



Minutes Certification

I certify that the Minutes of the 23rd July 2019 Ordinary Council Meeting were presented to the Council and confirmed at the 24th August 2019 Ordinary Council Meeting.

A handwritten signature in black ink, appearing to be "L Bonza", is written above a horizontal line.

Cr L Bonza
President



**Minutes of
Ordinary Council Meeting
23rd July 2019**

A small, handwritten signature in black ink, located in the bottom right corner of the page.

MINUTES of the ORDINARY Meeting of the Council
held in the Council Chambers at the Shire
Administration Office – Prinsep Street Norseman on
the 23rd July 2019 commencing at 4:30pm

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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 4:47pm.

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

The Shire of Dundas recognises the Ngadju and Mirning People 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.

1.1 Attendance at meeting by Councillor AR Patupis.

The Shire President has been advised that Cr Patupis will be in Esperance, Western Australia when the meeting is held and have 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 Lot 1/11 Mile Beach Road, Esperance, Western Australia, 6450.

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 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 Esperance, Western Australia, on the basis that she is in a "suitable place" for the purpose of Administration Regulation 14A.

Moved: Cr Hogan

Seconded: Cr Warner

Resolution

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

Carried by: Absolute Majority

For: 4

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 LG Bonza	Shire President
Cr AR Patupis	Deputy Shire President
Cr JEP Hogan	
Cr SM Warner	
Cr VL Wyatt	
Peter Fitchat	Chief Executive Officer
Gihan Kohobange	Deputy Chief Executive Officer
Pania Turner	Manager of Community Development
Joe Hodges	Manager of Works and Services
Maria Crawford	Senior Administration Officer
Tracy Dixon	Administration Officer

4 Applications for Leave of Absence.

Nil

5 Response to Previous Public Questions Taken on Notice.

Nil

6 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.

In accordance with Regulation 6 of the Local Government (Administration) Regulations 1996, the minimum time allowed for Public Question Time is 15 minutes.

A member of the public who raises a question during Question Time is to state his or her name and address.

Nil

7 Confirmation of Minutes of Previous Meeting.**7.1 Ordinary Meeting 18th June 2019.**

Minutes of the Ordinary Meeting of Council held on 18th June 2019 be confirmed as a true and accurate record.

Recommendation

That the minutes of the Ordinary Council Meeting held on 18th June 2019 be confirmed as a true and accurate record

Moved Cr: Hogan
Seconded Cr: Patupis

Resolution

That the minutes of the Ordinary Council Meeting held on 18th June 2019 be confirmed as a true and accurate record

Carried by: Simple Majority

For: 5

Against: 0

7.2 Special Meeting 27th June 2019

Minutes of the Ordinary Meeting of Council held on 27th June 2019 be confirmed as a true and accurate record.

Recommendation

That the minutes of the Ordinary Council Meeting held on 27th June 2019 be confirmed as a true and accurate record

Moved Cr: Warner

Seconded Cr: Wyatt

Resolution

That the minutes of the Ordinary Council Meeting held on 27th June 2019 be confirmed as a true and accurate record

Carried by: Simple Majority

For: 5

Against: 0

8 Petitions, Deputations or Presentations.

Paul Androvic from Pantoro introduced himself and gave a brief update of the company's progress.

8.1 Reports of Committees

8.1.1 GVROC – Cr Bonza

As included in Papers Relating

8.1.2 WALGA – Cr Bonza/Cr Patupis

As included in Papers Relating

8.1.3 Woodlands Centre Construction Project – Cr Wyatt/Cr Warner

As included in Papers Relating

8.1.4 Regional Roads Group – Cr Bonza/Cr Wyatt

Next meeting November, date to be confirmed.

8.1.5 Roadwise – Cr Wyatt/Cr Warner

Next meeting August, date to be confirmed.

9 Announcements by Presiding Member without Discussion.

President welcomed the new Senior Administration Officer, Maria Crawford.

10 Reports of Officers.

10.1 Planning, Development, Health and Building

Agenda Reference & Subject	
10.1.1 – Container Deposit Scheme Infrastructure – Planning Policy	
Location / Address	Shire of Dundas
File Reference	WM.SP.1
Author	Richard Brookes
Date of Report	9 th July 2019
Disclosure of Interest	Nil

Summary

For the Council to consider the adoption of a town planning scheme policy to address some of the issues relating to the proposed container deposit scheme and associated infrastructure.

Background

The WALGA has written to the Shire in relation to the proposed WA Container Deposit Scheme which is expected to commence in March 2010.

The Western Australian Government is implementing a Container Deposit Scheme (CDS) to complement existing kerbside recycling services. The CDS provides for a refund to be paid to any person who returns an eligible beverage container through the scheme. The CDS operates by the return of containers via various container return points. In the context of the position statement, the return points are referred to as CDS infrastructure. The CDS is not intended to collect normal household waste.

The role of planning in the implementation of the CDS is to ensure that the infrastructure required to facilitate the scheme is established in appropriate locations.

The Western Australian Planning Commission (WAPC) has prepared a position statement in order to minimise the number of issues that have been raised relating to planning approvals in other states. A copy of the letter from WALGA is included in the papers relating.

Statutory Environment

Planning and Development Act 2005

Planning and Development Regulations 2009

Planning and Development (local planning scheme) Regulations 2015

Shire of Dundas Town Planning Scheme No 2

The container deposit scheme has not been legislated in WA yet

Policy Implications

The WALGA is encouraging local governments to consider the adoption of the Model Local Planning Policy as outlined in the WAPC position statement

Financial Implications

There are no financial implications for the Shire in relation to the adoption of a planning policy other than possibly some advertising and these costs could be accommodated in the existing planning/advertising budget

Strategic Implications

There are no strategic implication relating to the adoption of the local planning policy.

Consultation

WALGA, Liz Bushby (external planning consultant)

There is generally a public advertising process for the adoption of a planning policy

Comment

The Western Australian Planning Commission position statement emphasises the need for refund point operators to engage local government prior to submitting development applications.

There are broadly 5 types of CDS infrastructure

- Container collection cages
- In shop/ over the counter/ bag drop return points
- Reverse vending machines
- Container deposit recycling centres
- Large scale facilities

The proposed model local planning policy has been developed to address some of the issues in relation to the setting up of infrastructure to operate refund points for the proposed container deposit scheme. The draft policy purpose and objectives are as follows:

Purpose

To provide an exemption in accordance with Clause 61(1)(i) and (2)(e) of the Planning and Development (Local Planning Schemes) Regulations 2015 from the requirement to obtain development approval for container deposit scheme infrastructure proposals which satisfy minimum development standards.

Objectives

- *To ensure the location, design and siting of CDS infrastructure is complementary to the character, functionality and amenity of urban localities.*
- *To prevent negative impacts on local amenity from the operation of CDS infrastructure.*
- *To enable the timely, cost effective delivery of essential CDS infrastructure.*
- *To provide conveniently located infrastructure to ensure the CDS' effective reduction of litter, increased recycling and protection of the environment.*

A copy of the WAPC position statement and the Model Local Planning Policy (appendix 1) are included in the papers relating.

Where a local government resolves to adopt the model local planning policy provided at Appendix 1 without modification, pursuant to Schedule 2, Part 2, Clause 4(1) of the Regulations, the WAPC agrees that advertising of the proposed policy shall not be required.

The local government, prior to making a resolution to adopt the model local planning policy without modification and not advertise the policy, is required to notify the WAPC of its intention to do so, in accordance with Clause 4(1).

Where a local government determines to prepare a new local planning policy to deal with CDS infrastructure, or modify the model local planning policy provided, all requirements of Clause 4, including advertising, shall apply.

The model local planning policy does not address all the issues that the Council may encounter or have to consider, however it gives considerable guidance particularly in relation to container collection cages. The Council may need to consider a town planning scheme amendment in relation to the CDS the future.

Voting Requirements

Simple Majority

Officer Recommendation

That the Council notify its intention to the Western Australian Planning Commission and seek approval to adopt the Container Deposit Scheme Infrastructure - model local planning policy without modification.

Moved Cr: Wyatt
Seconded Cr: Hogan

Resolution

That the Council notify its intention to the Western Australian Planning Commission and seek approval to adopt the Container Deposit Scheme Infrastructure - model local planning policy without modification.

Carried by: Simple Majority

For: 5

Against: 0

10.2 Engineering and Works

Agenda Reference & Subject	
10.2.1 – Report to Main Roads on Prinsep Street	
Location / Address	Norseman
File Reference	RD.LI.1
Author	CEO
Date of Report	17 th July 2019
Disclosure of Interest	Nil

Summary

For the Council of the Shire of Dundas to lobby Main Roads WA (MRWA) to include Prinsep Street as a future Project.

Background

Council will be very aware of the volume of road trains travelling through town between Mt Henry operation, general trucking transport heading out along the Coolgardie-Esperance Highway and then the Eyre Highway to Eastern States and back, with more Mining activities being suggested and the increase of trucks along Prinsep Street, that forms Part of the Coolgardie-Esperance Highway.

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Consultation

Councillors
Works Manager
Main Roads (MRWA)
CEO

Comment

With the increase of the 24/7 trucking along Prinsep Street and the associated noise with heavy trucking transport, Councillors and the Community of Norseman would recommend this project, as tentatively discussed with our Councillors on the 13th June 2019.

That the project looks at the installation of sound barriers be considered and that the Community of Dundas Shire would like input on this design.

That this road be sealed with different product perhaps asphalt or a miro-seal after a surface correction is made to address the uneven surface contributing the additional noise level from truck driving on the current uneven surface.

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas Council delegate the CEO to write to MRWA to ensure that Prinsep Street gets included in their future projects, with the intention to reduce the noise level of trucks using this route and to address safety concerns along the whole length of Prinsep Street.

Moved Cr: Hogan
Seconded Cr: Wyatt

Resolution

That the Shire of Dundas Council delegate the CEO to write to MRWA to ensure that Prinsep Street gets included in their future projects, with the intention to reduce the noise level of trucks using this route and to address safety concerns along the whole length of Prinsep Street.

Carried by: Simple Majority

For: 5

Against: 0

10.3 Members and Policy

Agenda Reference & Subject	
10.3.1 – Receive the Information Bulletin	
Location / Address	Shire of Dundas
File Reference	CM.CI.2
Author	Peter Fitchat – Chief Executive Officer
Date of Report	2 nd July 2019
Disclosure of Interest	Nil

Summary

For Council to consider receiving the Information Bulletin for the period ending 25th June 2019.

Background

The Councillors' Information Bulletin for the period ending 25th June 2019 was completed and circulated to Councillors.

Statutory Environment

Local Government Act 1995

- Section 2.7(2) - Provides that Council is to oversee the allocation of local government finances and resources and to determine the local government policies.
- Section 3.1 – Provides that the general function of the local government is to provide for the good governance of persons in its district.

Policy Implications

Council has no policies in relation to this matter

Financial Implications

The recommendation of this report has no financial implications for Council.

Strategic Implications

Keeping Councillors informed in respect to matters impacting on their role as Councillor.

Consultation

Nil

Comment

The intent of the Councillors' Information Bulletin is to assist in providing Councillors with information relevant to their role as a Councillor.

Because of certain confidential elements in the contents of this document, it is not a public document, it is distributed to Councillors and senior staff only and is not for public release.

Voting Requirements

Simple Majority

Officer Recommendation

That Council receive the Councillors' Information Bulletin for the period ending 25th June 2019, as included in confidential papers relating.

Moved Cr: Warner
Seconded Cr: Hogan

Resolution

That Council receive the Councillors' Information Bulletin for the period ending 25th June 2019, as included in confidential papers relating.

Carried by: Simple Majority For: 5 Against: 0

10.4 Administration, Finance and Community Service

Agenda Reference & Subject	
10.4.1 – Accounts Paid 1/06/2019 to 30/06/2019	
Location / Address	Shire of Dundas
File Reference	FM.CR
Author	Accounts Payable Officer
Date of Report	11 th July 2019
Disclosure of Interest	Nil

Trust Payments

Chq/EFT	Date	Name	Description	Amount
EFT3854	14/06/2019	Department of Mines, Industry Regulation and Safety	Demolition Permit 1-19	56.65
EFT3855	14/06/2019	Shire of Dundas	Recoup Demolition Permit Commissions	5.00
				\$61.65

Municipal Cheques

Cheque	Date	Name	Description	Amount
				\$0.00

Municipal Account EFT's

EFT	Date	Name	Description	Amount
EFT3824	07/06/2019	Advertiser Print	Purchase 250x Business cards for MOW and 20x Rubbish disposal ticket books	509.00
EFT3825	07/06/2019	Officemax	Purchase 1x magnifier glass	22.89
EFT3826	07/06/2019	Carroll & Richardson - Flag world Pty Ltd	2x Aboriginal flags	287.50
EFT3827	07/06/2019	Elite Gym Hire	Hire of Weights 12.05.19 - 12.06.19 \$568.65 Hire of treadmill and cross trainer 12.05.19 – 12.06.19 \$442.70	1011.35
EFT3828	07/06/2019	Griffin Valuation Advisory	2019 Plant & Equipment Asset Valuations	6691.93
EFT3829	07/06/2019	Mega Phones	Connect telephone system to new SIP trunks on NBN system plus travel, meals and accommodation	1610.95

