



Norseman Woodlands to Eucla Coast

Minutes Certification

I certify that the Minutes of the 18th October 2022 Ordinary Council Meeting were presented to the Council and confirmed at the 22^{sd} November 2022 Ordinary Council Meeting.

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

Cr L Bonza
President

22.11.22

Date



Norseman Woodlands to Eucla Coast

Confirmed Minutes
Ordinary Council Meeting
18th October 2022

NOTICE OF MEETING

The next Ordinary Meeting of the Council will be held on **18th October 2022** in the Council Chambers at the Shire Administration office – Prinsep Street Norseman, commencing at **6:00 pm AWST** to consider and resolve on the matters set out in the attached agenda.

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

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

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

Peter Fitchat
Chief Executive Officer
18th October 2022

CONFIRMED MINUTES for the ORDINARY Meeting of Council
held in the Council Chambers at the Shire Administration Office –
Prinsep Street Norseman on the **18th October 2022 at 6:00pm AWST**

Notes to Agenda

PLEASE READ THE FOLLOWING IMPORTANT DISCLAIMER BEFORE PROCEEDING:

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

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

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

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1. Declaration of Opening and Announcement of Visitors.

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

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

1.1 Acknowledgment of Country

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

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

Financial Interests:

Item 10.3.4 CEO Peter Fitchat

Proximity Interests:

Item 10.1.1 Councillor Rasa Patupis

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.

WALGA Conference, 2 gifts received by S. Warner.

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 J Maloney	
Peter Fitchat	Chief Executive Officer
Pania Turner	Manager of Corporate and Community Services
Barry Hemopo	Acting Manager Works & Services

Apologies

Cr VL Wyatt	
Clara Viola	Executive Assistant

Public Gallery

Des McColl, Norseman WA

Michelle Hindmarsh, Norseman WA

4. Applications for Leave of Absence.

Nil

5. Response to Previous Public Questions Taken on Notice.

Peter Fitchat, CEO, reported on the questions raised at the Ordinary Council Meeting held in Eucla, 24th September 2022.

During the Eucla meeting community members posed questions regarding footpaths and drainage, and the Eucla airstrip.

Footpaths and drainage are budget related and are scheduled to be addressed as per the Works program, some of which are scheduled for the 2022-23 year. The Shire's Works Crew commenced the review of the drainage issues.

The Eucla Airstrip is a larger project. The Shire has been unsuccessful in securing the appropriate funding to address the inadequacies of the airstrip. Council has now approved a GO FUND ME Campaign in an attempt to raise capital and the profile of the works need to make the airstrip accessible in all weather.

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.

6.1 Item: Pigeon control

Des McColl, Mildura Street, WA 6443

Would like to know if the Shire has any plan for pigeon control.

CEO response:

The Shire has received some complaints about feral pigeons, noting that these are not the pet/homing pigeons that some residents have. The Shire's focus is currently on feral cat control, and roaming dogs, however we take look at community education to assist in managing the problem.

6.2 Item: Footpath replacement and mosquito's control.

Des McColl, Mildura Street, WA 6443

Footpaths impacted by weeds, making the older footpaths difficult to walk on.

Mosquitos, request an update on mosquito control.

CEO response:

The Shire has a footpath replacement in schedule as part of the Works program; however, the budget is not enough to replace them all at once. The Shire will require additional funding to

be able to achieve this goal. 50% of the land within the Norseman is Crown land which is not rateable land. This financial year the footpath budget program was \$120,000.

Mosquitoes

The Shire Works crew continues to monitor potential breeding areas removing still water points, cleaning empty blocs and drains, removing water out tanks, closing systems. Additionally the Shire's Environment Health consultant is conducting inspections along the Eyre Highway and the Norseman.

Community information program commences in summer to educate the community regarding to mosquito control.

7. Confirmation of Minutes of Previous Meeting.

Minutes of the Ordinary Meeting of Council held on 24th September 2022 be confirmed as a true and accurate record.

Recommendation

That the minutes of the Ordinary Meeting of Council held on 24th September 2022 be confirmed as a true and accurate record.

Moved: Cr. Hogan

Seconded: Cr. Warner

Resolution

That the minutes of the Ordinary Meeting of Council held on 24th September 2022 be confirmed as a true and accurate record.

Carried by: Simple Majority For: 5 Against: 0

8. Petitions, Deputations or Presentations.

8.1 Reports of Committees

8.1.1 GVROC

Council representatives Cr Bonza and Cr Warner

- Next GVROC meeting will be held in Laverton 18.11.22

8.1.2 WALGA

Council representatives Cr Bonza and Cr Patupis

- President, Cr Warner and the CEO attended the WALGA LG Convention
- Presentation from the Minister for Local Govt in which he addressed the housing shortage. State Govt is adopting and driving reform to facilitate housing. Using timber-framed builds to speed up process. 10% stamp duty rebate on build to rent housing. Identifying 'lazy land' to release for housing
- Touched on the LG reforms. Consultation has been extensive, working on one State ide set of Standing Orders/live streaming meetings/cap on smaller Council size set at

7/Audit Committees will require independent Chair only. Preferential voting will be optional – which means Electors can either number each box or just place a tick against their preferred candidates (effectively, staying with the first past the post system)

- Also mentioned that Elected Members are now expected to engage on social media. This presents challenges in resourcing/false information being broadcast/personal attacks. The Minister is open to suggestions on how to stamp out negative behaviours.
- The Minister is also encouraging people with disabilities to take places on Councils
- The Shadow Local Govt Minister, Shane Love also addressed the conference. He focus was on the fact that LG does not have time to wait for another level of Govt to assist in solving issues. Councils fill gaps of private sector and State/Federal Govts including in areas such as GP services, housing development, natural disaster response and recovery and should have more support from State and Federal Govts.
- LG has enough to do without having to deal with electoral reforms and likes the abolition of the Ward system in LG to the abolition of State representation
- ALGA President Linda Scott advised that the PM is committed to having a Cabinet Minister for Local Govt (Catherine King) and a Local Minister, Kristy McBain and to re-establish a Council of LG.
- Local communities need forewarning of bank closures to arrange alternative solutions
- ALGAs budget submission was to maintain LG funding levels/if programmes are scrapped that money is reallocated to LGs/untied grants are crucial for LGs to deliver community infrastructure
- LGs employ across 400 skill sets and 9/10 LGs are currently experiencing labour shortages
- Housing remains an issue both in metro and regional areas

8.1.3 Regional Roads Group

Council representatives Cr Bonza and Cr Wyatt

- No meeting held

8.1.4 Roadwise

Council representatives Cr Wyatt and Cr Warner

- No meeting held

8.1.5 Local Emergency Management Committee

Council representatives Cr Bonza and Cr Patupis

- No meeting held

9. Announcements by Presiding Member without Discussion.

9.1 Early Payment of Rates Draw

The Shire President invited a community member from the public gallery to draw the prizes. Mr D. McColl volunteered.

The following names were drawn in order 1st-3rd place.

1st Place- \$750 K. Crispe.

2nd Place - \$500 M.J. & C.M. O'Callaghan

3rd Place- \$250 J.G.Smith

10. Reports

10.1 Planning, Development, Health and Building

Cr. Patupis exited the meeting at 6:21pm.

