



Minutes
Ordinary Council Meeting
19th July 2016

MINUTES for the ORDINARY Meeting of the Council
held in the Council Chambers at the Shire
Administration Office – Prinsep Street Norseman on
the 19th July 2016 commencing at 6.00pm

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1 Declaration of Opening and Announcement of Visitors.

The Shire President welcomed all in attendance and declared the meeting open at 6:00pm.

This Council meeting is being held on the traditional lands of the Ngadju people and I wish to acknowledge them as traditional owners and pay my respects to their elders, past and present.

The Chief Executive Officer read aloud the disclaimer that is on the front page of the agenda.

The Shire President read aloud the following Affirmation of Civic Duty and Responsibility.

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

1.1 Attendance at meeting by Councillor AR (Rasa) Patupis

The Chief Executive Officer has been advised that Cr Patupis will be in Eucla, Western Australia when the meeting is held and has requested attendance by way of instantaneous telephone connection with other Councillors present at the meeting in accordance with Administration Regulation 14A.

Cr Patupis will be at 1 Eucla-Reid Road Eucla.

The Council must approve of the place that Cr Patupis is located as a "suitable place" that must be in a town site or other residential area and at least 150 kilometres from where the meeting is being held.

Recommendation

That Cr Patupis be permitted to attend this meeting by way of instantaneous telephone connection from Eucla Western Australia on the basis that she is in a "suitable place" for the purpose of Administration Regulation 14A.

Moved Cr Webb
Seconded Cr Vicensoni

Resolution

That Cr Patupis be permitted to attend this meeting by way of instantaneous telephone connection from Eucla Western Australia on the basis that she is in a "suitable place" for the purpose of Administration Regulation 14A.

Carried by: Simple Majority For 5 Against: 0

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

Financial Interests:

Nil

Proximity Interests:

Nil

Impartiality Interests:

Nil

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.

Nil

3 Record of Attendance of Councillors / Officers and Apologies.

Cr J Best	Shire President
Cr LW Webb	Deputy Shire President
Cr JEP Hogan	
Cr YH Vicensoni	
Cr AR Patupis	
Cr LG Bonza	
Doug Stead	Chief Executive Officer
Gihan Kohobange	Deputy Chief Executive Officer
Jon Fry	Manager of Works & Services
Pania Turner	Community Development Officer
Sonya Ellison	Senior Administration Officer

Public Gallery

Cynthia King, Neville King, Thimalka Silva, Simon Lyons, Greg Harvey.

4 Response to Previous Public Questions Taken on Notice.

Nil

5 Public Question Time.

Nil

6 Applications for Leave of Absence.

Nil

7 Confirmation of Minutes of Previous Meeting.

- 7.1 Minutes of the Ordinary Meeting of Council held on 21st June 2016 be confirmed as a true and accurate record.

Recommendation

That the minutes of the Ordinary Council Meeting held on 21st June 2016 be confirmed as a true and accurate record.

Moved Cr Webb
Seconded Cr Hogan

Background

Metals X (Avoca Mining Pty Ltd) are active in the region to the south of Norseman in the Mt Henry region and places further south.

The area covered by this application includes the Dundas Rock area as shown in papers relating.

Statutory Environment

The Mining Act 1978 (as amended)

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

The Shires' Strategic Plans encourages the development of business

The proposed development area impacts on Ngadju heritage sites as well as environmentally sensitive areas.

Consultation

Metals X, Works Manager, CDO, Cr L Webb.

Comment

Shire management is awaiting comment from Metals X. The Shire is entitled to lodge an objection to any development in this area.

Voting Requirements

Simple Majority

Officer Recommendation

That the Council of the Shire of Dundas lodge an objection to the granting of Prospecting licence 63/2065 on the basis of insufficient information on the treatment of environmental issues.

Moved Cr Bonza

Seconded Cr Webb

Resolution

That the Council of the Shire of Dundas lodge an objection to the granting of Prospecting licence 63/2065 on the basis of insufficient information on the treatment of environmental issues.

Carried by: Simple Majority

For: 4

Against 1

Cr Hogan is recorded as being against the motion.

10.2 Engineering and Works

Agenda Reference & Subject	
10.2.1 – Closure of Portion of Old Eyre Highway	
Location / Address	Shire of Dundas
File Reference	
Author	CEO
Date of Report	14 th July 2016
Disclosure of Interest	Nil

Summary

For the Council of the Shire of Dundas to consider and approve the closure of a portion of the Old Eyre Highway.