EFT3830	07/06/2019	Ngadju Native Title Aboriginal Corporation	Heritage Survey (Gravel pits, Hyden Rd) Remaining 50% of total cost	28170.08
EFT3831	07/06/2019	Online Business Equipment	Monthly Service Agreement No17649	71.50
EFT3832	07/06/2019	E & MJ Rosher	Purchase blades and spring plates for Kubota Tractor	1571.76
EFT3833	07/06/2019	South Coast Foodservice	Purchase 96 Rolls of Hand Towel	285.12
EFT3834	07/06/2019	Solutions IT (invoice A&B)	Pre-paid hours (20 hours)	2365.00
EFT3835	07/06/2019	Wilson's Diesel & Auto Repairs	Supply three new tyres and fit for P279 Road Grader	5250.00
EFT3836	14/06/2019	Eucla Motor Hotel	Accommodation for Ray Marcon and Bryce Bonza for 3 days and Peter Ladewig and Mark Crick for 5 days (plus meals and fuel) \$3801.22 Accommodation for Bryce Bonza 27.05.2019 – 30.05.2019 \$375.00	4176.22
EFT3837	14/06/2019	Bunnings Warehouse Kalgoorlie	Miscellaneous items for the Eucla Toilet block refurbishment	492.34
EFT3838	14/06/2019	Laurene Bonza	Claim (Special Meeting 04.06.2019 and Workshop 04.06.19)	363.00
EFT3839	14/06/2019	Bell Fire Equipment Company Pty Ltd	Purchase 10x service kits for Honda petrol engine plus documentation/freight	716.10
EFT3840	14/06/2019	Shire of Dundas Municipal Fund	Payroll deductions	475.00
EFT3841	14/06/2019	Department of Fire & Emergency Services	ESL (May 2019)	1021.68
EFT3842	14/06/2019	Goldfields Image Works	Record and supply April & May 2019 ordinary council meetings and Photograph, edit and transmit road sealing on Mort Harslett Drive	561.00
EFT3843	14/06/2019	Glen Flood Group Pty Ltd T/A GFG Consulting	Project management support for the development of the Woodlands Centre	8071.05
EFT3844	14/06/2019	Horizon Power	Street light usage 01.05.19 - 31.05.19	3756.11
EFT3845	14/06/2019	Star Track Credit	Freight (Jason SignMakers)	58.50
EFT3846	14/06/2019	Moore Stephens (WA) Pty Ltd	Final billing in relation to the provision of Audit Regulation 17 (plus disbursements) \$17405.75 Rates Processing and management service for April 2019 \$1559.25	18965.00
EFT3847	14/06/2019	Rasa Patupis	Claim (Special Meeting 04.06.2019 and Workshop 04.06.19)	240.00
EFT3848	14/06/2019	Solutions IT (invoice S)	Agreement - Cloud Backup (June 2019)	180.68
EFT3849	14/06/2019	Solutions IT (invoice A&B)	Monthly managed support for June 2019	1479.50
EFT3850	14/06/2019	Veronica Wyatt	Claim (Special Meeting 04.06.2019 and Workshop 04.06.19 and Advisory 28.05.19)	320.00
EFT3851	14/06/2019	Norseman Hardware	Various hardware items	12359.64
EFT3852	14/06/2019	Water Corporation	Various Water Accounts (01.05.2019 - 30.06.2019)	14942.60
EFT3853	14/06/2019	Sharon Warner	Claim (Special Meeting 04.06.2019 Woodlands advisory 28.05.19, Road wise meeting 22.05.19 and Workshop 04.06.19)	400.00
EFT3856	14/06/2019	Telstra Corporation Limited	Admin, Co-Location and Youth Services 20.05.2019 - 19.06.2019 \$1085.77 Home Bundles for DCEO & MOW 26.04.2019 – 25.05.2019 \$198.00	1283.77

EFT3857	21/06/2019	Australian Taxation Office	BAS (May 2019)	28830.00
EFT3858	21/06/2019	Australia Post	Postage (May 2019)	137.85
EFT3859	21/06/2019	Burke Air Kalgoorlie	Repair Administration Air-conditioning as per quote	2915.00
EFT3860	21/06/2019	ZircoDATA Pty Ltd	Storage of Registers 26.04.2019 - 25.05.2019	160.24
EFT3861	21/06/2019	Officemax	Purchase various stationery items	59.40
EFT3862	21/06/2019	BP Norseman	Diesel and Unleaded fuel sales for May 2019	598.94
EFT3863	21/06/2019	Bonza Constructions Pty Ltd	Eucla Paving - Eucla Town Hall	9072.27
EFT3864	21/06/2019	Bitutek Pty Ltd	Mort Harslett Drive - Spray and cover using CRS emulsion	101288.94
EFT3865	21/06/2019	Laurene Bonza	President Allowance (April - June) \$3000 Claim (Council Meeting 18.06.2019 and Budget 11.06.2019) \$363.00	3363.00
EFT3866	21/06/2019	Cutting Edges Pty Ltd	Purchase 8x Grader blades for DS27 Grader	1740.20
EFT3867	21/06/2019	BOC Limited	Container Service Fee (28.04.19 - 28.05.19)	45.98
EFT3868	21/06/2019	Devlyn Australia Pty Ltd	Construction of Woodlands Cultural Centre - Progress Claim 1	125032.45
EFT3869	21/06/2019	Great Western Motel	Accommodation for Cr. Rasa Patupis	120.00
EFT3870	21/06/2019	Goldfields Image Works	3x Frame Australia Day Certificates	429.00
EFT3871	21/06/2019	JEP Hogan	Claim (Council Meeting 18.06.2019 and Budget 11.06.2019)	240.00
EFT3872	21/06/2019	Horizon Power	Power usage for all services 13.04.2019 - 14.06.2019	5367.12
EFT3873	21/06/2019	Jason Signmakers	Purchase 1x Hyden-Norseman Road Sign \$654.50 Purchase 2x "No Caravan" signs, 2x disabled parking signs and 8x brackets \$162.36 Purchase 1x sign for RV park \$106.50	923.36
EFT3874	21/06/2019	Landgate	GRV Re-Valuation 2019/2020 onwards	24798.28
EFT3875	21/06/2019	LG Assist ANZ Pty Ltd	Advertising - Senior administration officer	330.00
EFT3876	21/06/2019	Star Track Credit	Freight - Roshier and JR A Hersey	520.65
EFT3877	21/06/2019	Norseman IGA	IGA Purchases for May 2019	475.36
EFT3878	21/06/2019	Navman Wireless Australia Pty Ltd	Monthly satellite service (05.06.19 - 04.07.19)	65.89
EFT3879	21/06/2019	Rasa Patupis	Deputy President Allowance (April - June) \$750.00 Claim (Council meeting 18.06.2019, budget 11.06.2019 and 400km travel) \$552.00	1302.00
EFT3880	21/06/2019	Renee Petersen	Rates Refund For Assessment A754 36 Cornell Street Norseman 6443	100.00
EFT3881	21/06/2019	E & MJ Roshier	Purchase 1x Mower deck for Kubota Tractor	3603.60
EFT3882	21/06/2019	South East Petroleum	Diesel 8000lts \$11643.28 Diesel 7500lts \$10971.68 Card Sales for May 2019 \$2171.73	24786.69
EFT3883	21/06/2019	South Coast Foodservice	Purchase 5x Ctns of Toilet Paper	158.95
EFT3884	21/06/2019	Town Planning Innovations Pty Ltd	Omnibus Amendment No9 - Review of Town planning scheme \$3300.00 Amendment 9: Shire of Dundas Town Planning Scheme No2 Lot3 Roberts Street \$371.25	3671.25

EFT3885	21/06/2019	TJ Peach Pty Ltd	Hydraulic Services and Fire Protection Consultancy Design and Documents Woodlands Centre Project	4554.00
EFT3886	21/06/2019	IT Vision	Refresh play version	412.50
EFT3887	21/06/2019	Wilson's Diesel & Auto Repairs	Carry out 240'000km service on P283 DS26 Tip Truck \$2208.90 Carry out 220000km service on DS174 Tip Truck \$1761.30 Carry out 130000km service on DS232 Navara \$420.50 Purchase 1x fuel tank locking cap for DS26 Tip Truck \$136.40 Carry out 90000km service on P285 Tip Truck \$1336.20 Carry out 75000km service on DS263 Holden Colorado \$476.70	6340.00
EFT3888	21/06/2019	Sharon Warner	Claim (Council Meeting 18.06.2019 and Budget 11.06.2019)	240.00
EFT3889	21/06/2019	Telstra Corporation Limited	Landlines and Internet Usage 05.06.2019 - 04.07.2019 \$450.06 Satellite Phone Usage 16.06.2019 - 15.07.2019 \$140.00	590.06
5242	04/06/2019	Western Australian Treasury Corporation	Loan Repayment for Doctors Residence (18 Mildura Street) Principal and Interest	28708.29
5243	04/06/2019	Centrepay Fees	Fees for Rates Payments (A629 & A698)	1.98
PAY	11/06/2019	Payroll	Direct Debit of Net Pays	50123.14
5260	18/06/2019	Centrepay Fees	Fees for Rates Payments (A629 & A698)	1.98
PAY	25/06/2019	Payroll	Direct Debit of Net Pays	68890.75
				\$617'118.33

Municipal Account Direct Debts

	Date	Name	Description	Amount
5240	03/06/2019	ANZ	BPAY Transaction Fees	6.60
5240	03/06/2019	ANZ	Merchant Fees	126.15
5239	03/06/2019	Equipment Rents	Sharp Interactive Board	256.30
DD9983	13/06/2019	SuperChoice	Superannuation 29.05.2019 - 11.06.2019	12114.71
5256	14/06/2019	3E Advantage Pty Limited	CRC photocopier, Shire photocopier & Printer meter readings - May 2019	2665.27
				\$15'169.03

Municipal Account Credit Cards

Chq/EFT	Date	Name	Description	Amount
5258	17/06/2019	Chief Executive Officer	ANZ Credit Card Purchases	\$213.64
	17/04/2019	DOWER - Office of Perth	Mining Appeal Fee	50.00
	29/04/2019	State Budget Lunch	4x Tickets to State Budget Lunch in Perth	67.64
	04/05/2019	Norseman Hotel	4x Meals for CEO and Guests	59.00
	07/05/2019	Monty's Restaurant Kalgoorlie	Meals for CEO and CR. Bonza (meeting with PBC)	37.00

5258	17/06/2019	Deputy Chief Executive Officer	ANZ Credit Card Purchases	\$611.95
	06/05/2019	Seek Melbourne	Advertising Senior Administration Officer Position	308.00
	07/05/2019	Landgate Midland	Title Search (22 Sinclair Street)	25.70
	12/05/2019	Adobe	Monthly PDF Subscription	22.65
	16/05/2019	HART Sport	Various Sport Equipment (youth activities)	255.60
			Total Credit Card Purchases for 23.04.2019 – 21.05.2019	825.59

Summary of Account Totals

Trust EFT's / Cheques	\$61.65
Municipal Cheques	\$0.00
Municipal EFT's	\$617'118.33
Municipal Direct Debit's	\$15'169.03
Municipal Credit Cards	\$825.59
Grand Total for June 2019	\$633'174.60

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas monthly accounts paid from 1/06/2019 to 30/06/2019 be noted.

Moved Cr: Hogan
Seconded Cr: Wyatt

Resolution

That the Shire of Dundas monthly accounts paid from 1/06/2019 to 30/06/2019 be noted.

Carried by: Simple Majority For: 5 Against: 0

Agenda Reference & Subject	
10.4.2 – Financial Statements for the Period Ending 30 th June 2019.	
Location / Address	Shire of Dundas
File Reference	FM.FI
Author	Deputy CEO
Date of Report	18 th July 2019
Disclosure of Interest	Nil

Officer Recommendation

That the Shire of Dundas Financial Statements for the period ending 30th June 2019 be accepted.

Moved Cr: Wyatt
Seconded Cr: Patupis

Resolution

That the Shire of Dundas Financial Statements for the period ending 30th June 2019 be accepted.

**MONTHLY STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2018 TO 30 JUNE 2019**

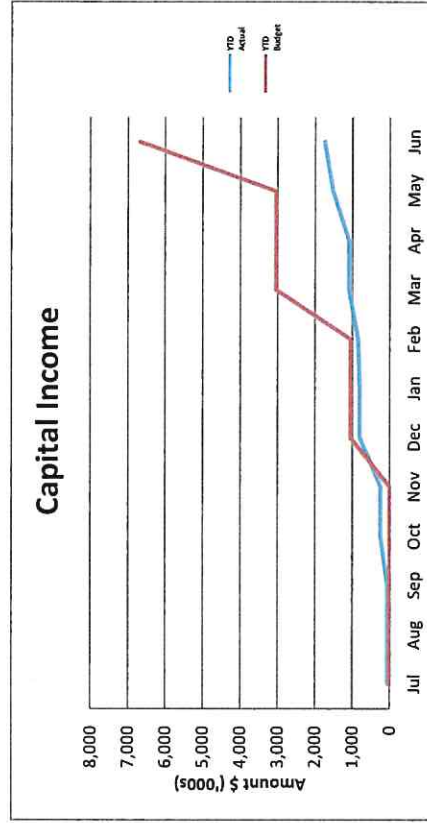
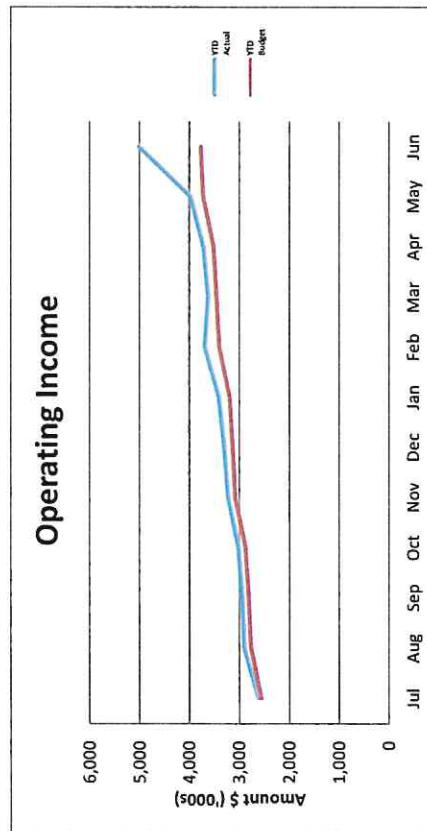
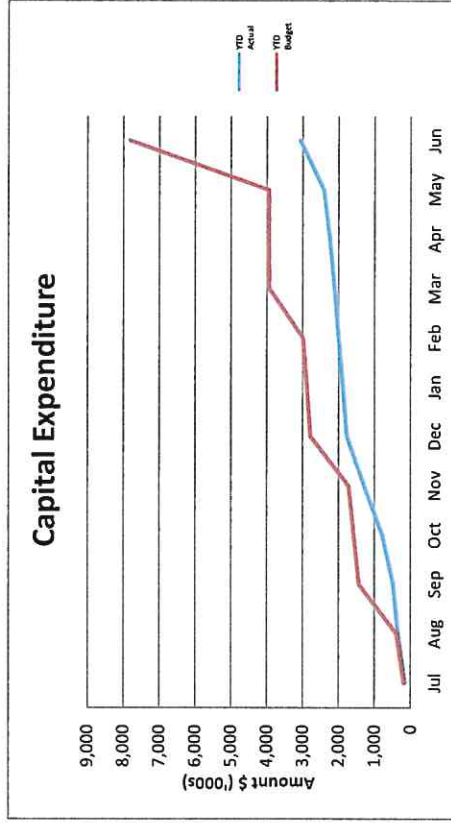
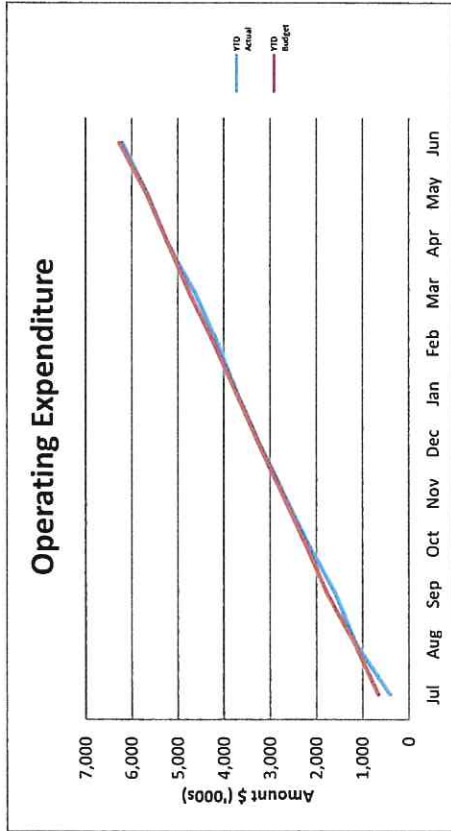


