



Norseman Woodlands to Eucla Coast

Notice of Meeting and Agenda Ordinary Council Meeting 10th June 2023

NOTICE OF MEETING

The next Ordinary Meeting of the Council will be held on 10th June 2023 the Eucla Community Hall, Yurkla Way, Eucla commencing at 4:30 pm AWCT 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 horizontal line.

Peter Fitchat
Chief Executive Officer
25th May 2023

AGENDA for the ORDINARY Meeting of Council
to be held in Eucla Community Hall, Yurkla Way, Eucla on 10th June 2023
commencing at 4:30 pm AWCT

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:

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 Mirning and Ngadju 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.

1.2 Attendance at meetings by electronic means

The Shire President has been advised that **Cr Hogan** will be at the Shire of Dundas Administration Building, 88-92 Prinsep Street, Norseman, Western Australia when the meeting is held and have requested attendance by electronic means, with other Councillors present at the meeting in accordance with Administration Regulation 14C and 14CA. The President has approved previously to the meeting.

The Shire President has been advised that **Cr Maloney** will be at the Shire of Dundas Administration Building, 88-92 Prinsep Street, Western Australia when the meeting is held and have requested attendance by electronic means, with other Councillors present at the meeting in accordance with Administration Regulation 14C and 14CA. The President has approved previously to the meeting.

The Shire President has been advised that **Cr Warner** will be at the Shire of Dundas Administration Building, 88-92 Prinsep Street, Western Australia when the meeting is held and have requested attendance by electronic means, with other Councillors present at the meeting in accordance with Administration Regulation 14C and 14CA. The President has approved previously to the meeting.

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

Financial Interests:

Proximity Interests:

Impartiality Interests:

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.

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
Barry Hemopo Manager of Works and Services
Clara Viola Executive Assistant
Latif Samadi Information and Technology Officer

Apologies

Cr VL Wyatt

Pania Turner Manager of Corporate and Community Services

Public Gallery

4. Applications for Leave of Absence.

5. Response to Previous Public Questions Taken on Notice.

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.

7. Confirmation of Minutes of Previous Meeting.

Minutes of the Ordinary Meeting of Council held on 18th April 2023 be confirmed as a true and accurate record.

Recommendation

That the minutes of the Ordinary Meeting of Council held on 18th April 2023 be confirmed as a true and accurate record.

Moved: Cr.

Seconded: Cr.

Resolution

Carried by: Simple Majority For: Against:

8. Petitions, Deputations or Presentations.

8.1 Reports of Committees

8.1.1 GVROC

Council representatives Cr Bonza and Cr Warner

8.1.2 WALGA

Council representatives Cr Bonza and Cr Patupis

8.1.3 Regional Roads Group

Council representatives Cr Bonza and Cr Wyatt

8.1.4 Roadwise

Council representatives Cr Wyatt and Cr Warner

8.1.5 Local Emergency Management Committee

Council representatives Cr Bonza and Cr Warner

8.1.6 Steering Committee Coastal Management Plan

Council representatives Cr Bonza and Cr Patupis

9. Announcements by Presiding Member without Discussion.

10. Reports

10.1 Planning, Development, Health and Building

Agenda Reference & Subject	
10.1.1 Proposed Amendment 12 to the Shire of Dundas Local Planning Scheme No 2	
Location / Address	Lot 227 on DP 220083 (HN 28) Yurkla Way Eucla (Crown Reserve 46077)
File Reference	LP.PL.2
Author	Anthony (Tony) Dowling, Dowling Giudici + Associates (DG+A)
Date of Report	31 May 2023
Disclosure of Interest	Declaration of Interest: Dowling Giudici + Associates (DG+A) Nature of Interest: Financial Interest as DG+A receives fees for service in providing Town Planning and related advice to the Shire (cf s5.60A of <i>Local Government Act 1995</i>)

Summary

Council is requested to consider amending *Local Planning Scheme (LPS) 2* to delete the current **Residential** zoning and **R10 density coding** applying over lot 227 Yurkla Way Eucla (being the site of the Eucla Community Hall and Tennis Courts) and replacing these with the scheme reserve designation **Civic and Community** to reflect the lot's current land use and tenure.

Amending LPS 2 in this way will also **remove the requirement** for any future development within the lot, including infrastructure development (such as the proposed verandah to be installed across the rear of the hall), **to obtain development approval** pursuant to the *Planning and Development (Local Planning Schemes) Regulations 2015*.

The proposed amendment also proposes to introduce the **Civic and Community** designation as a new scheme reserve (in order for this designation to apply to lot 227) with the following objectives—

Civic and Community

- *To provide for a range of community facilities which are compatible with surrounding development*

- To provide for public facilities such as halls, theatres, art galleries, educational, health and social care facilities, accommodation for the aged, and other services by organisations involved in activities for community benefit.

Proposal

Specifically, the amendment seeks to:

- (1) Insert into **Table 1 – Reserve Objectives** of the scheme the below **Civic and Community** reserve objectives—

Civic and Community	<ul style="list-style-type: none"> • To provide for a range of community facilities which are compatible with surrounding development. • To provide for public facilities such as halls, theatres, art galleries, educational, health and social care facilities, accommodation for the aged, and other services by organisations involved in activities for community benefit.
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- (2) Insert into the scheme legend the **Civic and Community** reserve designation; and
- (3) Delete the Local Planning Scheme zone **Residential** and **R10** coding over lot 227 on DP 220083 (HN 28) Yurkla Way Eucla (Crown Reserve 46077) and replacing it with the Local Planning Scheme Reserve designation **Civic and Community** and amend the scheme map accordingly.

Amendment documentation has been prepared setting out and explaining the proposed amendment. A copy of this is provided in the papers relating to this agenda.

The amendment is now presented for Council's consideration and adoption.

Background

The proposed amendment is a consequence of firstly, the current inappropriate **Residential** zoning applying to lot 227, and secondly, the Shire's desire to install a verandah across the rear façade of the Eucla Community Hall (which faces the Great Australian Bight).

Under the current Residential zoning the granting of development approval for the installation of the proposed verandah would be required, with such approval subject to **the exercise of Council's discretion**. In effect, this would result in the Shire applying for development approval from itself. It is deemed an **unnecessary and unwarranted administrative burden**.

Furthermore, lot 227 is vested in the Shire for recreation and community purposes and has been for the past 20 years or so. However, at the time this vesting occurred it appears that designating the lot as a public purpose or community purpose reserve in LPS 2 was overlooked. This amendment now seeks to rectify this.

Statutory Environment

Planning and Development Act 2005

This Act enables a local government to both make and amend a local planning scheme for its district in order to control or regulate the use and development of land within the district.

Planning and Development (Local Planning Schemes) Regulations 2015 (LPS Regs)

These regulations provide the process and procedures for amending a local planning scheme, including model provisions to be used in the format/structure of a local planning scheme. These model provisions include the requirement to insert standardised zones and scheme reserves, and objectives for each zone and reserve.

In initiating an amendment to its local planning scheme a local government is to also determine whether the amendment is a **basic amendment**, a **standard amendment**, or a **complex amendment**.

A **basic amendment** primarily deals with rectifying administrative errors and anomalies etc in an existing scheme and/or to bring the scheme into conformity with the overarching State planning framework.

A basic amendment does not warrant any public advertising and therefore, can be processed and be dealt with more expediently than a **standard** and **complex amendment**.

The other 2 amendment categories (**standard** and **complex**) primarily deal with proposed land use changes, and changes to controls and standards applying to land the subject of those changes.

Both these categories require **mandatory public advertisement**.

The **LPS Regs** prescribe a process as to how this is to occur for each of these amendment types and the statutory timeframes to apply to the advertising of these.

Given the nature of proposed amendment 12, it is considered that it falls within the **standard amendment** category because:

- (i) It is an amendment relating to a reserve that is consistent with the objectives identified in the scheme for that reserve;
- (ii) It is deemed to have minimal impact on land in the scheme area that is not the subject of the amendment; and
- (iii) It is deemed not to have any adverse environmental, social, economic or governance impacts on land within the scheme area.

A standard amendment is required to be publically advertised for a **minimum period of 42 days** before it can be adopted for final approval.

Shire of Dundas Local Planning Scheme 2

Table 3—Zoning Table in LPS 2 sets out a list of use classes **permissible** or **prohibited** within the various zones of LPS 2.

Neither a 'community hall' nor a 'tennis court' are specifically defined as a use class in LPS 2 and nor are they listed in Table 3. However, they can be considered to fall within the use class **community purpose** which is defined as follows:

"means premises designed or adapted primarily for the provision of educational, social or recreational facilities or services by organisations involved in activities for community benefit"

However, this use class is **only permitted at Council's discretion** in the Residential zone and requires an **application for development approval to be made to the Shire in order for Council to consider exercising that discretion**. This can create a degree of uncertainty as to whether a community purpose can be approved upon the lot.

Designating lot 227 as a **community purpose reserve** in LPS 2 will remove the requirement for development approval to be obtained for any future community uses proposed upon the land (subject to those proposed uses according to the community purpose definition stated above).

Policy Environment

There are no known policy implications.

Financial Implications

Nil.

Strategic Implications

Amendment 12 has the potential to assist the Shire in achieving **Built Environment – Goal 3** in its current *Community Strategic Plan* which is *“to ensure that planning and development of infrastructure supports liveable, sustainable and connected communities.”*

Whilst the subject land already contains a level of community infrastructure to service the basic needs of the Eucla community, the reservation of the subject land for civic and community purposes under LPS 2 will **enshrine it as resource and space** set aside for the Eucla community **to carry on community and recreational uses and activities**. This is complementary to the aforementioned Goal 3.

Consultation

Shire of Dundas Chief Executive Officer

Comment

It is quite plausible that at the time lot 227 was vested in the Shire of Dundas for recreation and community purposes it was an oversight not to suitably amend LPS 2 at that time to reserve the land for civic, community and recreational purposes. This ought to **be rectified on the grounds of orderly and proper planning** and to **reflect** its current and ongoing use for civic, community and recreational purposes.

The amendment can also be **justified** on the grounds that:

- (i) Lot 227 is a Crown reserve vested in the Shire of Dundas for recreation and community purposes;
- (ii) It has been used for civic, community and recreational purposes for the past 20 years;
- (iii) The Shire of Dundas and the Eucla community desire that the aforementioned types of activities and uses continue to be carried out upon the land for the foreseeable future;
- (iv) Reserving lot 227 for **civic and community purposes aligns with its vested purpose** and **preserves the land for these uses into the future**;
- (v) Retaining the current Residential zoning is **incongruent** with the land's current and future desired uses; and

- (vi) The Shire of Dundas has no intention nor desire to redevelop lot 227 for residential uses or purposes;

Retaining the current Residential zoning is unwarranted and creates an unnecessary administrative burden for the Shire in applying for development approval for any future civic, community and recreational uses to be carried out upon lot 227—which has been specifically set aside for these purposes.

Voting Requirements

Simple Majority

Officer Recommendation

That Council:

- A. Pursuant to section 75 of the *Planning and Development Act 2005* amend the Shire of Dundas *Local Planning Scheme 2* by:

1. Inserting into **Table 1 – Reserve Objectives** of the scheme the below Civic and Community reserve objectives—

Civic and Community	<ul style="list-style-type: none"> • To provide for a range of community facilities which are compatible with surrounding development. • To provide for public facilities such as halls, theatres, art galleries, educational, health and social care facilities, accommodation for the aged, and other services by organisations involved in activities for community benefit.
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2. Inserting into the scheme legend the **Civic and Community** reserve designation;
3. Deleting the Local Planning Scheme zone **Residential** and **R10** coding over lot 227 on DP 220083 (HN 28) Yurkla Way Eucla (Crown Reserve 46077) and replacing it with the Local Planning Scheme Reserve designation **Civic and Community** and amend the scheme map accordingly;
- B. Pursuant to regulation 35(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* resolves that the Local Planning Scheme (LPS) 2 Amendment 12 is a '**standard amendment**' on the basis that it is:
- (i) an amendment relating to a reserve that is consistent with the objectives identified in the scheme for that reserve;
- (ii) deemed to have minimal impact on land in the scheme area that is not the subject of the amendment; and
- (iii) is deemed not to have any adverse environmental, social, economic or governance impacts on land within the scheme area.
- C. Resolves to **authorise** the signing of the amendment document where applicable by the Shire President and Chief Executive Officer of the Shire of Dundas;

- D. Pursuant to section 84 of the *Planning and Development Act 2005*, and upon advice being received from the Environmental Protection Authority (EPA) that an **environmental review of the amendment is not required**, resolves to proceed to advertise Local Planning Scheme (LPS) 2 Amendment 12 in accordance with regulation 47 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Moved Cr:
Seconded Cr:

Resolution

Carried by: Simple Majority For: Against:

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	1 st June 2023
Disclosure of Interest	Nil

Summary

For Council to consider receiving the Information Bulletin for **11th May 2023**.

Background

The Councillors' Information Bulletin for the period ending **11th May 2023** was completed and circulated to Councillors.

Statutory Environment

Local Government Act 1995

1. 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.
2. 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 May 2023 as included in confidential papers relating.

Moved: Cr.

Seconded: Cr.

Resolution

Carried by: Simple Majority For: Against:

10.3 Administration, Finance and Community Development

Agenda Reference & Subject	
10.3.1 Norseman Community Resource Centre Management Financial Statements for the period ending 28th February 2023	
Location / Address	Shire of Dundas
File Reference	CS.SP.8
Author	Senior Administration Officer, Ciara Stewart
Date of Report	22 nd May 2023
Disclosure of Interest	Nil

Norseman Community Resource Centre

PO Box 206
81 Roberts Street
NORSEMAN WA 6443

Profit & Loss Statement

1/07/2022 through 28/02/2023

20/04/2023
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Income		
Sales		
1 Computer Usage	\$342.69	
3 Photocopying/Printing	\$4,865.22	
Scanning	\$297.50	
Folding	\$18.18	
Binding	-\$109.09	
Secretarial Services	\$120.94	
Laminating	\$216.47	
Kids Klub	\$4.55	
Events	\$683.64	
Express Yourself - Sales	\$147.42	
Photo Express kiosk	\$328.42	
Animal Jewels & Coasters Sales	\$301.24	
Conference Room Hire	\$795.45	
Contract Services	\$15,252.17	
Grant Income	\$84,024.28	
Total Income		<u>\$107,289.08</u>
Cost of Sales		
Purchases		
Computer & Phone Goods	-\$2,394.27	
TRANSWA Ticket Sales	-\$2,051.17	
Total Cost of Sales		<u>-\$4,445.44</u>
Gross Profit		<u>\$111,734.52</u>
Expenses		
Events	\$7,071.48	
Bank Fees	\$160.00	
Advertising	\$1,135.00	
Dues & Subscriptions	\$4,032.14	
Insurance	\$4,925.22	
Security	\$1,662.00	
Asset Purchases	\$1,892.00	
Computer Repairs & Maintenance	\$3,853.45	
Postage & Shipping	\$11.41	
Stationery	\$3,548.96	
Reimbursement of DPRID Grant	\$12,336.98	
Grant Spend - Purple Bench Pro	\$3,131.00	
Employment Expenses		
Staff Amenities	\$37.78	
Superannuation	\$5,351.60	
Wages & Salaries	\$31,242.74	
Training & Conferences	\$2,900.00	
Total Employment Expenses		<u>\$39,532.12</u>
Services		
Internet Fees	\$22.73	
Total Expenses		<u>\$83,314.49</u>
Net Profit / (Loss)		<u>\$28,420.03</u>

Norseman Community Resource Centre

PO Box 206
81 Roberts Street
NORSEMAN WA 6443

Reconciliation Report

20/04/2023
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Page 1

ID#	Date	Payee	Deposit	Withdrawal
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Cheque Account:	1-1110	Cheque Account
Date of Bank Statement:	28/02/2023	

Reconciled Cheques

SC280223	3/02/2023		\$10.00	
SC280223	17/02/2023	Trust Bank Fees	\$10.00	
2340	22/02/2023	Shire of Dundas - Wages & Su	\$13,594.34	
2341	22/02/2023	Shire of Dundas - Photocopier	\$4,402.52	
2342	22/02/2023	Shire of Dundas - LGIS Insura	\$5,417.74	
2343	22/02/2023	Public Transport Authority of	\$742.13	
2344	22/02/2023	Solutions IT	\$18.88	
2345	22/02/2023	Safe T Card Australia PTY LT	\$603.90	
2346	22/02/2023	Solutions IT	\$66.00	
2347	24/02/2023	Safe T Card Australia PTY LT	\$310.20	
2348	24/02/2023	Safe T Card Australia PTY LT	\$603.90	
2349	24/02/2023	Safe T Card Australia PTY LT	\$310.20	
Total:			\$0.00	\$26,089.81

Reconciled Deposits

CR003250	9/02/2023	Public Transport Authority of	\$3.00	
CR003251	13/02/2023	Centrelink	\$1,906.53	
CR003254	21/02/2023	Bank Deposit 21/2/2023	\$2,384.07	
Total:			\$4,293.60	\$0.00

Reconciliation

BusinessBasics Balance on 28/02/2023:		\$87,977.94
Add: Outstanding Cheques:		\$0.00
		\$87,977.94
Deduct: Outstanding Deposits:		\$0.00
Expected Balance on Statement:		\$87,977.94

Norseman Community Resource Centre

*PO Box 206
81 Roberts Street
NORSEMAN WA 6443*

Balance Sheet

As of February 2023

20/04/2023
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Assets		
Current Assets		
Cash On Hand		
Cheque Account	\$87,977.94	
Petty Cash	\$150.00	
Undeposited Funds	\$3,721.69	
Total Cash On Hand	\$91,849.63	
Trade Debtors	\$193.40	
Total Current Assets		\$92,043.03
Other Assets		
Deposits	\$2,000.00	
Total Other Assets		\$2,000.00
Fixed Assets		
Furniture & Fixtures		
Furniture & Fixtures at Cost	\$96,659.60	
Furniture & Fixtures Accum Dep	-\$70,307.53	
Total Assets		\$120,395.10
Liabilities		
Current Liabilities		
GST Liabilities		
GST Collected	\$69,099.92	
ATO Running Balance Account	-\$2,169.00	
GST Paid	-\$65,069.50	
Total GST Liabilities	\$1,861.42	
Other Current Liabilities		
Long Service Leave Provision	\$21,773.96	
Annual Leave Provision	\$8,595.74	
Total Current Liabilities		\$32,231.12
Total Liabilities		\$32,231.12
Net Assets		\$88,163.98
Equity		
Retained Earnings		\$5,922.40
Current Year Earnings		\$28,420.03
Historical Balancing		\$53,821.55
Total Equity		\$88,163.98

Officer Recommendation

That the Norseman Community Resource Centre Management Financial Statements for the period ending 28th February 2023 be accepted.