Background

The Shire has been approached by the Prendiville Group (owners of the BP franchise in Norseman), who are considering extending and improving their Service Station and Truck Parking area, to close off portion of the Old Eyre Highway between Roberts Street and the Railway Line to the East. The road to be closed is the section of the Old Eyre Highway between Lots 3 and 1755 in the land division of Dundas. Diagrams setting out the exact location are attached.

In terms of Delegation E11 – Road Closures the CEO has advertised this proposal for public comment and no objections were received. As the advertising period has now expired the CEO now submits the details to Council for formal consideration

In addition, the Prendiville Group are considering purchasing the land currently owned by South East Petroleum, to the south of the Old Eyre Highway and the closure and acquisition of the road in question, will enable them to achieve their objective.

Statutory Environment

Section 58 of the Land Administration Act, and Regulation 9 of the Land Administration Regulations 1988. Local Government Act 1995

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

The proposed increase in BP's operating area is likely to create additional employment in Norseman as well as meeting the objectives of the Shire's Strategic Planning.

Consultation

Works Manager

Comment

The Old Eyre Highway between Roberts Street and the Railway Line serves no purpose and the closing of this section of the road would not be prejudicial to the town.

Voting Requirements

Simple Majority

Officer Recommendation

That the council of the Shire of Dundas approve the closure of portion of the Old Eyre Highway between Roberts Street and the Railway line to the east.

Moved Cr Vicensoni
Seconded Cr Hogan

Resolution

That the council of the Shire of Dundas approve the closure of portion of the Old Eyre Highway between Roberts Street and the Railway line to the east.

Carried by: Simple Majority For: 5 Against 0

10.3 Members and Policy

Agenda Reference & Subject	
10.3.1 – Appointment of Authorised Officers	
Location / Address	Shire of Dundas
File Reference	LE.RE
Author	Chief Executive Officer
Date of Report	24 th June 2016
Disclosure of Interest	Nil

Summary

For Council to appoint authorised officers in relation to the Cat Act 2011, Cat Regulations 2012, Dog Act 1976 and Dog Regulations 2013.

Background

The Acts and Regulations outline the authorities required to undertake matters in relation to these Acts and as a result the Shires officers required to undertake those duties need to be appointed/authorised by the Council.

Statutory Environment

- Cat Act 2011
- Cat Regulations 2012
- Dog Act 1976
- Dog Regulations 2013

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Consultation

Deputy CEO

Comment

It is appropriate to authorise officers to reflect changes in legislative requirements set out by the Cat Act 2011, Cat Regulation 2012, Dog Act 1976 and Dog Regulations 2013.

Voting Requirements

Simple majority

Officer Recommendation

That the Shire of Dundas appoint the following as:

- 1 Registration Officers for the Shire of Dundas pursuant to the Cat Act 2011, Cat Regulations 2012, Dog Act 1976 and Dog Regulations 2013:
 - Renee Petersen
 - Tracy Dixon
- 2 Advertise the notice of appointments

Moved Cr Webb
Seconded Cr Vicensoni

Resolution

That the Shire of Dundas appoint the following as:

- 1 Registration Officers for the Shire of Dundas pursuant to the Cat Act 2011, Cat Regulations 2012, Dog Act 1976 and Dog Regulations 2013:
 - Renee Petersen
 - Tracy Dixon
- 2 Advertise the notice of appointments

Carried by: Simple Majority For: 5 Against 0

Agenda Reference & Subject	
10.3.2 – Policy Review	
Location / Address	Shire of Dundas
File Reference	CM.PO.1
Author	Doug Stead – CEO
Date of Report	12 th July 2016
Disclosure of Interest	Nil

Summary

For the Council of the Shire of Dundas to undertake a review of the Shire of Dundas Policy Manual.

Background

The Policy Manual was previously reviewed and adopted by the Council at its ordinary meeting held in May 2015.

Statutory Environment

There is no statutory requirement to review the policy manual, however it is considered good management practice to undertake a review every year.

Policy Implications

Policy review.

Financial Implications

Nil

Strategic Implications

The policies have been assessed in relation to their implications to the Strategic Community Plan and there do not appear to be any inconsistencies or conflicts.

Consultation

Deputy CEO, Manager of Works, Community Development Officer.

Comment

There have been no amendments to intent, however there have been some changes in wording to improve clarity. There are several new policies to line up with current practice.

The following policies are either new policies or have been amended:

Policy A.5 – Records Management; has been rewritten in keeping with new records management processes.

Policy A.6 – Flags; this is a new policy

Policy A.7 – Rates Incentive Prize; additional comment to improve transparency.