"Norseman" The Horse that found Gold and created a Town

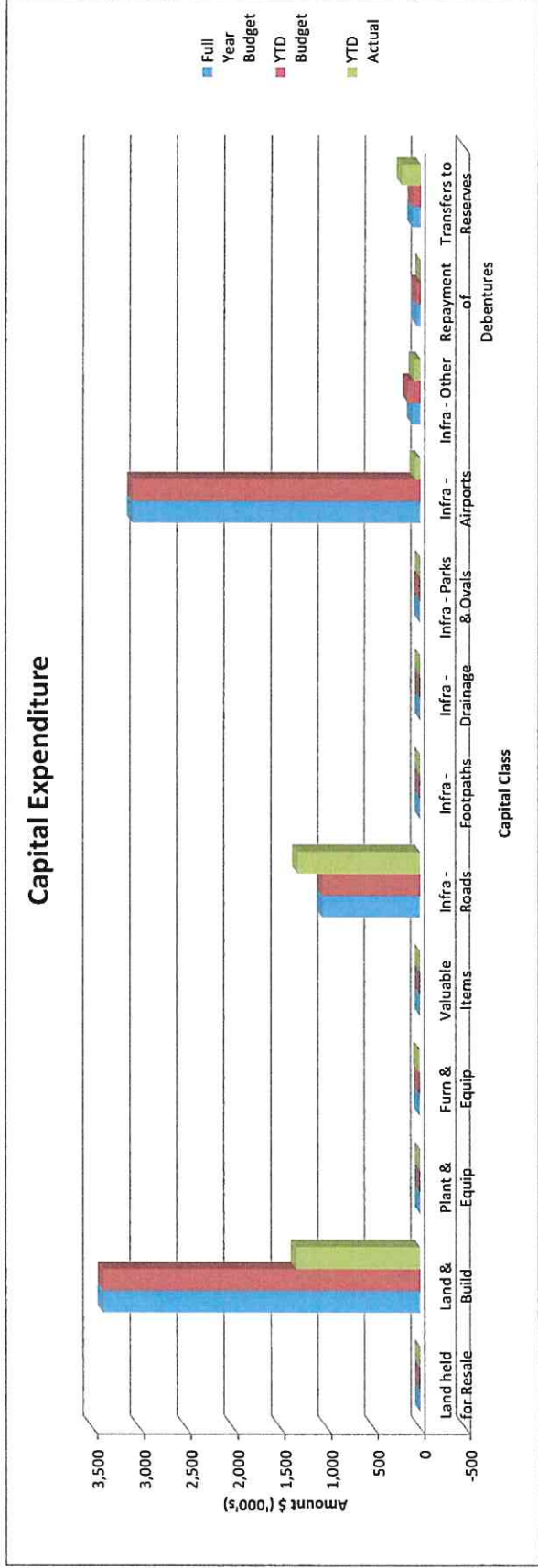
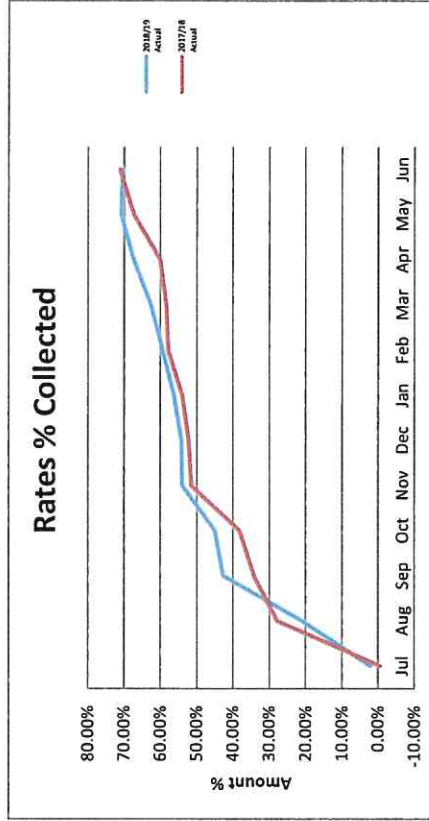
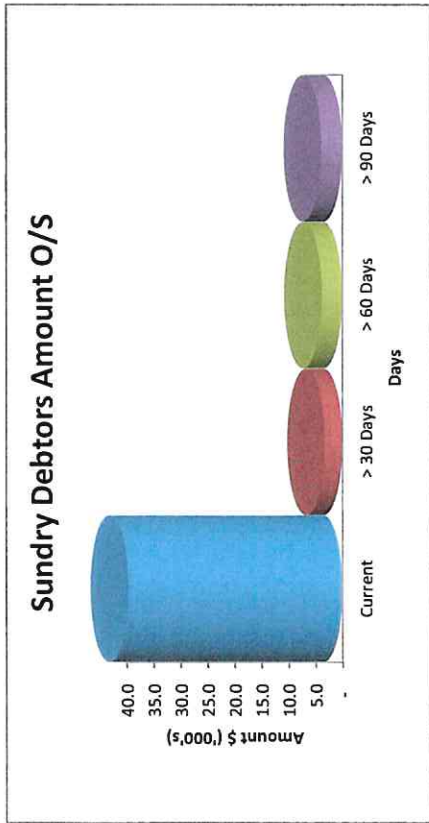
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Income and Expenditure Graphs for the Period 01 July 2018 to 30 June 2019



Other Graphs for the Period 01 July 2018 to 30 June 2019



SHIRE OF DUNDAS

STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 30 JUNE 2019

	NOTE	2018/19 Adopted Budget \$	2018/19 June Actual \$	Variance Actuals to Budget \$	Variance Actual Budget to Y-T-D %	
Operating						
Revenues/Sources						
Governance		21,000	60,492	39,492	188.06%	▲
General Purpose Funding		688,878	1,391,710	684,298	96.73%	▲
Law, Order, Public Safety		15,800	181,138	165,338	1046.44%	▲
Health		4,000	4,128	128	3.20%	
Education and Welfare		90,000	83,480	-6,520	(7.24%)	
Housing		26,600	21,391	-5,209	(19.58%)	▼
Community Amenities		171,935	205,501	33,566	19.52%	▲
Recreation and Culture		199,500	206,041	6,541	3.28%	
Transport		3,695,777	1,057,085	-2,638,692	(71.40%)	▼
Economic Services		1,457,718	208,412	-1,249,306	(85.70%)	▼
Other Property and Services		30,000	41,344	11,344	37.81%	▲
		<u>6,401,207</u>	<u>3,460,722</u>	<u>-2,959,020</u>	<u>(46.09%)</u>	
(Expenses)/(Applications)						
Governance		(655,115)	(613,202)	41,913	6.40%	
General Purpose Funding		(419,861)	(308,505)	111,356	26.52%	
Law, Order, Public Safety		(128,141)	(264,374)	-136,233	(106.31%)	▲
Health		(187,248)	(159,785)	27,463	14.67%	▼
Education and Welfare		(260,297)	(166,151)	94,146	36.17%	▼
Housing		(110,664)	(84,160)	26,504	23.95%	▼
Community Amenities		(567,113)	(541,440)	25,673	4.53%	
Recreation & Culture		(1,279,144)	(1,221,196)	57,948	4.53%	
Transport		(2,045,293)	(2,205,885)	-160,592	(7.85%)	
Economic Services		(417,491)	(339,028)	78,463	18.79%	▼
Other Property and Services		(196,351)	(291,509)	-95,158	(48.46%)	▲
		<u>(6,266,718)</u>	<u>(6,195,235)</u>	<u>71,484</u>	<u>(1.14%)</u>	
Net Operating Result Excluding Rates		134,489	(2,734,513)	-2,887,536	(1887.00%)	
Adjustments for Non-Cash						
(Revenue) and Expenditure						
(Profit)/Loss on Asset Disposals	2	0	(913)	-913	0.00%	
Movement in Current Employee Benefit Provisions cash backed		0	0	0	0.00%	
Movement in Deferred Pensioner Rates/ESL		0	0	0	0.00%	
Movement in Employee Benefit Provisions (Non-Current)		0	17,352	17,352	0.00%	
Adjustments for Fixed Assets		0	0	0	0.00%	
Rounding		0	0	0	0.00%	
Depreciation on Assets		2,384,778	2,818,144	433,366	(18.17%)	▲
Capital Revenue and (Expenditure)						
Purchase of Land and Buildings	1	(3,388,860)	(1,334,141)	2,054,719	60.63%	▼
Purchase of Furniture & Equipment	1	(10,000)	(18,365)	-8,365	(83.65%)	▲
Purchase of Plant & Equipment	1	0	0	0	0.00%	
Purchase of Valuable Items	1	0	0	0	0.00%	
Purchase of Infrastructure Assets - Roads	1	(1,052,454)	(1,317,510)	-265,056	(25.18%)	▲
Purchase of Infrastructure Assets - Footpaths	1	0	0	0	0.00%	
Purchase of Infrastructure Assets - Drainage	1	0	0	0	0.00%	
Purchase of Infrastructure Assets - Parks & Ovals	1	(10,000)	0	10,000	100.00%	▼
Purchase of Infrastructure Assets - Airports	1	(3,077,617)	(60,534)	3,017,083	98.03%	▼
Purchase of Infrastructure Assets - Other	1	(140,000)	(116,369)	23,631	16.88%	▼
Proceeds from Disposal of Assets	2	0	18,621	18,621	0.00%	
Repayment of Debentures	3	(45,983)	(45,983)	0	0.00%	
Transfers to Restricted Assets (Reserves)	4	(90,000)	(207,892)	-117,892	(130.99%)	▲
Transfers from Restricted Asset (Reserves)	4	1,742,000	946,652	-795,348	(45.66%)	▼
Transfers to Restricted Assets (Other)		0	0	0	#DIV/0!	
Transfers from Restricted Asset (Other)		0	0	0	#DIV/0!	
ADD Net Current Assets July 1 B/Fwd	5	1,241,788	1,229,111	-12,677	1.02%	
LESS Net Current Assets Year to Date	5	<u>0</u>	<u>1,516,495</u>	<u>1,516,495</u>	<u>#####</u>	
Amount Raised from Rates		<u>(2,311,860)</u>	<u>(2,322,835)</u>	<u>(29,509)</u>	<u>1.29%</u>	