Agenda Reference & Subject	
10.1.1 Delegation to Represent Shire of Dundas on the COASTAL MANAGEMENT PLAN ASSISTANCE PROGRAM Steering Committee	
Location / Address	Shire of Dundas
File Reference	EM.1
Author	Chief Executive Officer – Peter Fitchat
Date of Report	14 th October
Disclosure of Interest	Councillor Patupis- Proximity

Summary

For the Council to ratify nominated delegates to Represent Shire of Dundas on the COASTAL MANAGEMENT PLAN ASSISTANCE PROGRAM Steering Committee because of the late announcement and the nominations closed on the 3rd October 2022.

Background

the Shire of Dundas has been successful in its application for funding from the Western Australian Planning Commission's Coastal Management Plan Assistance Program 2022/23, for the preparation of the Shire of Dundas South Coast Planning Strategy. A grant of \$70,000 (exclusive of GST) from the Coastal Management Plan Assistance Program has been approved. Funding is offered subject to terms and conditions outlined in the attached Funding Agreement. The project must be completed within two years.

Statutory Environment

Local Government Act 1995

Part 5

This Part deals with —

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

(g) codes of conduct.

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

5.10. Committee members, appointment of

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

- (a) persons appointed* by the local government to be members of the committee (other than those referred to in paragraph (b)); and
- (b) persons who are appointed to be members of the committee under subsection (4) or (5).

* Absolute majority required.

Policy Implications

EM.1 Conferences – Elected Members Attendance and Representation

Financial Implications

Conference allocation as set in the adopted budget.

Strategic Implications

To enable the Shire of Dundas to be involved in the direction of this Coastal Management Strategy Project.

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.				
Nº	Strategy 2	Goal	Measure	Priority
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 3 – Natural and Built Environment				
A protected and enhanced environment that is aesthetically pleasing and provides benefits for the				
Nº	Strategy 3	Goal	Measure	Priority
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

Consultation

Councillors and Senior Staff, Community

Comment

Payments will be staged and provided upon the completion of project milestones and objectives, as outlined in the Funding Agreement. Please provide the following within four weeks of receiving this letter:

1. Funding Agreement signed by the Chief Executive Officer.
2. Preliminary Project Milestones detailing a list of measurable and achievable milestones; and
3. Steering Committee membership.

Voting Requirements

Absolute majority

Officer Recommendation

That Council note:

1. **That Cr Laurene Bonza and Cr Rasa Patupis and the CEO Peter Fitchat is nominated to be on the Steering Committee with the Department Land Planning and Heritage on the COASTAL MANAGEMENT PLAN ASSISTANCE PROGRAM.**

Moved: Cr. Hogan

Seconded: Cr. Warner

Resolution

1. **That Cr Laurene Bonza and Cr Rasa Patupis and the CEO Peter Fitchat is nominated to be on the Steering Committee with the Department Land Planning and Heritage on the COASTAL MANAGEMENT PLAN ASSISTANCE PROGRAM.**

Carried by: Absolute majority For: 4 Against: 0

Cr. Patupis returned to the meeting at 6:22pm

10.2 Members and Policy

Agenda Reference & Subject	
10.2.1 Receive the Information Bulletin	
Location / Address	Shire of Dundas
File Reference	PE.ME.2

Author	Chief Executive Officer - Peter Fitchat
Date of Report	13/10/2022
Disclosure of Interest	Nil

Summary

For Council to consider receiving the Information Bulletin for 11th October 2022

Background

The Councillors' Information Bulletin for the period ending 11th October 2022 was completed and circulated to Councillors.

Statutory Environment

Local Government Act 1995

11. 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.
12. 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

Informing Elected Members with respect to matters impacting on their roles, responsibilities and decision making as the Shire of Dundas Council.

Consultation

The IB Report is prepared in consultation with Senior Officers

Comment

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

The Information Bulletin contains confidential elements and is not a public document, it is distributed to Councillors and senior officers only and is not for public release.

Voting Requirements

Simple Majority

Officer Recommendation

That Council receive the monthly Councillors' Information Bulletin for the period ending 11th October 2022 as included in confidential papers relating.

Moved: Cr. Patupis

Seconded: Cr. Warner

Resolution

That Council receive the monthly Councillors' Information Bulletin for the period ending 11th October 2022 as included in confidential papers relating.

Carried by: Simple Majority For: 5 Against: 0

10.3 Administration, Finance and Community Development

Agenda Reference & Subject	
10.3.1 Norseman Community Resource Centre Management Report and Financial Statements	
Location / Address	Shire of Dundas
File Reference	CS.SP.8
Author	Norseman Community Resource Manager, Angela Hogan and Senior Administration Officer, Ciara Stewart
Date of Report	01/10/2022
Disclosure of Interest	Nil

Summary

That the Shire of Dundas Council review and accept the Norseman Community Resource Centre Management Report and Financial Statements for the period ending 30th September 2022 and the Financial Statements for the period ending 31th August 2022.



MANAGEMENT REPORT

Prepared by: Angie Hogan
01/09/2022-30/09/2022

Norseman Community Resource Centre

Membership and patronage details:

Total Number of memberships: 0

New memberships this reporting period: 1

Patronage per opening hour: 17.5

September has been a rather busy month, with the CRC Annual report and reporting on outcomes to Department of Primary and Regional Development (DPIRD).

The CRC has been preparing for online week which will commence from the 14-20th October we have some exciting workshops set up for the seniors. Code club for the kids will commence in November. October 14th is Mental Health week the CRC is running a kid's activity in Marks park on the 14th of October where the kids will be joining in on pavement chalk creations where they can express what mental health means to them. All of the creations will be posted on the CRC Facebook page and Mental health Facebook page.

September was also about "Staying Safer online" the CRC ran a series of workshops for the Seniors on how to avoid scams and tricks creating safe passwords and paying safely online, those who attended would like to see more, the CRC will investigate more workshops for staying safer online.

The CRC now has a Phone Charging station that can charge up to 10 phones at a time, it is free for visitors, and is a hit with the visitors and some locals that use the CRC. The charging station also charges extremely fast.

Centrelink

Over the last month we have helped;

- 40 customers accessed Centrelink
- 0 with Medicare.
- 11 self service
- 10 customers had a general enquiry.
- 0 assisted with completion of forms
- 3 were provided a publication
- 11 were referred to Centrelink
- 11 Registered for self service
- 12 were assisted with self- service terminals
- 20 took less than 5 minutes
- 20 5-15 minutes
- 18 up to 30 minutes
- 28 over 30 minutes

Monthly Total: 86

Monthly Statistics for Community Resource Centre

Photo Kiosk 10

CRC Retail 23

Digital Assistance 54

General Enquiries 209

Internet 38

Kidz Klub – Lets Paint 2,

Room Booking, Centrecare Kalgoorlie 4, Centrecare Esperance 3, Family & Domestic Outreach 5

Photocopying 90

Printing 66

Gov Booth 41

Hot Desk 15

Monthly Total: 560

Service providers who attended the CRC in the reporting period and outcomes achieved.

iHear will now be conducting free hearing tests at the Community Health Centre as they now have a significant amount of cliental in Norseman.

Centrecare Kalgoorlie and Centrecare Esperance.