Policy F.2 – Corporate Credit Cards; additional line items to improve internal controls and transparency in use of credit cards.

Policy F.3 – Purchasing policy; several amendments to line up with “best practice” initiatives.

Policy F.4 – Petty Cash; a new policy to document correct procedure.

Policy F.5 – Rates Recovery; sets out new procedures regarding collection of outstanding debts, including rates debtors.

Policy F.6 – Insurance; change of wording

Policy F.7 – Accounting; minor changes in wording plus deletion of obsolete methods of valuation of assets and inclusion of Works Manager as an additional cheque signatory.

Policy HR.2 – Travel & Accommodation allowances; wording strengthened.

Policy HR.4 – Occupational Health and Safety; inclusion of section on bullying in the workplace.

Policy ST.3 – Removal expenses; minor change to value to keep pace with inflation, timing of payment.

Policy ST.4 – Uniforms; minor inflationary amendment to cost.

Policy ST.9 – Inclement Weather; new policy regarding payment vs annual leave option.

Policy C.3 – Recreation Facilities; Updated wording and deletion of items no longer applicable.

Policy M.3 – Public Question Time; minor updates to provide information on processes to be followed – copies to be left in Chambers for Visitors wishing to address council.

Policy T.1 – Bushfire Control; updated current contact information, deleted obsolete paragraphs

Policy T.12 – Refuse Collection Charges; deletion of paragraphs no longer practical.

Policy T.14 – Asset Management; inclusion of current practices.

Policy T.15 – Information Bay Advertising Signage; amended to cater for northern entry statement.

Voting Requirements

Simple Majority

Officer Recommendation

That the Council of the Shire of Dundas endorse and adopt the reviewed Policy Manual as included in the papers relating.

Moved Cr Webb
Seconded Cr Bonza

Resolution

That the Council of the Shire of Dundas endorse and adopt the reviewed Policy Manual as included in the papers relating.

Carried by: Simple Majority For: 5 Against 0

Agenda Reference & Subject	
10.3.3 – 2016 Financial Management Review	
Location / Address	Shire of Dundas
File Reference	FM.AD
Author	CEO
Date of Report	14 th July 2016
Disclosure of Interest	Nil

Summary

For the Council of the Shire of Dundas to adopt the recommendation of the Audit Committee for the 2016 Financial Management Review.

Background

The 2016 Financial Management report as required under regulation 5(2) of the Local Government (Financial Management) Regulations 1996 has been completed and referred to the Audit Committee for recommendation to the Council. Refer to Audit Committee report.

Statutory Environment

Local Government Act 1995

Policy Implications

Policy A.8 – Internal Audit and Risk Management policy

Financial Implications

The cost of the Review is covered in the 2015/16 Budget.

Strategic Implications

Nil

Consultation

CEO, DCEO

Comment

The Financial Management Review is a statutory report required to be undertaken at least every 4 years. The Audit Committee has been delegated to assess compliance and to report to Council.

Voting Requirements

Simple Majority

Officer Recommendation

That the Council of the Shire of Dundas adopt the 2016 Financial Management Review as recommended by the Audit Committee.

Moved Cr Vicensoni
Seconded Cr Hogan

Resolution

That the Council of the Shire of Dundas adopt the 2016 Financial Management Review as recommended by the Audit Committee.

Carried by: Simple Majority For: 5 Against 0

Agenda Reference & Subject	
10.3.4 – Officer’s Reports	
Location / Address	Shire of Dundas
File Reference	CM.PL.1
Author	CEO
Date of Report	14 th July 2016
Disclosure of Interest	Nil

Summary

For the Council of the Shire of Dundas to note the reports received from the CEO, Works Manager, Community Development Officer and the Youth Officer as included in the papers relating.

Background

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

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Consultation

WM, CDO, YO

Comment

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

Voting Requirements

Simple Majority

Officer Recommendation

That the Council of the Shire of Dundas note the reports of the CEO, Works Manager, Community Development Officer and Youth Officer.

Moved Cr Bonza
Seconded Cr Vicensoni

Resolution

That the Council of the Shire of Dundas note the reports of the CEO, Works Manager, Community Development Officer and Youth Officer.

Carried by: Simple Majority For: 5 Against 0

Agenda Reference & Subject	
10.3.5 – Record Keeping Procedures	
Location / Address	Shire of Dundas
File Reference	CM.PL.1
Author	CEO
Date of Report	14 th July 2016
Disclosure of Interest	Nil

Summary

For the Council of the Shire of Dundas to consider and adopt the Shire of Dundas Record Keeping Procedures as approved by the State Records.