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

SHIRE OF DUNDAS

VARIANCE REPORTING

FOR THE PERIOD 1 JULY 2018 TO 30 JUNE 2019

Report on Significant variances Greater than 10% and \$5,000

	2018/19 Budget	2018/19 YTD Budget	2018/19 YTD Actual	Variance Against the budget	
GENERAL PURPOSE FUNDING					
Operating Income					
0181 Grants Commission - General	-510,412	-510,412	-1,096,920	-586,508	Permanent Receipt of 50% of 2019/20 FAG in advance
8363 Interest On Investment - Reserves	-90,000	-90,000	-207,891	-117,891	Permanent Timing of maturity of term deposits, 2017/18 income accounted in 2018/19
Operating Expenditure					
0111 Rates Written Off/Adjusted	5,000	5,000	11,274	6,274	Permanent Write offs from Sept council meeting
4942 Doubtful Debts	100,000	100,000	1,574	-98,426	Permanent Required a significantly reduced provision
4952 Rates Salaries & Wages	39,000	39,000	52,920	13,920	Permanent Termination payments to rates officer
4962 Rates Debt Collection Costs	30,000	30,000	3,096	-26,904	Permanent Due to selective approach in following up on outstanding rates
GOVERNANCE					
Operating Income					
0453 Reimbursements	-10,000	-10,000	-44,010	-34,010	Permanent FBT 2017/18 refund of \$21k
Operating Expenditure					
0242 Members Travel	10,000	10,000	3,056	-6,944	Permanent Actual savings
0322 Sitting Fees	22,000	22,000	27,951	5,951	Permanent Due to increase number of council workshops
0372 Admin - F.B.T	34,000	34,000	20,126	-13,874	Timing Quarterly instalments, payable on 22nd July
0432 Office Building Maintenance	12,500	12,500	24,332	11,832	Permanent Due to repair cost of air conditioning units
0452 Office Gardening Maintenance	15,000	15,000	20,119	5,119	Permanent Cost of inside plants
0532 Admin Vehicle Running Exp	20,000	20,000	14,421	-5,579	Permanent Actual savings
0542 Consulting Fees	10,000	10,000	16,895	6,895	Permanent Outsourcing of rates officer's role
0572 Loss On Disposal Of Asset	0	0	5,970	5,970	Permanent Unbudgeted cost
0782 Records Archive Facility Expenses	15,000	15,000	23,087	8,087	Permanent 2017/18 invoices received in 2018/19
Capital Expenditure					
0374 Admin Computer Upgrades	10,000	10,000	18,365	8,365	Permanent Office 365 migration and upgrade of telephone system
LAW, ORDER AND PUBLIC SAFETY					
Operating Income					
0713 Contributions & Donations	0	0	-167,984	-167,984	Permanent Bushfire expenses reimbursed by DFES
Operating Expenditure					
0742 Council Bushfire Fighting Expenses	10,000	10,000	167,600	157,600	Permanent Bushfire expenses reimbursed by DFES
0832 Animal Control Other	6,000	6,000	50	-5,950	Permanent Actual savings
0922 Local Laws Review	10,000	10,000	2,749	-7,251	Permanent Actual savings
HEALTH					
Operating Expenditure					
1522 Contract Services	10,000	10,000	18,569	8,569	Permanent Additional public health works

SHIRE OF DUNDAS

VARIANCE REPORTING

FOR THE PERIOD 1 JULY 2018 TO 30 JUNE 2019

Report on Significant variances Greater than 10% and \$5,000

	2018/19 Budget	2018/19 YTD Budget	2018/19 YTD Actual	Variance Against the budget	
EDUCATION & WELFARE					
Operating Income					
2173 Other Youth Grants	-10,000	-10,000	0	10,000	Permanent Not having planned activities
Operating Expenditure					
2062 Youth Activities	17,500	17,500	1,159	-16,341	Permanent Actual savings not having planned activities
COMMUNITY AMENITIES					
Operating Income					
2643 Other/Bulk Collection	-15,000	-15,000	-53,808	-38,808	Permanent Additional private works disposal fees
2653 Commercial Rubbish Collection	-47,178	-47,178	-40,880	6,298	Permanent Timing of additional rubbish collection fees
Operating Expenditure					
2342 Public Conveniences Cleaning	25,000	25,000	19,358	-5,642	Permanent Actual savings
2652 Litter Control	5,000	5,000	47,672	42,672	Permanent Overall budget of waste facility maintenance and litter control have a negative variance of \$12k due to extra work carried out at Norseman and Eucla waste facilities
2682 Town Cleanup	20,000	20,000	7,677	-12,323	Permanent Actual savings
2882 Storm Drain Maintenance	32,000	32,000	16,284	-15,716	Permanent Actual savings
Capital Expenditure					
2364 Cemetery Upgrade & Gates	10,000	10,000	0	-10,000	Permanent Ngadju survey included in waste facility expansion
2614 Rubbish Tip Infrastructure	90,000	90,000	73,288	-16,712	Permanent Actual savings for the project
RECREATION & CULTURE					
Operating Expenditure					
3042 Arts Acquisition/Exhib	20,000	20,000	4,989	-15,011	Permanent Due to limited events
3086 Community Engagement Projects	15,000	15,000	2,385	-12,615	Permanent Due to limited events
3087 Community Events	49,000	49,000	34,289	-14,711	Permanent Due to limited events
3462 Swim Pool - Water Charges	10,000	10,000	3,745	-6,255	Permanent Actual savings
3472 Swim Pool - Chemicals	10,000	10,000	18,841	8,841	Permanent Not draining water
3482 Swim Pool - Insurance	11,350	11,350	17,328	5,978	Permanent Increase in insurance premium
3512 Swim Pool - Dep'N	10,000	10,000	134,393	124,393	Permanent Revaluation of other infrastructure assets
4022 Community Grants Program	15,000	15,000	198	-14,802	Permanent No applications received
Capital Expenditure					
3084 School Of Mines Building Renovations	30,000	30,000	12,275	-17,725	Permanent Actual savings in the project due to changes to the scope
3386 Woodland Cultural And Visitor Centre	2,488,860	2,488,860	468,159	-2,020,701	Timing Project progressing to 2019/20

SHIRE OF DUNDAS
VARIANCE REPORTING
FOR THE PERIOD 1 JULY 2018 TO 30 JUNE 2019
Report on Significant variances Greater than 10% and \$5,000

	2018/19 Budget	2018/19 YTD Budget	2018/19 YTD Actual	Variance Against the budget	
TRANSPORT					
Operating Income					
4613 Roads Financial Assistance Grant	-161,513	-161,513	-425,733	-264,220	Permanent Increase to 2018/19 funding
6025 Mird Direct Grant	-52,206	-52,206	-84,849	-32,643	Permanent Increase to 2018/19 funding
6223 Profit On Disposal Of Asset	0	0	-6,882	-6,882	Permanent Not budgled
Operating Expenditure					
4602 Norseman St Maintenance	188,000	188,000	84,976	-103,024	Permanent Actual savings due to reduced activities (staff vacancies and other projects)
4622 Eucla St Maintenance	10,000	10,000	19,556	9,556	Permanent Additional work carried out in Eucla
4632 Rural Road Maintenance	50,000	50,000	67,315	17,315	Permanent Additional repair work due to storm damages to Victoria rock Rd.
4692 Depot Building Mice	12,500	12,500	5,346	-7,154	Permanent Actual savings
6072 Street Trees & Watering	65,000	65,000	22,131	-42,869	Permanent Actual savings
6506 Eucla Airstrip Feasibility Study	75,000	75,000	65,445	-9,555	Permanent Actual savings
6522 Aerodrome Dep'N	56,645	56,645	243,152	186,507	Permanent Revaluation of other infrastructure assets
6532 Aerodrome Insurance	2,000	2,000	13,700	11,700	Permanent Increase in insurance premium
Capital Income					
6510 Dirs - Raap Grants (Airstrip Funding)	0	0	-52,500	-52,500	Permanent Timing of receipt of airport upgrade grant funding
Capital Expenditure					
3134 Hyden Rd Rtg East Grant Works	259,706	259,706	731,275	471,569	Timing Overall cost of 2018/19 road construction is \$265,000 over the budget due to extra work carried out on Ramsay street with separate approval from the Council
6504 Aerodrome Upgrade	77,617	77,617	60,534	-17,083	Permanent Timing of invoices
6524 Eucla Airport Infrastructure Upgrade	3,000,000	3,000,000	0	-3,000,000	Permanent Project is reschedule to future years
ECONOMIC SERVICES					
Operating Income					
6933 Building Permits	-1,000	-1,000	-9,868	-8,868	Permanent Mianlt due to changes to Zoning requested by Norseman BP
Operating Expenditure					
6832 Area Marketing	37,500	37,500	17,358	-20,142	Permanent Actual savings
6902 Building Control-Salaries	20,000	20,000	36,640	16,640	Permanent Extra hours worked
Capital Expenditure					
3388 Bromus Dam Capital	50,000	50,000	43,081	-6,919	Permanent Actual savings
OTHER PROPERTY & SERVICES					
Operating Expenditure					
7642 Sick & Holiday Pay	175,000	175,000	195,326	20,326	Permanent Additional leave payout
7652 Insurance On Works	32,500	32,500	23,368	-9,132	Permanent Insurance premium
7842 Insurance & Licenses	41,000	41,000	30,476	-10,524	Permanent Increase in insurance premium

SHIRE OF DUNDAS
VARIANCE REPORTING
FOR THE PERIOD 1 JULY 2018 TO 30 JUNE 2019
Report on Significant variances Greater than 10% and \$5,000

2018/19 Budget	2018/19 YTD Budget	2018/19 YTD Actual	Variance Against the budget

SHIRE OF DUNDAS
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2018 TO 30 JUNE 2019

	2018/19 Adopted Budget \$	2018/19 June Budget \$	2018/19 June Actual \$
1. ACQUISITION OF ASSETS			
The following assets have been acquired during the period under review:			
<u>By Program</u>			
Governance			
<u>Governance</u>			
Servers / Computers	10,000	10,000	18,365
Community Amenities			
<u>Sanitation - Household Refuse</u>			
<u>Waste Facility</u>	90,000	90,000	73,288
Waste Facility Fence	35,000	35,000	22,265
Expansion Of Norseman Tip	55,000	55,000	51,023
<u>Other Community Amenities</u>			
<u>Norseman Cemetery</u>			
Expansion Survey/Design	10,000	10,000	0
Recreation and Culture			
<u>Public Halls & Civic Centres</u>			
<u>New Community Hall - Eucla</u>			
Eucla Town Hall Building Improvements	870,000	870,000	853,707
<u>Other Culture</u>			
Museum Gazebo	30,000	30,000	12,275
Transport			
<u>Construction - Roads, Bridges, Depots</u>	1,052,454	1,052,454	1,317,510
<u>RRG Road Projects</u>	259,706	259,706	731,275
Rrg Hyden Noresman Rd Slk 140-182	0	0	434,011
Rrg Mort Harslet Construction Slk 11.2-12.4	130,467	130,467	0
Rrg Hyden Noresman Rd Slk 8-60	129,239	129,239	297,264
<u>RRG Black Spot Projects</u>			
Black Spot - Mort Harslet Drive	184,754	184,754	61,721
<u>Road to Recovery Projects</u>	607,994	607,994	524,514
Hyden Road - Slk 150-167	355,464	355,464	144,284
R2R 2018/19 Projects	252,530	252,530	380,230
Hyden Norseman Rd Slk 8-60	0	0	0

SHIRE OF DUNDAS
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2018 TO 30 JUNE 2019

	2018/19 Adopted Budget \$	2018/19 June Budget \$	2018/19 June Actual \$
<u>By Program (Continued)</u>			
<u>Transport (Continued)</u>			
<u>Aerodromes</u>			
Norseman Aerodrome Upgrade			
Norseman Upgrade - Surface Upgrade - Stage 2	77,617	77,617	60,534
Eucla Aerodrome Upgrade			
Eucla Airstrip Upgrade	3,000,000	3,000,000	0
	0	0	0
<u>Other Economic Services</u>			
Woodland Cultural And Visitor Centre			
Woodland Cultural And Visitor Centre - Upgrade	2,488,860	2,488,860	468,159
Bromus Dam Toilets			
	50,000	50,000	43,081
	<u>7,678,931</u>	<u>7,678,931</u>	<u>2,846,920</u>
<u>By Class</u>			
Buildings	3,388,860	3,388,860	1,334,141
Furniture & Equipment	10,000	10,000	18,365
Infrastructure - Roads	1,052,454	1,052,454	1,317,510
Infrastructure - Parks & Ovals	10,000	10,000	0
Infrastructure - Airports	3,077,617	3,077,617	60,534
Infrastructure - Other	140,000	140,000	116,369
	<u>7,678,931</u>	<u>7,678,931</u>	<u>2,846,920</u>

SHIRE OF DUNDAS
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2018 TO 30 JUNE 2019

2. DISPOSALS OF ASSETS

The following assets have been disposed of during the period under review:

<u>By Program</u>	Written Down Value		Sale / Insurance Proceeds		Profit(Loss)	
	2018/19 Budget \$	2018/19 Actual \$	2018/19 Budget \$	2018/19 Actual \$	2018/19 Budget \$	2018/19 Actual \$
Governance 128 Prinsep Street - Vacant Land		9,000		3,030		(5,970)
Transport Kubota Excavator		8,708		15,590		6,882
	-	17,708	-	18,621	-	913

<u>By Class of Asset</u>	Written Down Value		Sale / Insurance Proceeds		Profit(Loss)	
	2018/19 Budget \$	2018/19 Actual \$	2018/19 Budget \$	2018/19 Actual \$	2018/19 Budget \$	2018/19 Actual \$
Land - Freehold 128 Prinsep Street - Vacant Land		9,000		3,030		(5,970)
Plant & Equipment Kubota Excavator		8,708		15,590		6,882
	-	17,708	-	18,621	-	913

Summary

Profit on Asset Disposals
Loss on Asset Disposals

2018/19 Adopted Budget \$	2018/19 June Actual \$
0	6,882
0	(5,970)
0	913

SHIRE OF DUNDAS

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 30 JUNE 2019

3. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-18	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		2018/19 Budget \$	2018/19 Actual \$	2018/19 Budget \$	2018/19 Actual \$	2018/19 Budget \$	2018/19 Actual \$	2018/19 Budget \$	2018/19 Actual \$
Health Loan - Doctor's House	433,305	0	0	45,983	45,983	387,321	387,322	11,433	11,433
	433,305	0	0	45,983	45,983	387,321	387,322	11,433	11,433

(* Self supporting loan financed by payments from third parties.
All other loan repayments were financed by general purpose revenue.