Moved Cr.

Seconded: Cr.

Resolution

Carried by: Simple Majority

For:

Against:

Agenda Reference & Subject	
10.3.2 Norseman Community Resource Centre Management Financial Statements for the period ending 31st March 2023	
Location / Address	Shire of Dundas
File Reference	CS.SP.8
Author	Senior Administration Officer, Ciara Stewart
Date of Report	22 nd May 2023
Disclosure of Interest	Nil

Norseman Community Resource Centre

PO Box 206
81 Roberts Street
NORSEMAN WA 6443

Profit & Loss Statement

1/07/2022 through 31/03/2023

20/04/2023
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Income		
Sales		
1 Computer Usage	\$349.96	
3 Photocopying/Printing	\$5,271.36	
Scanning	\$354.77	
Folding	\$18.18	
Binding	-\$109.09	
Memberships	\$89.09	
Secretarial Services	\$120.94	
Laminating	\$216.47	
Kids Klub	\$4.55	
Events	\$685.45	
Express Yourself - Sales	\$394.24	
Photo Express kiosk	\$394.19	
Animal Jewels & Coasters Sales	\$301.24	
Conference Room Hire	\$1,295.44	
Contract Services	\$17,193.36	
Grant Income	\$111,281.28	
Miscellaneous Income	\$14.77	
Total Income		<u>\$137,876.20</u>
Cost of Sales		
Purchases		
Computer & Phone Goods	-\$2,518.18	
TRANSWA Ticket Sales	-\$2,051.17	
Total Cost of Sales		<u>-\$4,569.35</u>
Gross Profit		<u>\$142,445.55</u>
Expenses		
Events	\$7,071.48	
Bank Fees	\$180.00	
Advertising	\$1,135.00	
Dues & Subscriptions	\$4,032.14	
Insurance	\$4,925.22	
Security	\$1,662.00	
Asset Purchases	\$1,892.00	
Computer Repairs & Maintenance	\$3,853.45	
Postage & Shipping	\$11.41	
Stationery	\$3,548.96	
Reimbursement of DPRID Grant	\$12,336.98	
Grant Spend - Purple Bench Pro	\$3,131.00	
Employment Expenses		
Staff Amenities	\$37.78	
Superannuation	\$5,351.60	
Wages & Salaries	\$31,242.74	
Training & Conferences	\$2,900.00	
Total Employment Expenses		<u>\$39,532.12</u>
Services		
Internet Fees	\$22.73	
Total Expenses		<u>\$83,334.49</u>
Net Profit / (Loss)		<u>\$59,111.06</u>

Norseman Community Resource Centre

PO Box 206
81 Roberts Street
NORSEMAN WA 6443

Reconciliation Report

20/04/2023
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ID#	Date	Payee	Deposit	Withdrawal
Cheque Account:		1-1110 Cheque Account		
Date of Bank Statement:		31/03/2023		
Reconciled Cheques				
SC310323	3/03/2023			\$10.00
SC310323	17/03/2023			\$10.00
			Total:	\$20.00
<hr style="border-top: 1px dashed black;"/>				
Reconciled Deposits				
CR003255	10/03/2023	Central Regional TAFE	\$16.25	
CR003256	14/03/2023	Centrelink	\$2,135.31	
CR003260	20/03/2023	Bank Deposit MARCH 2023	\$1,047.90	
CR003257	23/03/2023	Department of Primary Industr	\$29,982.70	
			Total:	\$33,182.16
<hr style="border-top: 1px dashed black;"/>				
Reconciliation				
BusinessBasics Balance on 31/03/2023:			\$121,140.10	
Add: Outstanding Cheques:			\$0.00	
			Subtotal:	\$121,140.10
Deduct: Outstanding Deposits:			\$0.00	
Expected Balance on Statement:			\$121,140.10	
<hr style="border-top: 1px dashed black;"/>				

Norseman Community Resource Centre

*PO Box 206
81 Roberts Street
NORSEMAN WA 6443*

Balance Sheet

As of March 2023

20/04/2023
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Assets	
Current Assets	
Cash On Hand	
Cheque Account	\$121,140.10
Petty Cash	\$150.00
Undeposited Funds	\$3,721.69
Total Cash On Hand	\$125,011.79
Trade Debtors	\$793.40
Total Current Assets	\$125,805.19
Other Assets	
Deposits	\$2,000.00
Total Other Assets	\$2,000.00
Fixed Assets	
Furniture & Fixtures	
Furniture & Fixtures at Cost	\$96,659.60
Furniture & Fixtures Accum Dep	-\$70,307.53
Total Assets	\$154,157.26
Liabilities	
Current Liabilities	
GST Liabilities	
GST Collected	\$72,171.05
ATO Running Balance Account	-\$2,169.00
GST Paid	-\$65,069.50
Total GST Liabilities	\$4,932.55
Other Current Liabilities	
Long Service Leave Provision	\$21,773.96
Annual Leave Provision	\$8,595.74
Total Current Liabilities	\$35,302.25
Total Liabilities	\$35,302.25
Net Assets	\$118,855.01
Equity	
Retained Earnings	\$5,922.40
Current Year Earnings	\$59,111.06
Historical Balancing	\$53,821.55
Total Equity	\$118,855.01

Officer Recommendation

That the Norseman Community Resource Centre Management Financial Statements for the period ending 31st March 2023 be accepted.

Moved Cr.

Seconded: Cr.

Resolution

Carried by: Simple Majority

For:

Against:

Agenda Reference & Subject	
10.3.3 Norseman Community Resource Centre Management Financial Statements for the period ending 30th April 2023	
Location / Address	Shire of Dundas
File Reference	CS.SP.8
Author	Senior Administration Officer, Ciara Stewart
Date of Report	22 nd May 2023
Disclosure of Interest	Nil

Norseman Community Resource Centre

PO Box 206
81 Roberts Street
NORSEMAN WA 6443

Profit & Loss Statement

1/07/2022 through 30/04/2023

26/05/2023
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Income		
Sales		
1 Computer Usage	\$394.50	
3 Photocopying/Printing	\$5,571.36	
Scanning	\$398.41	
Folding	\$18.18	
Binding	-\$109.09	
Memberships	\$89.09	
Secretarial Services	\$120.94	
Laminating	\$232.84	
Kids Klub	\$4.55	
Events	\$685.45	
Phones & Credit - Sales	\$32.00	
Express Yourself - Sales	\$434.69	
Photo Express kiosk	\$428.03	
Animal Jewels & Coasters Sales	\$301.24	
Conference Room Hire	\$1,295.44	
Contract Services	\$19,446.52	
Grant Income	\$111,281.28	
Miscellaneous Income	\$14.77	
Total Income		<u>\$140,640.20</u>
Cost of Sales		
Purchases		
Computer & Phone Goods	-\$2,738.95	
TRANSWA Ticket Sales	-\$1,971.57	
Total Cost of Sales		<u>-\$4,710.52</u>
Gross Profit		<u>\$145,350.72</u>
Expenses		
Events	\$7,071.48	
Bank Fees	\$200.00	
Advertising	\$1,135.00	
Dues & Subscriptions	\$4,216.47	
Insurance	\$4,925.22	
Security	\$2,493.00	
Asset Purchases	\$1,892.00	
Computer Repairs & Maintenance	\$3,913.45	
Postage & Shipping	\$11.41	
Stationery	\$3,548.96	
Reimbursement of DPRID Grant	\$12,336.98	
Grant Spend - Purple Bench Pro	\$3,131.00	
Employment Expenses		
Staff Amenities	\$37.78	
Superannuation	\$5,351.60	
Wages & Salaries	\$31,242.74	
Training & Conferences	\$2,900.00	
Total Employment Expenses		<u>\$39,532.12</u>
Services		
Internet Fees	\$22.73	
Total Expenses		<u>\$84,429.82</u>
Net Profit / (Loss)		<u>\$60,920.90</u>

Norseman Community Resource Centre

PO Box 206
81 Roberts Street
NORSEMAN WA 6443

Reconciliation Report

26/05/2023
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Page 1

ID#	Date	Payee	Deposit	Withdrawal
Cheque Account:		1-1110 Cheque Account		
Date of Bank Statement:		30/04/2023		
Reconciled Cheques				
SC300423	5/04/2023			\$10.00
SC300423	17/04/2023	Trust Bank Fees		\$10.00
2352	20/04/2023	Solutions IT		\$268.76
2353	20/04/2023	Safe T Card Australia PTY LT		\$914.10
2354	20/04/2023	Public Transport Authority of		\$982.56
2350	21/04/2023	Australian Tax Office		\$2,068.00
2351	21/04/2023	Australian Tax Office		\$6,049.00
Total:			\$0.00	\$10,302.42
<hr style="border-top: 1px dashed black;"/>				
Reconciled Deposits				
CR003264	11/04/2023	Bank Deposit	\$1,696.57	
CR003261	19/04/2023	Centrelink	\$2,478.48	
Total:			\$4,175.05	\$0.00
<hr style="border-top: 1px dashed black;"/>				
Reconciliation				
BusinessBasics Balance on 30/04/2023:			\$115,012.73	
Add: Outstanding Cheques:			\$0.00	
		Subtotal:	\$115,012.73	
Deduct: Outstanding Deposits:			\$0.00	
Expected Balance on Statement:			\$115,012.73	

Norseman Community Resource Centre

PO Box 206
81 Roberts Street
NORSEMAN WA 6443

Balance Sheet

As of April 2023

26/05/2023
12:14:12 PM

Assets		
Current Assets		
Cash On Hand		
Cheque Account	\$115,012.73	
Petty Cash	\$150.00	
Undeposited Funds	\$3,721.69	
Total Cash On Hand	\$118,884.42	
Trade Debtors	\$793.40	
Total Current Assets	\$119,677.82	
Other Assets		
Deposits	\$2,000.00	
Total Other Assets	\$2,000.00	
Fixed Assets		
Furniture & Fixtures		
Furniture & Fixtures at Cost	\$96,659.60	
Furniture & Fixtures Accum Dep	-\$70,307.53	
Total Assets	\$148,029.89	
Liabilities		
Current Liabilities		
GST Liabilities		
GST Collected	\$72,547.69	
ATO Running Balance Account	-\$2,169.00	
GST Paid	-\$73,383.35	
Total GST Liabilities	-\$3,004.66	
Other Current Liabilities		
Long Service Leave Provision	\$21,773.96	
Annual Leave Provision	\$8,595.74	
Total Current Liabilities	\$27,365.04	
Total Liabilities	\$27,365.04	
Net Assets		
	\$120,664.85	
Equity		
Retained Earnings	\$5,922.40	
Current Year Earnings	\$60,920.90	
Historical Balancing	\$53,821.55	
Total Equity	\$120,664.85	

Officer Recommendation

That the Norseman Community Resource Centre Management Financial Statements for the period ending 30th April 2023 be accepted.

Moved Cr.

Seconded: Cr.

Resolution

Carried by: Simple Majority

For:

Against:

Agenda Reference & Subject	
10.3.4 Accounts Paid 01/04/23 to 30/04/23	
Location / Address	Shire of Dundas
File Reference	FM.CR
Author	Finance Assistant – Katherine Wiles
Date of Report	5 June 2023
Disclosure of Interest	Nil

Summary

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

Statutory Environment

Sub-regulation 13 (1) of the Local Government (Financial Management) Regulations 1996 requires that a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —

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

Sub-regulation 13 (3) of the Local Government (Financial Management) Regulations 1996 provides that such a list is to be:

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

Policy Implications

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

Financial Implications

Accounts are managed within the approved Budget.

Visitor Centre Payments

Chq/EFT	Date	Name	Description	Amount
EFT8145	28/04/2023	EVAN AYRES AND THE SWING KINGS	Music in the Park - Evan Ayres	550.00
EFT8146	28/04/2023	Raymond Marcon	6x timber candle holders	90.00
60423	06/04/2023	ANZ Transfer	Norseman CRC	651.97
60423	06/04/2023	ANZ Transfer	Norseman CRC	547.80
60423	03/04/2023	ANZ Bank	Merchant Fee	89.94
60423	03/04/2023	ANZ Bank	Account Service Fee	10.00
				\$1,939.71

Municipal Account EFT's, Cheques and Direct Debits

Chq/EFT	Date	Name	Description	Amount
8100	03/04/2023	ANZ Bank	Bank Fees	149.53
8101	03/04/2023	Centrelink	Centrepay Fees	1.98
8102	03/04/2023	Department of Transport	Licensing collected	673.70
8103	04/04/2023	Centrelink	Centrepay Fees	1.98
8105	04/04/2023	Department of Transport	Licensing collected	3,838.00
110	05/04/2023	Department of Transport	Licensing collected	1,517.50
8112	06/04/2023	Centrelink	Centrepay Fees	0.99
8144	06/04/2023	ANZ Bank	BPAY Fees	30.53
8111	06/04/2023	Department of Transport	Licensing collected	1,142.75
EFT8014	06/04/2023	Australian Taxation Office	BAS (January 2023)	93,121.00
EFT8015	06/04/2023	Australia's Golden Outback	Regional Events Strategy - Contribution	5,280.00
EFT8016	06/04/2023	ATOM SUPPLY	Hose Reel Fire 36Mtr C/W Brass Nozzle	432.37
EFT8017	06/04/2023	ABBERFIELD TECHNOLOGY PTY LTD	200 water tokens including freight	277.20
EFT8018	06/04/2023	AFGRI EQUIPMENT (AUSTRALIA) PTY LTD	Safety cover for 1200mm pto shaft	264.00
EFT8019	06/04/2023	BP Norseman	Various Fuel & Ice Purchases	604.71
EFT8020	06/04/2023	Laurene Bonza	Presidents Allowance April 2023	1,735.50
EFT8021	06/04/2023	BOC Limited	Container Service Fee (26/02/2023 - 28/03/2023)	92.45
EFT8022	06/04/2023	COASTLINE MOWERS	Lawn Mower parts	3,130.00
EFT8023	06/04/2023	DOWN TO EARTH TRAINING & ASSESSING	Various training courses, travel & meals included	11,229.00
EFT8024	06/04/2023	Elite Gym Hire	Hire of Treadmill, Bike, Rower & Cross Trainer (12/03/23 to 12/04/23)	1,402.67
EFT8025	06/04/2023	Esperance Plumbing Service	Dog park toilets replacement - Supply & Install	2,541.14
EFT8026	06/04/2023	Department of Fire & Emergency Services	ESL (February 2023)	4,616.38
EFT8027	06/04/2023	Goldfields Image Works	Supply, Print and Laminate Adhesive Signs 100 x 28cm for the Refuse Tip	99.00