Trans WA

The Norseman CRC is a TransWA Ticketing Agent. We can arrange all your TransWA requirements such as booking tickets for TransWA services across WA and taking payments.

We can book and issue tickets for all TransWA Services. We also have timetables available and can provide luggage tags, unaccompanied children form's and can arrange special requirements for your journey.

Total Tickets Booked: 32

Meeting Room Hire

Centrecare Kalgoorlie and Esperance will occupy the meeting room on a fortnightly basis.

CRC Hot Desk

The CRC Hot desk is used by a few customers who are travelling and need a space to conduct some work or have a zoom meeting, this is a free service and is available to businesses and individuals. This month we have had 15 x customers use the desk.

Marketing strategies undertaken in the reporting period and outcomes achieved**Strategies undertaken:**

Social Media, web sites, CRC web page.

Events/courses investigated for future succession planning

All year we will be running Free Basic computer classes-Word, Excel, and Publisher, and BeConnected for Seniors 50+ and short courses.

Professional development and training opportunities

Cert IV in Marketing and Communication

Professional development opportunities undertaken within reporting period

Financial Statements for the period ending 30th September 2022

Norseman Community Resource Centre

*PO Box 206
81 Roberts Street
NORSEMAN WA 6443*

Profit & Loss Statement

1/07/2022 through 30/09/2022

13/10/2022
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Income		
Sales		
1 Computer Usage	\$216.64	
3 Photocopying/Printing	\$4,493.95	
Scanning	\$166.91	
Folding	\$18.18	
Binding	-\$109.09	
Laminating	\$188.20	
Kids Klub	\$4.55	
Events	\$647.28	
Express Yourself - Sales	\$133.32	
Photo Express kiosk	\$125.30	
Animal Jewels & Coasters Sales	\$255.33	
Conference Room Hire	\$477.27	
Contract Services	\$6,759.48	
Grant Income	\$26,999.12	
Total Income		<u>\$40,376.44</u>
Cost of Sales		
Purchases		
Computer & Phone Goods	-\$904.82	
TRANSWA Ticket Sales	-\$2,390.96	
Total Cost of Sales		<u>-\$3,295.78</u>
Gross Profit		<u>\$43,672.22</u>
Expenses		
Events	\$3,887.68	
Bank Fees	\$60.00	
Advertising	\$610.00	
Dues & Subscriptions	\$4,014.98	
Asset Purchases	\$1,892.00	
Computer Repairs & Maintenance	-\$780.00	
Postage & Shipping	\$11.41	
Stationery	\$1,988.94	
Reimbursement of DPRID Grant	\$12,336.98	
Employment Expenses		
Staff Amenities	\$31.70	
Training & Conferences	\$2,900.00	
Total Employment Expenses		<u>\$2,931.70</u>
Services		
Internet Fees	\$22.73	
Total Expenses		<u>\$26,976.42</u>
Net Profit / (Loss)		<u>\$16,695.80</u>

Financial Statements for the period ending 30th September 2022

Norseman Community Resource Centre

PO Box 206
81 Roberts Street
NORSEMAN WA 6443

Reconciliation Report

13/10/2022
3:18:55 PM

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ID#	Date	Payee	Deposit	Withdrawal
Cheque Account: 1-1110		Cheque Account		
Date of Bank Statement: 30/09/2022				
Reconciled Cheques				
2295	1/09/2022	Norseman Today Group Inc		\$335.00
2296	1/09/2022	AUSTRALIAN PHOTO SUPPLIES		\$1,628.00
2297	1/09/2022	AUSTRALIAN PHOTO SUPPLIES		\$324.50
2298	1/09/2022	Department of Primary Industr		\$13,570.68
2299	1/09/2022	Smart Digital Australia		\$2,081.20
2300	1/09/2022	Public Transport Authority of		\$1,101.32
2301	1/09/2022	Smartbag P/L		\$977.24
2302	1/09/2022	Express Yourself Printing		\$416.00
2303	1/09/2022	Safe T Card Australia PTY LT		\$1,828.20
2304	1/09/2022	Norseman IGA		\$26.68
2305	1/09/2022	Technologica (C Direct)		\$151.48
2306	1/09/2022	Solutions IT		\$113.28
SC300922	5/09/2022			\$10.00
SC300922	19/09/2022	trust bank fees		\$10.00
2307	30/09/2022	Petty Cash Norseman CRC		\$113.40
Total:			\$0.00	\$22,686.98
Reconciled Deposits				
CR003218	14/09/2022	Centrelink	\$2,478.48	
CR003219	20/09/2022	Public Transport Authority of	\$3.00	
CR003217	29/09/2022	Payment; Centrecare Kalgoorl	\$50.00	
CR003221	30/09/2022	EFT and Cash Deposit for Au	\$4,311.22	
Total:			\$6,842.70	\$0.00
Reconciliation				
BusinessBasics Balance on 30/09/2022:			\$71,098.92	
Add: Outstanding Cheques:			\$0.00	
Subtotal:			\$71,098.92	
Deduct: Outstanding Deposits:			\$0.00	
Expected Balance on Statement:			\$71,098.92	

Financial Statements for the period ending 30th September 2022**Norseman Community Resource Centre**

PO Box 206
81 Roberts Street
NORSEMAN WA 6443

Balance Sheet**As of September 2022**

13/10/2022
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Assets	
Current Assets	
Cash On Hand	
Cheque Account	\$71,098.92
Petty Cash	\$150.00
Undeposited Funds	\$3,721.69
Total Cash On Hand	<u>\$74,970.61</u>
Trade Debtors	<u>\$2,367.15</u>
Total Current Assets	\$77,337.76
Other Assets	
Deposits	<u>\$2,000.00</u>
Total Other Assets	\$2,000.00
Fixed Assets	
Furniture & Fixtures	
Furniture & Fixtures at Cost	\$96,659.60
Furniture & Fixtures Accum Dep	<u>-\$70,307.53</u>
Total Assets	<u>\$105,689.83</u>
Liabilities	
Current Liabilities	
GST Liabilities	
GST Collected	\$61,581.60
ATO Running Balance Account	-\$2,169.00
GST Paid	<u>-\$60,532.22</u>
Total GST Liabilities	-\$1,119.62
Other Current Liabilities	
Long Service Leave Provision	\$21,773.96
Annual Leave Provision	<u>\$8,595.74</u>
Total Current Liabilities	<u>\$29,250.08</u>
Total Liabilities	\$29,250.08
Net Assets	<u>\$76,439.75</u>
Equity	
Retained Earnings	\$5,922.40
Current Year Earnings	\$16,695.80
Historical Balancing	<u>\$53,821.55</u>
Total Equity	<u>\$76,439.75</u>

Financial Statements for the period ending 31th August 2022**Norseman Community Resource Centre**