SHIRE OF DUNDAS

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 30 JUNE 2019

	2018/19 Adopted Budget \$	2018/19 June Actual \$
4. RESERVES		
Cash Backed Reserves		
(a) Leave Reserve		
Opening Balance	354,693	354,693
Amount Set Aside / Transfer to Reserve	5,295	13,200
Amount Used / Transfer from Reserve	0	0
	<u>359,988</u>	<u>367,893</u>
(b) Plant Reserve		
Opening Balance	775,710	775,710
Amount Set Aside / Transfer to Reserve	11,581	28,867
Amount Used / Transfer from Reserve	0	0
	<u>787,291</u>	<u>804,577</u>
(c) Aerodrome Reserve		
Opening Balance	142,247	142,247
Amount Set Aside / Transfer to Reserve	2,124	5,294
Amount Used / Transfer from Reserve	0	0
	<u>144,371</u>	<u>147,541</u>
(d) Unspent Grant Reserve		
Opening Balance	1,200,166	1,200,166
Amount Set Aside / Transfer to Reserve	17,917	40,937
Amount Used / Transfer from Reserve	(1,200,000)	(394,564)
	<u>18,084</u>	<u>846,539</u>
(e) IT Reserve		
Opening Balance	93,351	93,351
Amount Set Aside / Transfer to Reserve	1,394	3,474
Amount Used / Transfer from Reserve	0	0
	<u>94,744</u>	<u>96,825</u>
(f) Transport Reserve		
Opening Balance	1,743,591	1,743,591
Amount Set Aside / Transfer to Reserve	26,030	64,886
Amount Used / Transfer from Reserve	0	0
	<u>1,769,621</u>	<u>1,808,477</u>
(g) Land Development Reserve		
Opening Balance	1,718,721	1,718,721
Amount Set Aside / Transfer to Reserve	25,659	51,234
Amount Used / Transfer from Reserve	(542,000)	(552,088)
	<u>1,202,380</u>	<u>1,217,867</u>
Total Cash Backed Reserves	<u><u>4,376,478</u></u>	<u><u>5,289,719</u></u>

All of the above reserve accounts are to be supported by money held in financial institutions.

SHIRE OF DUNDAS

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 30 JUNE 2019

	2018/19 Adopted Budget \$	2018/19 June Actual \$
4. RESERVES (Continued)		
Cash Backed Reserves (Continued)		
Summary of Transfers To Cash Backed Reserves		
Transfers to Reserves		
Leave Reserve	5,295	13,200
Plant Reserve	11,581	28,867
Aerodrome Reserve	2,124	5,294
Unspent Grant Reserve	17,917	40,937
IT Reserve	1,394	3,474
Transport Reserve	26,030	64,886
Land Development Reserve	25,659	51,234
	<u>90,000</u>	<u>207,892</u>
Transfers from Reserves		
Leave Reserve	0	0
Plant Reserve	0	0
Aerodrome Reserve	0	0
Unspent Grant Reserve	(1,200,000)	(394,564)
IT Reserve	0	0
Transport Reserve	0	0
Land Development Reserve	(542,000)	(552,088)
	<u>(1,742,000)</u>	<u>(946,652)</u>
Total Transfer to/(from) Reserves	<u>(1,652,000)</u>	<u>(738,760)</u>

In accordance with council resolutions in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

Leave Reserve

To be used to fund long service leave and non-current annual leave requirements.

Leave Reserve

- to be used to fund annual, sick and long service leave requirements and payments to staff.

Plant Reserve

- to be used for the purchase of major plant.

Aerodrome Reserve

- to be used for the construction and/or maintenance of the airstrip at Norseman.

Unspent Grants/Contributions Reserve

- to be used to restrict unspent grants and contributions at the end of the financial year.

IT Reserve

- to be used to fund the replacement of IT Equipment.

Transport Reserve

- to be used for the construction, maintenance and reseal of the Shire's transport network.

Land Development Reserve

- to be used for building construction and maintenance of Shire land and Buildings.

SHIRE OF DUNDAS

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 30 JUNE 2019

	2017/18 C/Fwd Per Adopted Budget \$	2017/18 C/Fwd Per Financial Report \$	2018/19 June Actual \$
NET CURRENT ASSETS			
Composition of Estimated Net Current Asset Position			
CURRENT ASSETS			
Cash - Unrestricted	1,630,934	1,630,934	1,710,033
Cash - Restricted Unspent Grants	0	0	0
Cash - Restricted Unspent Loans	0	0	0
Cash - Restricted Reserves	6,028,479	6,028,479	5,289,719
Rates Outstanding	837,432	837,432	943,103
Sundry Debtors	174,666	174,666	23,733
Provision for Doubtful Debts	(398,000)	(398,000)	(399,574)
Gst Receivable	1,613	0	0
Accrued Income/Payments In Advance	0	0	0
Work In Progress	0	0	0
Inventories	0	0	0
	<u>8,275,124</u>	<u>8,273,511</u>	<u>7,567,014</u>
LESS: CURRENT LIABILITIES			
Sundry Creditors	(628,786)	(642,140)	(427,357)
Accrued Interest On Loans	0	0	0
Accrued Salaries & Wages	0	0	(20,569)
Income In Advance	0	0	0
Gst Payable	0	3,714	(10,268)
Payroll Creditors	0	0	0
Accrued Expenses	(10,290)	(10,290)	0
PAYG Liability	0	0	0
Other Payables	0	(1,424)	(4,301)
Current Employee Benefits Provision	(365,781)	(365,781)	(298,865)
Current Loan Liability	(45,983)	(45,983)	(47,238)
	<u>(1,050,840)</u>	<u>(1,061,904)</u>	<u>(808,598)</u>
NET CURRENT ASSET POSITION	7,224,284	7,211,607	6,758,416
Less: Cash - Reserves - Restricted	(6,028,479)	(6,028,479)	(5,289,719)
Less: Cash - Unspent Grants - Restricted	0	0	0
Add Back : Component of Leave Liability not Required to be Funded	0	0	0
Add Back : Current Loan Liability	45,983	45,983	47,238
Adjustment for Trust Transactions Within Muni	0	0	560
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD	<u>1,241,788</u>	<u>1,229,111</u>	<u>1,516,495</u>

SHIRE OF DUNDAS

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 30 JUNE 2019

6. RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2018/19 Rate Revenue \$	2018/19 Interim Rates \$	2018/19 Back Rates \$	2018/19 Total Revenue \$	2018/19 Budget \$
General Rate								
GRV	0.158624	540	5,628,612	892,833	(270)	0	892,563	892,833
UV - Pastoral	0.080000	15	708,393	56,671	0	0	56,671	56,671
UV - Mining Leases	0.152582	384	8,207,545	1,252,324	0	0	1,252,324	1,252,324
Non - Rateable	1.735		374,016	0	0	0	0	0
Sub-Totals		2,674	14,918,566	2,201,828	(270)	0	2,201,558	2,201,828
Minimum Rates								
GRV	349	150	63,240	52,350			52,350	52,350
UV	349	118	68,294	41,182	0	28	41,210	41,182
UV - Prospecting Leases	300	55	87,896	16,500	(7,140)	109	9,469	16,500
Non - Rateable								
Sub-Totals		323	219,430	110,032	(7,140)	137	103,029	110,032
Discounts								
Rate Adjustments								
Movement in Excess Rates								
Total Amount of General Rates								
Specified Area Rates								
Total Rates								
							2,322,837	2,311,860

All land except exempt land in the Shire of Dundas is rated according to its Gross Rental Value (GRV) in townsites or Unimproved Value (UV) in the remainder of the Shire.

The general rates detailed above for the 2015/16 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also bearing considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of the Local Government services/facilities.

SHIRE OF DUNDAS

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 30 JUNE 2019

7. TRUST FUNDS

Funds held at balance date over which the Municipality has no control and which are not included in this statement are as follows:

Detail	Balance 01-Jul-18 \$	Amounts Received \$	Amounts Paid (\$)	Balance 30-Jun-19 \$
BUILDERS REGISTRATION (I)	(52)	1,198	(1,270)	(124)
CHAMBER OF COMMERCE	0	0	0	0
DEMOLITION DEPOSITS	500	0	0	500
EXCESS (OVERPAID) RATES	1,932	280	(323)	1,889
GYM KEY DEPOSITS	4,200	3,400	(4,350)	3,250
TENNIS KEY DEPOSIT	600	0	(300)	300
BCITF (BUIL CON INDU TRAI FUN)	548	1,569	(2,056)	61
LIBRARY (TOY)	483	0	(483)	0
COMMUNITY GARDEN	2,539	0	0	2,539
NGADJU WOMENS CARING	23,616	60	(22,719)	957
LICENSING (TRANSPORT)	11,303	1,819	0	13,122
NOMINATION DEPOSITS	0	0	0	0
BANK INTEREST	292	16	0	308
	<u>45,961</u>	<u>8,342</u>	<u>(31,501)</u>	<u>22,802</u>

SHIRE OF DUNDAS

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 30 JUNE 2019

8. OPERATING STATEMENT

	2018/19 June Actual	2018/19 Adopted Budget	2017/18 Actual
	\$	\$	\$
OPERATING REVENUES			
Governance	60,492	21,000	64,088
General Purpose Funding	3,714,547	3,000,738	3,390,814
Law, Order, Public Safety	181,138	15,800	109,044
Health	4,128	4,000	3,765
Education and Welfare	83,480	90,000	82,160
Housing	21,391	26,600	18,603
Community Amenities	205,501	171,935	173,890
Recreation and Culture	206,041	199,500	140,409
Transport	1,057,085	3,695,777	2,103,742
Economic Services	208,412	1,457,718	1,378,259
Other Property and Services	41,344	30,000	61,880
TOTAL OPERATING REVENUE	5,783,559	8,713,067	7,526,653
OPERATING EXPENSES			
Governance	613,202	655,115	624,077
General Purpose Funding	308,505	419,861	315,505
Law, Order, Public Safety	264,374	128,141	234,350
Health	159,785	187,248	177,347
Education and Welfare	166,151	260,297	218,658
Housing	84,160	110,664	86,296
Community Amenities	541,440	567,113	486,005
Recreation & Culture	1,221,196	1,279,144	1,178,447
Transport	2,205,885	2,045,293	1,822,987
Economic Services	339,028	417,491	374,052
Other Property and Services	291,509	196,351	166,531
TOTAL OPERATING EXPENSE	6,195,235	6,266,719	5,684,256
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS	<u>(411,676)</u>	<u>2,446,349</u>	<u>1,842,397</u>



SHIRE OF DUNDAS

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 30 JUNE 2019

9. STATEMENT OF FINANCIAL POSITION

	2018/19 Actual \$	2017/18 Actual \$
CURRENT ASSETS		
Cash and Cash Equivalents	6,999,752	7,659,413
Trade and Other Receivables	567,262	614,098
Work In Progress	0	0
Inventories	0	0
TOTAL CURRENT ASSETS	<u>7,567,014</u>	<u>8,273,511</u>
NON-CURRENT ASSETS		
Other Receivables	47,861	47,861
Inventories	0	0
Property, Plant and Equipment	13,113,416	12,641,442
Infrastructure	52,798,058	53,258,963
Work in Progress	0	0
TOTAL NON-CURRENT ASSETS	<u>65,959,335</u>	<u>65,948,266</u>
TOTAL ASSETS	<u>73,526,349</u>	<u>74,221,777</u>
CURRENT LIABILITIES		
Trade and Other Payables	462,496	650,140
Long Term Borrowings	47,238	45,983
Provisions	298,865	365,781
TOTAL CURRENT LIABILITIES	<u>808,599</u>	<u>1,061,904</u>
NON-CURRENT LIABILITIES		
Trade and Other Payables	0	0
Long Term Borrowings	340,083	387,321
Provisions	36,201	18,849
TOTAL NON-CURRENT LIABILITIES	<u>376,284</u>	<u>406,170</u>
TOTAL LIABILITIES	<u>1,184,883</u>	<u>1,468,074</u>
NET ASSETS	<u>72,341,466</u>	<u>72,753,703</u>
EQUITY		
Trust Imbalance	0	0
Retained Surplus	31,394,899	31,068,376
Reserves - Cash Backed	5,289,719	6,028,479
Revaluation Surplus	35,656,848	35,656,848
TOTAL EQUITY	<u>72,341,466</u>	<u>72,753,703</u>

SHIRE OF DUNDAS

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 30 JUNE 2019

10. FINANCIAL RATIOS

	Benchmark	2018/19 YTD	2017/18 YE	2016/17 YE	2015/16 YE
Current Ratio	>1	2.82	3.16	4.15	2.41
Operating Surplus Ratio	>0.01	(0.41)	(0.40)	0.01	(0.60)
Operating Surplus Ratio - excluding Dep		0.56	0.47	N/A	N/A
Own Source Revenue Coverage Ratio	>0.40	0.47	0.49	0.52	0.51
Debt Service Cover Ratio	>2	33.31	21.70	72.96	N/A
Asset Consumption Ratio	>0.50	0.94	0.73	0.80	0.81
Asset Sustainability Ratio	>0.90	0.99	0.35	0.74	1.72
Asset Renewal Funding Ratio	>0.75	Calculate only at the YE	0.64	0.78	0.96

Current ratio

$$\frac{\text{current assets minus restricted assets}}{\text{current liabilities minus liabilities associated with restricted assets}}$$

Operating surplus ratio

$$\frac{\text{operating revenue minus operating expenses}}{\text{own source operating revenue}}$$

Own source revenue coverage ratio

$$\frac{\text{own source operating revenue}}{\text{operating expenses}}$$

Debt service cover ratio

$$\frac{\text{annual operating surplus before interest and depreciation}}{\text{principal and interest}}$$

Asset consumption ratio

$$\frac{\text{depreciated replacement costs of assets}}{\text{current replacement cost of depreciable assets}}$$

Asset sustainability ratio

$$\frac{\text{capital expenditure on the replacement of assets (renewals)}}{\text{depreciation expenses}}$$

Asset renewal funding ratio

$$\frac{\text{NPV of planning capital renewal over 10 years}}{\text{NPV of required capital expenditure over 10 years}}$$

Comment

Current Ratio

The Current Ratio is a measure of short term liquidity, i.e. the ability of local government to meet its liabilities as and when they fall due. A ratio of more than 1 (100%) indicates that that we have more current assets than current liabilities.

Operating Surplus Ratio \ Own Source Revenue Coverage Ratio

These two ratios help to measure the ability to cover operational needs and have revenues available for capital or other purposes. These two ratios have been distorted as entire rate revenue being compared against YTD operating expenditure.