Background

Shire management have been upgrading the shire's record keeping procedures and archiving. Councillors may recall that this matter was aired at earlier meetings, the RKP Manual represents the end of the upgrade. .

Statutory Environment

State Records Act 2000

Policy Implications

Policy 9 – Records Management

Financial Implications

Nil

Strategic Implications

Nil

Consultation

Shire staff, consultants, other shires.

Comment

State Records require that the Shire of Dundas formally adopt the Record Keeping Procedures as submitted.

Voting requirements

Simple majority

Officers Recommendation

That the Council of the Shire of Dundas adopt the Shire of Dundas Record Keeping Procedures.

Moved Cr Webb
Seconded Cr Hogan

Resolution:

That the Council of the Shire of Dundas adopt the Shire of Dundas Record Keeping Procedures.

Carried by: Simple Majority For: 5 Against 0

10.4 Administration, Finance and Community Service

Agenda Reference & Subject	
10.4.1 – Accounts Paid 01.06.2016 to 30.06.2016	
Location / Address	Shire of Dundas
File Reference	FM.CR
Author	Senior Administration Officer
Date of Report	12/07/2016
Disclosure of Interest	Nil

Trust Cheques

Chq/EFT	Date	Name	Description	Amount
508	28/06/2016	Shire of Dundas	CLEARING OF TRUST LEDGER 2015/16	67640.50

509	30/06/2016	Shire of Dundas Petty Cash	RECOUP TO PETTY CASH	100.00
				67740.50

Municipal Cheques

Cheque	Date	Name	Description	Amount
26138	10/06/2016	Horizon Power	Street Lights 01.12.15 - 31.12.15	8757.51
26139	10/06/2016	Telstra Corporation Limited	ADSL 20.05.16 - 19.06.16	59.95
26140	10/06/2016	Water Corporation	Various Water Accounts (01.05.16 - 30.06.16)	9196.09
26141	22/06/2016	Horizon Power	Construction Costs for 104 Prinsep - 3 Phase Connection Street Lights 01.05.2016 – 31.05.2016	50483.84
26142	22/06/2016	Telstra Corporation Limited	Various Telephone Accounts 05.06.16 - 04.07.16	1462.88
26144	30/06/2016	Shire of Dundas Petty Cash	Recoup to petty cash 26.05.16 - 30.06.16	321.10
				70281.37

Municipal Account EFT's

EFT	Date	Name	Description	Amount
EFT599	02/06/2016	Records Archives Historical Management	Record Keeping Plan - Review Document	4889.50
EFT600	10/06/2016	Australasian Performing Right Association Limited	Licence Renewal Fees (01.04.16 - 30.06.16)	192.92
EFT601	10/06/2016	J Best	Claim (Council Meeting, Budget Meeting (17.5.16) & (GVROC)	443.00
EFT602	10/06/2016	BITUTEK PTY LTD	Supply & Lay 10mm/50 Blow Asphalt	32227.97
EFT603	10/06/2016	Laurene Bonza	Claim (Council Meeting & Budget Meeting 17.05.16)	240.00
EFT604	10/06/2016	Courier Australia	Freight (online b/e & Classic b/b)	122.29
EFT605	10/06/2016	Child Support Agency	Payroll deductions	250.00
EFT606	10/06/2016	Child Support	Payroll deductions	103.04
EFT607	10/06/2016	Contek Civil	p6 Telstra Lid x2	105.60
EFT608	10/06/2016	Shire of Dundas Municipal Fund	Payroll deductions	550.00
EFT609	10/06/2016	Esperance Rural Supplies	Pre-Filters x4	4.22
EFT610	10/06/2016	Threat Protect	Alarm Monitoring (01.06.16 - 30.06.16)	148.27
EFT611	10/06/2016	JEP Hogan	Claim (Budget Meeting 17.05.16)	80.00
EFT612	10/06/2016	JR & A Hersey Pty Ltd	Cable Ties, Ink Marker, Funnel, Pruner & Puncture Kit	225.22
EFT613	10/06/2016	Hornsey Plumbing & Gasfitting	Supply & Install new RPZ @ Town Hall	2540.00
EFT614	10/06/2016	Institute of Public Works Engineering Australasia Limited	NAMS Plus Subscription Fee 01.01.17 - 30.06.17	368.50
EFT615	10/06/2016	Jason Signmakers	14x Do not overtake signs	204.05
EFT616	10/06/2016	Kulbardi Hill Consulting	Second progress payment for Visitor Site Development plan 30% upon submission for Draft Report	26301.00