*PO Box 206
81 Roberts Street
NORSEMAN WA 6443*

Profit & Loss Statement**1/07/2022 through 31/08/2022**

21/09/2022
3:38:57 PM

Income		
Sales		
1 Computer Usage	\$173.91	
3 Photocopying/Printing	\$4,317.32	
Scanning	\$126.91	
Folding	\$18.18	
Binding	-\$109.09	
Laminating	\$65.46	
Events	\$647.28	
Express Yourself - Sales	\$59.10	
Photo Express kiosk	\$88.37	
Animal Jewels & Coasters Sales	\$241.74	
Conference Room Hire	\$431.82	
Contract Services	\$4,506.32	
Grant Income		\$26,999.12
Total Income		<u>\$37,566.44</u>
Cost of Sales		
Purchases		
Computer & Phone Goods	\$1,360.83	
TRANSWA Ticket Sales	-\$2,497.70	
Total Cost of Sales		<u>-\$1,136.87</u>
Gross Profit		<u>\$38,703.31</u>
Expenses		
Events	\$2,289.48	
Bank Fees	\$40.00	
Advertising	\$275.00	
Dues & Subscriptions	\$2,250.00	
Computer Repairs & Maintenance	-\$780.00	
Stationery	\$722.36	
Employment Expenses		
Staff Amenities	\$31.70	
Training & Conferences	\$2,900.00	
Total Employment Expenses		<u>\$2,931.70</u>
Services		
Internet Fees	\$22.73	
Total Expenses		<u>\$7,751.27</u>
Net Profit / (Loss)		<u>\$30,952.04</u>

Financial Statements for the period ending 31th August 2022

Norseman Community Resource Centre

PO Box 206
81 Roberts Street
NORSEMAN WA 6443

Reconciliation Report

21/09/2022
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ID#	Date	Payee	Deposit	Withdrawal
Cheque Account: 1-1110		Cheque Account		
Date of Bank Statement: 31/08/2022				
Reconciled Cheques				
2291	1/08/2022	Westnet		\$25.00
2292	3/08/2022	Technologica (C Direct)		\$3,022.31
2293	3/08/2022	Clever Patch		\$249.52
2294	3/08/2022	Old McDonald's Travelling Fa		\$2,200.00
SC310822	5/08/2022			\$10.00
SC310822	17/08/2022	Trust Bank Fees		\$10.00
Total:			\$0.00	\$5,516.83

Reconciled Deposits				
CR003201	4/08/2022	Payment; Centrecare Kalgoorl	\$25.00	
CR003210	9/08/2022	Australian Tax Office	\$1,899.72	
CR003202	10/08/2022	Payment; Goldfields Commun	\$50.00	
CR003203	15/08/2022	Payment; Shire of Dundas	\$5,600.00	
CR003211	15/08/2022	Centrelink	\$2,478.48	
CR003204	17/08/2022	Payment; Goldfields Commun	\$25.00	
CR003205	18/08/2022	Payment; Centrecare	\$25.00	
CR003206	18/08/2022	Payment; Centrecare Kalgoorl	\$50.00	
CR003207	19/08/2022	Payment; ihear Kalgoorlic	\$200.00	
CR003208	24/08/2022	Payment; Dundas Fencing &	\$3.00	
CR003209	24/08/2022	Payment; Ngadju Native Title	\$68.40	
CR003212	26/08/2022	Solutions IT - Refund of Over	\$858.00	
CR003216	26/08/2022	Bank Deposit - July 2022	\$3,721.69	
Total:			\$15,004.29	\$0.00

Reconciliation				
BusinessBasics Balance on 31/08/2022:		\$86,943.20		
Add: Outstanding Cheques:		\$0.00		
Subtotal:		\$86,943.20		
Deduct: Outstanding Deposits:		\$0.00		
Expected Balance on Statement:		\$86,943.20		

Financial Statements for the period ending 31th August 2022

Norseman Community Resource Centre

PO Box 206
81 Roberts Street
NORSEMAN WA 6443

Balance Sheet

As of August 2022

21/09/2022
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Assets		
Current Assets		
Cash On Hand		
Cheque Account	\$86,943.20	
Petty Cash	\$150.00	
Undeposited Funds	\$3,721.69	
Total Cash On Hand	<u>\$90,814.89</u>	
Trade Debtors	\$2,174.15	
Total Current Assets		<u>\$92,989.04</u>
Other Assets		
Deposits	\$2,000.00	
Total Other Assets		<u>\$2,000.00</u>
Fixed Assets		
Furniture & Fixtures		\$96,659.60
Furniture & Fixtures at Cost		\$96,659.60
Furniture & Fixtures Accum Dep		<u>-\$70,307.53</u>
Total Assets		<u>\$121,341.11</u>
Liabilities		
Current Liabilities		
GST Liabilities		
GST Collected	\$60,951.90	
ATO Running Balance Account	-\$2,169.00	
GST Paid	<u>-\$58,507.48</u>	
Total GST Liabilities		\$275.42
Other Current Liabilities		
Long Service Leave Provision	\$21,773.96	
Annual Leave Provision	<u>\$8,595.74</u>	
Total Current Liabilities		<u>\$30,645.12</u>
Total Liabilities		<u>\$30,645.12</u>
Net Assets		
		<u>\$90,695.99</u>
Equity		
Retained Earnings	\$5,922.40	
Current Year Earnings	\$30,952.04	
Historical Balancing	<u>\$53,821.55</u>	
Total Equity		<u>\$90,695.99</u>

Consultation

Manager Norseman Community Resource Centre

Shire of Dundas Manager of Corporate and Community Services

Shire of Dundas Senior Administration Officer

Voting Requirements

Simple Majority

Officer Recommendation

- 1- That the Norseman Community Resource Centre Management Report and Financial Statements for the period ending 30th September 2022 be accepted.
- 2- That the Norseman Community Resource Centre Management Financial Statements for the period ending 31st August 2022 be accepted.

Moved Cr. Patupis

Seconded: Cr. Hogan

Resolution

- 1- That the Norseman Community Resource Centre Management Report and Financial Statements for the period ending 30th September 2022 be accepted.
- 2- That the Norseman Community Resource Centre Management Financial Statements for the period ending 31st August 2022 be accepted.

Carried by: Simple Majority For: 5 Against: 0

Agenda Reference & Subject	
10.3.2 Accounts Paid 01.09.2022 – 30.09.2022	
Location / Address	Shire of Dundas
File Reference	FM.CR
Author	Senior Administration Officer
Date of Report	12/10/2022
Disclosure of Interest	Nil

Trust Payments

Chq/EFT	Date	Name	Description	Amount
				0.00

Municipal Cheques

Cheque	Date	Name	Description	Amount
26405	28/09/2022	Shire of Dundas Petty Cash	Recoup to petty cash 11.07.2022 - 27.09.2022	492.55
				\$492.55

Visitor Centre Account EFT's

Chq/EFT	Date	Name	Description	Amount
EFT6953	06/09/2022	DAVRIC AUSTRALIA PTY LTD	Various Visitor Centre Products	1013.10

EFT6954	06/09/2022	Raymond Marcon	13x Norseman wooden pens	260.00
EFT7002	16/09/2022	VANESSA AUSTRALIA	Woodlands Centre re-stock	1993.32
				\$3'266.42