SHIRE OF DUNDAS
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2018 TO 30 JUNE 2019

11. INVESTMENTS

Type of Investment	Institution	Type of the Institution	Term	Maturity date	Rate of Return	Amount Invested
Term deposit	Goldfields Money	ADI	6 months	18/07/2019	2.75%	3,624,829
Term deposit	ANZ	ADI	3 months	21/07/2019	2.30%	440,078
Term deposit	ANZ	ADI	3 months	17/08/2019	2.50%	1,224,812
						<u>5,289,719</u>
Reserve wise						
IT Reserve						96,825
Aerodrome Reserve						147,541
Leave Reserve						367,893
Plant Reserve						804,577
Land Development Reserve						1,217,867
Transport Reserve						1,808,477
Unspent Grant Reserve						846,539
						<u>5,289,719</u>

Carried by: Simple Majority

For: 5

Against: 0

Agenda Reference & Subject	
10.4.3 – CRC Management Report & Financial Statements to 30th June 2019	
Location / Address	Shire of Dundas
File Reference	CS.SP.8
Author	Deputy CEO
Date of Report	18 th July 2019
Disclosure of Interest	Nil



**Management Report & Monthly Statement of Financial Activity
For the period ending 30th June 2019**

Officer Recommendation

That the Norseman Community Resource Centre Management Report and Financial Statements for the period ending 30th June 2019 be accepted.

Moved Cr: Wyatt
Seconded Cr: Hogan

Resolution

That the Norseman Community Resource Centre Management Report and Financial Statements for the period ending 30th June 2019 be accepted.

Carried by: Simple Majority

For: 5

Against: 0

Norseman Community Resource Centre

PO Box 206
81 Roberts Street
NORSEMAN WA 6443

Balance Sheet

As of June 2019

17/07/2019
10:40:13 AM

Assets

Current Assets		
Cash On Hand		
Cheque Account	\$86,810.56	
Petty Cash	\$150.00	
Cash Float	\$150.00	
Total Cash On Hand	<u>\$87,110.56</u>	
Trade Debtors	\$21,980.80	
Total Current Assets		<u>\$109,091.36</u>
Other Assets		
Deposits	<u>\$2,000.00</u>	
Total Other Assets		<u>\$2,000.00</u>
Fixed Assets		
Furniture & Fixtures		
Furniture & Fixtures at Cost		\$85,598.59
Furniture & Fixtures Accum Dep		<u>-\$61,712.49</u>
Total Assets		<u>\$134,977.46</u>

Liabilities

Current Liabilities		
GST Liabilities		
GST Collected	\$5,577.47	
GST Paid	<u>-\$1,409.13</u>	
Total GST Liabilities		<u>\$4,168.34</u>
Other Current Liabilities		
Long Service Leave Provision	\$21,773.96	
Annual Leave Provision	<u>\$8,595.74</u>	
Total Current Liabilities		<u>\$34,538.04</u>
Total Liabilities		<u>\$34,538.04</u>

Net Assets \$100,439.42

Equity

Retained Earnings	\$39,855.06	
Current Year Earnings	\$6,762.81	
Historical Balancing	<u>\$53,821.55</u>	
Total Equity		<u>\$100,439.42</u>

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Norseman Community Resource Centre

PO Box 206
81 Roberts Street
NORSEMAN WA 6443

Profit & Loss Statement

1/07/2018 through 30/06/2019

17/07/2019
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Income

Sales	
1 Computer Usage	\$1,047.69
3 Photocopying/Printing	\$18,806.83
Fax Services	\$75.76
Scanning	\$491.76
Folding	\$0.45
Binding	\$57.27
Memberships	\$100.00
Secretarial Services	\$196.35
Laminating	\$151.37
Kids Klub	\$610.92
Events	\$109.08
Computer Goods - Sales	\$796.59
Phones & Credit - Sales	\$4,788.25
4 Drinks - Sales	\$100.00
Express Yourself - Sales	\$179.41
Photo Express kiosk	\$137.42
Animal Jewels & Coasters Sales	\$10.91
Conference Room Hire	\$6,936.36
Contract Services	\$38,857.78
Grant Income	\$100,770.48
Miscellaneous Income	\$49.09
Total Income	<u>\$174,273.77</u>

Cost of Sales

Purchases	
Purchases - Express Yourself	\$557.71
Drinks	\$25.52
Photocopier Meter Reading	\$12,445.88
Computer & Phone Goods	\$6,947.91
Total Cost of Sales	<u>\$19,977.02</u>

Gross Profit

\$154,296.75

Expenses

Accounting Fees	\$5,000.00
Events	\$8,131.18
Bank Fees	\$229.08
Advertising	\$2,213.81
Depreciation Expense	\$18,156.67
Dues & Subscriptions	\$2,836.53
Insurance	\$3,759.55
Repairs & Maintenance	\$672.50
Cleaning Supplies	\$143.61
Security	\$546.00
Photo Express Kiosk	\$3,353.00
Computer Repairs & Maintenance	\$900.00
Postage & Shipping	\$395.81
Rent	\$11,419.26
Telephone	\$2,508.99
Stationery	\$972.60
Employment Expenses	
Superannuation	\$9,476.71
Wages & Salaries	\$70,576.42
Training & Conferences	\$2,468.36
Total Employment Expenses	<u>\$82,521.49</u>
Services	
Electricity	\$2,241.38
Water	\$284.81

Norseman Community Resource Centre

Profit & Loss Statement

1/07/2018 through 30/06/2019

17/07/2019
10:42:22 AM

Internet Fees	\$1,247.67	
Total Expenses		<u>\$147,533.94</u>
Net Profit / (Loss)		<u>\$6,762.81</u>

Norseman Community Resource Centre

PO Box 206
81 Roberts Street
NORSEMAN WA 6443

Reconciliation Report

4/07/2019
3:46:20 PM

Page 1

ID#	Date	Payee	Deposit	Withdrawal
Cheque Account:		1-1110	Cheque Account	
Date of Bank Statement:		30/06/2019		
Last Reconciled:		31/05/2019		
Last Reconciled Balance:		\$110,067.68		

Cleared Cheques

1804	3/06/2019	Westnet		\$109.95
SC300619	5/06/2019	Account servicing fee		\$10.00
1805	7/06/2019	Canon Finance		\$233.57
1806	7/06/2019	Clever Patch		\$166.05
1807	7/06/2019	Shire of Dundas - Wages & Su	\$17,671.90	
1808	7/06/2019	Shire of Dundas - Photocopier	\$1,965.20	
1809	7/06/2019	Shire of Dundas	\$3,567.38	
1810	14/06/2019	Water Corporation	\$49.71	
1811	14/06/2019	C Direct	\$519.42	
1812	17/06/2019	Telstra	\$365.72	
SC300619	17/06/2019	Bank Fee Trust Account	\$10.00	
1813	21/06/2019	Express Yourself Printing	\$210.00	
1814	21/06/2019	Norseman IGA	\$237.84	
1815	21/06/2019	Clever Patch	\$264.84	
Total:			\$0.00	\$25,381.58

Cleared Deposits

CR002903	17/06/2019	Centrelink	\$2,124.46	
Total:			\$2,124.46	\$0.00

Reconciliation

BusinessBasics Balance on 30/06/2019:	\$86,810.56
Add: Outstanding Cheques:	\$0.00
Subtotal:	\$86,810.56
Deduct: Outstanding Deposits:	\$0.00
Expected Balance on Statement:	\$86,810.56

Agenda Reference & Subject	
10.4.4 – Officers Reports	
Location / Address	Shire of Dundas
File Reference	CM.PL.1
Author	Chief Executive Officer
Date of Report	18 th June 2019
Disclosure of Interest	Nil

Summary

For Council to note the reports received from the Manager of Works and Services, Manager of Community Development and the Youth and Events 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

Manager of Works and Services, Manager of Community Development and Youth and Events Officer

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 Council note the reports of the Manager of Works and Services, Manager of Community Development and the Youth and Events Officer.

Moved Cr: Wyatt
Seconded Cr: Hogan

Resolution

That Council note the reports of the Manager of Works and Services, Manager of Community Development and the Youth and Events Officer.

Carried by: Simple Majority

For: 5

Against: 0

Agenda Reference & Subject	
10.4.5 – Signatories on Accounts – Shire of Dundas	
Location / Address	Shire of Dundas
File Reference	FM.AT
Author	Gihan Kohobange
Date of Report	16 th July 2019
Disclosure of Interest	Nil

Summary

To add Maria Crawford as a signatory to the Shire of Dundas ANZ bank accounts.

Background

Standard procedure to add the recently appointed new Senior Administration Officer as a second bank signatory to the bank accounts for the Shire.

Statutory Environment

Local Government Act 1995

Local Government (Financial Management) Regulations 1996

Policy Implications

Shire of Dundas Policy Manual - Finance

Financial Implications

Nil

Strategic Implications

Nil

Consultation

CEO

Comment

Since Maria Crawford has been recently appointed as the new Senior Administration Officer of the Shire, in line with the ANZ procedures the bank requires minutes from the council meeting to add signatories to bank accounts.

Voting Requirements

Simple Majority

Officer Recommendation

That Maria Louise Crawford be added as a signatory to the following Shire of Dundas bank accounts:

- a) ANZ 434102952
- b) ANZ 434102995
- c) ANZ 209479331
- d) ANZ 197898781
- e) ANZ 978676516
- f) ANZ 977913137
- g) ANZ 979037126

Moved Cr: Hogan
 Seconded Cr: Wyatt

Resolution

That Maria Louise Crawford be added as a signatory to the following Shire of Dundas bank accounts:

- a) ANZ 434102952
- b) ANZ 434102995
- c) ANZ 209479331
- d) ANZ 197898781
- e) ANZ 978676516
- f) ANZ 977913137
- g) ANZ 979037126

Carried by: Simple Majority

For: 5

Against: 0

Agenda Reference & Subject	
10.4.6 – Signatories on Accounts – Community Resource Centre	
Location / Address	Shire of Dundas
File Reference	FM.AT
Author	Gihan Kohobange
Date of Report	16 th July 2019
Disclosure of Interest	Nil

Summary

To add Maria Crawford as a signatory to the Norseman Community Resource Centre ANZ bank accounts.

Background

Standard procedure to add the recently appointed new Senior Administration Officer as a second bank signatory to the bank accounts for the Norseman CRC.

Statutory Environment

Local Government Act 1995

Local Government (Financial Management) Regulations 1996

Policy Implications

Shire of Dundas Policy Manual - Finance

Financial Implications

Nil

Strategic Implications

Nil

Consultation

CEO

Comment

Since Maria Crawford has been recently appointed as the new Senior Administration Officer of the Shire, in line with the ANZ procedures the bank requires minutes from the council meeting to add signatories to bank accounts.

Voting Requirements

Simple Majority

Officer Recommendation

That Maria Louise Crawford be added as a signatory to the following Norseman Community Resource Centre bank accounts:

- a) ANZ 268623153
- b) ANZ 456498388

Moved Cr: Hogan
Seconded Cr: Wyatt

Resolution

That Maria Louise Crawford be added as a signatory to the following Norseman Community Resource Centre bank accounts:

- a) ANZ 268623153
- b) ANZ 456498388

Carried by: Simple Majority

For: 5

Against: 0

Agenda Reference & Subject	
10.4.7 – Signatories on Accounts – Shire of Dundas	
Location / Address	Shire of Dundas
File Reference	FM.AT
Author	Gihan Kohobange
Date of Report	16 th July 2019
Disclosure of Interest	Nil

Summary

To add Peter Fitchat and Maria Crawford as signatories to the Shire of Dundas Goldfields Money bank accounts.

Background

Standard procedure to add the CEO and recently appointed new Senior Administration Officer as second bank signatories for the Shire.

Statutory Environment

Local Government Act 1995

Local Government (Financial Management) Regulations 1996

Policy Implications

Shire of Dundas Policy Manual - Finance

Financial Implications

Nil

Strategic Implications

Nil

Consultation

CEO

Comment

Since Peter Fitchat is the CEO and Maria Crawford has been recently appointed as the new Senior Administration Officer of the Shire, in line with the Goldfields Money procedures the bank requires minutes from the council meeting to add signatories to bank accounts.

Voting Requirements

Simple Majority

Officer Recommendation

That Peter Anthony Fitchat and Maria Louise Crawford be added as a signatory to the following Shire of Dundas bank accounts:

- a) Goldfields Money 100058936
- b) Goldfields Money 100058902
- c) Goldfields Money 100058928
- d) Goldfields Money 100058910
- e) Goldfields Money 100137037

Moved Cr: Wyatt
Seconded Cr: Warner

Resolution

That Peter Anthony Fitchat and Maria Louise Crawford be added as a signatory to the following Shire of Dundas bank accounts:

- a) Goldfields Money 100058936
- b) Goldfields Money 100058902
- c) Goldfields Money 100058928
- d) Goldfields Money 100058910
- e) Goldfields Money 100137037

Carried by: Simple Majority

For: 5

Against: 0

Agenda Reference & Subject	
10.4.8 – Budget 2019 - 2020	
Location / Address	Shire of Dundas
File Reference	FM.BU
Author	Gihan Kohobange
Date of Report	17 th July 2019
Disclosure of Interest	Nil

Summary

For the Council of the Shire of Dundas to consider and adopt the budget for 2019/20.

Background

Council will recall that the proposed capital projects for 2019/20 and operating expenditure and income for 2019/20 were presented at the April and June ordinary council meetings respectively for Councillors to note and provide feedback to be considered in finalising the budget for 2019/20.

A review of fees and charges was carried out and the changes proposed have been approved in June 2019 ordinary council meeting.

At the June ordinary council meeting, the Council considered the proposed differential rates for 2019/20 and resolved to advertise deferential rates and minimum payment as below:

Gross Rental Value (GRV)

- Townsites, Roadhouses and Service Stations - 15.7038 cents in the dollar of GRV
- Mining - 21.5000 cents in the dollar of GRV

Unimproved Value (UV)

- Pastoral - 8.3200 cents in the dollar of UV
- Mining - 15.7159 cents in the dollar of UV

Minimum payment GRV \$360.00 per assessment

Minimum payment UV \$360.00 per assessment

Minimum payment UV- Prospecting \$309.00 per assessment

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 2019/20 proposed budget.