EFT617	10/06/2016	Star Track Credit	Freight (jasman, secure computing & jason signs)	3018.29
EFT618	10/06/2016	Powerplant Motorcycles Pty Ltd	Service & Check Whipper Snipper FS130	219.25
EFT619	10/06/2016	Rasa Patupis	Claim (Council Meeting & Budget Meeting)	552.00
EFT620	10/06/2016	Leonard John Rowe	Submersible Water Pump	150.00
EFT621	10/06/2016	YH Vicensoni	Claim (Budget Meeting 17.05.16)	80.00
EFT622	10/06/2016	LW Webb	Claim (Council Meeting & Budget Meeting 17.05.16)	240.00
EFT623	14/06/2016	Midland Toyota	Purchase 1 x 2016 Toyota Coaster Bus	90663.88
EFT624	22/06/2016	Australian Taxation Office	BAS (May 2016)	8376.00
EFT625	22/06/2016	Butler Settineri (Audit) Pty Ltd	Interim Fee in Relation to the Financial Management Review	2750.00
EFT626	22/06/2016	BOC Limited	Container Service Fee (28.4.16 - 28.5.16)	44.87
EFT627	22/06/2016	Cuten Guneder Machinery	Working hyden Road - Truck Hire 172Hrs & Travel 28Hrs 02.05.16 - 31.05.16	15880.00
EFT628	22/06/2016	The Civil Group	Norseman Airfield Upgrade - Claim 23.03.16 - 31.05.16	12046.52
EFT629	22/06/2016	Records & Information Management Professionals Australasia	Conference - Information Management 11.06.16 - 14.06.16 for Monique Guest	2090.00
EFT630	22/06/2016	Dallcon	Supply & Deliver 16x 600mm Limestone L Pattern blocks to site	8059.70
EFT631	22/06/2016	Esperance Earthworks Pty Ltd	Push Gravel Pit 8, Travel, Meals & Accommodation 05.05.16 - 17.05.16	31998.45
EFT632	22/06/2016	Eastman Poletti Sherwood Pty Ltd	Schematic Design & Site Visit	10395.00
EFT633	22/06/2016	Department of Fire & Emergency Services	ESL (May 2016)	702.30
EFT634	22/06/2016	Goldfields Locksmiths	20x ABUS Padlocks	314.00
EFT635	22/06/2016	Jason Signmakers	500x Durapost Steel and 5x Droppers	11505.30
EFT636	22/06/2016	Leslie Schultz	Support Ngadju to Attend the National Language Conference 16-18/06/2016	750.00
EFT637	22/06/2016	Moore Moves Dance Academy	Dance Classes for the 08.05.2016 & 22.05.2016	600.00
EFT638	22/06/2016	Norseman Eyre Motel	Accommodation & Meals for 2x Bell Fire Equipment Guests 17.5.16 - 18.5.16, Accommodation for Chambers & Lange 26.05.2016	985.00
EFT639	22/06/2016	Shenton Pumps	Repairs to Wave 300	2959.03
EFT640	22/06/2016	South East Petroleum	7000L DIESEL, Diesel & Unleaded Purchases 22.04.16 – 30.05.16	9892.98
EFT641	22/06/2016	Soil Water Consultants	Biannual Wastewater & Groundwater Sampling & Reporting - Round 2	7219.59
EFT642	22/06/2016	UCI	Risefit, Sil Pole&Leg, Square Top	660.00
EFT643	29/06/2016	Eucla Motor Hotel	Accommodation, Meals x4 & Fuel	716.02
EFT644	29/06/2016	Australia Post	Postage & Freight 10.05.2016 - 30.05.2016	248.06