Chq/EFT	Date	Name	Description	Amount
EFT8028	06/04/2023	GLEN FLOOD GROUP PTY LTD T/A GFG TEMP ASSIST	Finance & Governance: 43.5hrs @ \$108.00/hr 20/03/2023 - 02/04/2023	6,652.80
EFT8029	06/04/2023	DOWLING GIUDICI ASSOCIATES	As per DG&A Professional Services Agreement - 201218	8,360.00
EFT8030	06/04/2023	John Edward Patrick Hogan	Claim (Council Meeting OCM and Audit - 23/03/23)	648.00
EFT8031	06/04/2023	IRIS Consulting Pty Ltd	Georgina - eRecords Management Basics Training	209.00
EFT8032	06/04/2023	KULBARDI HILL CONSULTING	Map Adjustments and Signage Norseman Woodlands Centre	1,485.00
EFT8033	06/04/2023	Landgate	Mining Tenement Chargeable - Schedule No. M2023/02 - 12/01/23 - 07/02/23	59.50
EFT8034	06/04/2023	Moore Australia (WA) Pty Ltd	Professional Services in relation to the preparation of the 2022 Compliance Audit Return	10,818.50
EFT8035	06/04/2023	Mirning Traditional Lands Aboriginal Corporation	REFUND OF TRUST DEPOSIT FOR EUCLA HALL HIRE JANUARY 14TH & JANUARY 15TH	300.00
EFT8036	06/04/2023	FRASER RANGE STATION PTY LTD T/A NORSEMAN CONCRETE & EARTHMOVING	P340 - John Deer Loader - Repair hydraulic leak at right hand lift cylinder	264.00
EFT8037	06/04/2023	NAVEZE BUSINESS OF PURSUITS PTY LTD	Travel & Accommodation	10,224.00
EFT8038	06/04/2023	Norseman General Practice	Workcover - Stephen Hicks - Insect Bite	152.35
EFT8039	06/04/2023	O'Dwyer Electrical	remove old 'EXIT' signs and replace with new led EXIT" signs"	2,035.00
EFT8040	06/04/2023	ESPERANCE PFD FOOD SERVICES PTY LTD	Plastic containers - functions	42.95
EFT8041	06/04/2023	Rasa Patupis	Claim (Council Meeting OCM - 23/03/2023)	1,045.16
EFT8042	06/04/2023	Microshel Family Trust T/AS PACK & SEND EAST PERTH RGSMW PTY LTD	Freight from Coastline Mowers	244.36
EFT8043	06/04/2023	RSEA PTY LTD	Daniel Foster's uniform	1,673.85

Chq/EFT	Date	Name	Description	Amount
EFT8044	06/04/2023	RESOURCE ACCOMMODATION MANAGEMENT PTY LTD	Hannah Turner Accommodation 18/12/22-31/12/22 & 01/01/23 - 30/01/23	2,262.85
EFT8045	06/04/2023	South East Petroleum	DIESEL - supply 6000 ltrs	11,258.94
EFT8046	06/04/2023	STRATCO WA PTY LTD	Various EZI-SLATS	3,280.00
EFT8047	06/04/2023	South Coast Foodservice	Various Laundromat chemicals	1,425.07
EFT8048	06/04/2023	SWANS Veterinary Services	EUTHANASIA 2 FERAL CATS	287.75
EFT8049	06/04/2023	Telstra Corporation Limited	Home Internet Bundles 21/02/23 - 20/03/23	190.00
EFT8050	06/04/2023	Team Global Express	Parcels from Albany to Norseman 02/03/2023	545.79
EFT8051	06/04/2023	VEECO LAUNDRY SYSTEMS	G-sil Ironer Silicone lube including freight	92.07
EFT8052	06/04/2023	Water Corporation	Various Water Accounts 23/01/23 - 20/03/23	38,955.09
EFT8053	06/04/2023	Wilson's Diesel & Auto Repairs	P283 - Rego DS26 - Mitsubishi Tip Truck - Replace ringfeeder and air/hyd fittings for trailer	23,139.10
EFT8054	06/04/2023	WESFARMERS KLEENHEAT GAS PTY LTD	LPG Bulk 3 x 260	1,265.45
EFT8055	06/04/2023	SHARON MAREE WARNER (councillor)	Claim (Council Meeting OCM and Audit - 23/03/23)	756.00
EFT8056	06/04/2023	WESTERN RESOURCE RECOVERY (WRR) PTY LTD	Disposal K200 Food & Beverage Processing Waste	1,036.20
EFT8057	06/04/2023	SHARON MAREE WARNER (pool)	Relief Swimming Pool Supervisor - 12/03/23 & 25/03/23	800.00
8114	11/04/2023	Department of Transport	Licensing collected	24.35
8119	12/04/2023	Department of Transport	Licensing collected	1,737.75
PAY	12/04/2023	Payroll	Direct Debit Of Net Pays Payroll Direct Debit Of Net Pays	79,183.33
8120	13/04/2023	Department of Transport	Licensing collected	1,611.70
8121	14/04/2023	Department of Transport	Licensing collected	506.45
8122	17/04/2023	Centrelink	Centrepay Fees	1.98
8123	17/04/2023	Department of Transport	Licensing collected	49.90
8124	17/04/2023	3E Advantage	Photocopier Lease March 2023	3,070.93

Chq/EFT	Date	Name	Description	Amount
8145	18/04/2023	Department of Transport	Licensing collected	740.50
8146	18/04/2023	Centrelink	Centrepay Fees	1.98
8125	19/04/2023	Department of Transport	Licensing collected	26.80
8126	20/04/2023	Department of Transport	Licensing collected	32.70
8127	20/04/2023	ANZ Credit Card	VIRGIN AUSTR7952186158217 BRISBANE	2,018.36
8127	20/04/2023	ANZ Credit Card	AUSTRALIAN LOCAL GOV DEAKIN	1,120.00
8127	20/04/2023	ANZ Credit Card	AUSTRALIAN LOCAL GOV DEAKIN	1,120.00
8127	20/04/2023	ANZ Credit Card	Bullmax KIRRAWEE	2,027.65
8134	21/04/2023	Department of Transport	Licensing collected	937.25
EFT8102	21/04/2023	Australia Post	Postage (03.03.23 - 31.03.23)	411.72
EFT8103	21/04/2023	ZircoDATA Pty Ltd	Storage of Registers (26/02/2023 - 25/03/2023)	169.91
EFT8104	21/04/2023	ABBERFIELD TECHNOLOGY PTY LTD	1000 Water tokens	1,364.00
EFT8105	21/04/2023	ALTORA SOLUTIONS	Axion Subscription to Altora: 01/04/2023 - 01/05/2023	345.51
EFT8106	21/04/2023	Laurene Bonza	Claim (Council Meeting OCM 18/04/2023)	383.00
EFT8107	21/04/2023	Cutting Edges Pty Ltd	Parts for Front End Loader	1,493.49
EFT8108	21/04/2023	CHILD SUPPORT DEPARTMENT OF HUMAN SERVICES	Payroll deductions	445.73
EFT8109	21/04/2023	Corsign WA	Supply signage and related parts	3,713.60
EFT8110	21/04/2023	COASTLINE MOWERS	Parts for kubota tractor	1,681.30
EFT8111	21/04/2023	Esperance Communications	Supplied 2 x Transcend 256GB Micro SD with Adaptor	300.00
EFT8112	21/04/2023	ESPERANCE METALAND	Handrails for disable accessibility	8,435.85
EFT8113	21/04/2023	MATTBEN PTY LTD T/AS FREIGHT LINES GROUP	Freight from David Gray & Co 24/02/2023	348.34
EFT8114	21/04/2023	A.D. Engineering International Pty Ltd	Town clock quarterly service (03.03.23 - 02.06.23)	132.00

Chq/EFT	Date	Name	Description	Amount
EFT8115	21/04/2023	Esperance Plumbing Service	Backflow testing at the Standpipe, Townhall & 52 Austin St	1,986.00
EFT8116	21/04/2023	EASY PEST SUPPLIES	Feral cat traps	400.40
EFT8117	21/04/2023	Department of Fire & Emergency Services	ESL (March 2023)	1,681.10
EFT8118	21/04/2023	FARM AND GENERAL	Lime marvel 20kg	900.00
EFT8119	21/04/2023	Goldfields Image Works	Assist with location, transport and logistics for ABC Catalyst and general area promotions	3,784.00
EFT8120	21/04/2023	Goldfields Records Storage	Monthly standard archive box storage - billing from 1-31 March 2023	14.52
EFT8121	21/04/2023	GLEN FLOOD GROUP PTY LTD T/A GFG CONSULTING	Asset Management Plans: Our reference: Q13092022 - 4. Transport Quoted: \$18,000.00 ex GST	19,800.00
EFT8122	21/04/2023	John Edward Patrick Hogan	Claim (Council Meeting ocm 18/04/2023)	216.00
EFT8124	21/04/2023	4 HEALTHCARE PTY LTD	Wet and dry laundry trolley's	2,384.25
EFT8125	21/04/2023	KILIMA (WA) P/L	Rent of 81 Roberts Street for April 2023	266.20
EFT8126	21/04/2023	K & R EARTHWORKZ	Hyden roads culverts	40,983.30
EFT8127	21/04/2023	McLeods Barristers & Solicitors	Norseman Medical Practice - Phone and Document preparation	2,997.50
EFT8128	21/04/2023	Norseman IGA	Various Purchases for March 2023	2,088.75
EFT8129	21/04/2023	Navman Wireless Australia Pty Ltd	Monthly satellite service (05.04.23 - 04.05.23)	65.89
EFT8130	21/04/2023	O'Dwyer Electrical	Norseman Rotunda - Upgrade electrical works	12,177.00
EFT8131	21/04/2023	Microshel Family Trust T/AS PACK & SEND EAST PERTH RGSMW PTY LTD	Freight from Coastline Mowers	253.67
EFT8132	21/04/2023	VIP SECURITY INDUSTRIES T/A THREAT PROTECT	Alarm Monitoring 76 Roberts Street (Quarterly in Advance from April 2023)	376.52
EFT8133	21/04/2023	Star Track Credit	Freight (Online Business Kalgoorlie 14/04/2023)	76.47

Chq/EFT	Date	Name	Description	Amount
EFT8134	21/04/2023	Online Safety Systems Pty Ltd/as Plant Assessor	Plant assessor membership offer - March 2023	1,265.00
EFT8135	21/04/2023	Rasa Patupis	Claim (Council Meeting OCM 18/04/2023)	216.00
EFT8136	21/04/2023	RECEPTIVE SECURITY	Supply 50 Gym Swipe Tags	830.50
EFT8137	21/04/2023	South East Petroleum	DIESEL - supply 6500ltr	11,926.92
EFT8138	21/04/2023	Solutions IT (invoice S + B)	Agreement - Cloud Backup (Monthly Billing for April 2023)	2,785.48
EFT8139	21/04/2023	Telstra Corporation Limited	Various Satellite Accounts	184.80
EFT8140	21/04/2023	Telford Industries	1000l DG IBC - Sodium Hypochlorite	976.80
EFT8141	21/04/2023	Team Global Express	Freight from: Online Business & Pathwest	56.13
EFT8142	21/04/2023	Western Australian Local Government Association	Course - Understanding & Applying the Local Government Industry Award 2020 - WA 15th May 2023	638.00
EFT8143	21/04/2023	WINC AUSTRALIA PTY LTD	Various stationery for Admin	413.49
8147	24/04/2023	Department of Transport	Licensing collected	114.45
8165	24/04/2023	ANZ Credit Card	Amazon AU Sydney South - Sentry Safe	89.00
8165	24/04/2023	ANZ Credit Card	Amazon AU Sydney South - Sentry Safe	89.00
8165	24/04/2023	ANZ Credit Card	Amazon AU Sydney South - Sentry Safe	89.00
8165	24/04/2023	ANZ Credit Card	Apple.com/Bill Sydney	12.99
8165	24/04/2023	ANZ Credit Card	Starlink Australia PTY LTD Sydney Subscription	139.00
8165	24/04/2023	ANZ Credit Card	Various Tools	937.24
8165	24/04/2023	ANZ Credit Card	SurveyMonkeyCore Subscription	192.36
DD11294.1	20/12/2022	AWARE SUPER - ACCUMULATION AWARE SUPER PTY LTD	Payroll deductions	7,195.49
DD11294.2	20/12/2022	PRIME SUPER	Superannuation contributions	231.98
DD11294.3	20/12/2022	ESSENTIAL SUPER	Superannuation contributions	309.30
DD11294.4	20/12/2022	MY NORTH SUPER	Payroll deductions	508.53
DD11294.5	20/12/2022	THE TRUSTEE FOR MORGAN FAMILY	Payroll deductions	861.00

Chq/EFT	Date	Name	Description	Amount
		SUPERANNUATION FUND		
DD11294.6	20/12/2022	Retail Employees Superannuation Trust	Superannuation contributions	500.89
DD11294.7	20/12/2022	HostPLUS	Superannuation contributions	869.93
DD11294.8	20/12/2022	SLAP Superannuation Fund	Superannuation contributions	514.14
DD11294.9	20/12/2022	EMERGENCY SERVICES SUPERANNUATION SCHEME	Superannuation contributions	936.39
DD11294.10	20/12/2022	ANZ Smart Choice Super	Superannuation contributions	1,237.38
DD11294.11	20/12/2022	Colonial First State First Choice Superannuation Trust	Superannuation contributions	163.11
DD11294.12	20/12/2022	AustralianSuper	Superannuation contributions	529.32
DD11294.13	20/12/2022	PLUM SUPER	Superannuation contributions	237.13
8149	26/04/2023	Department of Transport	Licensing collected	2,440.55
DD11339.1	14/02/2023	AWARE SUPER - ACCUMULATION AWARE SUPER PTY LTD	Payroll deductions	6,570.33
DD11339.2	14/02/2023	ESSENTIAL SUPER	Superannuation contributions	309.30
DD11339.3	14/02/2023	MY NORTH SUPER	Payroll deductions	508.53
DD11339.4	14/02/2023	THE TRUSTEE FOR MORGAN FAMILY SUPERANNUATION FUND	Payroll deductions	830.25
DD11339.5	14/02/2023	SPIRIT SUPER	Superannuation contributions	35.59
DD11339.6	14/02/2023	GESB	Superannuation contributions	92.61
DD11339.7	14/02/2023	Retail Employees Superannuation Trust	Superannuation contributions	500.59
DD11339.8	14/02/2023	HostPLUS	Superannuation contributions	752.75
DD11339.9	14/02/2023	SLAP Superannuation Fund	Superannuation contributions	514.14
DD11339.10	14/02/2023	ANZ Smart Choice Super	Superannuation contributions	1,546.66
DD11339.11	14/02/2023	Colonial First State First Choice	Superannuation contributions	163.37

Chq/EFT	Date	Name	Description	Amount
		Superannuation Trust		
DD11339.12	14/02/2023	AustralianSuper	Superannuation contributions	715.59
DD11339.13	14/02/2023	PLUM SUPER	Superannuation contributions	237.35
DD11339.14	14/02/2023	PRIME SUPER	Superannuation contributions	231.98
DD11476.1	31/01/2023	AWARE SUPER - ACCUMULATION AWARE SUPER PTY LTD Payroll deductions	Superannuation contributions	6,737.06
DD11476.10	31/01/2023	ANZ Smart Choice Super Superannuation contributions	Superannuation contributions	1,545.97
DD11476.11	31/01/2023	Colonial First State First Choice Superannuation Trust Superannuation contributions	Superannuation contributions	163.37
DD11476.12	31/01/2023	PLUM SUPER Superannuation contributions	Superannuation contributions	191.72
DD11476.13	31/01/2023	PRIME SUPER Superannuation contributions	Superannuation contributions	231.98
DD11476.2	31/01/2023	ESSENTIAL SUPER Superannuation contributions	Superannuation contributions	309.30
DD11476.3	31/01/2023	MY NORTH SUPER Payroll deductions	Superannuation contributions	508.53
DD11476.4	31/01/2023	THE TRUSTEE FOR MORGAN FAMILY SUPERANNUATION FUND Payroll deductions	Superannuation contributions	830.25
DD11476.5	31/01/2023	GESB Superannuation contributions	Superannuation contributions	66.29
DD11476.6	31/01/2023	Retail Employees Superannuation Trust Superannuation contributions	Superannuation contributions	513.26
DD11476.7	31/01/2023	HostPLUS Superannuation contributions	Superannuation contributions	953.74
DD11476.8	31/01/2023	SLAP Superannuation Fund	Superannuation contributions	514.14