Municipal Account EFT's

EFT	Date	Name	Description	Amount
EFT6955	06/09/2022	Telstra Corporation Limited	Various Mobiles 17/08/2022 - 16/09/2022 \$1888.87 Admin Phones and Internet 05.08.2022 – 04.09.2022 \$1312.68	3201.55
EFT6956	02/09/2022	ALTORA SOLUTIONS	Axion Subscription to Altorra: 01/08/2022 - 01/09/2022	345.51
EFT6957	02/09/2022	CHILD SUPPORT DEPARTMENT OF HUMAN SERVICES	Payroll deductions	445.73
EFT6958	02/09/2022	Records & Information Management Professionals Australasia	Membership Renewal for 2022 - 2023: Corporate A (1-3)	640.00
EFT6959	02/09/2022	Elite Gym Hire	Hire of Row, Curl, Bench, Squat Stations & Multi-Function Trainer (12/08/2022 - 12/09/2022)	1185.70
EFT6960	02/09/2022	FUTURE SECURITY SOLUTIONS PTY LTD	Upgrade alarm system incl travel costs	886.60
EFT6961	02/09/2022	GLEN FLOOD GROUP PTY LTD T/A GFG TEMP ASSIST	Finance & Governance Assistance - 24 Hrs	2851.20
EFT6962	02/09/2022	DOWLING GIUDICI ASSOCIATES	As per DG&A Professional Services Agreement 201218 40 hrs @ \$95 p/h	4180.00
EFT6963	02/09/2022	Horizon Power	Various Power Charges - 17.02.2022 - 20.04.2022 - 124 Prinsep Street	192.97
EFT6964	02/09/2022	Local Health Authorities Analytical Committee	Analytical Systems 2022 - 2023	396.00
EFT6965	02/09/2022	Recoveries Legal	LGA Sale - A644- 46 Roberts Street, Norseman \$1375.33 Debt Recovery A552 & A241 \$495.00 LGA Sale A321 \$1342.33	3212.66
EFT6966	02/09/2022	Star Track Credit	Freight (Late Payment Fee)	5.18
EFT6967	02/09/2022	MOBILE PRESSURE CLEANING SERVICES	Aeration of the football oval - as per email	7150.00
EFT6968	02/09/2022	Navman Wireless Australia Pty Ltd	Monthly satellite service (05/08 - 04/09/2022)	65.89
EFT6969	02/09/2022	O'Dwyer Electrical	Remove faulty fluoro light fitting, supply & install 40-watt batten light and replace faulty RCD switch	1991.00
EFT6970	02/09/2022	Microshel Family Trust T/AS PACK & SEND EAST PERTH RGSMW PTY LTD	Freight/Package from RSEA Kalgoorlie	198.91
EFT6971	02/09/2022	South Coast Foodservice	Cleaning & chemical supplies - as per quote#2014389 - Aussie Care Towel	2620.00
EFT6972	02/09/2022	WINC AUSTRALIA PTY LTD	6 Way Power Board Switch	86.46
EFT6973	16/09/2022	Australian Taxation Office	BAS (August 2022)	47141.00
EFT6974	16/09/2022	Australia's Golden Outback	2022/23 GOLD Membership of Australia's Golden Outback 01/07/2022 - 30/06/2023	350.00
EFT6975	16/09/2022	Airport Lighting Specialists Pty Ltd	White & Yellow windsocks inc freight	682.00

EFT6976	16/09/2022	Advertiser Print	Purchase waste disposal booklets	416.00
EFT6977	16/09/2022	ANIMAL CARE EQUIPMENT & SERVICES (AUSTRALIA) P/L	Ultra-net gun - Pound	2346.23
EFT6978	16/09/2022	Bonza Constructions Pty Ltd	Painting southern & western walls of Sports complex building 9218.00 Replace screen door lock at Pensioner unit 4 177.21 Front entrance ramp at unit 4/100 Prinsep st 3025.00 Front entrance ramp at unit3/100 Prinsep st 3177.64 Front entrance ramp at unit1/100 Prinsep st 3177.64 Miscellaneous completion works at Laundromat 1710.50	20485.99
EFT6979	16/09/2022	Bunnings Warehouse Kalgoorlie	Assorted items for depot - Gloves, safety glasses, various drill bits	809.79
EFT6980	16/09/2022	BOC Limited	Container Service Fee (29/07/2022-28/08/2022)	42.37
EFT6981	16/09/2022	Cuten Guneder Machinery	Cleaned out two septic tanks 70 Roberts Street 880.00 Cleaned out septic tanks 70 Roberts Street 880.00 Cleaned out 2 septic tanks 70 Roberts Street 880.00	2640.00
EFT6982	16/09/2022	CHILD SUPPORT DEPARTMENT OF HUMAN SERVICES	Payroll deductions	445.73
EFT6983	16/09/2022	COASTLINE MOWERS	Various Mower parts	385.15
EFT6984	16/09/2022	DONNA MALEC	Heritage & Arts Trail Project	1800.00
EFT6985	16/09/2022	Esperance Communications	Only 2 cameras are working – Reboot access	70.00
EFT6986	16/09/2022	ESPERANCE METALAND	welded pipe, helmet, gloves various items	1736.52
EFT6987	16/09/2022	DANE TAYLOR TECHNOLOGIES PTY LTD	Yellow/Gold mask set (two filters)	531.30
EFT6988	16/09/2022	GLEN FLOOD GROUP PTY LTD T/A GFG TEMP ASSIST	PE: 8/8/22 - 21/8/22 6.25hrs @ \$129.00/hr Ruth Levitt \$390.23 Tender Support: 4hrs @ \$108.00/hr 25/7/22 - 7/8/22 & 2 Hrs 8/8/22 - 21/8/22 \$712.80 Finance & Governance Assistance Katherine Wiles 30hrs @ \$108.00/hr 22/8/22 - 4/9/22 \$3564.00 Tender Support: 17.25hrs @ \$108.00/hr 22/8/22 - 4/9/22 \$2049.30	6716.33
EFT6989	16/09/2022	GLEN FLOOD GROUP PTY LTD T/A GFG CONSULTING	Contour & Feature Survey	28594.72
EFT6990	16/09/2022	P & L Hogan Services	Supply & Deliver 2 X 45kg gas bottles to Roberts Street - Welcome Park	360.00
EFT6991	16/09/2022	4 HEALTHCARE PTY LTD	Supply and deliver of wet & dry linen trolleys and linen folding table - as per job#45687	2877.60
EFT6992	16/09/2022	IRIS Consulting Pty Ltd	Latif Samadi - Training for records	240.00