EFT645	29/06/2016	Advertiser Print	20x Tip Books, 500x Tip Pass & 2000x DL Window Envelopes	711.00
EFT646	29/06/2016	ARCHIVEWISE	Storage of Rate and Minute Books (new & old)	151.68
EFT647	29/06/2016	Officemax	Various stationery items	369.66
EFT648	29/06/2016	J Best	Presidents Allowance 4 of 4 (April - June)	3000.00
EFT649	29/06/2016	BP Norseman	Unleaded & Diesel Fuel Purchases 02.05.16 - 31.05.16	821.21
EFT650	29/06/2016	Stephen Bowyer	Utilities Allowance as per Contract	1000.00
EFT651	29/06/2016	Courier Australia	Freight (UCI)	150.83
EFT652	29/06/2016	Dallcon	Supply & Deliver 600mm X 2.4m L-Block Finished Limestone	5689.20
EFT653	29/06/2016	Sonya Ellison	Utilities Allowance as per letter 26.09.2013	1000.00
EFT654	29/06/2016	Esperance Freight Lines	Freight (fencemaker)	385.00
EFT655	29/06/2016	Esperance Motor Group Pty Ltd	Carry out 36mth/60'000km Service	630.19
EFT656	29/06/2016	Elite Gym Hire	Hire of Lat Pull Down, Curl Station, Bench Press, FID Bench, Squal Rack, Multi Functional Trainer & Barbells (12.06.16 - 12.07.16) Hire of Treadmill, bike & cross trainer (12.06.16 - 12.07.16)	1231.35
EFT657	29/06/2016	Esperance Treated Timbers	Strainers 150x 125.150mmX2.4m and Rails 40x 125.150mmX3.6m	3560.90
EFT658	29/06/2016	Electrics With Style	Rectify power in Daycare Center	264.00
EFT659	29/06/2016	P & L Hogan Transport Services	1x 45kg LPG Supplied to Jon Fry at 11 Roberts	157.00
EFT660	29/06/2016	FAJ IT Services Unit Trust	Monthly Service Agreement (june 2016)	2548.18
EFT661	29/06/2016	Kambalda Junior Football Club	Kidsport 2016 Junior Football Registration x15	1500.00
EFT662	29/06/2016	Landgate	Mining Tenement Schedule M2016/5 - 08.04.16 - 10.05.16	52.50
EFT663	29/06/2016	Leonora Motor Inn	In Room Dinner Service for Margaret McEwan 04.06.2016	19.00
EFT664	29/06/2016	Moore Stephens (WA) Pty Ltd	Management Reporting Workshop 19.05.2016 & Financial Reporting Workshop 20.05.2016 - for Gihan	2090.00
EFT665	29/06/2016	Marketforce	Differential Rates 2016-17	475.29
EFT666	29/06/2016	Norseman News & Health	Assorted Stationery Items	599.10
EFT667	29/06/2016	Norseman IGA	Various Goods 02.05.16 - 31.05.16	393.29
EFT668	29/06/2016	Norseman Community Resource Centre	Printing of the Norseman Today Vol32 No5 420x Copies	2520.00
EFT669	29/06/2016	Navman Wireless Australia Pty Ltd	Monthly Satellite Service 05.06.16 - 04.07.16	65.89
EFT670	29/06/2016	Novus Auto Glass Esperance	Supply & Fit Windscreen to Nissan Navara	350.00
EFT671	29/06/2016	Norseman General Practice	Pre-Employment Medical for Renee Peterson	132.00

EFT672	29/06/2016	Online Business eSystems	1x Network Switch & 2x 3m Network Cables	154.00
EFT673	29/06/2016	South Coast Foodservice	4x Ctns Garbage Bags 120L Black	303.60
EFT674	29/06/2016	Signet Pty Ltd	Line Marking Paint White 500gm X60	525.58
EFT675	29/06/2016	Telford Industries	May 2016 IBC Hire	136.40
EFT676	29/06/2016	TL Engineering	Toolbox Westrac Style x1	2695.00
EFT677	29/06/2016	IT Vision	Out of Hours Upgrade	2009.70
EFT678	29/06/2016	LW Webb	Deputy President Allowance 3 of 3 (april - june)	750.00
EFT679	29/06/2016	Bob Waddell Consultant	Assistance with 2016/17 Annual Budget & Trust Balancing	396.00
EFT680	29/06/2016	Child Support Agency	Payroll deductions	500.00
EFT681	29/06/2016	Child Support	Payroll deductions	215.32
EFT682	29/06/2016	Shire of Dundas Municipal Fund	Payroll deductions	1100.00
EFT683	30/06/2016	Wilson's Diesel & Auto Repairs	Carry out 3000hr Service, Replace Tyres x4, Replace Fluids and Filters, Repair Headlights, Dismantle loader tyre, replace blown hydraulic hose on loader, supply & fit tyres to Prado, Carry out 40,000km service on tip truck	18421.75
3625	30/06/2016	Pania Turner & Margaret McEwan	Meal & Incidentals allowance 3-6 June 2016 (P Turner & M McEwan) Leonora Golden Gift weekend	1037.60
3638	30/06/2016	Renee Peterson	Flights - R Petersen 3rd & 9th July 2016 (Department of Transport training)	518.00
PAY	14/06/2016	Shire of Dundas	Payroll 01.06.2016 – 14.06.2016	53206.06
3649	22/06/2016	Tracy Dixon	BPay to QANTAS - Flights for Tracy Dixon 10th & 16th July 2016 (Department of Transport training)	518.00
3650	22/06/2016	Kilima (WA) Pty Ltd	Transfer to Kilima (WA) Pty Ltd - Norseman CRC Rent and bond for 81 Roberts Street	2713.32
3652	22/06/2016	Norseman Hardware	Norseman Hardware - Various items 02.05.16 - 28.05.16	1023.78
3652	22/06/2016	Shire of Dundas	Norseman Hardware – Rates Payment 85 Roberts	1493.03
PAY	28/06/2016	Shire of Dundas	Payroll 15.06.2016 – 28.06.2016	53411.12
				463,107.35