Chq/EFT	Date	Name	Description	Amount
		Superannuation contributions		
DD11476.9	31/01/2023	AustralianSuper Superannuation contributions	Superannuation contributions	673.14
DD11293.1	03/01/2023	AWARE SUPER - ACCUMULATION AWARE SUPER PTY LTD	Payroll deductions	6,759.03
DD11293.2	03/01/2023	PRIME SUPER	Superannuation contributions	231.98
DD11293.3	03/01/2023	ESSENTIAL SUPER	Superannuation contributions	309.30
DD11293.4	03/01/2023	MY NORTH SUPER	Payroll deductions	508.53
DD11293.5	03/01/2023	THE TRUSTEE FOR MORGAN FAMILY SUPERANNUATION FUND	Payroll deductions	620.13
DD11293.6	03/01/2023	Retail Employees Superannuation Trust	Superannuation contributions	477.26
DD11293.7	03/01/2023	HostPLUS	Superannuation contributions	762.64
DD11293.8	03/01/2023	SLAP Superannuation Fund	Superannuation contributions	514.14
DD11293.9	03/01/2023	EMERGENCY SERVICES SUPERANNUATION SCHEME	Superannuation contributions	936.39
DD11293.10	03/01/2023	ANZ Smart Choice Super	Superannuation contributions	1,385.69
DD11293.11	03/01/2023	Colonial First State First Choice Superannuation Trust	Superannuation contributions	135.37
DD11293.12	03/01/2023	AustralianSuper	Superannuation contributions	471.75
DD11293.13	03/01/2023	PLUM SUPER	Superannuation contributions	230.22
DD11384.1	28/02/2023	AWARE SUPER - ACCUMULATION AWARE SUPER PTY LTD	Payroll deductions	7,210.07
DD11384.2	28/02/2023	PRIME SUPER	Superannuation contributions	231.98
DD11384.3	28/02/2023	ESSENTIAL SUPER	Superannuation contributions	309.30
DD11384.4	28/02/2023	MY NORTH SUPER	Payroll deductions	508.53
DD11384.5	28/02/2023	THE TRUSTEE FOR MORGAN FAMILY	Payroll deductions	820.00

Chq/EFT	Date	Name	Description	Amount
		SUPERANNUATION FUND		
DD11384.6	28/02/2023	GESB	Superannuation contributions	126.75
DD11384.7	28/02/2023	Retail Employees Superannuation Trust	Superannuation contributions	519.76
DD11384.8	28/02/2023	HostPLUS	Superannuation contributions	852.77
DD11384.9	28/02/2023	SLAP Superannuation Fund	Superannuation contributions	514.14
DD11384.10	28/02/2023	AustralianSuper	Superannuation contributions	652.95
DD11384.11	28/02/2023	EMERGENCY SERVICES SUPERANNUATION SCHEME	Superannuation contributions	253.82
DD11384.12	28/02/2023	ANZ Smart Choice Super	Superannuation contributions	1,546.71
DD11384.13	28/02/2023	Colonial First State First Choice Superannuation Trust	Superannuation contributions	163.37
DD11384.14	28/02/2023	PLUM SUPER	Superannuation contributions	212.45
DD11432.1	28/03/2023	AWARE SUPER ACCUMULATION AWARE SUPER PTY LTD	Payroll deductions	6,409.31
DD11432.2	28/03/2023	Uni Super	Superannuation contributions	309.30
DD11432.3	28/03/2023	MY NORTH SUPER	Payroll deductions	508.53
DD11432.4	28/03/2023	THE TRUSTEE FOR MORGAN FAMILY SUPERANNUATION FUND	Payroll deductions	830.25
DD11432.5	28/03/2023	GESB	Superannuation contributions	175.96
DD11432.6	28/03/2023	AUSTRALIAN SUPER	Superannuation contributions	448.74
DD11432.7	28/03/2023	HESTA SUPERANNUATION FUND	Superannuation contributions	291.56
DD11432.8	28/03/2023	LGIA Super	Superannuation contributions	48.04
DD11432.9	28/03/2023	Retail Employees Superannuation Trust	Superannuation contributions	502.19
DD11432.10	28/03/2023	HostPLUS	Superannuation contributions	738.21

Chq/EFT	Date	Name	Description	Amount
DD11432.11	28/03/2023	SLAP Superannuation Fund	Superannuation contributions	514.14
DD11432.12	28/03/2023	ANZ Smart Choice Super	Superannuation contributions	1,516.31
DD11432.13	28/03/2023	Colonial First State First Choice Superannuation Trust	Superannuation contributions	162.85
DD11432.14	28/03/2023	AustralianSuper	Superannuation contributions	727.03
DD11432.15	28/03/2023	PLUM SUPER	Superannuation contributions	191.77
DD11432.16	28/03/2023	PRIME SUPER	Superannuation contributions	231.98
DD11388.1	28/02/2023	AWARE SUPER - ACCUMULATION AWARE SUPER PTY LTD	Superannuation contributions	400.65
DD11305.1	17/01/2023	AWARE SUPER - ACCUMULATION AWARE SUPER PTY LTD	Payroll deductions	7,223.85
DD11305.2	17/01/2023	PRIME SUPER	Superannuation contributions	231.98
DD11305.3	17/01/2023	ESSENTIAL SUPER	Superannuation contributions	309.30
DD11305.4	17/01/2023	MY NORTH SUPER	Payroll deductions	508.53
DD11305.5	17/01/2023	THE TRUSTEE FOR MORGAN FAMILY SUPERANNUATION FUND	Payroll deductions	932.75
DD11305.6	17/01/2023	Retail Employees Superannuation Trust	Superannuation contributions	516.40
DD11305.7	17/01/2023	HostPLUS	Superannuation contributions	1,050.43
DD11305.8	17/01/2023	SLAP Superannuation Fund	Superannuation contributions	514.14
DD11305.9	17/01/2023	AustralianSuper	Superannuation contributions	606.53
DD11305.10	17/01/2023	EMERGENCY SERVICES SUPERANNUATION SCHEME	Superannuation contributions	749.11
DD11305.11	17/01/2023	ANZ Smart Choice Super	Superannuation contributions	1,425.24
DD11305.12	17/01/2023	Colonial First State First Choice Superannuation Trust	Superannuation contributions	163.37

Chq/EFT	Date	Name	Description	Amount
DD11305.13	17/01/2023	PLUM SUPER	Superannuation contributions	234.88
DD11388.2	14/03/2023	AWARE SUPER ACCUMULATION AWARE SUPER PTY LTD	Payroll deductions	372.78
DD11416.1	14/03/2023	EMERGENCY SERVICES SUPERANNUATION SCHEME	Payroll deductions	- 936.39
DD11417.1	14/03/2023	HostPLUS	Superannuation contributions	- 299.25
DD11418.1	14/03/2023	SPIRIT SUPER	Superannuation contributions	- 3.18
DD11419.1	14/03/2023	AWARE SUPER ACCUMULATION AWARE SUPER PTY LTD	Superannuation contributions	- 3.09
DD11420.1	14/03/2023	AWARE SUPER ACCUMULATION AWARE SUPER PTY LTD	Superannuation contributions	- 512.96
DD11421.1	14/03/2023	AWARE SUPER ACCUMULATION AWARE SUPER PTY LTD	Superannuation contributions	400.65
DD11424.1	14/03/2023	AWARE SUPER ACCUMULATION AWARE SUPER PTY LTD	Payroll deductions	6,779.10
DD11424.2	14/03/2023	PRIME SUPER	Superannuation contributions	231.98
DD11424.3	14/03/2023	ESSENTIAL SUPER	Superannuation contributions	309.30
DD11424.4	14/03/2023	MY NORTH SUPER	Payroll deductions	508.53
DD11424.5	14/03/2023	THE TRUSTEE FOR MORGAN FAMILY SUPERANNUATION FUND	Payroll deductions	830.25
DD11424.6	14/03/2023	SPIRIT SUPER	Superannuation contributions	3.18
DD11424.7	14/03/2023	GESB	Superannuation contributions	171.07
DD11424.8	14/03/2023	HESTA SUPERANNUATION FUND	Superannuation contributions	194.37
DD11424.9	14/03/2023	LGIA Super	Superannuation contributions	57.11
DD11424.10	14/03/2023	AUSTRALIAN SUPER	Superannuation contributions	47.85
DD11424.11	14/03/2023	Retail Employees Superannuation Trust	Superannuation contributions	500.59

Chq/EFT	Date	Name	Description	Amount
DD11424.12	14/03/2023	HostPLUS	Superannuation contributions	982.33
DD11424.13	14/03/2023	SLAP Superannuation Fund	Superannuation contributions	545.59
DD11424.14	14/03/2023	AustralianSuper	Superannuation contributions	748.96
DD11424.15	14/03/2023	EMERGENCY SERVICES SUPERANNUATION SCHEME	Superannuation contributions	936.39
DD11424.16	14/03/2023	ANZ Smart Choice Super	Superannuation contributions	1,548.61
DD11424.17	14/03/2023	Colonial First State First Choice Superannuation Trust	Superannuation contributions	141.37
DD11424.18	14/03/2023	PLUM SUPER	Superannuation contributions	233.40
DD11388.1	28/02/2023	AWARE SUPER - ACCUMULATION AWARE SUPER PTY LTD	Superannuation contributions	941.36
PAY	26/04/2023	Payroll	Direct Debit Of Net Pays Payroll Direct Debit Of Net Pays	84,081.36
8150	28/04/2023	Department of Transport	Licensing collected	1,578.05
EFT8147	28/04/2023	Australian Taxation Office	BAS (March 2023)	23,310.00
EFT8148	28/04/2023	CHILD SUPPORT DEPARTMENT OF HUMAN SERVICES	Payroll deductions	445.73
EFT8150	28/04/2023	HEMA MAPS PTY LTD	Maps	10.77
EFT8151	28/04/2023	WHITE SANDS PAVING	Paving Works at Rotunda	3,300.00
				\$712,512.07

Summary of Account Totals

Visitor Centre EFT's, Direct Debits, Cheques & Bank Transfers	\$1,939.71
Municipal EFT's, Direct Debits, Cheques, Bank Transfers & Credit Cards	\$712,512.07
Total	\$714,451.78

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas monthly accounts paid from 1st April 2023 to 30th April 2023 totalling \$714,451.78 be received and noted.

Moved: Cr.

Seconded: Cr.

Resolution

Carried by: Simple Majority For: Against

Agenda Reference & Subject	
10.3.5 Accounts Paid 01/05/23 to 31/05/23	
Location / Address	Shire of Dundas
File Reference	FM.CR
Author	Finance Assistant – Katherine Wiles
Date of Report	5 June 2023
Disclosure of Interest	Nil

Summary

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

Statutory Environment

Sub-regulation 13 (1) of the Local Government (Financial Management) Regulations 1996 requires that a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —

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

Sub-regulation 13 (3) of the Local Government (Financial Management) Regulations 1996 provides that such a list is to be:

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

Policy Implications

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

Financial Implications

Accounts are managed within the approved Budget.

Visitor Centre Payments

Chq/EFT	Date	Name	Description	Amount
010523	01/05/2023	ANZ Bank	Merchant Fees	88.04
020503	02/05/2023	ANZ Bank	Account Service Fee	10.00
EFT8191	05/05/2023	Raymond Marcon	Visitor Centre Stock	295.00
EFT8192	05/05/2023	AUSCOINSWEST	Visitor Centre Stock	655.05
290523	29/05/2023	ANZ Transfer	Norseman CRC	976.47
				\$2,024.56

Municipal Account EFT's, Cheques and Direct Debits

Chq/EFT	Date	Name	Description	Amount
8136	01/05/2023	ANZ Bank	Bank Fees	243.18
8139	01/05/2023	Centrelink	Centrepay Fees	1.98
8135	01/05/2023	Department of Transport	Licensing collected	1,403.60
8214	02/05/2023	David Riley	Ngadju Engagement - Chasing the Sun	300.00
8142	02/05/2023	Department of Transport	Licensing collected	952.25
8140	02/05/2023	Centrelink	Centrepay Fees	1.98
8155	03/05/2023	Department of Transport	Licensing collected	193.30
8154	03/05/2023	Centrelink	Centrepay Fees	0.99
8163	04/05/2023	ANZ Bank	BPAY Fees	26.40
8162	04/05/2023	Department of Transport	Licensing collected	74.40
8172	05/05/2023	Department of Transport	Licensing collected	536.90
8215	05/05/2023	ALGA	Conference Fees	1,120.00
EFT8152	05/05/2023	ATOM SUPPLY	Bund 1 drum spill deck P1 model	633.14
EFT8153	05/05/2023	AFGRI EQUIPMENT (AUSTRALIA) PTY LTD	Oil and Air filters, 5L Plus-50 oil and Scan test kit	1,218.47
EFT8154	05/05/2023	BP Norseman	Various Fuel Purchases	760.12
EFT8155	05/05/2023	Bunnings Warehouse Kalgoorlie	Concrete for Airport fencing	1,955.93
EFT8156	05/05/2023	Laurene Bonza	Allowance for May 2023	2,131.50
EFT8157	05/05/2023	Cuten Guneder Machinery	Vehicle Retrieval Wiluna	37,050.21
EFT8158	05/05/2023	Coates Hire	Trailer mounted boom for tree removal on Hyden Road	528.00
EFT8159	05/05/2023	Corsign WA	Custom Safety signs	184.80
EFT8160	05/05/2023	COASTLINE MOWERS	Various Chap Sizes & Hard Hat Protection	940.80

Chq/EFT	Date	Name	Description	Amount
EFT8161	05/05/2023	CC COOPER & CO PTY LTD	Rates refund for assessment A1096 LOT 1555 EYRE HIGHWAY NORSEMAN 6443	14,999.28
EFT8162	05/05/2023	Elders Rural Services Australia Limited	Airport fencing materials	82,889.92
EFT8163	05/05/2023	Elite Gym Hire	Hire of Treadmill, Bike, Rower & Cross Trainer (12.04.23 - 12.05.23)	1,402.67
EFT8164	05/05/2023	Department of Fire & Emergency Services	ESL (April 2023)	1,926.74
EFT8165	05/05/2023	FUTURE SECURITY SOLUTIONS PTY LTD	Quarterly Monitoring 81 Roberts Street	150.15
EFT8166	05/05/2023	Greenfield Technical Services	Engineering support for the proposed trucking program on Hyden Norseman Road - as per RFQ GTSPROP-000418	2,818.75
EFT8167	05/05/2023	GOLDEN LINE FENCING	Woodland Upgrade - remove old fencing and replace with new fencing materials	20,750.40
EFT8168	05/05/2023	GLEN FLOOD GROUP PTY LTD T/A GFG TEMP ASSIST	Finance & Governance Assistance - 26hrs @ \$108/hr - 17/04/23 - 30/04/23	6,995.45
EFT8169	05/05/2023	DOWLING GIUDICI ASSOCIATES	As per DG&A Professional Services Agreement - 201218	4,180.00
EFT8170	05/05/2023	Horizon Power	Swimming Pool Power Charges - 15.02.2022 - 18.04.2022	23,986.67
EFT8171	05/05/2023	HARVEY NORMAN AV/IT KALGOORLIE	Logitech ERGO K 860 keyboard	160.00
EFT8172	05/05/2023	K & R EARTHWORKZ	Airport Labour Hire -Machine and labour hourly hire 8hr day	9,684.40
EFT8173	05/05/2023	MARKET CREATIONS AGENCY	Business Development Activation and Marketing 100 hours	33,079.20
EFT8174	05/05/2023	Moore Australia (WA) Pty Ltd	Compilation of the Monthly Statement of Financial Activity - April 2023	6,358.00
EFT8175	05/05/2023	McLeods Barristers & Solicitors	RE: Norseman Medical Practice	537.43
EFT8176	05/05/2023	MINING MART PTY LTD	Solar panel lighting in airport toilets	10,067.02
EFT8177	05/05/2023	NORSEMAN TODAY	Advertisement of two (2) proposed additional dwellings	130.00