EFT6993	16/09/2022	Raymond Marcon	Agility logs and seating Norseman Dog Park.	450.00
EFT6994	16/09/2022	Moore Australia (WA) Pty Ltd	On demand Rates Accounting Support, Compilation of the SFA EOM July 2022 and One off set up fee of monthly statement as per agreement	8976.00
EFT6995	16/09/2022	MASONRY CONSTRUCTION PRODUCTS PTY LTD	BL4059 - Badger boot cleaning brush	876.81
EFT6996	16/09/2022	O'Dwyer Electrical	Replace wooden pole and electrical work at Phoenix Park \$12100.00 Supply and replace light pole to aged care units \$2541.00	14641.00
EFT6997	16/09/2022	Microshel Family Trust T/AS PACK & SEND EAST PERTH RGS MW PTY LTD	Freight Coastline Mowers 02/09/2022 46.21 Freight- Gym Equipment - Nordic Fitness 1898.48 Freight - Bucher Municipal 65.24 Freight - Coastline Mowers 134.10	2144.03
EFT6998	16/09/2022	RESOURCE ACCOMMODATION MANAGEMENT PTY LTD	Provide 10 x Meals for Councillors on the following dates 19/07/22, 04/08/22, 16/08/22 & 06/09/22 @ \$20p/meal	880.00
EFT6999	16/09/2022	Southeast Petroleum	Fuel Purchases for August 2022	1095.34
EFT7000	16/09/2022	Solutions IT (invoice S + B)	Agreement - Managed Support - Maintain for September	2530.94
EFT7001	16/09/2022	WESFARMERS KLEENHEAT GAS PTY LTD	LPG Bulk Supply	1369.98
EFT7003	19/09/2022	WESTANKS AUSTRALIA PTY LTD	Smart fill keychain fob 20 units	632.50
EFT7004	23/09/2022	Laurene Bonza	Claim (Council Meeting 28.06, 28.07, 16.08, Audit 07.06, IB 07.06, 05.07, 04.08, Strategic Community Plan 12.07, Workshop 14.06, Electors meeting 28.06 and GVROC 29.07), Claim (IB 06.09), President Allowance - July and August 2022	4810.00
EFT7005	23/09/2022	SHARON MAREE WARNER (councillor)	Claim (Council Meeting 16.08, 28.07, IB 04.08, 06.09, 05.07, GVROC 26.08, Budget 12.07, GVROC Travel 27.05)	1342.30
EFT7006	28/09/2022	Australia Post	Rates Postage (01/08/2022 - 31/08/2022)	873.54
EFT7007	28/09/2022	ZircoDATA Pty Ltd	Storage of Registers (26/07/2022 - 25/08/2022)	160.24
EFT7008	28/09/2022	ALTORA SOLUTIONS	Axion Subscription to Altor 01/09/2022 - 01/10/2022	345.51
EFT7009	28/09/2022	BUNNINGS GROUP LIMITED	Hortico 10kg Organic Lawn Fertiliser	226.30
EFT7010	28/09/2022	BP Norseman	Various Fuel August 2022	476.00
EFT7011	28/09/2022	Bunnings Warehouse Kalgoorlie	mop heads and mop handles	158.14
EFT7012	28/09/2022	CHILD SUPPORT DEPARTMENT OF HUMAN SERVICES	Payroll deductions	445.73
EFT7013	28/09/2022	Corsign WA	Various signs	459.80
EFT7014	28/09/2022	COASTLINE MOWERS	Assy head light, mark symbol & discharge cover	611.55

EFT7015	28/09/2022	ESPERANCE METALAND	Mesh, Duragals and Galv pipe \$1729.42 Harris heating kit \$433.20	2162.62
EFT7016	28/09/2022	MATTEN PTY LTD T/AS FREIGHT LINES GROUP	Freight (Corsign - Pallet & Metaland)	715.05
EFT7017	28/09/2022	A.D. Engineering International Pty Ltd	Town clock quarterly service (03/09/2022 - 02/12/2022)	132.00
EFT7018	28/09/2022	KILIMA (WA) P/L	Shire Rates - 81 Roberts Street	2320.81
EFT7019	28/09/2022	K & R EARTHWORKZ	Repair of the Prinsep st drain and footpath	19250.00
EFT7020	28/09/2022	Star Track Credit	Freight - Office National Kalgoorlie \$92.92 Freight - Credit Note -1.59	91.33
EFT7021	28/09/2022	Norseman IGA	IGA Purchases – August 2022	640.11
EFT7022	28/09/2022	Navman Wireless Australia Pty Ltd	Monthly satellite service (05/09/2022 - 04/10/2022)	65.89
EFT7023	28/09/2022	OFFICE NATIONAL KALGOORLIE	YS Design Utility Stool for CRC \$390.98 Archive Boxes and Markers \$122.00	512.98
EFT7024	28/09/2022	RSEA PTY LTD	Steel capped boots for Jodie Miller - as per quote#13432786	155.95
EFT7025	28/09/2022	Stewart & Heaton Clothing Co. Pty Ltd	wildfire helmet, uvex goggles and certified trousers	2351.73
EFT7026	28/09/2022	SOUTH REGIONAL TAFE	WHS 5-day course oct 31st - nov 4th - ama	2554.00
EFT7027	28/09/2022	IT Vision	SynergySoft Back up - After Hours	412.50
EFT7028	28/09/2022	WINC AUSTRALIA PTY LTD	Various Stationery Supplies	437.24
EFT7029	29/09/2022	Laurene Bonza	Claim (Council Meeting 24.09, CEO Appraisal 19.09), Travel Claim (WALGA Convention 02.10 - 04.10 and OCM Eucla 24.09), Allowance - September	3864.72
EFT7030	29/09/2022	John Edward Patrick Hogan	Claim (Council Meeting 28.07, IB 05.07, Budget 12.07, OCM 16.08, OCM 24.09, IB 06.09)	972.00
EFT7031	29/09/2022	JOHN MALONEY	Claim (OCM 24.09, CEO Appraisal 19.09, OMC 28.07, IB 05.07, Budget 12.07, OCM 16.08, IB 04.08, IB 06.09)	1188.00
EFT7032	29/09/2022	Rasa Patupis	Claim (Council Meeting 16.08, 28.07, 24.09, IB 05.07, 04.08, 06.09, Budget 12.07, CEO Appraisal 19.09)	2202.51
EFT7033	29/09/2022	Veronica Wyatt	Claim (Council Meeting June, July & August, IB June, July & August)	964.00
EFT7034	29/09/2022	SHARON MAREE WARNER (councillor)	Claim (Council Meeting 24.09 and CEO Appraisal 19.09), Travel - WALGA Convention 02.10 - 05.10	1743.81
7651	05/09/2022	Centrepay	Centrepay Fees – Rent & A771	1.98
7655	06/09/2022	Centrepay	Centrepay Fees – A629 & A698	1.98
7658	07/09/2022	Clara Viola & Latif Samadi	Payment for Meals and Incidentals – WALGA Agenda Training 08.09.2022	411.60
7668	12/09/2022	Centrepay	Centrepay Fees – A525	0.99
PAY	13/09/2022	Payroll	Payroll – Net Pays	74808.50
7644	16/09/2022	Pania Turner & Sandy Murphy	Reimbursement of Expenses – MCD for Garden Show Winners \$1561.99 S Murphy – Mop for Laundry \$44.00	1605.99

7681	16/09/2022	Daryl Williams	Mixed Blood Band Members – Fuel and Food for NAIDOC Week	8800.00
7682	16/09/2022	Roberts Hansen	Sand Mural and Droning of NDHS – NAIDOC Week	4500.00
7685	16/09/2022	Miriama Pula & Jodie Richardson	Reimbursement of Expenses – M Pula for Food Supplies for Youth \$78.69 J Richardson for Police Clearance \$70.00	148.69
7688	16/09/2022	JD & AC Aurich	Purchase Pea Straw for Gardens	440.00
7677	19/09/2022	Centrepay	Centrepay Fees – Rent	0.99
7691	19/09/2022	Centrepay	Centrepay Fees – A771	0.99
7692	19/09/2022	Department of Transport	Transfer Fees for New Laundromat Van	3130.25
7696	20/09/2022	Centrepay	Centrepay Fees – A629 & A698	1.98
7698	23/09/2022	Renee Petersen	Reimbursement for Laundromat Van Plant Change	30.50
7699	26/09/2022	Centrepay	Centrepay Fees – A525	0.99
PAY	27/09/2022	Payroll	Payroll – Net Pays	74711.78
7705	29/09/2022	Peter Fitchat	Reimbursement for Staff Clothing – As per Policy	300.00
				\$403'466.26