Municipal Account Direct Debts

Chq/EFT	Date	Name	Description	Amount
3623	01/06/2016	ANZ Bank	Merchant fees	173.08
3624	02/06/2016	ANZ Bank	Overdrawn fee (Licensing account)	2.09
3639	10/06/2016	MacQuarie	Gym leased equipment	599.50
3645	15/06/2016	Investec	Photocopiers lease payment (May 2016)	4164.28
DD8951	09.06.2016	ClickSuper	Superannuation 18.05.2016 – 31.05.2016	12553.26
3665	29/06/2016	ANZ Bank	Overdrawn fee (Licensing account)	37.70
DD8961	20/06/2016	ClickSuper	Superannuation 01.06.2016 – 14.06.2016	13181.82
3611	23/05/2016	ANZ Bank	Overdrawn fee (Licensing account)	37.70

DD8974	30/06/2016	Click Super	Superannuation 15.06.2016 – 28.06.2016	12747.88
				43497.31

Municipal Account Credit Cards

Chq/EFT	Date	Name	Description	Amount
		Chief Executive Officer	Expenses 22/04/2016 – 22/05/2015: Esperance Express 21.04.2016 - Stationery Items, BP Balladonia 18.05.2016 – Food & Coffee, Kalgoorlie-Boulder Chamber of Commerce 29.04.2016 – Women’s Leadership Forum for the 30 th July	1090.80
		Deputy Chief Executive Officer	Expenses 22/04/2016 – 22/05/2015: Fremantle Village 26.04.2016 - Accommodation for Stephen Bowyer 26.04.16-28.04.16 Fremantle Village 26.04.2016 – Accommodation for Thomas Ellison 26.04.16 – 28.04.16 Netregistry 28.04.2016 – Renewal of Dundas.wa.gov.au for 2 years Biggest Morning Tea – Purchase of Tea Mugs x10 02.05.2016 Biggest Morning Tea – Purchase of tea Mugs x10 02.05.2016 Position Partners – Clean and Calibration of David White 3110-GR Laser & WILD NA05 05.05.2016 Leonora Motor Inn – Accommodation & Meals for Pania Turner & Lynn Webb 05.05.16 – 06.05.16 Qantas - Flights for Gihan to Perth 18.05.16 & 20.05.16 Australian War Memorial – Flanders Red Poppies x20 16.05.2016 Swan Taxis – Taxi Fare for Gihan 18.05.2016	2751.74
		ANZ Bank	Credit card fee	41.73
				3884.27

Summary of account totals

Trust Cheques	\$67,740.50
Municipal Cheques	\$70,281.37
Municipal EFT's	\$463,107.35
Municipal Direct Debit's	\$43,497.31
Municipal Credit Cards	\$3,884.27
Grand total for June 2016	\$648,510.80

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas monthly accounts paid from 01.06.2016 to 30.06.2016 be noted.

Moved Cr Vicensoni
Seconded Cr Hogan

Resolution

That the Shire of Dundas monthly accounts paid from 01.06.2016 to 30.06.2016 be noted.

Carried by: Simple Majority For: 5 Against 0

Agenda Reference & Subject	
10.4.2 – Financial Statements for the Periods Ending 30.06.2016	
Location / Address	Shire of Dundas
File Reference	FM.FI
Author	Deputy CEO
Date of Report	14.07.2016
Disclosure of Interest	Nil

Officer Recommendation

That the Shire of Dundas Financial Statements for the periods ending 30.06.2016 be accepted.

Moved Cr Webb
Seconded Cr: Vicensoni

Resolution

That the Shire of Dundas Financial Statements for the periods ending 30.06.2016 be accepted.

