I have been unable to attract locum support over the past twelve months, in part due to border closures associated with Covid-19 – my Melbourne locum, Dr Demtschyna being unwilling to quarantine, but mostly due to the cost pressures of attracting locum services to isolated practices, not only Norseman but throughout the nation.

Dr Demtschyna is currently unavailable due to commitments in Queensland, where his service attracts \$1000/day above rates previously offered here. I have been offered locum rates myself, of \$3000/day in Kalgoorlie and \$3500/day for emergency department cover in New South Wales.

In order for me to maintain the medical service in Norseman, it is imperative that I attract appropriate medical locum cover. With that goal in mind, I anticipate financial support from the Dundas Shire. It is the industry norm for Local Government to support their medical practices. Competitive documented annual health expenditure in regional areas includes Coolgardie Shire of \$506,415 and Leonora Shire of \$758,136. Of note, the Norseman Shire locum subsidy for the 2020-2021 year has been only \$38,000. There had been no shire practice subsidy in the previous fifteen years.

I anticipate financial support of \$250,000 plus related locum travel costs. This will enable the provision of locum cover in a sustainable way. It is my intention to reduce my work commitment in transition to retirement and intend to advertise for regular locum support with a view to a job share arrangement. In this way I shall be able to maintain a medical service to the Norseman community.

As you are aware, we maintain a bulk billing medical service, ensuring equal access to quality medical cover for all our patients, at no out-of-pocket expense. Also, with the recent increasing mining development in our region we will maintain our emergency services cover at the Norseman Hospital.

Yours sincerely



Dr. Graham Rowlands

Council resolution Item 10.3.12 June 2023 OCM.
Council resolution Item 10.3.4 July 2023 OCM.

Termination of the Medical Services Norseman

Papers Relating 3

1. Ordinary Council Meeting 28th July 2022 – CONFIRMED Minutes:

<https://www.dundas.wa.gov.au/council-meetings/ordinary-council-meeting/ordinary-council-meeting/139/minutes-ordinary-meeting-may-2017.pdf> (Dundas.wa.gov.au)

16th May 2017

Item10.3.1

Agreement relating to the Provision of Medical Services

Voting Requirements

Simple Majority

Officer Recommendation

That the Council of the Shire of Dundas approve the draft agreement between Doctor Rowlands and the Shire covering the provision of medical services by the doctor and the provision of benefits by the Shire.

Moved Cr Webb

Seconded Cr Hogan

Resolution

That the Council of the Shire of Dundas approve the draft agreement between Doctor Rowlands and the Shire covering the provision of medical services by the doctor and the provision of benefits by the Shire.

Carried by: Simple Majority For: 5 Against: 0

Item - Tender process for provision of medical services.

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas Council approve the CEO to commence the tender process for a General Practice for provision of medical services in Norseman.

Moved: Cr. Patupis
Seconded: Cr. Warner

Resolution

That the Shire of Dundas Council approve the CEO to commence the tender process for a General Practice for provision of medical services in Norseman.

Carried by: Simple Majority For: 4 Against: 2 Cr: Maloney and Cr: Wyatt

Item – Late Payment to Norseman General Practise for the provision of a LocumVoting Requirements

Simple Majority

Officer Recommendation

That Shire of Dundas Council:

1. note the outstanding invoice and authorise payment; and
2. request the CEO to issue a formal notification to Norseman General Practice that overdue invoicing with such a significant time lapse from a past financial year does not meet Local Government Compliance Regulations.

Moved: Cr. Warner
Seconded: Cr. Wyatt

Resolution

That Shire of Dundas Council:

1. note the outstanding invoice and authorise payment; and
2. request the CEO to issue a formal notification to Norseman General Practice that overdue invoicing with such a significant time lapse from a past financial year does not meet Local Government Compliance Regulations.

Carried by: Simple Majority For: 5 Against: 1 Cr: Hogan

2. Ordinary Council Meeting 23rd March 2023 – UNCONFIRMED Minutes:

Voting Requirements

Simple Majority

Officer Recommendation

Request Australia Local Government Association to work with Federal Minister Hon. Mark Butler MP and all regional and remote Councils to provide affective and affordable Medical Services” to be submitted at the National General Assembly of the Australian Local Government Association 11th - 13th June 2023.

Moved: Cr. Hogan

Seconded: Cr. Warner

Resolution

Request Australia Local Government Association to work with Federal Minister Hon. Mark Butler MP and all regional and remote Councils to provide affective and affordable Medical Services” to be submitted at the National General Assembly of the Australian Local Government Association 11th - 13th June 2023.

Carried by: Simple Majority For: 4 Against: 0

The President and Councillors
 Dundas Shire
 88-92 Prinsep Street
 Norseman WA 6443

I am writing to request that the Dundas Shire Council urgently reconsider its stance on the provision of medical services to the Norseman community.

At its meeting of 22 August 2023, Council elected to contract a new medical provider for Norseman.

However, despite having met with my professional representatives – The Regional Country Health Manager and Rural Health West representatives – on four occasions, and myself having met with the “adviser to the Dundas Shire” and the CEO being warned, at those meetings, of the non-viability of its chosen model, Council still chose to enter a contract with I-Medical Australia.

Having worked as a bulk billing doctor in the Goldfields-Esperance Region for 30 years, I have repeatedly stated that a bulk billing, FIFO business model of health service delivery, CANNOT be sustained.

I can confirm that, at no time in the past 17 years has my 9 to 5, weekday bulk billing practice, met my usual country GP income, nor has it ever met the costs of locum leave cover.

My warnings and those of the above-mentioned Health Department representatives have been proven correct by the significant losses incurred by I-Medical in just two months of operation in Norseman.

I believe that the Shire Council has failed in its requirement for due diligence by accepting the report of GFG Consulting and CEO Mr Peter Fitchat which recommended contracting with I-Medical – without ensuring that the medical model it was offering was a sustainable one.

The Dundas Shire also failed to ensure its choice of medical service provider was an accredited, and quality assured service, offering continuity of care and appropriate emergency services to the community. Norseman General Practice has met all that criteria for the past 17 years and continues to do so.

In accepting the CEO’s report (see Agenda Reference & Subject 10.3.5 Medical Services, dated 18 July 2023 and in Minutes OCM of 22 August 2023) and subsequently contracting with I-Medical, the Council has undermined the entire health service to the Norseman community.

In addition, the Council incurred significant, unnecessary, expense to the community in the form of seed funding to the practice and costly renovations to the Community Health Centre.

No expense was required to maintain the long standing, responsible, independently accredited, Health Department Hospital accredited, Norseman General Practice.

Council elected to cancel, as of 31 October 2023, a long standing M.O.U. between myself and the Shire relating to the provision of housing support and a motor vehicle and locum cover. This further undermines the viability and sustainability of the only health service provider in Norseman – Norseman General Practice.

The vision of Jackie Best as President, Doug Stead as CEO and Councillors of Dundas Shire, back in 2016/2017 to construct a purpose-built doctor's residence has helped immeasurably to maintain a medical service to Norseman community.