Chq/EFT	Date	Name	Description	Amount
		NEWSPAPER GROUP INC	at 128 Prinsep St (DA 06/2022)	
EFT8178	05/05/2023	Norseman IGA	Anzac Day Events	1,173.43
EFT8179	05/05/2023	Rasa Patupis	Deputy Presidents Allowance	338.16
EFT8180	05/05/2023	Psychologic Cognitive Therapy Services Pty Ltd	Psychological Services to SOD from 01/07/2022 - 31/12/2022	3,000.00
EFT8181	05/05/2023	Microshel Family Trust T/AS PACK & SEND EAST PERTH RGSMW PTY LTD	Parcels from RSEA Safety Kalgoorlie	257.55
EFT8182	05/05/2023	RSEA PTY LTD	Road Crew Protective Clothing - Mya	799.92
EFT8183	05/05/2023	RESOURCE ACCOMMODATION MANAGEMENT PTY LTD	11 x Dinners	1,235.30
EFT8184	05/05/2023	South Coast Foodservice	Various Cleaning Supplies	2,490.57
EFT8185	05/05/2023	Telstra Corporation Limited	Woodlands	2,013.66
EFT8186	05/05/2023	Team Global Express	Parcels from Health Care Landsdale	605.39
EFT8187	05/05/2023	Wilson's Diesel & Auto Repairs	P283 - Mitsubishi Fuso Tip Truck - Repair neg start fault	158.80
EFT8188	05/05/2023	Western Australian Local Government Association	Road wise, Child Restraint Type 1, Fitter Course for Emelia & Rose	300.00
EFT8189	05/05/2023	WESFARMERS KLEENHEAT GAS PTY LTD	LPG Bulk	955.00
EFT8190	05/05/2023	WINC AUSTRALIA PTY LTD	Kimberly Clark 4972 toilet lockable dispenser	1,358.41
8176	08/05/2023	Department of Transport	Licensing collected	928.60
8175	08/05/2023	Centrelink	Centrepay Fees	0.99
8180	09/05/2023	Department of Transport	Licensing collected	16.35
PAY	10/05/2023	Payroll	Payroll	83,020.03
8185	10/05/2023	Department of Transport	Licensing collected	446.45
8189	12/05/2023	Department of Transport	Licensing collected	480.45

Chq/EFT	Date	Name	Description	Amount
8190	15/05/2023	Department of Transport	Licensing collected	407.05
8191	15/05/2023	3E Advantage	Photocopier Lease	2,731.53
8207	15/05/2023	Centrelink	Centrepay Fees	1.98
8192	16/05/2023	Department of Transport	Licensing collected	407.05
8208	16/05/2023	Centrelink	Centrepay Fees	1.98
8193	17/05/2023	Department of Transport	Licensing collected	1,914.75
8209	17/05/2023	Centrelink	Centrepay Fees	0.99
8194	18/05/2023	Department of Transport	Licensing collected	618.65
8216	18/05/2023	ANZ Transfer	Staff Incidentals - G Schultz and L Samadi \$995.05 ea	1,990.10
8195	19/05/2023	Department of Transport	Licensing collected	161.80
8196	22/05/2023	Department of Transport	Licensing collected	204.65
8210	22/05/2023	Centrelink	Centrepay Fees	0.99
939850	22/05/2023	ANZ Credit Card	Flight Centre South Brisbane	362.90
939850	22/05/2023	ANZ Credit Card	Canva* 03784-8334157 Sydney	209.90
939850	22/05/2023	ANZ Credit Card	AUTOBARN KALGOORLIE	124.95
939850	22/05/2023	ANZ Credit Card	ADOBE ACROPRO SUBS 800615316	34.99
939850	22/05/2023	ANZ Credit Card	WILSON DIESEL & AUTO NORSEMAN	60.80
939850	22/05/2023	ANZ Credit Card	RED DOT STORES ESPERANCE	21.00
939850	22/05/2023	ANZ Credit Card	WOOLWORTHS/ESPERANCE BVD ESPERANCE	17.14
939850	22/05/2023	ANZ Credit Card	THE REJECT SHOP 6625 ESPERANCE	97.50
939850	22/05/2023	ANZ Credit Card	Flight Centre South Brisbane	1,255.97
939850	22/05/2023	ANZ Credit Card	BUNNINGS 721000 ESPERANCE	565.53
939850	22/05/2023	ANZ Credit Card	TERRY WHITE CHEMISTS E ESPERANCE	105.20
939850	22/05/2023	ANZ Credit Card	LS ESPERANCE LUXE FLO ESPERANCE	210.00
939850	22/05/2023	ANZ Credit Card	SQ *FLICKR CANDLES Esperance	19.95
939850	22/05/2023	ANZ Credit Card	WOOLWORTHS/ESPERANCE BVD ESPERANCE	260.45
939850	22/05/2023	ANZ Credit Card	LinkedIn Pre 8243699396 16506873555	39.99
939850	22/05/2023	ANZ Credit Card	ADOBE ACROPRO SUBS ADOBE.LY/ENAU	21.99
939850	22/05/2023	ANZ Credit Card	FULL MOON CAFE NORSEMAN	14.00

Chq/EFT	Date	Name	Description	Amount
939850	22/05/2023	ANZ Credit Card	Starlink Australia PTY LT Sydney	139.00
939850	22/05/2023	ANZ Credit Card	BUNNINGS 435000 KALGOORLIE	112.82
939850	22/05/2023	ANZ Credit Card	COLES 4837 KALGOORLIE	81.65
939850	22/05/2023	ANZ Credit Card	KMART 1352 KALGOORLIE	250.20
939850	22/05/2023	ANZ Credit Card	APPLE.COM/BILL SYDNEY	12.99
939850	22/05/2023	ANZ Credit Card	VIRGIN AUSTR7952186210184 BRISBANE	1,577.36
939850	22/05/2023	ANZ Credit Card	QANTAS AIRWAYS LTD (EC Mascot	1,257.90
939850	22/05/2023	ANZ Credit Card	nib Travel Services AU	57.00
939850	22/05/2023	ANZ Credit Card	REX AIRLINES MASCOT	466.44
939850	22/05/2023	ANZ Credit Card	VIRGIN AUSTR7954404589681 BRISBANE	19.58
939850	22/05/2023	ANZ Credit Card	Adobe Sydney	347.82
939850	22/05/2023	ANZ Credit Card	BUNNINGS 721000 ESPERANCE	630.69
939850	22/05/2023	ANZ Credit Card	Adobe Sydney	- 154.44
939850	22/05/2023	ANZ Credit Card	SHIRE OF DUNDAS NORSEMAN	75.95
939850	22/05/2023	ANZ Credit Card	SUPERCHEAP AUTO ESPERANCE	44.99
939850	22/05/2023	ANZ Credit Card	DAPHNE FLORIST KALGOORLIE	450.00
939850	22/05/2023	ANZ Credit Card	ADOBE ACROPRO SUBS 800615316	34.99
939850	22/05/2023	ANZ Credit Card	BUNNINGS 435000 KALGOORLIE	22.47
939850	22/05/2023	ANZ Credit Card	TICKETS-OUTBACK ON ICE R MCMAHONS POIN	195.84
939850	22/05/2023	ANZ Credit Card	LinkedIn Pre 8134679196 16506873555	39.99
939850	22/05/2023	ANZ Credit Card	AUSSIE VET PRODUCTS GUMDALE	71.80
939850	22/05/2023	ANZ Credit Card	ADOBE ACROPRO SUBS ADOBE.LY/ENAU	21.99
939850	22/05/2023	ANZ Credit Card	SurveyMonkeyCore 0035315920752	203.16
EFT8193	22/05/2023	Australian Taxation Office	BAS (April 2023)	33,696.00
EFT8194	22/05/2023	Australia Post	Postage (03/04/2023 - 27/04/2023)	391.61
EFT8195	22/05/2023	ATOM SUPPLY	Fire extinguisher tags 2022- 2029	58.74

Chq/EFT	Date	Name	Description	Amount
EFT8196	22/05/2023	ZircoDATA Pty Ltd	Storage of Registers (26/03/2023 - 25/04/2023)	169.91
EFT8197	22/05/2023	A & M Medical Services Pty Ltd	Annual service of medical gas equipment	250.75
EFT8198	22/05/2023	ALTORA SOLUTIONS	Axion subscription to Altor: 01/05/2023 to 01/06/2023	345.51
EFT8199	22/05/2023	BUNNINGS GROUP LIMITED	Various Tools	556.33
EFT8200	22/05/2023	BOC Limited	Container Service Fee (29/03/2023 - 27/04/2023)	53.71
EFT8201	22/05/2023	Cuten Guneder Machinery	Hyden rd toilets pumped septic and clean buildings	5,820.00
EFT8202	22/05/2023	Corsign WA	Laundry - 4 x rubber wheel stop and 12 x gravel spike	261.80
EFT8203	22/05/2023	COASTLINE MOWERS	Blower vacuum shredder	968.40
EFT8204	22/05/2023	ESPERANCE METALAND	Rotunda Upgrade - Platform mount, galv pipes, duragal flat	2,156.00
EFT8205	22/05/2023	EXPRESS YOURSELF PRINTING	Printing of new Norseman Brochure x 3500	1,731.00
EFT8206	22/05/2023	MATTBEN PTY LTD T/AS FREIGHT LINES GROUP	Freight (Telford Industries 03/04/2023)	658.10
EFT8207	22/05/2023	ERGOLINK	MLESS - Melody Saddle Stool x 1	266.00
EFT8208	22/05/2023	Great Western Motel	1 x night accommodation for Councillor Rasa Patupis (11.05.23)	185.00
EFT8209	22/05/2023	Greenfield Technical Services	Roberts St SAT Hearing	6,675.90
EFT8210	22/05/2023	GLEN FLOOD GROUP PTY LTD T/A GFG TEMP ASSIST	Tender Support: 39 hrs @ \$108.00/hr PE: 1/5/23 - 14/5/23 + travel costs.	8,532.70
EFT8211	22/05/2023	Goldfields Records Storage	Storage of Archive Boxes 01/04/23 - 30/04/23	273.24
EFT8212	22/05/2023	DOWLING GIUDICI ASSOCIATES	As per DG&A Professional Services Agreement - 201218	4,180.00
EFT8213	22/05/2023	KILIMA (WA) P/L	Rent for 81 Roberts Street for May 2023	266.20
EFT8214	22/05/2023	K & R EARTHWORKZ	Machine and labour hourly hire 8hr day	13,250.60
EFT8215	22/05/2023	Landgate	Aerial Photography - Per Metric Scan 1270 image - Non Commercial Aerial Photography - Searching and	947.23

Chq/EFT	Date	Name	Description	Amount
			Job Management Per hour - Commercial	
EFT8216	22/05/2023	Star Track Credit	Freight (Perth to Norseman, 9-10 May 2023)	56.73
EFT8217	22/05/2023	MARKET CREATIONS AGENCY	Website project build - Australia Post & IGA Multi-site	7,293.40
EFT8218	22/05/2023	FRASER RANGE STATION PTY LTD T/A NORSEMAN CONCRETE & EARTHMOVING	Carry out earthworks - mini excavator Hire	254.10
EFT8219	22/05/2023	Online Safety Systems Pty Ltd/as Plant Assessor	Plant assessor membership offer - April 2023	1,265.00
EFT8220	22/05/2023	Microshel Family Trust T/AS PACK & SEND EAST PERTH RGSMW PTY LTD	Freight from Rockingham to Norseman	155.07
EFT8221	22/05/2023	PATRICK KILCOYNE (SLIGO ROVER)	Music, set up and pack down (Chasing the Sun Dinner 3rd May 23)	1,200.00
EFT8222	22/05/2023	St John Ambulance Australia	Provide First Aid 1 day training x 14 Staff	2,478.00
EFT8223	22/05/2023	Solutions IT (invoice S + B)	Agreement - Cloud Backup (Maintain for May 2023)	2,757.54
EFT8224	22/05/2023	Telstra Corporation Limited	Admin Phones 04/05/23 - 04/06/23	1,897.84
EFT8225	22/05/2023	Team Global Express	Freight from State Library 13/04/2023 & 17/03/2023 and Armadale	157.97
EFT8226	22/05/2023	Wilson's Diesel & Auto Repairs	P327 Holden Colorado DS232 - Replace cracked front screen and rear number plate light	1,081.10
EFT8227	22/05/2023	WESFARMERS KLEENHEAT GAS PTY LTD	LPG Bulk supply 507.20	821.82
EFT8228	22/05/2023	SHARON MAREE WARNER (pool)	09/04/2023 - 8 hrs. Pool Manager & 5 hrs. Swimming Program	650.00
8197	23/05/2023	Department of Transport	Licensing collected	1,014.10

Chq/EFT	Date	Name	Description	Amount
8198	24/05/2023	Department of Transport	Licensing collected	1,440.90
149673	24/05/2023	ANZ Transfer	Prize Money x 11 Recipients	8,325.00
PAY	24/05/2023	Payroll	Payroll	83,868.32
8199	25/05/2023	Department of Transport	Licensing collected	26.80
8217	25/05/2023	ANZ Transfer	Staff Incidentals - Jodie Richardson and Pania Turner \$250.65 ea	501.30
EFT8229	25/05/2023	Laurene Bonza	Presidents Allowance for June 2023	1,352.50
EFT8230	25/05/2023	Rasa Patupis	Deputy Presidents Allowance for June 2023	338.16
8200	26/05/2023	Department of Transport	Licensing collected	255.60
8201	29/05/2023	Department of Transport	Licensing collected	927.00
8211	29/05/2023	Centrelink	Centrepay Fees	0.99
8202	30/05/2023	Department of Transport	Licensing collected	533.20
8218	30/05/2023	ANZ Transfer	Staff Incidentals - Jodie Richardson and Pania Turner \$483.75 ea	967.50
8212	30/05/2023	Centrelink	Centrepay Fees	1.98
189200	30/05/2023	ANZ Credit Card	Crowne Plaza Perth OPI Perth	246.00
189200	30/05/2023	ANZ Credit Card	DAVID N 0402 934 575 DIANELLA	28.35
189200	30/05/2023	ANZ Credit Card	CALTEX BURSWOOD BURSWOOD	13.33
189200	30/05/2023	ANZ Credit Card	Starlink Australia PTY LT Sydney	139.00
189200	30/05/2023	ANZ Credit Card	CITY OF PERTH PARKING-ONS PERTH	4.54
189200	30/05/2023	ANZ Credit Card	JB HI FI CAROUSEL CANNINGTON	99.00
189200	30/05/2023	ANZ Credit Card	Flight Centre South Brisbane	2,893.97
189200	30/05/2023	ANZ Credit Card	WOTIF WOTIF.COM	1,374.00
189200	30/05/2023	ANZ Credit Card	AIRPORTRENTALS.COM SYDNEY	82.27
189200	30/05/2023	ANZ Credit Card	APPLE.COM/BILL SYDNEY	12.99
189200	30/05/2023	ANZ Credit Card	NORSEMAN IGA NORSEMAN	10.85
189200	30/05/2023	ANZ Credit Card	ESPERANCE LOCK AND S ESPERANCE	85.00
189200	30/05/2023	ANZ Credit Card	BUNNINGS 435000 KALGOORLIE	423.30
189200	30/05/2023	ANZ Credit Card	SUPER CHEAP AUTO KALGOORLIE	68.97

Chq/EFT	Date	Name	Description	Amount
8203	31/05/2023	Department of Transport	Licensing collected	179.50
EFT8231	31/05/2023	TARA TREASURES (AUS) PTY LTD	Visitor Centre Restock	2,611.45
8213	31/05/2023	Centrelink	Centrepay Fees	0.99
				\$597,367.22

Summary of Account Totals

Visitor Centre EFT's, Direct Debits, Cheques & Bank Transfers	\$2,024.56
Municipal EFT's, Direct Debits, Cheques, Bank Transfers & Credit Cards	\$597,367.22
Total	\$599,391.78

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas monthly accounts paid from 1st May 2023 to 31st May 2023 totalling \$599,391.78 be received and noted.

Moved: Cr.

Seconded: Cr.