Carried by: Simple Majority For: 5 Against 0

Agenda Reference & Subject	
10.4.3 – CRC Management Report & Financial Statements to 30.06.2016	
Location / Address	Shire of Dundas
File Reference	CS.SP.8
Author	Deputy CEO
Date of Report	14.07.2016
Disclosure of Interest	Nil

Norseman Community Resource Centre



**Management Report & Monthly Statement of Financial Activity
For the period ending 30.06.2016**

Officer Recommendation

That the Norseman Community Resource Centre Management Report and Financial Statements for the period ending 30.06.2016 be accepted.

Moved Cr Vicensoni
Seconded Cr Webb

Resolution

Carried by: Simple Majority For: 5 Against 0

Agenda Reference & Subject	
10.4.4 – 2016/17 Budget (Statutory Format)	
Location / Address	Shire of Dundas
File Reference	FM.BU.16.17
Author	CEO
Date of Report	14 th July 2016
Disclosure of Interest	Nil

Summary

For the Council of the Shire of Dundas to consider and adopt the final budget for 2016/17 in the statutory format

Background

Council will recall that the draft 2016/17 budget was approved at the June 2016 meeting. The 2016/17 budget has now been submitted in the statutory format (which is the format required by legislation). There have been no material changes to the approved (working budget) submitted earlier.

Statutory Environment

Section 6.2 of the Local Government Act 1995 requires that a local government is to adopt a budget by the 31st August unless extended by the Minister.

Policy Implications

Council policies have been considered whilst formulating the 2016/17 draft document.

Financial Implications

The budget formulates the income and expenditure program for both operating and capital works for the Shire of Dundas for the next 12 months.

Strategic Implications

The Council's Strategic Community Plan, Corporate Business Plan and Long Term Financial Plan have been considered in formulating the 2016/17 draft budget to ensure that strategic directions were being reflected.

Consultation

Councillors; DCEO, Manager of Works, Project Manager, senior admin officer, and the Community Development Officer.

Comment

Council will be asked to adopt the statutory version of the detailed budget already approved.

Voting Requirements

Absolute Majority

Officer Recommendation

That the Council of the Shire of Dundas, acting pursuant to the provisions of section 6.2 of the Local Government Act 1995 and Part 3 of the Local Government (Financial Management) Regulations 1996, adopt the following:

1. **Municipal Fund Budget as contained in Papers Relating 10.4.4 of this agenda which include the following:**
 - **Statement of Comprehensive Income by Nature and Type on page 2 showing a net result for the year of \$ 2,074,130.**
 - **Statement of Comprehensive Income by Program on page 3-4 showing a net result for the year of \$ 2,074,130.**
 - **Statement of Cash Flow on page 5.**
 - **Rate Setting Statement on page 6 showing an amount of \$1,988,447 that would have to be raised from rates.**
 - **Notes to and forming part of the Budget on pages 7-33**
 - **Transfers to/from Reserves on page 29**
2. **Elected Members Fees and Allowances**
 - **President's Allowance \$12,000 per annum**
 - **Deputy President \$ 3,000 per annum**
 - **Sitting Fee \$ 160 per Council meeting**
 - **Other committee meetings \$80 per meeting**

Moved Cr Webb
 Seconded Cr Vicensoni

Resolution

That the Council of the Shire of Dundas, acting pursuant to the provisions of section 6.2 of the Local Government Act 1995 and Part 3 of the Local Government (Financial Management) Regulations 1996, adopt the following:

1. **Municipal Fund Budget as contained in Papers Relating 10.4.4 of this agenda which include the following:**
 - **Statement of Comprehensive Income by Nature and Type on page 2 showing a net result for the year of \$ 2,074,130.**
 - **Statement of Comprehensive Income by Program on page 3-4 showing a net result for the year of \$ 2,074,130.**
 - **Statement of Cash Flow on page 5.**
 - **Rate Setting Statement on page 6 showing an amount of \$1,988,447 that would have to be raised from rates.**
 - **Notes to and forming part of the Budget on pages 7-33**
 - **Transfers to/from Reserves on page 29**
2. **Elected Members Fees and Allowances**
 - **President's Allowance \$12,000 per annum**
 - **Deputy President \$ 3,000 per annum**
 - **Sitting Fee \$ 160 per Council meeting**
 - **Other committee meetings \$80 per meeting**

Carried by: Absolute Majority For: 5 Against 0

11 Elected Members Motions of Which Previous Notice Has Been Given

Nil

12 New Business of an Urgent Nature Introduced by the President or by a decision of the Meeting

Nil

13 Next Meeting

The next Ordinary Meeting of the Council is scheduled to be held on the 16th August 2016.

14 Closure of Meeting

There being no further business the Shire President thanked all those in attendance and declared the meeting closed at 7:42pm.