Financial Implications

The proposed is a balanced budget with no borrowings and will form the basis of income and expenditure for the next twelve months.

Strategic Implications

The council's Strategic Community Plan, Corporate Business Plan and Long Term Financial Plan have been considered in formulating the proposed budget for 2019/20.

Consultation

Councillors, Manager of Works, Project Manager, Community Development Manager.

Comment**DIFFERENTIAL RATES**

The Shire has received one submission in relation to proposed differential rates.

Mining Leases

The submission received (given in papers relating) is in relation to the proposed rate in the dollar and minimum for UV mining category requesting the Shire to consider maintaining or reducing the current rate in the dollar considering the potential increase in rent rate by the Department of Mines, Industry Regulation and Safety.

As depicted in the below table, in determining the proposed rate in the dollar of these categories, consideration was given to the comparable rate in the dollar of the neighbouring shires (with significant mining operations) which provide similar services for mining activities. Even after this proposed increase in rate in the dollar, the Shire of Dundas remains as one of the shires with lowest UV rates for mining leases.

	Unimproved Value (UV)			Minimum - UV		
	Mining	Exploration	Prospecting	Mining	Exploration	Prospecting
2019/20 Proposed	15.7159			360	309	
2018/19 Rates						
Dundas	15.2582			349	300	
Menzies	16.2600	14.7300	14.5100	317	280	248
Laverton	15.9200			304		
Wiluna	19.9288	24.9689		355		
Leonora	14.8500			318		
Coolgardie	22.0435			437		
Kalgoorlie	18.5837	18.5812		398	285	

There is a low base effect in expressing the proposed increase in these rating categories as a percentage. Even a small absolute change from a low initial amount be translated into a large percentage change.

As per the below table, annual average increase in rates per lease in exploration and prospecting categories will be around \$46 and \$11 respectively.

Tenement Category	No.	UV Value	Current		Proposed		Increase		
			Rate in \$	Rates raised excl. minimum rates	Rate in \$	Rates raised excl. minimum rates	Rates raised (\$)	Rates in \$ (%)	Average rates per licence (\$)
Mining	136	6,873,568	15.2582	1,048,783	15.7159	1,080,243	31,460	3%	231
Exploration	145	1,457,106	15.2582	222,328	15.7159	228,997	6,669	3%	46
Prospecting	54	131,876	15.2582	20,122	15.7159	20,726	604	3%	11

The final amount raised from the rates may vary as a result of changes in valuations before rates notices are issued. However, the impact in terms of a value is expected to be minimal at this point of time.

The proposed rate mainly reflects the ongoing cost (increased cost) involved in maintaining the road network that services these land use as the Shire's local authority boundaries extend all the way to the W/SA state boundary, and the cost associated with bushfire emergency services covering this vast land area. Further as a contribution towards the upkeep of general amenities within the Shire from a sector of ratepayers that essentially are transitory.

Considering above factors, while acknowledging the submission received, it is just and equitable to progress with the proposed increase in rates for the mining category.

BUDGET 2019/20

In developing the budget, expenditure levels have been set at expected costs. However, income levels have been set conservatively.

Overarching objectives of 2019/20 budgeting process are;

- Not to withdraw funds from reserve accounts during 2019/20 financial year
- Manage the impact of rates increases on townsites residents
- Maintain current service standards
- Very efficient, cost-conscious operation

Overall

It is expected that the total operating revenue for 2019/20 to remain flat at 2018/19 level (excluding the impact of the receiving of a part of 2019/20 Financial Assistant Grants (FAG) in advance).

Estimated 4.5% increase in the rates revenue is offset by a 1% reduction in total FAG and projected a decrease in other operating contributions.

Excluding depreciation, operating expenditure for 2019/20 is expected to increase by 22% compared to 2018/19 actual mainly due to delay in replacing staff vacancies and rescheduling townsites maintenance projects due to the involvement of the staff with bushfires and other unplanned projects.

The benchmark that many local governments use to assess the overall increase in the cost of providing municipal services is the Local Government Cost Index (LGCI) as developed by WALGA and the CPI. However, these indices do not take into consideration isolation factors, availability of resources and other factors unique for regional local governments. As at end of March 2019, LGCI and Perth CPI (annual change) stand at 1.4% and 1.1% respectively.

Some comment in relation to each schedule is set out below for Council information:

General Purpose Funding

The Shire will be able to raise a total rates revenue of \$2,413,876 for the financial year 2019/20, reflecting an overall increase of 4.5% in rates revenue.

Significant variation between valuation movements within the GRV category has made it impossible for the Shire to continue with a general rate in the dollar for the GRV category. The Shire has proposed differential rates for the GRV category to minimise the impact on rates payers of this valuation changes while achieving the total rates yield required by the Shire to meet its budgetary obligations.

The Shire has experienced a significant increase in outstanding rates due to dwindling population coupled with the economic downturn. Many vacant lands and rundown properties can be seen throughout the Norseman townsite. Further, given the volatility of the mining sectors, it is difficult to predict the amount of the rates that will not be settled.

There is a 1% decrease in expected FAG for 2019/20 as the Departments is bringing all local governments to a common scale back.

Governance

The estimated increase in elected members fees and charges (\$13,000), cost associated with outsourcing rating services (\$30,000) and cost of replacing CEO's vehicles (net cost \$25,000) are the key drivers of cost increase within this programme.

Law, Order and Public Safety

There are no significant projects planned for 2019/20. It is estimated that the Shire's involvement in managing bushfire emergencies will cost neutral to the Shire.

Health

Replacement of doctor's vehicle at a net cost of \$23,000. A provision of \$45,000 has been included in the budget to secure the service of a locum when the resident doctor is out of the town. A part of the actual cost incurred in relation to the locum will be recovered from future FAG.

Education and Welfare

Outdoor umbrella to Child Centre with SunSmart funding (\$6,500), an extra \$35,300 for various youth activities including a youth camp with sponsorships amounting to \$15,000.

Housing

There are no significant projects planned for 2019/20.

Community Amenities

Have proposed a 2% increase in domestic waste service charges and commercial waste service charges.

Recently constructed liquid waste drying beds are not working as effective as designed. The Shire will have to incur approximately \$60,000 to empty those ponds to accommodate townsite residential liquid waste. Further, a provision of \$67,854 has been built into the budget to commence initial work required to rectify issues in relation to the liquid waste drying beds.

\$15,000 to finalise a land use agreement with native title holders to expand the Eucla waste facility.
\$15,000 to upgrade the footbridge at the intersection of Prinsep Street and Austin Street.

Recreation and Culture

Additional income of \$7,000 is estimated hiring out old blowing club building to MEEDAC for Community Development Program (CDP).

\$10,500 additional maintenance costs in relation to the swimming pool, not draining to minimise the risk of structural damages due to the sudden change in pressure from emptying the water.

A provision of \$5,000 to assist Ngadju rangers with various important sites clean-up projects.

Additional \$88,000 for various community events (excluding the Gold Fever Festival) with estimated grant/sponsorships amounting to \$15,000.

Transport

All delayed road projects (due to the involvement of Shire's staff in Norseman airport upgrade project) funded by Regional Road Group (RRG) and 2019/20 RRG projects including 2019/20 Road to Recovery (R2R) projects are to be completed in 2019/20 at a total cost of \$1.6 million. The Shire's contribution to these road projects will be around \$485,000.

Upgrade of the footpath from Visitor Centre to Old Eyre Hwy as a stabilised crusher dust footpath at a cost of \$25,000.

Replacement of front-end loader and Kubota tractor (mower) at a net cost of \$199,000. It will cost the Shire approximately \$25,000 each to replace the Ranger ute and Works Manager's vehicles.

Economic Services

Royalties for Regions, Building Better Regions and Lotterywest funded, the development project of the Woodlands Cultural, Community and Visitor Centre to attract tourists and to promote natural, built and cultural heritage of the Shire of Dundas will be completed during the year with an estimated contribution of \$325,000 from the Shire.

An additional budget of \$40,000 for area promotion and website upgrade. Reduction in rent from old shire building amounting to \$6,000.

Grant of \$60,000 for the Visitor Centre in line with the previous years' grants.

Others

Overall 4% increase in insurance premium mainly due to the revaluation of other infrastructure assets and cost escalation in WorkCare cover.

Estimated 2% increase in staff cost.

Voting Requirements

Absolute Majority

Officer Recommendation

That the Council approve by an absolute majority the adoption of:

- 1. Following differential general rates and minimum payments on gross rental and unimproved values after acknowledging and considering the submissions received in relation to the proposed differential rates for 2019/20;**

Gross Rental Value (GRV)

- Townsites, Roadhouses and Service Stations - 15.7038 cents in the dollar of GRV
- Mining - 21.5000 cents in the dollar of GRV

Unimproved Value (UV)

- Pastoral – 8.3200 cents in the dollar of UV
- Mining - 15.7159 cents in the dollar of UV

Minimum payment GRV \$360.00 per assessment

Minimum payment UV \$360.00 per assessment
 Minimum payment UV- Prospecting \$309.00 per assessment

2. 2019/20 Rates - Objectives and Reasons statements as set out in papers relating;
3. Affirm that the recommended increase in rates has been made after considering the Shire's Long Term Financial Plan, current economic conditions and the potential for budget efficiencies;
4. Valuation supplied by the Valuer General and totalling as stated be adopted and recorded in the rate book for use in the 2019/20 financial year;

- Gross Rental Value (GRV) \$5,811,170
- Unimproved Value (UV) \$9,387,925

5. Pursuant to Section 6.45 of the Local Government Act 1995 and Regulation 64(2) of the Local Government (Financial Management) Regulations 1996, following due dates for the payment in full or by instalments;

Option One – One Instalment

Full payment due date	6 September 2019
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Option Two – Two Instalments

First instalment due date	6 September 2019
Second instalment due date	5 November 2019

Option Three – Four Instalments

First instalment due date	6 September 2019
Second instalment due date	5 November 2019
Third instalment due date	14 January 2020
Fourth instalment due date	7 April 2020

6. The early rates payment incentive scheme be offered consisting of three cash payments as mentioned below;

1st prize	\$750 Cash	Payment due by 23 August 2019
2nd prize	\$500 Cash	Payment due by 23 August 2019
3rd prize	\$250 Cash	Payment due by 23 August 2019

Prizes to be allocated by a draw to be held at the next scheduled Ordinary Council Meeting after the closing date that rates are due. To be eligible the ratepayer must make payment in full by the nominated due date;

7. The interest charges on overdue rates and other monies be charged at 7.5% pa;
8. The charge to apply for rate instalment plans be set at \$10.00 for each of the final three instalments with the interest rate set at 5.5% for each of the final three instalments;
9. Pursuant to Section 6.45 of the Local Government Act 1995 and Regulation 67 of the Local Government (Financial Management) Regulations 1996, impose a flat fee of \$50.00 on any ratepayer who wishes to negotiate alternative payment arrangements;
10. Pursuant to Section 67 of the Waste Avoidance and Resources Recovery Act 2007, the following charges for collection of domestic and commercial waste per bin per annum;

One Service Per week

120/240 Litre MGB per Residential Property	\$204
360 Litre MGB per Residential Property	\$294

Two Services Per week

120/240 Litre MGB per Commercial Property	\$286
360 Litre MGB per Commercial Property	\$411

11. The percentage and dollar value for identifying and reporting material variances for the Monthly Statement of Financial Activity presented to the Council for review and comparison to Budget will indicate the variance value plus(+) or minus(-) of 10% for items greater than \$5,000 variance;
12. 2019/20 Budget in statutory format including the following as given in papers relating;
- Statement of Comprehensive Income by Nature and Type on page 2
 - Statement of Comprehensive Income by Program on page 3-4
 - Statement of Cash Flow on page 5
 - Rate Setting Statement on page 6 showing an amount of revenue that would have to be raised from rates.
 - Notes to and forming part of the Budget on pages 7-30
 - Transfers to/from Reserves on page 27

Moved Cr: Wyatt
 Seconded Cr: Hogan

Resolution

Carried by: Absolute Majority For: 5 Against: 0

Agenda Reference and Subject	
10.4.9 - Application for Regional Economic Development Grant	
Location / Address	Shire of Dundas Region
File Reference	GS.PR
Author	CEO
Date of Report	17 th July 2019
Disclosure of Interest	Nil

Summary

The RED Grants program is a State Government initiative that invests in community driven projects to create jobs and boost economic growth across regional Western Australia.

The State Government's Royalties for Regions program will invest \$28.8 million towards the RED Grants program over five years for projects that will directly benefit regional communities.

Each of the Regional Development Commissions (RDC) manage the grant round process for their region and will provide advice to applicants during the application process.

Eligible applicants can apply for RED Grant funding of up to \$250,000 for individual projects that promote sustainable jobs, partnerships, productivity, skills and capability, as well as stimulate new investment in industry diversification.

Round one investment totaled \$6.38 million in 70 projects for initiatives across the nine regions.

The Strategy identified several local initiatives for each Shire is aimed at generating desired social and economic outcomes for the sub-region, including:

Background

Applications for Round 2 of the Regional Economic Development Grants (RED Grants) program close 13 September 2019.

Applications will be assessed on a competitive basis within the region and should demonstrate that they meet at least one of the RED Grants Program listed above and demonstrate alignment with the regional priorities set out below.

Goldfields-Esperance regional priorities:

1. Leadership and Innovation
2. Business and Industry Development
3. Workforce Development
4. Promoting the Region
5. Social Infrastructure
6. Economic Infrastructure

The GEDC supports Aboriginal Economic Development within each regional priority area and encourages applications that focus on supporting the growth and development of Aboriginal businesses and initiatives that increase Aboriginal economic participation in our region.

Statutory Environment

Nil

Policy Implications

A.12. Grant Funding Applications

Financial Implications

The Application will be done by Council staff with assistance from GEDC staff.