It has housed, not only myself and my wife, but Allied Health workers including Podiatrist, Psychologist, and medical students on placement with Norseman General Practice. By providing accommodation, Dundas Shire supports the continuation of medical services in the Shire of Dundas.

Given the uncertainty of I-Medical's ability to supply medical services in the immediate future, and the fact I continue to do so via my surgery and 24/7 on call to the hospital, I would appreciate Council and President consider extending my use of the doctors' premises and the car until Council has time to consider its options into the future since the CEO can be quoted as saying "The Shire is committed to ensuring continued access to health care services for our community".

Thank you in anticipation of a positive response from the Elected Councillors.

Yours Faithfully,



Dr Graham Rowlands.

20 October 2023.

From: Pania Turner <dceo@dundas.wa.gov.au>

Sent: Saturday, October 21, 2023 1:50 PM

To: Laurene Bonza <President@dundas.wa.gov.au>; Peter Fitchat <ceo@dundas.wa.gov.au>

Cc: deputypresident@dundas.wa.gov.au; Cr. Patrick Hogan <cr.hogan@dundas.wa.gov.au>; Cr. Sharon Warner <cr.warner@dundas.wa.gov.au>; Cr. Veronica Wyatt <cr.wyatt@dundas.wa.gov.au>; Cr. John Maloney <cr.maloney@dundas.wa.gov.au>; Latif Samadi <ITO@dundas.wa.gov.au>

Subject: RE: Dr Graham Rowlands. Provision of medical services to Norseman.

Good Afternoon Peter

Please see the attached request from Dr Rowlands that has been issued to current elected members.

Pania Turner

Deputy Chief Executive Officer

88-92 Prinsep Street, Norseman
PO Box 163, Norseman WA 6443

Ngadju Country

☎ (08) 9039 1205 Mobile: 0476 815 727

 www.dundas.wa.gov.au



Disclaimer by the Shire of Dundas:

This email is private and confidential. If you are not the intended recipient, please advise us by return email immediately, and delete the email and any attachments without using or disclosing the contents in any way. The views expressed in this email are those of the author, and do not represent those of the Shire unless this is clearly indicated.

From: Norseman Medical Centre <reception.norseman@goldhealth.net.au>

Sent: Friday, October 20, 2023 9:18 PM

To: Laurene Bonza <President@dundas.wa.gov.au>

Cc: deputyresident@dundas.wa.gov.au; Cr. Patrick Hogan <cr.hogan@dundas.wa.gov.au>; Cr. Sharon Warner <cr.warner@dundas.wa.gov.au>; Cr. Veronica Wyatt <cr.wyatt@dundas.wa.gov.au>; Cr. John Maloney <cr.maloney@dundas.wa.gov.au>; Dundas Community <community@dundas.wa.gov.au>

Subject: Dr Graham Rowlands. Provision of medical services to Norseman.

Attn: President and Councillors,

Please find attached my letter which I would respectfully request be placed on the Agenda for discussion by Council at its next available opportunity.

I understand local elections are this weekend which will prove busy for Council, however I would appreciate Council giving it priority consideration.

Thank you.

Kind regards,

Dr Graham Rowlands.

Norseman General Practice, PO Box 149, Norseman WA 6443, Ph (08) 9039 9235, Fax (08) 9039 9232

This message is confidential and should only be used by the intended addressee. If you were sent this email by mistake, please

Inform us by reply email and then destroy this message. The contents of this email are the opinions of the author and do not

Necessarily represent the views of the Norseman General Practice.

From: Laurene Bonza <President@dundas.wa.gov.au>

Sent: Monday, October 30, 2023 11:23 AM

To: reception.norseman@goldhealth.net.au

Cc: Cr. Sharon Warner <cr.warner@dundas.wa.gov.au>; Cr. Patrick Hogan <cr.hogan@dundas.wa.gov.au>; Cr. John Maloney <cr.maloney@dundas.wa.gov.au>; shazann2905@gmail.com; tell_adam@hotmail.com; Pania Turner <dceo@dundas.wa.gov.au>

Subject: Response to Dr Rowlands 30.10.2023

Dear Graham,

Please find attached, a response to your correspondence (20.10.23), to Shire of Dundas Councillors.

Regards

Laurene

Laurene Bonza

President

88-92 Prinsep Street, Norseman

PO Box 163, Norseman WA 6443

☎ (08) 9039 1391 **Mobile:** 0429 207 177



Norseman Woodlands to Eucla Coast

Dr Graham Rowlands
 Norseman General Practice
 1 Talbot Street
 NORSEMAN WA 6443

(Ref:PH.SE OIM2023104413)

RE: Request for Shire to reconsider stance on the provision of medical services in Norseman

Dear Dr Rowlands,

Thank you for your correspondence dated 20 October 2023. Given the nature of your request, I would have anticipated earlier contact for Council to properly consider a response. The timing of the letter is also unfortunate in arriving the day before Local Govt elections and the Council therefore, being in a 'caretaker period', further limiting our ability to make significant decisions.

The Council, at the Ordinary Meeting of Council in June, resolved (in the absence of any compliant EOIs for the provision of medical services in Norseman), to undertake the establishment of a Shire-run medical practice but, also left the way open to considering any other viable and suitably qualified service provider. I-Medical furnished the Shire with a proposal that Council resolved to accept at the Ordinary Meeting of Council on 25 July 2023. This decision was, in part, brought about by some urgency in ensuring we could obtain medical services for our town due to the fact that you had taken, sudden, unannounced, indefinite, long-service leave. Initially, after establishing that you had taken leave, we were eventually advised that no locum cover could be provided. Shortly after that advice, short-term locum cover was apparently arranged but, came with requirements for payment for the use of 'your facilities', which we have never been requested to pay before. Given the uncertainty around the arrangements you were proposing and the 'indefinite' nature of your leave, and bearing in mind the CEO's quote that "the Shire is committed to ensuring continued access to health care services for our community", Council resolved to make more permanent arrangements.

Meetings between Shire representatives, WACHS and/or Rural Health West senior staff could not be used to influence the appointment of a medical service provider for the Shire of Dundas, and I would suggest it would be a very 'irregular' practice if they purported to do so. Furthermore, those meetings did not come with any warnings as to the viability of private businesses engaged in such a provision. Both your practice and the I-Medical model, are managed as private businesses, and their viability is based on the commercial confidence nature of both entities.

The Council is unaware of I-Medical's financial capability, and we would require more information on how this information was conveyed to yourself as a warning regarding the provision of medical services from another supplier. The Health Department representatives did not inform us of any warning regarding I-Medical.

88-92 Prinsep Street, Norseman
 PO Box 163, Norseman WA 6443
 ☎ (08) 9039 1205 📠 (08) 9039 1359
 ✉ shire@dundas.wa.gov.au
 🌐 www.dundas.wa.gov.au



Norseman Woodlands to Eucla Coast

It is interesting that you acknowledge that your own service provision model is also not sustainable. It would appear that the Council has also failed in our due diligence with regard to your practice. As far as I am aware, the Shire has never required you to provide evidence of offering a sustainable model, and we have never been made aware that it was not such, despite it continuing for around seventeen years. In relation to the covering of locum costs, that should have been cost neutral to you as per the agreement you signed with the Shire in 2017, where it was clearly stated, the Shire would cover your locum costs on the provision of a detailed invoice.