Municipal Account Direct Debts

	Date	Name	Description	Amount
7641	01/09/2022	Bank Fees	ANZ Merchant Fee	401.01
7659	07/09/2022	ANZ BPAY	BPAY Transaction Fee	92.40
7675	15/09/2022	3E Advantage Pty Limited	Shire photocopier & Printer meter readings – 01.08.2022 – 31.08.2022	3868.33
	08/09/2022	SuperChoice	Re-Send Superannuation – This was a bounce back	1779.23
DD11167	08/09/2022	SuperChoice	20.07.2022 - 02.08.2022	13135.74
DD11179	09/09/2022	SuperChoice	03.08.2022 – 16.08.2022	14018.08
DD11197	09/09/2022	SuperChoice	17.08.2022 – 30.08.2022	16014.38
				\$49'309.17

Municipal Account Credit Cards

Chq/EFT	Date	Name/Description of Purchase	Allocation Description	Amount
7713	28/09/2022	Chief Executive Officer	ANZ Credit Card Purchases 22.08.2022 – 22.09.2022	
		WALGA - 2022 Convention	Councillor Training/Conferences/Courses MUN	1250.00
		WALGA 2022 Convention credit for President	Councillor Training/Conferences/Courses MUN	-1200.00
		Virgin - Flights for CEO 20-22 September	TRAVEL & ACCOMMODATION MUN	475.33
		Esperance Pink Lake - Accommodation for M Pula 30-4 Nov	TRAVEL & ACCOMMODATION MUN	545.45
		Eucla Motor Hotel - Accommodation and Meal for CEO	TRAVEL & ACCOMMODATION MUN	322.73
		Eucla Motor Hotel - Accommodation and Meal for President	MEMBERS TRAVEL MUN	318.18
		Full Moon Cafe - Coffee and Toasties	Councillor Training/Conferences/Courses MUN	29.09

		Flight Network - Flights for D Glover	Bushfire Risk Planning Coordinator Costs MUN	922.93
		Eucla Motel - Fuel for CEO Vehicle	DIESEL & UNLEADED FUEL MUN	204.22
		Adobe Subscription	Subscriptions - Administration MUN	19.99
		Doodly Subscription	Subscriptions - Administration MUN	103.27
		Virgin - Flights for D Glover	Bushfire Risk Planning Coordinator Costs MUN	283.55
		Shire of Dundas - Plate Remake	INSURANCE & LICENSES MUN	40.45
		IGA - Milk 2LT	PUBLIC RECEPTION MUN	3.18
		WALGA Aboriginal Engagement - President	Councillor Training/Conferences/Courses MUN	127.27
		WALGA Aboriginal Engagement - CEO & MCD	Staff Training/Conferences/Courses MUN	254.55
		Better Practice Forum for Daryl Glover	Bushfire Risk Planning Coordinator Costs MUN	90.91
		Linkedin Subscription	Subscriptions - Administration MUN	36.35
		Starlink Purchase for Eucla town Hall	EUCLA TOWN HALL / TENNIS COURT BUILDING MAINTENANCE MUN	865.20
		City Chicks the Gap - Awaiting Receipt (possible rooster collars)	ANIMAL CONTROL OTHER MUN	195.45
		Firearm Renewal License	ANIMAL CONTROL OTHER MUN	133.64
		MYOB Subscription	Subscriptions - Administration MUN	118.18
		VIRGINIA PALMS INT BOONDALL - Accommodation for D Glover	Bushfire Risk Planning Coordinator Costs MUN	152.25
		Adobe Subscription	Subscriptions - Administration MUN	22.72
		Plate Change for New Laundromat Van	INSURANCE & LICENSES MUN	27.73
7713	28/09/2022	Manager of Community Development	ANZ Credit Card Purchases 22.08.2022 – 22.09.2022	
		Australia Post - Craft Supplies	YOUTH ACTIVITIES MUN	63.45
		Red Dot - Craft Supplies	YOUTH ACTIVITIES MUN	101.44
		Eucla Airstrip Go Fund Me Supplies	NORSEMAN AND EUCLA AIRFIELD MAINTENANCE MUN	27.25
		MY Ride Kalgoorlie - Helmets for Staff Wellbeing Program	Community Engagement Projects MUN	290.58
		RLSSWA MOUNT CLAREMO - Pool Manager Royal Lifesaving Courses	Swim Pool - Contract Services MUN	1070.36
		Sports Power	YOUTH ACTIVITIES MUN	259.09
				\$7979.96

Summary of Account Totals

Trust EFT's / Cheques	\$0.00
Municipal Cheques	\$492.55
Visitor Centre EFT's	\$3'266.42
Municipal EFT's	\$403'466.26
Municipal Direct Debit's	\$49'309.17
Municipal Credit Card's	\$7'979.96
Grand Total for September 2022	\$464'512.36

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas monthly accounts paid from 01/09/2022 to 30/09/2022 be noted.

Moved: Cr. Hogan

Seconded: Cr. Maloney

Resolution

That the Shire of Dundas monthly accounts paid from 01/09/2022 to 30/09/2022 be noted.

Carried by: Simple Majority For: 5 Against: 0

Agenda Reference & Subject	
10.3.3 RFT 02/22 Two 8x4 Trucks with tipping bodies and trade-in or outright purchase	
Location / Address	Shire of Dundas
File Reference	FM.TE.5
Author	CEO & GFG Consulting
Date of Report	3 rd October 2022
Disclosure of Interest	Nil

Summary

For council to consider the submissions for RFT 02/22 Two 8x4 Trucks with Tipping Bodies and Trade-ins or outright purchase,

Background

The Shire has a 10 year Plant Replacement Program. In accordance with that program, a public tender for the replacement of two 8x4 Trucks with tipping bodies was advertised on Wednesday 7 September 2022. Tenders closed at 2pm Wednesday September 2022.

Statutory Environment

Local Government Act 1995

Local Government (Functions and General) Regulations 1996

Policy Implications

As per Council Policy F3 - Purchasing Policy

Financial Implications

The purchase and sale are within budget provisions as detailed in the 10 Year plant replacement program.

Strategic Implications

None

Consultation

CEO, Manager of Work – Shire of Dundas, Business Operations Manager, GFG Consulting.

Comment

Nine requests for tender documents were received with five submissions being lodged before the deadline.

Submissions were received from the following:

- Truck Centre WA
- Goldfields Truck Power
- Daimler Trucks Perth
- WA Hino
- Truck Traders WA (purchase of disposal assets only)

All submissions were deemed to be conforming, having arrived on time and in the correct form.

Tenders were assessed against the weighted criteria.

The submission from Daimler Trucks for two Fuso trucks was the lowest overall cost and the highest ranked on the other qualitative criteria. The purchase offer from Daimler Trucks is the equal third best. The overall change over cost is the second lowest.