Strategic Implications

Theme 3 – Natural & Built Environment			
A protected and enhanced environment that is aesthetically pleasing and provides benefits for the Community for generations to come.			
Strategy 3	Goal	Measure	Priority
3.1 Management of environmental impact.	To minimise the impact of Shire activities on the environment.	That any activities undertaken by the Shire have a demonstrable minimal impact on the environment and set a benchmark for the region.	Medium
3.3 Enhanced transport access and infrastructure.	Improved infrastructure within the Shire and good transport access to and around Norseman.	Existing infrastructure that meets Community expectations and requirements. A measurable improvement in levels of infrastructure.	High

Theme 3 – Natural & Built Environment

A protected and enhanced environment that is aesthetically pleasing and provides benefits for the Community for generations to come.

3.4 Enhancement of natural tourist destinations.	Development of the Great Western Woodlands that maintains the overall natural beauty of the area however still provides opportunities for tourism and other uses.	That the GWW is generally preserved and any development undertaken still allows residents and tourists to enjoy its natural beauty An increased level of tourism numbers visiting the GWW.	Medium/High
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Theme 2 – A thriving local economy and economic base

A strong, diversified economy with a number of commercial businesses and industries providing new and varied employment opportunities for all age groups.

Strategy 2	Goal	Measure	Priority
2.1 Opportunity for Economic Diversification	A vibrant economy that includes opportunities for mining, industry, tourism, shopping and business.	The level and diversity of businesses, including mining, industry, tourism and commercial activity is increasing.	Medium
2.2 Attracting new businesses	New businesses are attracted to the area and existing ones encouraged to grow through promotion of the area as an attractive place to work and live.		
2.3 Future Growth and sustainability	Our Shire will maintain the existing population and provide opportunities for future growth for continued sustainability of the Community.	Population levels are stable or increasing to maintain a viable Community.	Medium
2.4 Provide infrastructure that stimulates growth	To assist in the provision of infrastructure that encourages development of existing and new business opportunities.	Increased level of infrastructure that is beneficial to business and industry.	High

Theme 1 – A vibrant, active and healthy socially connected Community

A strong, healthy, educated and connected Community that is actively engaged and involved.

Strategy 1	Goal	Measure	Priority
1.4 Highly developed	A Shire which has highly developed educational	An increased level of course and career selection available to the Community.	Medium

educational facilities opportunities and facilities available to the Community

Consultation

Councillors, Senior Shire Staff and CEO

Comment

With MEEDAC now active in our Community and we are working towards a submission for the Container Deposit Scheme, the Department of Water and Environmental Regulation, the opportunity exist to partner with MEEDAC and combine this with a Tip Shop to start with and working with them to establish to be the receiving end of the CDS initiative and utilising existing infrastructure, and attempt to apply for \$250,000.

This will form part of a wider opportunity to introduce recycling into our Communities in Norseman as stage 1 then Eucla stage 2.

Because of our remote location to actively work with Department to look at options of using the recycled material locally through innovation and possibly manufacturing recycled material products.

Initial tentative meeting with MEEDAC was held and they have shown a real interest to look at this as an option for our communities and it could work well within their own scope of works.

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas Council support the application for Regional Economic Development Grant, and;

- 1. Delegate the CEO permission to start negotiations with MEEDAC and formalize an agreement and present it to Council for approval.**
- 2. Delegate the CEO to work with GEDC and apply for \$250,000 to establish a Tip Shop that could also manage the Container Deposit Scheme.**

Moved Cr: Warner
Seconded Cr: Wyatt

Resolution

That the Shire of Dundas Council support the application for Regional Economic Development Grant, and;

- 1. Delegate the CEO permission to start negotiations with MEEDAC and formalize an agreement and present it to Council for approval.**
- 2. Delegate the CEO to work with GEDC and apply for \$250,000 to establish a Tip Shop that could also manage the Container Deposit Scheme.**

Carried by: Simple Majority

For: 5

Against: 0

B.

Agenda Reference & Subject	
10.4.10 - Appointment of Kulbardi Hill Consulting Woodlands Interior Style Guide	
Location / Address	78 Prinsep Street Norseman WA 6443
File Reference	CP.DC.1
Author	Manager Community Development: Pania Turner
Date of Report	17/07/2019
Disclosure of Interest	Nil

Summary

For Council to approve the proposal from Kulbardi Hill Consulting in regard to the Woodlands Centre Interior Style Guide.

Background

The Woodlands Centre Project is progressing well with styling of the interior now required to be considered. Due to the Woodlands Centre being home to several services and to ensure the interior reflects the vision of the community the Woodlands Centre Advisory Group have requested that Council appoint a consultant to guide the style decisions of the interior spaces.

The Advisory Group are keen to work with Kulbardi Hill Consulting who have a relationship and understanding of the community having previously worked on the Granite and Woodlands Discovery Trail and the Visitor Site Development Plan.

Statutory Environment

Nil

Policy Implications

As per the Purchasing Policy purchases of amounts is \$2,501-\$50,000 require two (2) written quotes specifying applicable terms and conditions, and specification of the goods and services. However due to the work that Kulbardi Hill have done previously with the Shire of Dundas in the development of the Shire's tourism assets and planning Kulbardi Hill Consulting is a reasonable and good choice to continue in this area.

Financial Implications

The cost of securing a consultant will be met in the Woodlands Centre allocated budget.

Strategic Implications

Strategic Community Plan,

Theme 1: A thriving local economy and economic base.

2.1 Opportunity for Economic Diversification

A vibrant economy that includes and supports opportunities for mining industry, creative and cultural industries, tourism shopping and business.

Theme 3: Natural & Built Environment

3.4 Enhancement of natural tourist destinations

Development of the Great Western Woodlands that maintains the overall natural beauty of the area however still provides opportunities for tourism and other uses.

Consultation

Woodlands Centre Advisory Group
 CEO
 DCEO
 Council
 GFG

Comment

Kulbardi Hill Consulting have worked previously with the Shire of Dundas and have established a good connection with the community stakeholders especially in the area of tourism.

The Woodlands Centre Advisory Group have been keen to see an external consultant work with the group and with Council to ensure that the Woodlands Centre interior is a functional and attractive space that reflects the Woodlands and the Shire of Dundas community.

The consultants will work with key stakeholders, Council and Devlyn Constructions to provide clear direction of what the Council and the community would like to see in the interior.

With such a significant project and investment from Council it is important to ensure that the interior is a quality, visually appealing workable environment that meets the needs of the community.

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas Council appoint Kulbardi Hill Consulting as per the proposal in papers relating to develop the Woodlands Centre Interior Style Guide for the cost of up to \$14,280 (+GST).

Moved Cr: Wyatt
 Seconded Cr: Warner

Resolution

That the Shire of Dundas Council appoint Kulbardi Hill Consulting as per the proposal in papers relating to develop the Woodlands Centre Interior Style Guide for the cost of up to \$14,280 (+ GST).

Carried by: Simple Majority

For: 5

Against: 0

Agenda Reference & Subject	
10.4.11 - Market Creations Proposal for Website Upgrade and Brand and Style Guide Refresh	
Location / Address	Shire of Dundas
File Reference	IT.CO
Author	Manager of Community Development, Pania Turner
Date of Report	17 th July 2019
Disclosure of Interest	Nil

Summary

For Council to consider the proposals from Market Creations in relation to the Shire of Dundas Website Upgrade and Brand and Style Guide Refresh.

Background

Market Creations work with 80 local governments, including the Shire of Dundas through the Council Connect website subscription services.

The Shire's last update for the website was in 2013 and is now overdue for a refresh and upgrade of services. Customers, ratepayers, contractors and visitors all have an expectation that the Shire's website is a practical easy to navigate resource that allows for interactivity, accurate information in a timely an easy to navigate manner.

As referred to in the June Council Workshop Officers have holding off on proceeding with a website update to time the update with the Woodlands Centre Project. This was to ensure that a review of the branding could occur during the same period to allow for the website to reflect the new Centre and co-location of services.

Statutory Environment

Nil

Policy Implications

As per the Purchasing Policy Market Creations is a WALGA preferred supplier and is the Shire's current website provider.

Financial Implications

A specific cost allocation has been provided for brand development and website upgrade in the 2019/20 Budget.

The Website refresh and upgrade inclusive of all recommended modules will cost \$21,583 (GST inclusive)

The Branding Refresh as per the proposal is \$10,968.54 (GST inclusive)

Bring the total to \$32,551.54

Strategic Implications

Strategic Community Plan,

Theme 1: A thriving local economy and economic base.

2.1 Opportunity for Economic Diversification

A vibrant economy that includes and supports opportunities for mining industry, creative and cultural industries, tourism shopping and business.

Disability Access and Inclusion Plan 2018-2022

Upgrading the website allows for improvements to access and availability of information.

Outcome 3: People with Disability receive information from public authority in a format that will enable them to access the information as readily as other people are able to access it.

Outcome 5: People with disability have the same opportunities as other people to make complaints to the Shire of Dundas.

Outcome 6: People with disability have the same opportunities as other people to participate in any public consultation.

Consultation

Market Creations
Council
CEO
DCEO

Comment

Council has invested a significant amount of time, financial commitment and energy into looking for opportunity to further grow economic development through tourism, industry and local business opportunity. Council is now well into the Woodlands Centre project which sees the relocation of the Visitor Centre and Norseman Community Resource Centre and the development of a Community Arts location. It is timely to review and refresh where required the image of the Shire of Dundas and market the Shire as a vibrant place to live, work and visit.

Market Creations will work with Council and Community stakeholders to ensure that the brand of Dundas meets the expectations and vision of the community it represents.

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas Council:

1. Authorise the CEO to appoint Market Creations as per the proposal in papers relating for the Shire of Dundas Website Design Refresh, and
2. Authorise the CEO to appoint Market Creations to conduct the Dundas Brand and Style Guide Refresh as per the proposal in papers relating.

Moved Cr: Warner
Seconded Cr: Hogan

Resolution

That the Shire of Dundas Council:

1. Authorise the CEO to appoint Market Creations as per the proposal in papers relating for the Shire of Dundas Website Design Refresh, and
2. Authorise the CEO to appoint Market Creations to conduct the Dundas Brand and Style Guide Refresh as per the proposal in papers relating.

Carried by: Simple Majority

For: 5

Against: 0

Pania Turner declared an impartiality interest in the following item, as she sits as a Community member on the Board of the Golden Quest Discovery Trail Association.

Agenda Reference & Subject	
10.4.12 – Withdrawal from the Golden Quest Discovery Trail Association Inc. previously known as Goldfields Tourism Network Association Inc.	
Location / Address	Goldfields
File Reference	ED.PG.1
Author	Manager Community Development Pania Turner
Date of Report	5 th July 2019
Disclosure of Interest	Impartiality

Summary

For the Shire of Dundas to officially withdraw as board members of the Golden Quest Discovery Trail Association Inc. Previously known as Goldfields Tourism Network Association Inc.

Background

The Shire of Dundas have been members of the Goldfields Tourism Network Association Inc. since 2016. 2018 saw Council question the benefit of their membership specifically in relation to the cost of membership and return of investment.

A general meeting in early June and the securing of a consultant allowed the GTNA Board to review the structure and key priorities of the current model of GTNA. Coming from discussions the board called a Special General Meeting held on Friday 27th June where the board resolved to:

1. Change the name of the organisation from Goldfields Tourism Network Association Inc. to Golden Quest Discovery Trail Association Inc.
2. Adopt the updated constitution

In a deliberate move the association is proposing to return to the original focus of the GTNA, which was the promotion of the Golden Question Discovery Trail. It is good to see that these resolutions have an important tourism resource remain in the Goldfields.

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

It is important for Council to continue to build strong regional collaborations with stakeholders whose priorities and goals align with the Shire of Dundas strategic plan.

Consultation

Council Workshop
GQDT Chairperson

Comment

With the shift of focus from a whole of Goldfields promotion back to the Northern Goldfields the Shire of Dundas sits outside of the organisation's prime promotion area.

The previous Resolution of Council made on 18th December 2018 will need to be rescinded, and a formal withdrawal of from the GQDT will be required.

That the Council of the Shire of Dundas confirm their commitment to remain members of the Goldfields Tourism Network Association in accordance with the current Memorandum of Understanding between Goldfields Tourism Network Association and the Shire of Dundas.

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas Council:

1. Rescind Resolution 10.4.6 made during the December 2018 Ordinary Meeting of Council: *That the Council of the Shire of Dundas confirm their commitment to remain members of the Goldfields Tourism Network Association in accordance with the current Memorandum of Understanding between Goldfields Tourism Network Association and the Shire of Dundas.*
2. Formally withdraw from the Golden Quest Discovery Trail Association Inc. previously known as Goldfields Tourism Network Association Inc, and
3. that the President write to the Chairperson informing the organisation of the Shire of Dundas withdrawal of membership.

Moved Cr: Hogan
Seconded Cr: Patupis

Resolution

That the Shire of Dundas Council:

1. Rescind Resolution 10.4.6 made during the December 2018 Ordinary Meeting of Council: *That the Council of the Shire of Dundas confirm their commitment to remain members of the Goldfields Tourism Network Association in accordance with the current Memorandum of Understanding between Goldfields Tourism Network Association and the Shire of Dundas.*
2. Formally withdraw from the Golden Quest Discovery Trail Association Inc. previously known as Goldfields Tourism Network Association Inc, and
3. that the President write to the Chairperson informing the organisation of the Shire of Dundas withdrawal of membership.

Carried by: Simple Majority For: 4 Against: 1

Cr Warner is recorded as against the motion.

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

On behalf of Council, the President thanked the outgoing DCEO Gihan Kohobange for his hard work and dedication during his time with the Shire.

13 Next Meeting

The next Ordinary Meeting of the Council is scheduled to be held on Saturday the 24th August 2019 in Eucla at 9:00am.

14 Closure of Meeting

There being no further business the Shire President thanked all those in attendance and declared the meeting closed at 5:37pm.


24.08.19.