Your assertion that the Council has incurred "significant, unnecessary expense" in the form of 'seed' funding and "costly renovations" to the Community Health Centre in contracting I-Medical is entirely subjective according to your own view. The Shire is required to maintain our assets to a suitable standard and the Community Health Centre was due for upgrade in any case. Contracting a new provider was a catalyst for upgrades to the building which will enhance its longevity and improve its useability.

You entirely negate the Shire's expense in continuing with your practice. We must account for all Shire monies and the fact that the Shire owns and provides services, such as gardening, paying your utility bills, costs associated with the car and its running and maintenance all has to be counted as a cost. We have staff wages, superannuation, insurance, depreciation etc. all wound up in the support we have provided to your practice. There most certainly is expense incurred to maintain Norseman General Practice.

We thank you for your acknowledgement of the provision of the doctor's residence, as to this point, all commentary around the dwelling has been negative, and not something you either desired or required. We do anticipate the house will continue to support and maintain a medical service provider for our community.

The Council did not 'elect' to 'cancel' your long-standing agreement. On 19 May 2022, we received a letter from yourself, Norseman General Practice, requesting \$250,000 plus related expenses for extra locum cover you anticipated as you proposed to transition into semi-retirement. As we have stated on numerous occasions, that amount of money could not just be made available from the budget. Under procurement legislation in force at the time, and as a best practice to ensure the Shire was obtaining the best 'bang for buck' we were bound to test the market and undertake the EOI process in the search for provision of medical services. As part of that process, our legal team undertook an audit of the 'agreement' then in place, and deemed it to be non-compliant under any of the relevant legislation we are bound to operate within. Therefore, having been made aware of the inconsistency, Council was bound to terminate that agreement. In acknowledgement of the length of service you have given to the Norseman community, you were given a notice period of 6 months which is due to end on 31 October 2023.

In the intervening period, from the receipt of that letter to this date, we have made numerous attempts to arrange meetings with you to discuss a way forward. You have attended one Council workshop where you re-stated the contents of your letter and we have been unable to arrange any further engagement with you. There have been several email requests, with alternative date proposals, at your convenience, to which we failed to get any response, even when sent a reminder. You proposed a meeting date (only after WACHS senior staff met with you), which was not available to us as we were already committed to the National Local Government conference in Canberra. You indicated that no other date was acceptable to you. We have also held two Town Hall, community meetings, to both of which you were sent an invitation but, failed to attend.

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Norseman Woodlands to Eucla Coast

It has also been during this same period, that the CEO, Peter Fitchat and myself have been subjected to a constant barrage of vitriolic, unfounded, defamatory personal attacks on our integrity (and that of the Shire of Dundas), on social media, made by members of the community, including your wife, Ruth Riddell, claiming to be 'supporters' of Dr Rowlands. It has been nothing short of harassment and intimidation. This behaviour is completely unacceptable on any level and I find, personally, quite distressing. It could and should have been avoided had you been willing to engage with the Shire.

Your letter of request and this response, will be tabled at our next Council workshop on 7 November, which will be after the termination date of your agreement, 31 October. Had we received the request earlier, we may have been in a position to consider rescinding the motion previously made at the July meeting in relation to arrangements with I-Medical, at one of our earlier meetings. Given we will now go beyond the time of the termination, the resolution carried in July must stand until Council can reconsider formally at the Ordinary Meeting of Council 21 November 2023. In that case, you will be required to vacate the house and return all keys and any Shire property, including the car and keys with handover by the morning of Wednesday, 1 November 2023.

We would like to express our sincere appreciation of your seventeen years of service to our community, and regret that it appears to be drawing to a close on such a sour note. We do wish you all the best in whatever future endeavours you choose to undertake, whether they be here or elsewhere. You will be advised in writing of the Council decision in due course after our November meeting.

Yours sincerely,

A handwritten signature in black ink, appearing to be "LB", followed by a period.

Laurene Bonza

30 October 2023



Norseman Woodlands to Eucla Coast

Dr Graham Rowlands & Ruth Riddle
 Norseman General Practice
 1 Talbot Street
 NORSEMAN WA 6443

(Ref:IFM202269797)

RE: Request for Shire of Dundas to support the Dr Graham Rowlands with a house and a car.

Dear Dr Graham Rowland and Ruth Riddle,

I hope this letter finds you in good health. I am writing to provide an opportunity for you to respond to the matter you raised and discussed on Facebook and the OCM on the 26th of October 2023 regarding the provision of medical services in Norseman, specifically addressing the accommodation around the house and car, which you mentioned as a potential future option to be considered.

Ruth, highlighted, on behalf of Dr Graham Rowlands and yourself, representing Norseman General Practice, the Dundas Shire Council's support in 2016. However, I would like to clarify that it was in 2017 when the previous President and CEO signed the agreement.

You emphasised that this facility has played a crucial role in maintaining medical services for the Norseman community. As you stated the Shire has provided housing for you and accommodated various allied health workers, including podiatrists, psychologists, and medical students, on placement with our general practice.

As mentioned, the Dundas Shire Council has played a pivotal role in ensuring the continuity of medical services in the Shire of Dundas. Considering this, you request that the Council and President consider extending your use of the doctor's premises and car until the Council has had adequate time to deliberate on future options.

To facilitate the Council's consideration, we would appreciate more details from you regarding how such a proposal would work in the future, especially considering the conflicting information available. Specifically, could you provide information on the potential tenancy agreement and the expected outcomes concerning the vehicle usage agreement?

It would also be required to indicate what rent you are willing to pay to make an informed decision. Additionally, please describe the benefits you believe the community will gain from such an agreement, as this information will

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Norseman Woodlands to Eucla Coast

help assess its alignment with the Shire President's response to the existing council resolution regarding medical services in the community.

We thank you for your attention to this important matter and await your response. Ensuring quality medical services in Norseman is crucial, including addressing the accommodation and vehicle usage.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Peter Fitchat", written over a horizontal line.

Peter Fitchat
8 November 2023

From: Lizette Landsberg
Sent: Friday, November 10, 2023 9:49 AM
To: reception.norseman@goldhealth.net.au
Cc: Pania Turner <dceo@dundas.wa.gov.au>
Subject: Response to letter of support
Importance: High

Good morning,

Please find attached a Letter of Response to the Letter of Support from our CEO.

Lizette Landsberg

Executive Assistant

88-92 Prinsep Street, Norseman PO Box 163, Norseman WA 6443

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Disclaimer by the Shire of Dundas:

This email is private and confidential. If you are not the intended recipient, please advise us by return email immediately, and delete the email and any attachments without using or disclosing the contents in any way. The views expressed in this email are those of the author, and do not represent those of the Shire unless this is clearly indicated.