Resolution

Carried by: Simple Majority

For:

Against

Agenda Reference & Subject	
10.3.6 Financial Statements for the Period Ending 30th April 2023	
Location / Address	Shire of Dundas
File Reference	FM.IN
Author	Moore Australia
Date of Report	30 April 2023
Disclosure of Interest	Nil

APPENDIX 2 Financial Statements for the Period Ending 30th April 2023

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Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas Financial Statements for the period ending 30th April 2023 be accepted.

Moved: Cr.

Seconded: Cr.

Resolution

Carried by: Simple Majority

For:

Against:

Agenda Reference & Subject	
10.3.7 Intentions for the IGA Supermarket and the Licensed Post Office (Australia) Operations to be included in the 2023/24 Annual Budget	
Location / Address	Shire of Dundas
File Reference	FM.BU
Author	Chief Executive Officer – Peter Fitchat
Date of Report	4 th June 2023
Disclosure of Interest	Nil

Summary

To disclose to the community members, electors, and ratepayers the intentions of Council to include in the 2023/2024 Annual Budget the new operational revenue and expenditure budget items for the IGA Supermarket and Licensed Post Office (Australia) (LPO).

Background

During recent budget discussions, it was decided that the intentions to commence financial operations of the proposed acquisition of the IGA and LPO in early July 2023, be disclosed to the public to demonstrate transparency in council business.

In preparation for the 2023/2024 Annual Budget, the Chief Executive Officer has prepared the following estimates to be included to facilitate the IGA and LPO daily operations:

IGA		Draft Budget		LPO		Draft Budget	
Revenue	\$	5,413,500	Revenue	\$	400,000		
Expenditure	\$	4,881,288	Expenditure	\$	287,722		
Surplus	\$	532,212	Surplus	\$	112,278		

These draft budgets include sales revenue, employee costs, materials and contracts, inventory, utilities, depreciation, finance costs, insurance, and any other expenses.

Statutory Environment

It is a requirement of the Local Government Act 1995 that the Shire's Annual Budget, be adopted by the 31 August of each year, unless Ministerial approval is obtained for an extension to this date.

In accordance with the requirements of s.6.2 of the Local Government Act, a detailed estimate for the current financial year of the following has been prepared and included as part of the 2022/23 draft Budget documents in the papers relating:

- Particulars of the estimated expenditure proposed to be incurred by the Shire.
- The revenue and income, independent of the general rates to be raised by the Shire.

Local Government Act 1995 - Section 6.8. Expenditure from municipal fund not included in annual budget

(1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —

- (a) is incurred in a financial year before the adoption of the annual budget by the local government; or
- (b) is authorised in advance by resolution*; or
- (c) is authorised in advance by the mayor or president in an emergency

Policy Implications

Nil

Financial Implications

The draft budget proposed in this report will be included in the 2023/24 Annual Budget, subject to any amendments during the budget deliberations and subsequent adoption.

Strategic Implications

4.1 A financially responsible Local Government

- 4.1.1 Financial accountability and informed decision-making by Council.
- 4.1.2 Compliance with the Local Government Act 1995 and all relevant legislation and regulations.
- 4.1.3 Continual improvement in financial planning and asset management.
- 4.1.4 Risk is managed through planning, internal and external reviews, and reporting to Council.
- 4.1.5 The community is engaged in planning for the future and other matters that affect them.
- 4.1.6 The Shire will regularly monitor communication channels to ensure community are informed on matters that affect them.
- 4.1.7 A culture of continuous improvement will apply to all levels of customer service.

5.1 A trusted Local Government

- 5.1.1 Accountable and informed decision-making by Council.
- 5.1.2 Compliance with the *Local Government Act 1995* and all relevant legislation and regulations.
- 5.1.3 Continual improvement in the Integrated Planning and Reporting (IPR) standard.
- 5.1.4 Risk is managed through planning and timely reporting of Senior Officers to Council.
- 5.1.5 The community is engaged in planning for the future and other matters that affect them.
- 5.1.6 The Shire will ensure community are informed on matters that affect them.
- 5.1.7 A culture of continuous improvement will apply to all levels of customer service.

Consultation

- Chief Executive Officer
- Manager of Community Development
- Finance Assistant

Comment

It is not a legislative requirement to provide this budget information before the formal adoption of the 2023/24 Annual Budget. As per *section 6.8 of the Local Government Act 1995*, a local government can incur expenditure in a financial year before the adoption of the annual budget.

The primary focus of this report is to disclose to the community, electors, and ratepayers' financial information on the proposed new business undertaking, and that operations will commence after settlement which is anticipated for end of June therefore commencing operations early July 2023.

The budget will possibly be adopted mid to late July as this timeline provides Council with a better estimation on any brought forward surplus from the previous budget.

Voting Requirements

Absolute Majority is not required however it is being recommended as the adoption of the Annual Budget requires an Absolute Majority.

Officer Recommendation

That Council receive:

1. **The draft operational revenue and expenditure budget as presented for the IGA Supermarket and the Licenced Post Office and that it be included in the 2023/24 Annual Budget**
2. **And that the draft operational revenue and expenditure budget as presented for the IGA Supermarket and the Licenced Post Office continue to be reviewed based on further deliberations on budget estimates until subsequent budget adoption.**

Moved: Cr.

Seconded: Cr.

Resolution

Carried by: Absolute Majority For: Against:

Agenda Reference & Subject	
10.3.8 Meeting Details 2023-24	
Location / Address	Shire of Dundas
File Reference	CM.CO.7
Author	Chief Executive Officer – Peter Fitchat
Date of Report	25 May 2023
Disclosure of Interest	Nil

Summary

That Council review and adopt the meeting details for the 2023-24 year.

Background

The following meeting details for Ordinary Council Meetings for the 2023-24 year have been prepared for Council's consideration below:

2023-24 Ordinary Council Meetings

Date	Time	Place
Tuesday, 25 July 2023	6:00 PM AWST	Council Chamber, Prinsep Street, Norseman
Tuesday, 22 August 2023	6:00 PM AWST	Council Chamber, Prinsep Street, Norseman
Saturday, 23 September 2023	6:00 PM ACWST	Community Hall, Eurkla Way, Eucla
Tuesday, 17 October 2023	6:00 PM AWST	Council Chamber, Prinsep Street, Norseman
Tuesday, 21 November 2023	6:00 PM AWST	Council Chamber, Prinsep Street, Norseman
Tuesday, 19 December 2023	6:00 PM AWST	Council Chamber, Prinsep Street, Norseman
Tuesday, 20 February 2024	6:00 PM AWST	Council Chamber, Prinsep Street, Norseman
Tuesday, 19 March 2024	6:00 PM AWST	Council Chamber, Prinsep Street, Norseman
Saturday, 20 April 2024	6:00 PM ACWST	Community Hall, Eurkla Way, Eucla
Tuesday, 21 May 2024	6:00 PM AWST	Council Chamber, Prinsep Street, Norseman
Tuesday, 18 June 2024	6:00 PM AWST	Council Chamber, Prinsep Street, Norseman

Any further public meetings that are held throughout the year such as Special Council Meetings, Audit Committee Meetings and Electors' meetings are set as determined by Council.

Statutory Environment

Section 5.25 (1)(g) of the *Local Government Act 1995* –

- (1) Without limiting the generality of section 9.59, regulations may make provision in relation to —
 - (g) the giving of public notice of the date and agenda for council or committee meetings

Regulation 12 of the *Local Government (Administration) Regulations 1996* –

- (1) In this regulation — meeting details, for a meeting, means the date and time when, and the place where, the meeting is to be held.
- (2) The CEO must publish on the local government's official website the meeting details for the following meetings before the beginning of the year in which the meetings are to be held —
 - (a) ordinary council meetings;
 - (b) committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public.
- (3) Any change to the meeting details for a meeting referred to in sub regulation (2) must be published on the local government's official website as soon as practicable after the change is made.
- (4) If a local government decides that a special meeting of the council is to be open to members of the public, the CEO must publish the meeting details for the meeting

and the purpose of the meeting on the local government's official website as soon as practicable after the decision is made.

Policy Implications

- A.11 Council Meetings - Public Notice
- EM.3 Video Recording of Council Meetings

Financial Implications

Nil.

Strategic Implications

5.1 A trusted Local Government

- 5.1.1** Accountable and informed decision-making by Council.
- 5.1.2** Compliance with the *Local Government Act 1995* and all relevant legislation and regulations.
- 5.1.3** Continual improvement in the Integrated Planning and Reporting (IPR) standard.
- 5.1.4** Risk is managed through planning and timely reporting of Senior Officers to Council.
- 5.1.5** The community is engaged in planning for the future and other matters that affect them.
- 5.1.6** The Shire will ensure community are informed on matters that affect them.
- 5.1.7** A culture of continuous improvement will apply to all levels of customer service.

Consultation

- Chief Executive Officer
- President
- Councillors

Comment

The items that need to be considered are:

- Frequency
- Day of the week and week in the month
- Location
- Starting time
- Eucla LEMC meeting

Voting Requirements

Simple Majority

Officer Recommendation

That the Council set the following meeting details for Ordinary Council Meetings as follows:

2023-24 Ordinary Council Meetings

Date	Time	Place
Tuesday, 25 July 2023	6:00 PM AWST	Council Chamber, Prinsep Street, Norseman
Tuesday, 22 August 2023	6:00 PM AWST	Council Chamber, Prinsep Street, Norseman
Saturday, 23 September 2023	6:00 PM ACWST	Community Hall, Eurkla Way, Eucla
Tuesday, 17 October 2023	6:00 PM AWST	Council Chamber, Prinsep Street, Norseman
Tuesday, 21 November 2023	6:00 PM AWST	Council Chamber, Prinsep Street, Norseman
Tuesday, 19 December 2023	6:00 PM AWST	Council Chamber, Prinsep Street, Norseman
Tuesday, 20 February 2024	6:00 PM AWST	Council Chamber, Prinsep Street, Norseman
Tuesday, 19 March 2024	6:00 PM AWST	Council Chamber, Prinsep Street, Norseman
Saturday, 20 April 2024	6:00 PM ACWST	Community Hall, Eurkla Way, Eucla
Tuesday, 21 May 2024	6:00 PM AWST	Council Chamber, Prinsep Street, Norseman
Tuesday, 18 June 2024	6:00 PM AWST	Council Chamber, Prinsep Street, Norseman

And that any further public meetings that are held throughout the year such as Special Council Meetings, Audit Committee Meetings and Electors' meetings are set as determined by Council.

Moved: Cr.

Seconded: Cr.

Resolution

Carried by: Simple Majority

For:

Against:

Agenda Reference & Subject	
10.3.9 Members Meeting Fees, Allowances and Expense Reimbursement for 2023/2024	
Location / Address	Shire of Dundas
File Reference	GV.CO
Author	Chief Executive Officer – Peter Fitchat
Date of Report	21 May 2023
Disclosure of Interest	Nil

Summary

For the Council to consider and adopt the elected members meeting fees, allowances payable and expense reimbursements for the 2023/24 financial year.

Background

The current Elected Members Remuneration for 2022/23 financial year is:

Meetings and Allowances

President's Allowance	\$16,230 per annum in monthly instalments
Deputy President's Allowance	\$4,058 per annum in monthly instalments
President's Meeting Fees	\$383 per meeting
Councillors Meeting Fees	\$216 per meeting
Councillors Committee & Prescribed Meeting Fee	\$108 per meeting

Expenses to be Reimbursed for 2022/23 financial year

Travel costs incurred while driving a privately owned or leased vehicle (rather than a commercially hired vehicle) to Council meetings or on other authorised Council business are to be calculated at the same rate contained in Section 30.6 of the Local Government Officers' (Western Australia) Award 2021.

Any other cost incurred under regulation 32(1) of the LG Regulations upon presentation of sufficient evidence of the cost incurred.

Statutory Environment

1. Pursuant to section 5.98(1)(b) of the LG Act, a council member who attends a council meeting is entitled to be paid the fee set by the local government within the range determined by the Salaries and Allowances Tribunal.
2. Pursuant to section 5.98(1)(b) and (2A)(b) of the LG Act, a council member who attends a committee meeting or (at the request of the local government) a meeting of a type prescribed in regulation 30(3A) of the LG Regulations is entitled to be paid the fee set by the local government or regional local government within the range determined by the Salaries and Allowances Tribunal for attending committee meetings or, as the case requires, meetings of that type.
3. Each of the following meetings is a type of meeting prescribed in regulation 30(3A) of the LG Regulations -
 - meeting of a WALGA Zone, where the council member is representing a local government as a delegate elected or appointed by the local government;
 - meeting of a Regional Road Group established by Main Roads Western Australia, where the council member is representing a local government as a delegate elected or appointed by the local government;
 - council meeting of a regional local government where the council member is the deputy of a member of the regional local government and is attending in the place of the member of the regional local government;
 - meeting other than a council or committee meeting where the council member is attending at the request of a Minister of the Crown who is attending the meeting;
 - meeting other than a council meeting or committee meeting where the council member is representing a local government as a delegate elected or appointed by the local government.
4. Pursuant to section 5.99 of the LG Act, a local government may decide by an absolute majority that instead of paying council members an attendance fee referred to in section 5.98(1) of the LG Act, it will pay all council members who attend council or committee meetings a fee set within the range for annual fees determined by the Salaries and Allowances Tribunal.

5. Regulation 30(3C) of the LG Regulations prevents the payment of a fee to a council member for attending a meeting of a type prescribed in regulation 30(3A) of those regulations if –
 - the person who organises the meeting pays the council member a fee for attending the meeting; or
 - the council member is paid an annual fee in accordance with section 5.99 of the LG Act; or
 - the council member is deputising for a council member at a meeting of a regional local government and the member of the regional local government is paid an annual fee in accordance with section 5.99 of the LG Act.
6. Pursuant to section 5.98(2)(a) and (3) of the LG Act, a council member who incurs an expense of a kind prescribed in regulation 31(1) of the LG Regulations is entitled to be reimbursed for the expense to the extent as per the Salaries and Allowances Tribunal - 2023 Determination for Local Government CEOs and Elected Members.
Regulation 31(1) of the LG Regulations prescribes the following kinds of expenses that are to be reimbursed:
 - rental charges incurred by a council member in relation to one telephone and one facsimile machine; and
 - childcare and travel costs incurred by a council member because of the member's attendance at a council meeting or a meeting of a committee of which he or she is also a member.
7. Pursuant to section 5.98(2)(a) and (3) of the LG Act, a council member who incurs an expense of a kind prescribed in regulation 32(1) of the LG Regulations is entitled to be reimbursed for the expense to the extent as per the Salaries and Allowances Tribunal - 2023 Determination for Local Government CEOs and Elected Members.
8. Regulation 32(1) of the LG Regulations prescribes the following kinds of expenses that may be approved by a local government for reimbursement.
 - an expense incurred by a council member in performing a function under the express authority of the local government;
 - an expense incurred by a council member to whom paragraph (a) applies by reason of the council member being accompanied by not more than one other person while performing the function if, having regard to the nature of the function, the local government considers that it is appropriate for the council member to be accompanied by that other person; and
 - an expense incurred by a council member in performing a function in his or her capacity as a council member.

Policy Implications

Policy EM1 - Attendance at Conference and Events

Financial Implications

The total Elected Member Remuneration is forecasted in the draft budget for the financial year 2023/24 and will be detailed in the Statutory Budget.

Strategic Implications

4.1 A financially responsible Local Government

- 4.1.1 Financial accountability and informed decision-making by Council.
- 4.1.2 Compliance with the Local Government Act 1995 and all relevant legislation and regulations.
- 4.1.3 Continual improvement in financial planning and asset management.
- 4.1.4 Risk is managed through planning, internal and external reviews, and reporting to Council.
- 4.1.5 The community is engaged in planning for the future and other matters that affect them.
- 4.1.6 The Shire will regularly monitor communication channels to ensure community are informed on matters that affect them.
- 4.1.7 A culture of continuous improvement will apply to all levels of customer service.

Consultation

- Shire President
- Councillors
- Chief Executive Officer
- Salaries and Allowances Tribunal

Comment

The Salaries and Allowances tribunal sets Local Government Band Allocations; 4 bands according to size, population and other factors and is a similar system used in determining the salary ranges for Chief Executive Officers.

The Shire of Dundas is in Band 4.

There are two methods of determining the allowances/meeting fees paid to Councillors, Presidents, and Mayors.

Method 1 – an annual allowance within a prescribed range.