The detailed assessment spreadsheet is included under confidential cover.

Tender documents submitted by each contractor are available for councillors' reference on request.

There is a significantly long lead time (32 -52 weeks) for delivery of these replacement units and the units being replaced will need to remain operational until the replacements are delivered. While the cost of the new trucks is fixed, the cost of the tipper bodies is subject to changes in the costs of raw materials which could be more or less.

The Trade-in offer is also subject to there being no material change in the condition of the units being traded other than an increase in operating hours and kilometres travelled in accordance with usual operating patterns.

In view of these time related matters, it is recommended that the CEO be given delegated authority to finalise the actual change over price at the time of delivery subject to any change in price of the tipper bodies being supported by detailed evidence in the change in the cost of raw materials and re-value of the trade-ins being justified by material changes in condition. The Shire should also retain the right to re-tender the trade-in units at its sole discretion.

Council has allocated a Budget of \$800,000.00 to replace our two trucks in the 2022/23 Financial Year with a Trade-in value exceeding our expectation with the trade-ins were \$40,000 above what was expected on both trades.

As these were supplied to Council in Commercial in Confidence the actual figures will be withheld out of this report, we can highlight that we have over \$150,000.00 saving on the total purchase price these two vehicles.

Voting Requirements

Simple Majority

Officer Recommendation

That Council:

1. **Award RFT 02/22 Two 8x4 Trucks with Tipping Bodies and Trade-ins or outright purchase to Daimler Trucks Perth for the supply of two Fuso FS72 trucks with tipping bodies subject to the following:**
 - a. Any change in price of the tipping bodies being supported by documented evidence in the change in the cost of raw materials and.
 - b. Any revaluation of the trade-in offer being subject to documented evidence in a material change in the condition of the trade in units above and beyond normal wear and tear under usual operating conditions and.
 - c. The Shire retains the right to re-tender the trade-in units at its sole discretion and
 - d. The CEO be given delegated authority to finalise the final change over price at the time of delivery.

Moved: Cr. Patupis

Seconded: Cr. Hogan

Resolution

That Council:

1. **Award RFT 02/22 Two 8x4 Trucks with Tipping Bodies and Trade-ins or outright purchase to Daimler Trucks Perth for the supply of two Fuso FS72 trucks with tipping bodies subject to the following:**
 - a. Any change in price of the tipping bodies being supported by documented evidence in the change in the cost of raw materials and.
 - b. Any revaluation of the trade-in offer being subject to documented evidence in a material change in the condition of the trade in units above and beyond normal wear and tear under usual operating conditions and.
 - c. The Shire retains the right to re-tender the trade-in units at its sole discretion and
 - d. The CEO be given delegated authority to finalise the final change over price at the time of delivery.

Carried by: Simple Majority

For: 5

Against: 0

CEO Peter Fitchat exited the meeting at 6:27pm.

Agenda Reference & Subject	
10.3.4 Replacement of the CEO Vehicle	
Location / Address	Shire of Dundas
File Reference	PL.AC.2
Author	Manager Works and Services
Date of Report	14 th October 2022
Disclosure of Interest	CEO declared financial interest due to CEO's vehicle being included in the CEO contract.

Summary

For council to consider the replace of the CEO Vehicle.

Background

The Shire has a 10-year Plant Replacement Program, but due to the fact the Holden stooped manufacturing Holden Vehicles and the CEO Vehicle has recently started to develop mechanical problems, and Holden can't supply spare parts for this model anymore.

Statutory Environment

Local Government Act 1995

Local Government (Functions and General) Regulations 1996

Policy Implications

As per Council Policy F3 - Purchasing Policy

Financial Implications

The purchase and sale are within budget provisions as detailed in the 10 Year plant replacement program, although this was not in the Budget, we have achieved significant saving and could do this replacement if approved by Council.

Strategic Implications

None

Consultation

Council, CEO, Manager of Work – Shire of Dundas,

Comment

This Vehicle was not earmarked for replacement in the 2022/23 Financial Year, but due to Holden seizing manufacture of all holdens this has become a issue to maintain this vehicle.

In view of these time related matters, it is requested from Council to consider this vehicle change replacement further mor Council has allocated a Budget of \$800,000.00 to replace our two trucks in the 2022/23 Financial Year with a Trade-in value exceeding our expectation with the trade-ins were \$40,000 above what was expected on both trades.

As these were supplied to Council in Commercial in Confidence the actual figures will be withheld out of this report, we can highlight that we have over \$150,000.00 saving on the total

purchase price these two vehicles. We ask of Council to allow the staff to follow our procurement policies and replace the three-year-old CEO Vehicle, it has only done 62,000km.

Voting Requirements

Simple Majority

Officer Recommendation

That Council:

- a. Allow the Manager Works and Services to purchase at a replacement vehicle with a budget not exceeding \$70,000.
- b. That the Trade-in value to be reported back to Council if it is below \$40,000.
- c. That the replacement value not to exceed \$30,000.

Moved

Cr. Hogan

Seconded 0

Amendment to the Recommendation

That Council:

- e. Allow the Manager Works and Services to purchase at a replacement vehicle with a budget not exceeding \$70,000.
- f. That the Trade-in value to be reported back to Council if it is below \$40,000.
- g. That the replacement value not to exceed \$38,000.

Moved:

Cr. Laurene

Seconded:

Cr. Warner

Resolution

That Council:

- a. Allow the Manager Works and Services to purchase at a replacement vehicle with a budget not exceeding \$70,000.
- b. That the Trade-in value to be reported back to Council if it is below \$40,000.
- c. That the replacement value not to exceed \$38,000.

Carried by:

Simple Majority

For: 5

Against:

0

The amendment to the officer's recommendation was made due to updated pricing being received after the Agenda had been distributed.

CEO Peter Fitchat returned to the meeting at 6:30pm.

10.4 Officers Reports

Agenda Reference & Subject
10.4.1 Officers Reports

Location / Address	Shire of Dundas
File Reference	CM.PL.1
Author	Chief Executive Officer – Peter Fitchat
Date of Report	12 th October 2022
Disclosure of Interest	Nil

Summary

That the Council receive the Works and Services, Corporate and Community Services, and Youth and Recreation Services as contained in Papers Relating.

Background

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

Statutory Environment

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

Policy Implications

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

Financial Implications

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

Strategic Implications

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

Consultation

CEO

Manager of Corporate and Community Services

Manager of Works and Services

Youth and Recreation Officer

Comment

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

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas Council receive the Corporate and Community Services, Works and Services, and Youth and Recreation Services Reports as contained in Papers Relating.

Moved: Cr. Patupis
Seconded: Cr. Maloney

Resolution

That the Shire of Dundas Council receive the Corporate and Community Services, Works and Services, and Youth and Recreation Services Reports as contained in Papers Relating.

Carried by: Simple Majority For: 5 Against: 0

11. Elected Members Motions of Which Previous Notice Has Been Given

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

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

13. Next Meeting

The next Ordinary Meeting of the Council is scheduled to be held at 6pm on the 15th November 2022, in Norseman.

14. Closure of Meeting

There being no further business the Shire President will declare the meeting closed at: **6:34pm**