From: joclyn jack <outlook_25914226417BB70D@outlook.com>

Sent: Sunday, November 19, 2023 3:28:11 pm

To: Laurene Bonza <President@dundas.wa.gov.au>

Cc: Cr. John Maloney <cr.maloney@dundas.wa.gov.au>; Cr. Sharon Warner <cr.warner@dundas.wa.gov.au>; Cr. Sharon Brown <cr.brown@dundas.wa.gov.au>; Cr. Chantelle McLeod <cr.mcleod@dundas.wa.gov.au>; Cr. Patrick Hogan <cr.hogan@dundas.wa.gov.au>

Subject: Medical Services to Dundas Shire

Some people who received this message don't often get email from outlook_25914226417bb70d@outlook.com. [Learn why this is important](#)

Please find attached response to letter dated 8 November 2023 from CEO, Mr Peter Fitchat to Dr Graham Rowlands.
Dr Graham Rowlands

Attached Letter to the email above:

The President and Councillors'

17 November 2023

Dundas Shire

It is with great concern that I once again raise issues relating to the provision of medical services to the Norseman community.

The Dundas Shire is continuing to pursue its goal of managing its own medical model despite clear evidence of the failure of its alternative medical service provider.

Need I point out that a sustainable service delivery model must generate sufficient income to meet its outgoings! It is well documented that the accepted salary of locum doctors has been \$2200 per day. Locum agency fees of 15% plus 10% GST inclusive, giving a cost of \$2780.00 per day. This does not include additional transport, accommodation costs and practice overheads to support the current FIFO model.

I must also point out that the stated service delivery has only included a daytime general practice. I understand that this has only been available 1 – 2 days per week.

I have noted the costings provided to Shire at its meeting of 10 June 2023. These figures do not represent the true costs of providing a medical service. I urge the council to ensure due diligence in its business case for a sustainable medical practice into the future.

Rural Health West once again, advise that the latest figures show there are 96 vacancies for General Practitioners in country WA. Approximate salaries are in excess of \$600,000, varying depending on the level of service delivery. This being a Statement of Fact and advised by Rural Health West.

I advocate for a credentialed, 24 hour emergency service in addition to the day to day general practice. This of course, incurs additional costs to the above.

The Norseman General Practice is an accredited, (AGPAL) quality assured medical practice offering a comprehensive, bulk billing health service for the past 17 years to the Norseman community. I remain committed to our community and look forward to ensuring a sustainable service in the future.

I urge the Dundas Shire Council to consider the requirements of the community. The need for an experienced, credentialed and cost effective, 24 hour emergency service as well as a committed General Practice, delivered in a sustainable model for the future.

On behalf of the Norseman community, I anticipate your expedited consideration regarding the future of an essential Health Service in this community.

Yours faithfully,

Dr Graham Rowlands.

I-Medical Australia
70-72 Prinsep Street
Norseman WA 6443



Shire of Dundas
PO Box 163
Norseman WA 6443

Attn: CEO

16/11/2023

Dear Peter,

I am writing this letter to advise that I-Medical Australia is strongly committed to serving the Shire of Dundas in providing regional health care. Our vision has always been to provide healthcare to regional Western Australia through the service of a GP and allied health professionals.

As with any new venture the ability to adapt and tailor a service is a challenge and we have understood, and undertaken measures to make sure we can meet any immediate and future obligations. While some may feel as though those measures have been extreme it has been the right decision in making our company and operations more aligned and with the long-term view to meet our obligations under our 3-year deal with the Shire. As a company we believe in being proactive, rather than reactive, and feel that in our infancy, we would benefit from the guidance of undertaking a business restructuring model to maintain our longevity.

I am taking the opportunity with this letter to advise that while we have taken the necessary steps and measures for our own company we will never seek to undermine or diminish competition. In the last month, we have faced unwarranted news articles which appear to progress a campaign on a matter already resolved by Council.

Over the next 3 years, we look forward to providing a health care model shaped by our values and mission. Our motto is "Working for Regional WA" and we will continue to do so in a positive, educational, cohesive and respectful manner. The Shire of Dundas is a dynamic and vast shire and with that comes its unique challenges. I-Medical is committed to work with Council in providing medical services in a new format and welcomes the idea of workshopping and understanding the communities' challenges together to achieve mutually beneficial outcomes.

I-Medical is committed to the Shire of Dundas and we will continue to push forward with our objectives and goals as per our memorandum with the Council.

Kind Regards,

Ashley Yong
Managing Director

From: Ashley Yong <Ashley.Yong@i-medicalaustralia.com>
Sent: Thursday, November 16, 2023 4:53 PM
To: Peter Fitchat <ceo@dundas.wa.gov.au>
Subject: Letter From I-Medical

Hi Peter,

Please see attached.

Kind Regards

Ash

Shire council to consider GP's request for renewed deal

NEW TWIST IN DOCTOR SAGA

TEGAN GUTHRIE

With tensions around medical services in Norseman continuing to divide the community, the Shire's newly elected council will consider a request for a new working agreement with the town's long-serving GP.

Shire of Dundas chief executive Peter Fitchat told the Kalgoorlie Miner the Shire had received a request for a new agreement from Dr Graham Rowlands, who has serviced

CONTINUED PAGE 8

Shire of Dundas ponders GP's plea

FROM PAGE 1

the community for 17 years. It is the latest development in a tumultuous year, which began when the Shire terminated its agreement with the long-serving GP — which had been in place since 2017 — saying it did not meet required legislation standards.

That discovery was made after Dr Rowlands made a request in May 2022 for the Shire to provide \$250,000 to help with locum-related travel expenses, in addition to the house and car provided by the Shire under the agreement, which expired in October.

Since then, tensions have been high between the Shire and some members of the community, with Mr Fitchat saying many were still “beating up the council” over it.

The Shire now has an agreement with I-Medical Australia, which provides a mixed-billing service to the town, but Mr Fitchat and Dr Rowlands have agreed the small town might not be big enough to sustain two separate medical practices.

“It’s a bit problematic because it’s a small community and if you split them in half and you’ve got two businesses vying for people’s businesses, both practices might not be viable,” Mr Fitchat said.

“They’re not all ‘old doc’ supporters and they’re not all ‘new doc’ supporters, but at the end of the day, council’s outcome is just to stop people from having to travel hours away for medical services ... which can be provided here in town.”

Dr Rowlands said there was no way two practices

could survive in the town, and he believed under the Shire’s model, there was no way a single practice could be sustainable either, without the Shire’s support.

His request for an extension of the previous memorandum of understanding between himself and the Shire will be considered at an upcoming council meeting, and Dr Rowlands said he was not asking for anything more than was previously in place.

Mr Fitchat said it was “interesting” the new request did not include the \$250,000 for locum-related travel expenses which sparked this confrontation originally.

He said he was also “surprised” to receive the request, believing Dr Rowlands had gone on “indefinite leave”.

“Now, suddenly, that’s no longer a problem ... but the new council will consider his request at either the coming meeting or the next,” he said. “We are investigating all options to see how we can make this work.”

However, Dr Rowlands told the Miner on Friday he had had no more than 10 business days off and had asked the Shire to secure a locum for that time, but one was not provided.

He said while the request was for the original agreement to be put back in place, there would be negotiations in the future for further support.

“For the medical practice to be sustainable, it needs to be supported by the local government, as almost every local government body in small towns has done,” Dr Rowlands said.

Shire of Dundas to consider renewing support for GP after replacement FIFO service hits financial trouble

ABC Goldfields / By Andrew Chounding

Posted Yesterday at 6:41 am



Shire of Dundas to consider renewing support for GP after replacement FIFO servi

GP Graeme Rowlands wants an extension to an accommodation, vehicle, and backfill agreement. (ABC Goldfields: Andrew Chounding)

workshopping and understanding the communities' challenges together...
I-Medical is committed to the Shire of Dundas and we will continue to push forward with our objectives and goals as per our memorandum with the Council.

Kind Regards,

Ashley Yong

Managing Director

"I would appreciate [if] the council and the president consider extending my use of the doctor's premises and car until the council has time to consider its options," he wrote.

Documents seen by the ABC show I-Medical's locum clinics were paying FIFO GPs more than \$2,000 a day, [incurring more than \\$180,000 in doctors' fees in under three months](#), with several doctors taking legal action to recover unpaid wages.

'Super clinic' facing restructure

On October 19, the day before Dr Rowlands emailed the shire, I-Medical's parent company, Osdex Enterprises Pty Ltd, appointed a restructuring practitioner, with a report sent to creditors the following day.

At the time of opening, the Kalgoorlie-based health service had billed its Norseman practice as the region's first bulk billed "super clinic", but financial hurdles have seen sporadic services provided and staffing numbers decline.

I-Medical's director Ashley Yong told the ABC on October 5 that a permanent GP had been secured to start on October 10, but staff in Norseman told the ABC the clinic was unoccupied.

Mr Yong was contacted by the ABC for further comment but did not respond.

Despite the unpaid wages and uncertainty over the clinic's future, Dundas Shire President Laurene Bonza said the practice, which the shire had contributed \$57,000 towards, still had the council's support.



Shire of Dundas to consider renewing support for GP after replacement FIFO ser

stage. He [Mr Yong] has been keeping us updated pretty regularly.

"There's been a few teething problems, as expected. It's a brand new undertaking, [there's] been a couple of hiccups along the way."

Dundas Shire president Laurene Bonza says the council will consider Dr Rowlands' request. (ABC News: Hugh Sando)

FIFO clinic shire's last option

[The council's agreement with I-Medical](#) followed a short-lived plan to establish and run a shire-operated medical service, and an unsuccessful tender process to secure a new GP for the town.

Dr Rowlands submitted an expression of interest that was rejected, told by the shire it was "non-compliant" with the local government procurement processes.

"The shire found that my application was unsuccessful, [and] to be honest, I don't quite know why," Dr Rowlands said.

"From my point of view, I met all of the criteria.

"That is, I've been a successful, sustainable medical practitioner for 17 years full-time."



Norseman has a population of about 500 people. (ABC Goldfields: Andrew Chounding)

Town not big enough for two GPs

While most country towns struggle to attract a single GP, the town of Norseman faces a different predicament.

Ms Bonza said while the town did not need two GPs, it would consider the request for a new agreement with Dr Rowlands at its next meeting on November 21.

"It will have to go back to council," she said.

"They [Dr Rowlands] have now received a letter from myself to say that council will consider it at our next meeting."

Dr Rowlands, who continues to practise in Norseman, has been subsidising his bulk-billed GP practice by providing on-call emergency services at the Norseman Hospital.

He has rented a house in the town pending the council's decision, but said he was not hopeful.

"After 8 months of discussion and failure to achieve resolution, no, I don't expect a positive outcome," he said.

A country shire that cut financial support for its long-serving general practitioner will consider reversing its decision as the fly-in fly-out medical service it backed to replace him has run into financial difficulties.

Shire of Dundas councillors [voted in April to terminate a memorandum of understanding](#) between the shire and the town of Norseman's GP of 17 years, Graeme Rowlands, following a request for additional financial support.

The MOU that had been in place since 2017, entitling Dr Rowlands to the use of a shire-owned house and car and financial support to hire locum doctors while on leave, ended on October 31.

Key points:

- Norseman GP Graeme Rowlands's agreement with the Shire of Dundas expired in October
- He has asked the shire to extend the MOU, after replacement service I-Medical ran into financial trouble
- Dundas Shire president Laurene

Shire of Dundas to consider renewing support for GP after replacement FIF

position, after the shire-backed health service, I-Medical Australia, appointed a restructuring practitioner to manage its debts.

their next meeting

Dr Rowlands said he made the request when concerns were raised about I-Medical's ability to supply medical services to the town.



Incentives for Medical Service Providers in Regional, Rural and remote areas.

[Health Professionals - Medical Recruitment & Education \(ruralhealthwest.com.au\)](http://ruralhealthwest.com.au)

The funding available to remote doctors from Rural Health West's grant programs varies depending on the specific grant and the qualifications and circumstances of the healthcare professional.

Here is a summary of the key grant programs and the potential funding amounts:

1. Health Workforce Scholarship Program (HWSP):

- Scholarships: Up to \$10,000 per year, for up to two years, for completing a postgraduate course leading to a postgraduate qualification.
- Bursaries: Up to \$10,000 (maximum of \$10,000 in total in one year) for professional development, upskilling course fees, and associated accommodation and travel-related expenses.

2. Relocation Assistance:

- Grants for medical practitioners, nurses, midwives, dentists, and allied health professionals relocating to rural Western Australia for work.
- The grant amount depends on the remoteness of the new job and the funding availability.
- Eligibility criteria include committing to a minimum 12-month contract, working a minimum of 0.4 FTE, and delivering primary health care services.

3. Support for Locums - Travel Support:

- Grants available for health professionals completing locum assignments in primary healthcare settings.
- The grant amount is allocated based on funding availability and the remoteness of the locum assignment.

4. Incentive Programs - New WIP Rural Advanced Skills Payments:

- General practitioners providing primary care services and advanced skills services in locations classified as Modified Monash MM3 to MM7 may be eligible for incentives of up to \$21,000 per calendar year.
- Doctors with extra qualifications (e.g., in obstetrics, anaesthetics, surgery, mental health, First Nations health) may be eligible for additional payments ranging from \$4,000 to \$10,500 per year, depending on location and services provided.
- Another payment stream offers \$4,000 to \$10,500 per year to doctors offering emergency care and emergency after-hours services in eligible locations.

5. Workforce Incentive Program - Doctor Stream:

- Doctors working in rural locations may receive up to \$60,000 per year, depending on their years of service in rural locations and the number of services they provide in eligible locations.
- Two payment systems exist: the Central Payment System and the Flexible Payment System, with different criteria and eligibility.