Method 2 – a meeting fee (per meeting) within a prescribed range.

Method 1**Annual Attendance Fees****In Lieu of Council Meeting, Committee Meeting and Prescribed Meeting Attendance Fees**

The ranges of fees in tables 1 and 2 apply where a local government decides by an absolute majority that, instead of paying council members an attendance fee referred to in section 5.98 of the LG Act, it will pay an annual fee to all council members who attend council, committee, or prescribed meetings.

1. For a council member other than the mayor or president:

Band	Minimum	Maximum
4	\$3,735	\$9,890

2. For a council member who holds the office of mayor or president:

Band	Minimum	Maximum
4	\$3,735	\$20,325

Method 2**Council Meeting Attendance Fees****Per Meeting -**

The ranges of fees in tables 1 and 2 apply where a local government decides by an absolute majority to pay a council member a fee referred to in section 5.98(1)(b) of the LG Act for attendance at a council meeting.

1. For a council member other than the mayor or president:

Band	Minimum	Maximum
4	\$95	\$250

2. For a council member who holds the office of mayor or president:

Band	Minimum	Maximum
4	\$95	\$510

The Shire of Dundas has currently implemented **Method 2** for the Elected Members.

**Other Meetings
Committee Meeting and Prescribed Meeting Attendance Fees
Per Meeting –**

The ranges of fees in table 1 apply where a local government decides to pay a council member a fee referred to in –

- section 5.98(1)(b) of the LG Act for attendance at a committee meeting; or
- section 5.98(2A)(b) of the LG Act for attendance at a meeting of a type prescribed in regulation 30(3A) of the LG Regulation

1. For a council member **(including the chair)**:

Band	Minimum	Maximum
4	\$50	\$125

**Allowances
Annual Allowance for a Mayor, President, or Chair of a Local Government**

For a mayor or president:

Band	Minimum	Maximum
4	\$535	\$20,875

Annual Allowance for a Deputy Mayor, Deputy President, or Deputy Chair

The percentage determined for the purposes of section 5.98A(1) of the LG Act is 25 per cent of the Presidents allowance.

If the office of mayor or president is vacant under section 5.34(a) of the Local Government Act 1995, and the deputy performs the functions of mayor or president for a period of no less than four months, the deputy will be entitled to receive the mayor or president allowance according to the applicable local government band in 7.2 of the Determination.

Table 1 (below) shows the current 2022/23 Elected Members Meeting Fees and Allowances. A 10% increase is proposed for the 2023/24 year to reflect the capacity of meeting preparations and meeting attendance that is now required of Elected Members due to the growth in Council business. This increase continues to be in the range as set out by the WA Salaries and Allowances Act 1975 – Determination of the Salaries and Allowances Tribunal for Local Government CEO's and Elected Members

1. 2022/23 Elected Members Meeting Fees and Allowances

President's Allowance	\$16,230 per annum in monthly instalments
Deputy President's Allowance	\$4,058 per annum in monthly instalments
President's Meeting Fees	\$383 per meeting
Councillors Meeting Fees	\$216 per meeting
Councillors Committee & Prescribed Meeting Fee	\$108 per meeting

The format to which the remuneration is presented to Council in the Officer Recommendation, has been amended from previous years to better assist Elected Members and Staff in the descriptions for specific meetings to meeting types as per the Dundas Shire Council business.

Entitlement to Superannuation

As per the WALGA Superannuation Policy in the papers relating, superannuation entitlements can be paid to Elected Members. The current rate is 11% per annum and the maximum for a Band 4 Council is \$13,965 per financial year.

Voting Requirements

Absolute Majority

Officer Recommendation

That Council adopt the 2023/24 Elected Members Remuneration and that the remuneration come into effect as of 1 July 2023 as follows:

1. Meeting Fees and Allowances:

Meeting Fees 2023/24 - Councillors (Excluding the President)	Amount Per Meeting	Meeting Type
Ordinary	\$ 238	Council Meeting
Special	\$ 238	Council Meeting
Annual Electors	\$ 238	Council Meeting
Audit & Risk Management	\$ 119	Committee Meeting
Coastal Management	\$ 119	Committee Meeting
Local Emergency Management	\$ 119	Committee Meeting
Other as Established	\$ 119	Committee Meeting
Regional Roads Group (Main Roads)	\$ 119	Prescribed Meeting
Goldfields Voluntary Regional Organisation of Councils (GVROC)	\$ 119	Prescribed Meeting
Delegate Elected - WALGA Representative	\$ 119	Prescribed Meeting
Workshop - Budget	\$ 119	Prescribed Meeting
Workshop - Information Bulletin (IB)	\$ 119	Prescribed Meeting
All Other Meetings as prescribed in regulation 30 (3a) of the Local Government (Admin) Regulations 1996	\$ 119	Prescribed Meeting

Meeting Fees 2023/24 - President	Amount Per Meeting	Meeting Type
Ordinary	\$ 421	Council Meeting
Special	\$ 421	Council Meeting
Annual Electors	\$ 421	Council Meeting
Audit & Risk Management	\$ 119	Committee Meeting
Coastal Management	\$ 119	Committee Meeting
Local Emergency Management	\$ 119	Committee Meeting
Other as Established	\$ 119	Committee Meeting
Regional Roads Group (Main Roads)	\$ 119	Prescribed Meeting
Goldfields Voluntary Regional Organisation of Councils (GVROC)	\$ 119	Prescribed Meeting
Delegate Elected - WALGA Representative	\$ 119	Prescribed Meeting
Workshop - Budget	\$ 119	Prescribed Meeting
Workshop - Information Bulletin (IB)	\$ 119	Prescribed Meeting
All Other Meetings as prescribed in regulation 30 (3a) of the Local Government (Admin) Regulations 1996	\$ 119	Prescribed Meeting

Allowances 2023/24	Amount Per Annum in Monthly Instalments
President's Allowance	\$ 17,853
Deputy President's Allowance	\$ 4,464

2. The reimbursement to Elected Members - travel expenses incurred while driving a privately owned or leased vehicle (rather than a commercially hired vehicle) to Council meetings or on other authorised Council business are to be calculated at the same rate contained in Section 30.6 of the Local Government Officers' (Western Australia) Award 2021.
3. The reimbursement to Elected Members - any other expense incurred under regulations 31(1) and 32(1) of the Local Government (Administration) Regulation 1996 upon presentation of sufficient evidence of the expense incurred including in accordance with item 2.
4. Payment to Elected Members, into a nominated superannuation account, an amount equivalent to the superannuation guarantee, being 11% for the 2023/2024 year, determined with reference to fees and allowances paid to each Elected Member with a maximum annual superannuation cap of \$13,965.

Moved: Cr.

Seconded: Cr.

Resolution

Carried by: Absolute Majority

For:

Against:

Agenda Reference & Subject	
10.3.10 Notice of Intention to Levy Differential Rates – 2023/2024	
Location / Address	Shire of Dundas
File Reference	RV.VA.5
Author	Chief Executive Officer - Peter Fitchat
Date of Report	06/06/2023
Disclosure of Interest	Nil

Summary

For Council to consider imposing differential rates for the year 2023/2024 and approve for public advertising and subsequent inclusion in the 2023/2024 budget.

Background

Part of determining annual budgets is the setting of rates in the dollar that are then applied to the property valuations as supplied by the Valuer General. Rates in the dollar can be set in two ways.

Firstly, they can be standard, resulting in a rate levy (rate in the dollar) within the Gross Rental Valuation and the Unimproved Valuation categories.

Alternatively, they can be differential within each of the categories (UV & GRV), meaning different rate levies can be set for different types of property within one rate category.

The Local Government Act 1995 determines that differential rates can be set according to: -

- the purpose for which the land is zoned
- the predominant purpose for which the land is held or used
- whether or not the land is vacant; and
- any prescribed characteristics.

The application of differential rating maintains the status quo in terms of equity in the rating of properties across the Shire, enabling the Council to provide facilities, infrastructure and services to the entire community and visitors.

Statutory Environment

Section 6.33 of the Local Government Act 1995 and associated regulations prevail in this matter.

Rates are to be imposed in the Shire of Dundas as per the Local Government Act 1995 Section 6.33. Differential general rates

(1) A local government may impose differential general rates according to any, or a combination, of the following characteristics —

- (a) the purpose for which the land is zoned, whether or not under a planning scheme as defined in the Planning and Development Act 2005; or
- (b) a purpose for which the land is held or used as determined by the local government; or
- (c) whether or not the land is vacant land; or
- (d) any other characteristic or combination of characteristics prescribed.

(2) Regulations may —

- (a) specify the characteristics under subsection (1) which a local government is to use; or
- (b) limit the characteristics under subsection (1) which a local government is permitted to use.

(3) In imposing a differential general rate a local government is not to, without the approval of the Minister, impose a differential general rate which is more than twice the lowest differential general rate imposed by it.

(4) If during a financial year, the characteristics of any land which form the basis for the imposition of a differential general rate have changed, the local government is not to, on account of that change, amend the assessment of rates payable on that land in respect of that financial year but this subsection does not apply in any case where section 6.40(1)(a) applies.

(5) A differential general rate that a local government purported to impose under this Act before the Local Government Amendment Act 2009 section 39(1)(a) came into operation is to be taken to have been as valid as if the amendment made by that paragraph had been made before the purported imposition of that rate.

And the Shire of Dundas will impose a minimum payment as per the Local Government Act 1995 Section 6.35 Minimum Payment (4)(b)

- (4) A minimum payment is not to be imposed on more than the prescribed percentage of —

- (a) the number of separately rated properties in the district; or
- (b) the number of properties in each category referred to in subsection (6), unless the general minimum does not exceed the prescribed amount.

As per Section 6.36 of the Local Government Act 1995

- (1) Before imposing any differential general rates or a minimum payment applying to a differential rate category under section 6.35 (6)(c) a local government is to give local public notice of its intention to do so.
- (2) A local government is required to ensure that a notice referred to in subsection (1) is published in sufficient time to allow compliance with the requirements specified in this section and section 6.2(1).
- (3) A notice referred to in subsection (1) —
 - (a) may be published within the period of 2 months preceding the commencement of the financial year to which the proposed rates are to apply on the basis of the local government's estimate of the budget deficiency; and
 - (b) is to contain —
 - (i) details of each rate or minimum payment the local government intends to impose; and
 - (ii) an invitation for submissions to be made by an elector or a ratepayer in respect of the proposed rate or minimum payment and any related matters within 21 days (or such longer period as is specified in the notice) of the notice; and
 - (iii) any further information in relation to the matters specified in subparagraphs (i) and (ii) which may be prescribed;

and

 - (c) is to advise electors and ratepayers that the document referred to in subsection (3A) —
 - (i) may be inspected at a time and place specified in the notice; and
 - (ii) is published on the local government's official website.

(3A) The local government is required to prepare a document describing the objects of, and reasons for, each proposed rate and minimum payment and to publish the document on the local government's official website.
- (4) The local government is required to consider any submissions received before imposing the proposed rate or minimum payment with or without modification.
- (5) Where a local government — (a) in an emergency, proposes to impose a supplementary general rate or specified area rate under section 6.32(3)(a); or (b) proposes to modify the proposed rates or minimum payments after considering any submissions under subsection (4), it is not required to give local public notice of that proposed supplementary general rate, specified area rate, modified rate or minimum payment.

Policy Implications

N/A

Financial Implications

All rates levied under the *Local Government Act 1995* includes general, differential, minimum rates, interim rates, back rates, ex-gratia rates, less discounts and concessions offered. Budget deficiencies are considered before the estimated amount to be raised from general rates is applied to balance the budget.

Strategic Implications

4.1 A financially responsible Local Government

- 4.1.1 Financial accountability and informed decision-making by Council.
- 4.1.2 Compliance with the Local Government Act 1995 and all relevant legislation and regulations.
- 4.1.3 Continual improvement in financial planning and asset management.
- 4.1.4 Risk is managed through planning, internal and external reviews, and reporting to Council.
- 4.1.5 The community is engaged in planning for the future and other matters that affect them.
- 4.1.6 The Shire will regularly monitor communication channels to ensure community are informed on matters that affect them.
- 4.1.7 A culture of continuous improvement will apply to all levels of customer service.

Consultation

- President and Councillors
- Chief Executive Officer and Senior Staff

Comment

Budget

Council is currently reviewing the revenue and expenditure in preparation for the 2023/2024 Annual Budget. The main points for drafting the budget are:

- Consideration of the current CPI:
 - o The March 2022 to March 2023 annual CPI increase for Perth is 5.8% - [Consumer Price Index, Australia, March Quarter 2023 | Australian Bureau of Statistics \(abs.gov.au\)](#); and
 - o WALGA's March Economic Briefing 2023 includes a forecast of the Local Government Cost Index (LGCI) to June 2023 of 4.5% - [Policy Advice and Advocacy | WALGA](#)
- Progress towards the continuity of Council business ensuring service delivery is maintained as per the Council Strategic Planning
- An attainable Capital Works Program for upgrades, renewals and maintenance to infrastructure, buildings, plant, and equipment and all other assets.

Rates Revenue

A 2% increase to rates for the 2023/2024 financial year is being proposed for all rating categories observing that there has been a considerable increase to the unimproved valuations for the mining categories.

Council is very aware of the cost-of-living pressures on ratepayers and members of our community and have taken this into consideration when determining the 2023/2024 rates.

To ensure that rate increases remain consistent over the long term, a modest increase is proposed so that large increases are not forthcoming.

While the current CPI is seeing increases of up to 6%, Council will still need to ensure a balanced budget is delivered without completely putting the inflation burden on the Shire ratepayers. To start to address revenue shortfall, other business ventures have had to be sought, being the Laundromat, Airport Services and the proposed purchase of the IGA and the Australia Post Office strategizing that these undertakings will ensure that Council does not rely solely on ratepayers (or grants and funding) to ensure business continuity.

This increase will continue to be reviewed based on further budget deliberations and should any submissions be received.

GRV

The proposed rate in the dollar for GRV Townsites and GRV Roadhouses/Service Stations is 16.8284 cents per dollar, with a minimum rate of \$385.76.

The proposed rate in the dollar for mining properties valued on GRV is 23.0397 cents per dollar, with a minimum rate of \$385.76.

UV – Pastoral

The proposed rate in the dollar for UV Pastoral is 8.9158 cents per dollar, with a minimum rate of \$200.00.

UV – Mining (Including Exploration and Prospecting Leases)

The proposed rate for UV Mining (including Exploration and Prospecting Leases) is 16.8413 cents per dollar, with a minimum rate of \$385.76.

The proposed rate primarily reflects the ongoing costs (increased cost estimated on CPI) involved in maintaining the road network that services these land use as the Shire's local authority boundaries extend all the way to the WA/SA state boundary.

The mining operations result in the Shire's road network and infrastructure requiring continual ongoing maintenance and renewal work to service these users. The Shire acknowledges the fact that exploration, prospecting, and mining have different levels of impact on the Shire's road network. However, there remain the need to fund maintenance and renewal requirements of this vital infrastructure asset for the benefit of all users.

In determining 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. It is noted that rates paid by mining operators are generally tax deductible.

Voting Requirements

Absolute Majority

Officer Recommendation

That Council:

1. Approve the following proposed rate in the dollar and minimum rates to be advertised for the 2023/24 financial year and that the Chief Executive Officer be authorised to give public notice advising that Council intend to impose the following differential rates and minimums for 2023/24 financial year, and that electors and ratepayers are invited to make written submissions on the proposed differential and minimum rates.

Category of Property	Cents in \$	Minimum Payment \$
GRV TOWNSITES	0.168284	385.76
GRV ROADHOUSE/SERV STATION	0.168284	385.76
GRV MINING	0.230397	385.76
UV PASTORAL	0.089158	200.00
UV MINING LEASES	0.168413	385.76
UV EXPLORATION LEASES	0.168413	385.76
UV PROSPECTING LEASES	0.168413	385.76

2. That the 2023/24 Rates - Objectives and Reasons statements as set out in papers relating be adopted.

Moved: Cr.

Seconded: Cr.

Resolution

Carried by: Absolute Majority

For:

Against:

Agenda Reference & Subject	
10.3.11	Schedule of Fees and Charges 2023/2024
Location / Address	Shire of Dundas
File Reference	FM.FE
Author	Chief Executive Officer – Peter Fitchat
Date of Report	20 th May 2023
Disclosure of Interest	Nil

Summary

For Council to consider the proposed Schedule of Fees and Charges for the 2023/2024 financial year and that the Schedule be imposed from 1 July 2023.