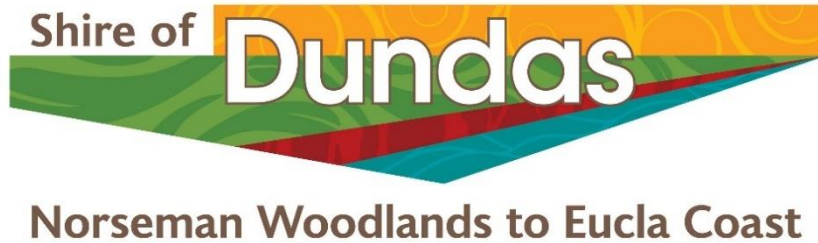
6. Rural Procedural Grants Program (not administered by Rural Health West):

- Provides a grant of \$2,000 per day to general practitioners practising unsupervised procedural and emergency medicine in rural and remote areas.
- Administered by the Royal Australian College of General Practitioners (RACGP) and the Australian College of Rural and Remote Medicine (ACRRM).

Overall, these grant programs provide valuable financial support to healthcare professionals working in remote areas, helping to offset the challenges associated with practicing in such locations and ultimately improving access to quality healthcare services for rural communities.

Item 10.3.11 New Council Committees and Draft Terms of Reference

Councillor WALGA Committee



Draft Terms of Reference

Shire of Dundas Councillor WALGA Committee

1. Introduction

The Shire of Dundas recognizes the importance of active engagement with the Western Australian Local Government Association (WALGA) to advance regional and remote council interests. To achieve this, the Shire of Dundas Councillor WALGA Committee is hereby established with the following Terms of Reference.

2. Purpose and Objectives

The primary purpose of the Shire of Dundas Councillor WALGA Committee is to establish key driving points that align with the Goldfields Voluntary Regional Organisation of Councils (GVROC) Regional Council agenda and further the interests of all regional and remote councils in Western Australia. The committee will work in close partnership with WALGA and engage with the annual AGM to submit items to the State Council.

3. Committee Composition

The committee shall be composed of the following members:

- Two (2) elected Shire of Dundas Councillors, who shall serve as chair of the committee.
- Additional representatives from the Shire of Dundas administration, as deemed necessary.
- External experts or consultants, as required, to provide specialized knowledge or guidance.

4. Roles and Responsibilities

4.1 Chair (Shire of Dundas Councillors)

- Provide leadership and direction to the committee.
- Represent the committee at GVROC and WALGA meetings as necessary.
- Facilitate communication between the committee and the Shire of Dundas Council.

4.2 Committee Members

- Actively participate in committee meetings and discussions.
- Contribute expertise and insights relevant to the committee's objectives.

- Assist in the development of key driving points and recommendations.
- Support the committee's engagement with the annual WALGA AGM.

4.3 External Experts or Consultants

- Provide specialized knowledge and advice as required.
- Attend committee meetings when their expertise is relevant to the agenda.

5. Meetings

The committee shall meet regularly, at a frequency to be determined by the chair, but no less than quarterly. Additional meetings may be convened as needed.

6. Reporting

The committee shall provide periodic updates to the Shire of Dundas Council on its activities and progress. These updates shall be made at Council meetings or through other suitable communication channels.

7. Annual AGM Engagement

The committee shall actively participate in the annual WALGA AGM to submit items to the State Council agenda. The chair shall represent the committee and the Shire of Dundas during this engagement.

8. Review and Amendments

These Terms of Reference may be reviewed and amended as necessary to ensure their continued relevance and effectiveness. Any proposed amendments shall be subject to approval by the Shire of Dundas Council.

9. Conclusion

The Shire of Dundas Councillor WALGA Committee is established to promote the interests of regional and remote councils in Western Australia through close collaboration with WALGA and alignment with the GVROC Regional Council agenda. This committee will play a pivotal role in advocating for key driving points that benefit our community and the broader regional council network.

[Date]

Approved by:

[Signature] [Signature]

Environmental and Community Health Committee



Norseman Woodlands to Eucla Coast

Draft Terms of Reference

Shire of Dundas Environmental and Community Health Committee

1. Introduction

The Shire of Dundas is dedicated to advancing environmental and community health within our region, guided by the newly adopted Strategic Community Plan for the next 10 years. Our vision for Dundas is rooted in four key themes: Diversity, Inclusivity, Sustainability, and Accountability. To further align with these themes and expand community involvement, the Shire of Dundas Environmental and Community Health Committee is hereby established with the following Terms of Reference.

2. Purpose and Objectives

The primary purpose of the Shire of Dundas Environmental and Community Health Committee is to provide guidance, expertise, and recommendations to promote and safeguard the environmental and community health of our region, in harmony with the values and objectives of the Strategic Community Plan. The committee's objectives include:

2.1. Diversity

- Advocating for the preservation and celebration of diverse ecosystems and natural environments within the Shire.
- Promoting community engagement that reflects the rich cultural and natural diversity of our region.
- Encouraging the protection and enhancement of biodiversity and ecological sustainability.

2.2. Inclusivity

- Ensuring that environmental and community health initiatives are accessible, equitable, and inclusive to all residents, including those from diverse backgrounds and abilities.
- Engaging the community in decision-making processes related to health and the environment.
- Cultivating partnerships with diverse stakeholders to address health and environmental challenges collectively.

2.3. Sustainability

- Championing sustainable practices that protect and enhance our natural resources while promoting community well-being, including mental and physical health.
- Supporting initiatives that prioritize responsible resource management and environmental conservation.
- Fostering resilience in the face of environmental challenges.

2.4. Accountability

- Monitoring and evaluating the progress and impact of environmental and community health initiatives.
- Upholding transparency in decision-making processes.
- Regularly reporting to the Shire of Dundas Council and the community on outcomes, recommendations, and actions taken.

3. Committee Composition

The committee shall be composed of the following members:

- Environmental experts, including ecologists and environmental scientists.
- Health professionals, such as public health experts, doctors, and mental health professionals.
- Community representatives with a vested interest in environmental and community health.
- Friends of the Norseman Cemetery representatives.
- Shire of Dundas Council representatives.
- Shire administration staff, as deemed necessary.

4. Roles and Responsibilities

4.1. Committee Members

- Actively participate in committee meetings and discussions.
- Contribute expertise and insights relevant to the committee's objectives.
- Support the development and implementation of initiatives aligned with the Strategic Community Plan.

4.2. Friends of the Norseman Cemetery Representatives

- Act as advocates for the preservation and enhancement of the Norseman Cemetery.
- Collaborate with the committee on projects related to cemetery upkeep and community engagement.

4.3. Shire Council Representatives

- Facilitate communication between the committee and the Shire of Dundas Council.
- Provide support, resources, and guidance to the committee.

4.4. Committee Chair

- Facilitate committee meetings and ensure the accomplishment of meeting agendas.
- Act as a liaison between the committee and the Shire Council.

5. Meetings

The committee shall meet regularly, at a frequency determined by the committee members but no less than quarterly. Additional meetings may be convened as needed.

6. Reporting

The committee shall provide regular reports to the Shire of Dundas Council on its activities, progress, and recommendations. These reports shall be used to inform decision-making and prioritize actions.

7. Review and Amendments

These Terms of Reference may be reviewed and amended as necessary to ensure alignment with the Strategic Community Plan and their effectiveness. Any proposed amendments shall be subject to approval by the Shire of Dundas Council.

8. Conclusion

The Shire of Dundas Environmental and Community Health Committee is established to advocate for environmental preservation, community well-being, inclusivity, and accountability. By working collaboratively with key stakeholders, including the Friends of the Norseman Cemetery, and adhering to the principles of our Strategic Community Plan, we aim to create a healthy, sustainable, and inclusive Dundas that benefits all its residents.

[Committee Chair]

[Shire of Dundas President or Representative]



Norseman Woodlands to Eucla Coast

Draft Terms of Reference

Shire of Dundas Local Business and Tourism Committee

1. Introduction

The Shire of Dundas is committed to promoting the economic development and sustainable growth of our region, with a particular focus on enhancing local businesses and tourism. To align with our newly adopted Strategic Community Plan for the next 10 years, which revolves around the key themes of Diversity, Inclusivity, Sustainability, and Accountability, the Shire of Dundas Local Business and Tourism Committee is hereby established with the following Terms of Reference.

2. Purpose and Objectives

The primary purpose of the Shire of Dundas Local Business and Tourism Committee is to support and drive initiatives that advance the economic prosperity of our region while upholding the values of our Strategic Community Plan. The committee's objectives include:

2.1. Diversity

- Encouraging a diverse range of businesses and tourism offerings within the Shire.
- Promoting and celebrating the unique cultural and natural diversity of our region.
- Fostering partnerships with diverse stakeholders to enhance economic opportunities.

2.2. Inclusivity

- Ensuring that business and tourism initiatives are accessible to all residents, visitors, and entrepreneurs.
- Promoting inclusivity in marketing and communication strategies.
- Supporting programs that provide opportunities for underrepresented groups in business and tourism.

2.3. Sustainability

- Promoting sustainable business practices and responsible tourism.
- Identifying and implementing environmentally friendly initiatives.
- Collaborating with stakeholders to protect and enhance our natural assets for future generations.

2.4. Accountability

- Monitoring and evaluating the performance and impact of local businesses and tourism activities.
- Ensuring transparency in decision-making processes.
- Reporting regularly to the Shire of Dundas Council and the community on progress and outcomes.

3. Committee Composition

The committee shall consist of the following members:

- Local business representatives (including small, medium, and large enterprises) from within the Shire of Dundas.
- Tourism industry experts, operators, and stakeholders.
- Shire of Dundas Council representatives.
- Community members with relevant expertise and passion for business and tourism.
- Shire administration staff, as deemed necessary.

4. Roles and Responsibilities

4.1. Committee Members

- Actively participate in committee meetings and discussions.
- Contribute expertise and insights relevant to the committee's objectives.
- Support the development and implementation of initiatives that align with the Strategic Community Plan.

4.2. Shire Council Representatives

- Facilitate communication between the committee and the Shire of Dundas Council.
- Provide support, resources, and guidance to the committee.

4.3. Committee Chair

- Facilitate committee meetings and ensure the accomplishment of meeting agendas.
- Act as a liaison between the committee and the Shire Council.

5. Meetings

The committee shall meet regularly, at a frequency determined by the committee members but no less than quarterly. Additional meetings may be convened as needed.

6. Reporting

The committee shall provide regular reports to the Shire of Dundas Council on its activities, progress, and recommendations. These reports shall be used to inform decision-making and prioritize actions.

7. Review and Amendments

These Terms of Reference may be reviewed and amended as necessary to ensure their alignment with the Strategic Community Plan and their effectiveness. Any proposed amendments shall be subject to approval by the Shire of Dundas Council.

8. Conclusion

The Shire of Dundas Local Business and Tourism Committee is established to drive economic growth, foster inclusivity, promote sustainability, and ensure accountability in our region's business and tourism sectors. By working together with key stakeholders and adhering to the principles of our Strategic Community Plan, we aim to create a thriving and vibrant Dundas that benefits all its residents and visitors.

10.3.14 Officers Reports

Works and Services Report

Manager of Works and Services: Barry Hemopo

TOWN WORKS

- Plumbing and solar lighting connected up to the toilets at the airstrip.
- Fencing at the airstrip has stopped for a time to let the ground dry out so machinery can carry on with the task.

- Planes in Monday, Tuesday, and every second Wednesday.
- Dog park septic tanks pumped out.
- Electrical testing and tagging completed.
- Fire extinguisher test and tagging completed.
- Grade Beacon Hill Look out road.
- Remove fallen tree and rubbish in laneway behind Town Hall.

- Barricade verandah at 95 Roberts Street (Vehicles have reversed into support poles.)
- Inspections of all parks.
- Grade golf course road.
- Clean up graffiti in front of administration building.
- Clean up rubbish that was pulled out of IGA bins and spread around the back access lane behind the administration building.
- Marks Park lighting has been replaced with LED lighting.
- Water line to Eucla town hall repaired by contractor.
- Repairs to rear door of Diggers ice cream shop.
- Install filtration system to waste water at the laundry.
- Repair water leak at Dodd House.
- Repair water leak at Welcome Park men's toilets.
- Remove fallen tree limb corner of Ramsay and Angove Street.
- Repair pothole in road outside the RV Park Mildura Street.
- Installation of Perspex windows to replace smashed glass windows on corner shop next to IGA.
- Pick up and clean IGA trolleys and return to IGA.
- Remove burnt out car from Mort Harslett.
- Fencing going up behind IGA for extra security at night.
- Installation of speed humps in laneway behind admin building and IGA.
- Reinstate flashing on roof at Men's Shed
- Repair water pipe leak on pipe going to airport.

GARDEN CREW

- Mow, snip and weed rear yard of Woodlands and garden beds.
- Mow and snip playgroup.
- Cleaning up storm drains ongoing.
- Ongoing rubbish being picked up around the community.
- Verge slashing continuing.
- Gardeners spraying aphids on roses,

- Mow snip John Street Park.
- Mow snip and weed Rotunda and Admin.

ROAD CREW

- Road crew now working in town with town crew.

PLANT

- Shire UD prime mover being utilised to tow IGA grocery trailer to Perth due to the IGA truck having mechanical issues.
- Iveco Powerstar (IGA) Prime mover in at Goldfields Truck power having mechanical repairs carried out. Should get truck back this week.
- SUV vehicle purchased for the Woodlands Centre, about 5 weeks away from receiving it.
- P347 IGA Forklift service carried out.
- P342 Ford Everest service carried out.
- P348 Postie bike front tyre flat new tube fitted.
- P324 Kubota Excavator engine oil and filters replaced.
- P283 Fuso truck service carried out.

Norseman Landfill

- Pump out number 1 holding tank to number 2 tank and onto the drying bed.
- Clean out rubbish catcher screen in the number 1 holding tank.
- Start cutting new slot for domestic waste.

OCCUPATIONAL SAFETY AND HEALTH

- Ongoing JHA and SWP procedures being added to our system.
- All crews carrying out Take 5 precheck start sheets before commencing work.
- Rectify faults found on the risk assessment audit to all machines (WIP)
- Fatigue Management in place for the drivers transporting the post and supplies.

BUILDING MAINTENANCE

- New gas stove fitted to 36 Angove Street by qualified plumber.
- Medical Centre renovation works completed.
- 139 Prinsep Street painting of interior walls and ceilings, new gutters to be fitted to exterior.

RANGER SERVICES

- Recreational Vehicle counts ongoing.
- Bromus/Dunda's rubbish run 2 x a week and inspections.
- 1 x monthly inspection of Hyden Road camping areas.
- Conduct security checks of all buildings 2 x a week at night.
- New trainee Ranger has started and working with the Ranger.
- Fire inspections around town.
- Dog and feral cat catching ongoing.

CEMETERY

- Cemetery sprayed and weeded.

MWS WORKING ITEMS

- Quote to have a hot water cylinder fitted into the IGA so staff can wash their hands and dishes.
- Fit M5 locks to Town Hall, Community Health, Playgroup and Sports Complex, these will be all fob keys to electronically open. \$10,373.00 to complete the task.
- Quote to connect water at Eucla Town Hall via our own connection has been requested.

SWIMMING POOL

- Lawns mowed.
- Pumps checked.

PRIVATE WORKS

- Quote sent to Pantoro to help with resheeting the jump up to Beacon Hill lookout.



Woodlands Cultural, Community & Visitor Centre Report

Reporting Officer: Tourism and Events-Margaret McEwan

Reporting Period: October - November 2023

Norseman Community Resource Course

Room Hire - 10

Digital Assistance - 8

TransWA Bookings - 6

Photocopying - 49

Printing - 33

Scanning/Email – 34

The CRC and Norseman Youth Services have collaborated to improve the Kidz Klub program, which takes place every other Saturday at the Woodlands Centre. The program is designed for children aged 6-12 and includes a morning craft activity, a healthy snack, and a movie.

In addition, a Tiny Tots Kids Club meets every Wednesday from 10 am to 11.30 am for children aged 0-5 years. The club offers a range of activities, including singing, reading, craft activities, and a healthy morning tea. The attendance for each session is usually around 15-20 people. Come along and join the fun!

<p>Services Australia 42 customers accessed Services Australia 42 self service 2 needed assistances with their claim 40 needed to be referred to a Services Australia Centre</p>	<p>Service Provider Visits Centrecare, Kalgoorlie – Financial Counselling. Centrecare, Esperance Carers WA Services Australia Aboriginal Family Legal Services</p>
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Upcoming Events

Evan Ayres in the Park, Wednesday 22nd November, 4.30pm – 8pm, Marks Park

Coolgardie Seniors Christmas Luncheon, 22nd November, 11am – 3pm, Kambalda Recreation Centre.

Community Markets 18th November 2023

Norseman Visitor Centre

From 18th October to the 15th November 2023, a total of seven hundred and seventy-two (772) patrons have been through the Woodlands Centre (excluding CRC customers).

RV Park receipts collected 17th October – 12th November \$7328.56. The VC team is encouraging tourists submit their receipts to show assist in capturing the tourism spend in Norseman.

Public Toilets in Norseman

The Shire has been required to close 24hour access to the Welcome Park, Phoenix Park and Norseman Town Toilets due to an increase in petty vandalism causing damage. Public toilets are open 8am - 4pm. Council will review the opening hours as it works to address the vandalism with community stakeholders.

Paint & Sip workshop







Services Australia & Aboriginal Family Legal Services Visit Norseman

Tiny Tots Picnic







Remembrance Day:







Youth & Recreation Services

Youth & Recreation Officer: Brad Turner

Period of reporting: 1st October 14th November 2023

Norseman Youth Centre Attendance and Activities

The Norseman Youth Centre has been bustling with activity throughout the last month, and extra busy with the school holidays.

The Youth Centre has had 840 visits during the reporting period.

The Youth Centre has been very busy the last month. The atmosphere has been calm and everybody getting along with each other well. There are a variety of activities and games to keep the kids both young and older entertained. Playing card games such as UNO and board games that include Monopoly and Chess.

Activities & Events

Blue Light Movie Night

Youth were treated to a movie night with a difference hosted by Norseman Police. The event was well attended with everyone having a good time, and enjoying hotdogs, popcorn and drinks.

Pizza Night:

The Youth Centre held a Pizza Night for the older youth, staying open until 9pm. This special treat for the older youth received good feedback and we will be making it a regular activity.

Card and Board Games:

The Youth Centre offered a wide range of card and board games to keep participants entertained and mentally engaged. Popular games included Uno, Monopoly, and Chess. These games encouraged social interaction and strategic thinking, and foster healthy competition, and resilience.

Friday Night Sports

Is being enjoyed with the warming weather making the activity much more enjoyable. We play a variety of games, basketball, cricket, even street hockey.

Swimming Pool

The children and youth are very pleased to see the Norseman Pool season commence. Working with the Pool Manager we have a number of activities planned for the season. Tourists also comment on the lovely facility, and what a relief it is to have a break from travelling. The zero cost to patrons ensures that the pool is accessible to all families, and has a number of health benefits encouraging healthy lifestyles. All patrons must abide by the pool rules, and for the most part people do so willingly.

I am working with Royal Lifesaving Australia to recommence the Swim4Fruit program that was so popular last year.

Upcoming Activities

- Movie & Games Night – 13–17-year-olds Norseman Youth Centre
- Trick or Treat at the Woodlands Centre: 31st October 2023
- Halloween Movie Night Friday 3rd November
- Tiny Tots Esperance Excursion November (day TBC)

Kids Klub-Tiny Tots

Tiny Tots for 0–5-year-olds is running each Wednesday Morning between 10-11.30. This month we have read a pirate story and created colourful octopuses. More and more children are attending. At the conclusion of the morning, we always finish off with a healthy snack. The Tiny Tots have a great time and so do the parents.

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The Norseman Youth Centre can support families to connect with family, children, and youth services. Parents and carers are welcome to speak to the Youth Officer if they have questions about what services are available. If you would like to speak to the Youth Officer, please contact the Shire of Dundas on 9039 1205.

Tai Chi

Our Tai Chi classes are being held every Friday afternoon from 1:30 to 2:30 pm through until December. We've had some participants join us already, which is great to see, but we encourage even more people to come and experience the gentle and relaxing energy of Tai Chi. Everyone over the age of eighteen is welcome to join.

Christmas Shopping Trip

The craft group enjoyed their annual Kalgoorlie Christmas shopping trip on Wednesday 15th November, with plenty of bargains to be had, and a great atmosphere created from the ladies.

We will be heading to the Seniors Christmas Luncheon held at Kambalda on the 22 November. The bus is now fully booked, and our seniors appreciate the Shire's support to assist them in attending.

Seniors Christmas Dinner 1st December

Mark it in your calendar the Senior's Christmas Dinner. Enjoy a fun evening, and delicious dinner. A small way the community says thank you to all the great work of seniors in our towns.