Background

Each year the Shire of Dundas reviews the current Schedule of Fees and Charges in preparation for the coming financial budget and the new financial year.

The proposed 2023/2024 Schedule of Fees and Charges which includes as a comparative the current 2022/2023 Fees and Charges, is provided in the papers relating.

Statutory Environment

In accordance with the *Local Government Act 1995* Part 6 Finance Management, Division 5 Financing Local Government Activities –

Subdivision 2 – Fees and Charges

Section 6.16 Imposition of Fees

- (1) A local government may impose* and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.

In accordance with the *Local Government Act 1995* Part 6 Finance Management, Division 5 Financing Local Government Activities –

Subdivision 2 – Fees and Charges

Section 6.19. Local government to give notice of fees and charges

If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of — (a) its intention to do so; and (b) the date from which it is proposed the fees or charges will be imposed.

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

The services summarized in the fees and charges schedule have an impact on various key themes, strategies and goals identified in the strategic community plan of the Shire.

Consultation

- Chief Executive Officer
- Senior Management

Comment

As per the proposed increase for the differential rates, which is based on a continuous yet modest annual inflation, the Fees and Charges contained in the schedule have been increased by 2% and have been rounded to allow for ease in transactive procedures and process.

There are several fees and charges contained in the schedule that have not had the 2% increase applied. These are:

- Legislative Fees (highlighted blue in the schedule) have been updated or left the same in accordance with their relevant regulation.
- Aged Persons Units rent which is calculated in accordance with the human services aged pensioner payments.

- Nil increase to staff housing rent as part of one of the Shire's recruitment benefits.
- 6 new fees have been added to the schedule to reflect the user pay cost recovery and current services provided:
 - Charge for Replacement Gym Key - \$22 per key
 - Disposal of Bus Bodies/Wrecks - \$160 per bus
 - Microphone and Speakers Hire Internal Events - \$70 per hour (travel, penalty and overtime rates apply)
 - Set Up Venue for Event - \$70 per hour (travel, penalty and overtime rates apply)
 - Pack Down Venue after Event - \$70 per hour (travel, penalty and overtime rates apply)
 - Cleaning Fee - Post Event \$50 per hour (travel, penalty and overtime rates apply)

Voting Requirements

Absolute Majority

Officer Recommendation

That the Council impose the Schedule of Fees and Charges for the 2023/2024 financial year as included in the papers relating as of 1 July 2023 and approve the Chief Executive Officer to give local public notice of Council's intention to impose the Schedule of Fees and Charges for 2023/2024, to apply from 1 July 2023, in accordance with section 6.19 of the Local Government Act 1995.

Moved: Cr.

Seconded: Cr.

Resolution

Carried by: Absolute Majority

For:

Against:

Agenda Reference & Subject	
10.3.12	Medical Services
Location / Address	Shire of Dundas
File Reference	PH.AG
Author	CEO and GFG Consulting
Date of Report	21 st April 2023
Disclosure of Interest	Nil

Summary

For Council to consider the proposal to establish a Shire run medical clinic, employing a qualified doctor as the most cost effective and efficient method of ensuring the community of the Shire of Dundas has access to high quality medical services in a manner that is fair and equitable to ratepayers.

Background

In May 2022 the Shire received a request from Dr Rowlands seeking financial support in the order of \$250,000 pa plus travel related locum costs. According to Dr Rowlands this additional locum support is required so that he may reduce working hours and transition to retirement. Dr Rowlands runs his own private practice and retains all billings. For Council to provide such extensive locum coverage without receiving any of the billings would present a double dip scenario.

Given the Councils limited financial resources, including outstanding rates in excess of \$1m, any strategy for the provision of medical services would ideally be cost neutral to the budget and not increase the existing subsidy which is provided in the form of housing, fully maintained vehicle with private use and reasonable locum coverage for leave purposes.

The request from Dr Rowlands prompted a further examination of the agreement in place which was found to be deficient and non-compliant. Under the LG Regulations, for expenditure over \$250,000 Council is required to conduct a public tender, which Council resolved to do in July 2022.

GFG Consulting was engaged to run the tender process. On advice from GFG and in accordance with processes permitted under the LG Regulations, the tender was preceded by an Expression of Interest (EOI) process to determine the market appetite and explore different operating models. The EOI was advertised in the West Australian Newspaper and the Kalgoorlie Miner on five occasions from 13 December 2022 to 28 January 2023. It was also published on Rural Health West's web site and the Shire's web site. The closing date was 11.59pm Sunday 5 February 2023.

During the advertising period 11 requests for documentation were received however at the closing date, only one response was received. Feedback obtained from those who had requested documentation but failed to make a submission was generally that it was not their core business or that they only provided specialist or telehealth services or were only interested in an employment opportunity.

The one response received was from Oakridge Medical Pty Ltd T/A Norseman General Practice. This is the business of Dr Graham Rowlands, the incumbent doctor. A copy of his submission is included at Appendix 1.

The response did not include any indication of the quantum of financial incentive required or how the model might work. At a subsequent face to face meeting, Dr Rowlands stated the financial subsidy he was seeking was in the order of \$250k - \$300k per annum. At that meeting he also stated that annual earnings from the medical practice was in the order of \$700k per annum.

At the Ordinary Council Meeting held on 18th April 2023, Council resolved to terminate the non-compliant Memorandum of Agreement between Norseman Medical Practice and the Shire of Dundas signed on 5 September 2017 and that period of the notice for termination of the arrangement will be six months commencing from 18 April 2023 with the final day of this agreement on the 31 October 2023.

Since this time there has been some misinformation circulating in the community about Councils role in the provision of the existing practice. A media statement was released on 28 April in an attempt to set the record straight.

There is speculation that Dr Rowlands may retire later this year, however no formal communication has been received to confirm or otherwise.

Statutory Environment*Local Government Act 1995**Local Government (Functions and General) Regulations 1996*Policy Implications

F3 Purchasing Policy

The Shire does not have a policy on the provision of Health Services, however Council has previously resolved to request ALGA to work with Federal Minister Hon. Mark Butler and all regional and remote Councils to provide effective and affordable medical services.

Financial Implications

Council has limited resources, exacerbated by over \$1m in outstanding rates. Any strategy to provide medical services should aim to be cost neutral and avoid additional cost to the existing level of subsidy already provided (house, vehicle, locum fees).

Detailed financial modelling has not been carried out, however below are some estimated costs and revenue scenarios of a Shire run medical practice:

Item	Cost	Comment
Building upgrades	\$10,000	Once off
Equipment fit out	\$10,000	Once off
Computer hardware and networking	\$10,000	Once off
Software	\$1450	Per annum
Utilities		No change
Maintenance and cleaning		Negligible change
Consumables	\$5,000	
Insurance (Practice indemnity only)	\$935	Quote from MDA
Doctors salary and superannuation	\$350,000	Or 65% of billing
Receptionists salary and superannuation	\$70,000	
Training & professional development	\$5,000	Incentives available
Locum	\$36,000	30 days @ \$1200/day
Housing – Maintenance, gardening, utilities	\$17,000	Ongoing per annum
Housing Deprecation	\$5,000	Ongoing per annum
Car	\$4,500	Ongoing per annum

The existing building is well suited to being a comprehensive Medical Practice. It is in good condition and will only require very minor work. While no formal quotes have been obtained or a detailed condition assessment carried out, a walk through observation suggest that initial set up costs are estimated to be in the order of less than \$40,000.

As the building is already being used for other community health purposes there will be limited additional ongoing costs. The main ongoing costs will be salaries of the Doctor and receptionist, locum cover, various memberships, insurance and the like. As with setup costs, the expected ongoing operating expenses are just a broad estimate and not a detailed robust analysis. The ongoing costs could be in the order \$400k - \$500k. Clearly the main component of this is the salary paid to the doctor.

The provision of a house and fully maintained vehicle are covered in existing budget allocations and are not included in the above.

The above costs will be offset by revenue from the provision of medical services. Initially the revenue will be low. As the practice becomes established, revenue is predicted to increase.

Below are some revenues scenarios. Council should note these are just estimates and are not supported by any factual data. If Council decides to pursue this model, detailed modelling by a qualified accountant should be undertaken.

Medicare revenue is dependent on demand and the type of consultation. An experienced practitioner who understands the MBS will be able to maximise revenue. The scenario below assumes bulk billing and no gap charge to patients.

Medicare Item #	Rate	# per hour	# hours	# days	\$ pa
3	\$18.20	1	4	250	\$18,200.00
23	\$39.75	2	8	250	\$159,000.00
36	\$76.95	2	8	250	\$307,800.00
44	\$113.30	1	1	250	\$28,325.00
					\$513,325.00

Other Revenue source	Rate	Total pa
MSA – agreement with Hospital to provide emergency and some procedures. WA Country Health have been contacted and ask for indicative revenue scenarios.	Unknown	Unknown
Rural bulk billing incentive – for patients that are under age 16 or Government concession card holders. May 23 Budget announcement 3 fold increase to \$39.65.	\$39.65 as per budget announcement	\$40,000
Practice incentives program – payments for specific activities eg afterhours services plus 50% rural loading. Based on size of practice measured by SWPE	\$1 - \$11 per SWPE plus 50%	\$20,000
Workforce incentive program – practice stream – payment for employing nurse or Aboriginal and Torres Straight Islander health worker. Depends on the size of the practice.	\$12,500 - \$125,000 plus 60%	\$25,000
Workforce incentive program – doctor stream – incentive paid to the doctor.	Yr1-2 \$25k Yr3-4 \$35k Yr5 + \$60k	\$25,000
RLAP – locum support – appears to be only for allied health workers	Unknown	Unknown
Premium Support Scheme – where indemnity insurance premium is greater than 7.5% of gross income, 60% subsidy for part of premium above that threshold.	60%	Unknown
Training – a number of different training incentive programs are available.	various	\$5,000

The above scenarios are just estimates based on gut feel. They should not be interpreted as qualified projections. Actual revenue and expenses may be greater or less than the above. Potential revenue could be in the range of \$500k - \$700k.

The recommended approach to financial management is to make an initial budget provision in the 2023/24 budget in the order of \$600k - \$700k for both income and expenditure and make any necessary revisions in the January 2024 budget review, after a period of operating experience.

Strategic Implications

- 3.1.3 Shire buildings and facilities are appropriately managed according to their need and use.
- 4.1.1 Financial accountability and informed decision-making by Council.
- 4.3.1 Support local business collaboration and capacity building.
- 4.3.2 Encourage Buy Local.

Consultation

CEO, Manager of Corporate & Community Services – Shire of Dundas, Business Operations Manager, GFG Consulting, Rural Health West, WA Country Health Service.

Comment

The provision of medical services is a complex proposition. There are multiple issues and logistics to consider and decisions will be dependent on the actions of others, outside of the control of Council.

The objective of providing appropriate medical services to the community at an appropriate cost, must be at the forefront of the decision process (in the context of the Council taking on this responsibility in the absence of leadership or support from State and Federal Government – Motions presented to the National General Assembly 2023 as contained in Papers Relating).

A significant factor influencing the decisions for Council is whether or not Dr Rowlands continues to operate a practice from the Norseman Hospital or not, in the short to medium term. In any event, Dr Rowlands is likely to retire at some point. In the absence of forward knowledge, Council should plan for various scenarios and be prepared to pivot as circumstances change.

The Norseman Hospital is operated by the WA County Health Service (WACHS). The WACHS has a contract, known as a Medical Services Agreement (MSA) with Dr Rowlands. If the doctor was to leave it is open to the WACHS to offer an MSA to a replacement doctor. It is WACHS's preference to have a doctor operate a practice from the hospital. The WACHS has indicated it is unlikely to establish a second MSA with another doctor, if they already have one on site.

The Shire employing a doctor directly is not necessarily the preferred long term solution, however in the short to medium term it is the most likely option that can provide a level of certainty for the provision of medical services. The table below outlines the various matters which will need to be managed to progress the establishment of a Shire owned and operated medical practice. The table also includes columns to indicate the different position depending on whether the Shire employed doctor is operating from the Shire medical centre or the Norseman Hospital.

Item	If operated from Shire MC	If operated from Hospital
Employ a doctor qualified to practice unsupervised. Cash Salary component including superannuation to be \$350k or 65% of billings, whichever is greater. House and car provided. RHW can assist with recruitment.	Yes	Yes
Employ receptionist	Yes	Yes
Fit-out and refresh of practice facility.	\$40,000	Unknown
Practice accreditation against standards. (eg AGPAL)	Yes	Yes
Medicare site approval	Yes	Yes
Establish MSA	Unlikely	Yes
Medicare provider number (Dr)	Yes	Yes
Software system (eg bpssoftware)	Yes	Yes
Schedule fees and charges	Yes	Yes
Apply for Federal Gov subsidies	Yes	Yes

Although there are not many differences between the two operating scenarios, the differences are significant. The ability or not to establish an MSA with the WACHS will have a significant impact of the revenue potential of the practice. This presents an element of risk as the quantum of this revenue stream is unknown at this stage. The WACHS has been approached about the possible terms of an MSA but at this stage have not provided any detail.

Steps to establishing a Shire run Practice:

1. Business plan
 - a. Seek legal advice on whether the requirements of section 3.59 of the LG Act apply in this instance.
 - b. If a Business Plan is required under the Act, develop and advertise as required.
 - c. If not required under the Act, develop business plan but do not advertise.
2. Fit out and remedial works to Medical Centre building.
 - a. Minor work required
3. Recruitment
 - a. Doctor, draft contract and advertise.
 - b. Receptionist, draft contract and advertise.
4. Accreditation
 - a. Register with accreditation agency (eg AGPAL)
 - b. Self-assessment
 - c. Application
 - d. On-site assessment
5. Medicare and other approvals (preliminary research)
 - a. Register for PRODA (Provider Digital Access), individual and organisation
 - b. Register for Health Professional Online Services (HPOS)
 - c. Register for national Authentication Service for Health (NASH)
 - d. Apply for a Medicare provider number (for Doctor)
6. Technology
 - a. Hardware – computers, screens, printers, peripherals.
 - b. Phone system (existing?).
 - c. GP software.
 - d. Various government systems access.
 - e. Security system and CCTV. (existing?)
7. Insurances
 - a. Practice indemnity
 - b. Public liability
 - c. Workers compensation

- d. Business Insurance
- 8. Public Notices and Communication
 - a. Advertise hours and contact details.
 - b. Promote health strategies.
- 9. Consumables
 - a. Prescription forms
 - b. Stationary

Allied health and related services:

The current building is also used for allied health services including:

- Allied Health
- Optometrist
- Community Health Nurse
- Mental Health Services

Dental services have previously been delivered from the site however, the equipment is no longer compliant.

The proposed medical service would work in conjunction with and support other health and well-being initiatives such as those provided by Bega Garberringu Health Services.

The addition of a doctor and receptionist to the current services operating from the building is an opportunity to enhance the provision of medical services into a one stop shop. If and when the opportunity arises, a new doctor could also support the hospital if required.

Voting Requirements

Simple Majority

Officer Recommendation**That Council:**

1. **Resolve not to proceed with a formal tender process for the provision of medical services, due to receiving no acceptable submissions through the expression of interest process and;**
2. **Note the report on the strategy to provide the community with quality medical services through the establishment of a Shire run, General Medical Practice, employing a doctor and receptionist.**
3. **That the CEO engage the Shire's accountants and other appropriate consultants as required to prepare the necessary details for budget allocations in the 2023/24 budget, and;**
4. **That the CEO initiate the process to recruit a doctor and receptionist in preparation for the establishment of a Shire run, General Medical Practice under a complaint agreement with a fully maintained house (utilities) and vehicle (Servicing and Fuel) plus \$60,000.00 for a locum fees with travel.**

Moved: Cr.

Seconded: Cr.

Resolution

Carried by: Simple Majority

For:

Against:

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	7 th June 2023
Disclosure of Interest	Nil

Summary

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

Moved: Cr.

Seconded: Cr.

Resolution

Carried by: Simple Majority For: Against:

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:

Recommendation

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

Moved: Cr.

Seconded: Cr.

Resolution

Carried by: Simple Majority For: Against:

13. Next Meeting

The next Ordinary Meeting of the Council is scheduled to be held at 6pm on the 25 July 2023 AWST, in Norseman

14. Closure of Meeting

There being no further business the Shire President will declare the meeting closed at: