



## Notice of Meeting and Agenda Ordinary Council Meeting 18<sup>th</sup> June 2019

### NOTICE OF MEETING

The next Ordinary Meeting of the Council will be held on 18<sup>th</sup> June 2019 in the Council Chambers at Prinsep Street Norseman, commencing at 6:00pm 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  
13<sup>th</sup> June 2019

## Notes to Agenda

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AGENDA for the ORDINARY Meeting of the Council to  
be held in the Council Chambers at the Shire  
Administration Office – Prinsep Street Norseman on  
the 18<sup>th</sup> June 2019 commencing at 6.00pm

### Table of Contents

1	Declaration of Opening and Announcement of Visitors. ....	4
2	Declarations of Financial, Proximity, Impartiality Interests & Gifts Received.....	4
3	Record of Attendance of Councillors / Officers and Apologies.....	4
4	Applications for Leave of Absence. ....	4
5	Response to Previous Public Questions Taken on Notice. ....	4
6	Public Question Time. ....	5
7	Confirmation of Minutes of Previous Meeting.....	5
7.1	Ordinary Meeting.....	5
7.2	Special Meeting.....	5
8	Petitions, Deputations or Presentations. ....	6
8.1	Reports of Committees.....	6
8.1.1	GVROC – Cr Bonza.....	6
8.1.2	WALGA – Cr Bonza/Cr Patupis.....	6
8.1.3	Woodlands Centre Construction Project – Cr Wyatt/Cr Warner.....	6
8.1.4	Regional Roads Group – Cr Bonza/Cr Wyatt.....	6
8.1.5	Roadwise – Cr Wyatt/Cr Warner.....	6
9	Announcements by Presiding Member without Discussion. ....	6
10	Reports of Officers.....	6
10.1	Planning, Development, Health and Building.....	6
10.1.1	– Firebreak Notice 2019-2020.....	6
10.2	Engineering and Works.....	7
10.3	Members and Policy.....	7
10.3.1	– Receive the Information Bulletin.....	7
10.3.2	– Council Meeting Dates 2019-2020.....	9
10.3.3	– Members Meeting Fees and Allowances for 2019/2020.....	10
10.3.4	– Voting Delegates – Local Government Week.....	14
10.3.5	– AGM Items for Local Government Week 7-9 August 2019.....	15
10.4	Administration, Finance and Community Service.....	17
10.4.1	– Accounts Paid 1/05/2019 to 31/05/2019.....	17
10.4.2	– Financial Statements for the Period Ending 31 <sup>st</sup> May 2019.....	24
10.4.3	– CRC Management Report & Financial Statements to 31 <sup>st</sup> May 2019.....	25
10.4.4	– Officers Reports.....	26
10.4.5	– Review of Schedule of Fees and Charges 2019/2020.....	27
10.4.6	– Norseman Community Resource Centre Fees and Charges 2019/2020.....	29
10.4.7	– Signatories on CRC Accounts.....	30
10.4.8	– Differential Rate Model – 2019/2019 Budget.....	31
10.4.9	– Proposed Expenditure and Income for 2019/2020.....	37
10.4.10	– Confidential Item - Gratuity Payment.....	40
11	Elected Members Motions of Which Previous Notice Has Been Given.....	41
12	New Business of an Urgent Nature Introduced by the President or by a decision of the Meeting ..	41
13	Next Meeting.....	41
14	Closure of Meeting.....	41

## 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.

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

## 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 VL Wyatt	

Peter Fitchat	Chief Executive Officer
Gihan Kohobange	Deputy Chief Executive Officer
Pania Turner	Manager of Community Development
Joseph Hodges	Manager of Works and Services
Tracy Dixon	Administration Officer

## 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.

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

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

**7 Confirmation of Minutes of Previous Meeting.****7.1 Ordinary Meeting**

Minutes of the Ordinary Meeting of Council held on 21<sup>st</sup> May 2019 be confirmed as a true and accurate record.

**Recommendation**

**That the minutes of the Ordinary Council Meeting held on 21<sup>st</sup> May 2019 be confirmed as a true and accurate record**

Moved Cr:  
Seconded Cr:

**Resolution**

Carried by: Simple Majority For: Against

**7.2 Special Meeting**

Minutes of the Special Meeting of Council held on 4<sup>th</sup> June 2019 be confirmed as a true and accurate record.

**Recommendation**

**That the minutes of the Special Council Meeting held on 4<sup>th</sup> June 2019 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 – Cr Bonza

8.1.2 WALGA – Cr Bonza/Cr Patupis

8.1.3 Woodlands Centre Construction Project – Cr Wyatt/Cr Warner

8.1.4 Regional Roads Group – Cr Bonza/Cr Wyatt

8.1.5 Roadwise – Cr Wyatt/Cr Warner

**9 Announcements by Presiding Member without Discussion.****10 Reports of Officers.****10.1 Planning, Development, Health and Building**

<b>Agenda Reference &amp; Subject</b>	
<b>10.1.1 – Firebreak Notice 2019-2020</b>	
Location / Address	Shire of Dundas
File Reference	ES.LE
Author	Gihan Kohobange
Date of Report	4 June 2019
Disclosure of Interest	Nil

Summary

For Council to consider the adoption of the Firebreak Notice for the forthcoming 2019-20 fire season.

Background

Every year the Shire of Dundas notifies ratepayers and residents that there is a statutory requirement for the maintenance and installation of firebreaks within their property and that there are restricted and prohibited burning periods. The notice is given by way of an inclusion in the annual rates envelope and a mail box drop.

Statutory Environment

Section 33 of Bushfires Act.

Policy Implications

Policy T.1 (Bushfire Policy) relates to this item.

Financial Implications

N/A



Statutory Environment*Local Government Act 1995*

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

Policy Implications

Council has no policies in relation to this matter

Financial Implications

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

Strategic Implications

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

Consultation

Nil.

Comment

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

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

Voting Requirements

Simple Majority

Officer Recommendation

**That Council receive the Councillors' Information Bulletin for the period ending 30<sup>th</sup> May 2019, as included in confidential papers relating.**

Moved Cr:

Seconded Cr:

Resolution

Carried by: Simple Majority

For:

Against



<b>Agenda Reference &amp; Subject</b>	
<b>10.3.2 – Council Meeting Dates 2019-2020</b>	
Location / Address	Shire of Dundas
File Reference	CM.CO
Author	Administration/Records Officer
Date of Report	14 <sup>th</sup> June 2018
Disclosure of Interest	Nil

### Summary

That Council review the Ordinary meeting schedule for the 2019-2020 year.

### Background

Council reviewed the meeting schedule in June 2018 and the resolution from that meeting was:

*That the Council adopt the following meeting schedule for the next twelve months:*

1. *Ordinary Council meetings are to be held on the third Tuesday of each month with the exception of the March meeting being held on a Saturday following the third Tuesday;*
2. *Council meetings will be held in the Council Chamber, Prinsep Street, Norseman with the exemption that the March meeting will be held in an appropriate place in Eucla (to be decided at a later date);*
3. *Ordinary Council meetings held in Norseman will commence at 6:00pm and the Eucla meeting will commence at 4:00pm Eucla time;*
4. *Audit Committee meetings will be called as required;*
5. *Electors General meeting will be called as required and*
6. *Special Council meetings will be called as required.*

### Statutory Environment

A Local Government is required at least once a year to give notice of the dates, times and locations of Ordinary meetings of the Council and Committee meetings that are open to the public that will be held within the following year.

### Policy Implications

A.11 Council Meetings - Public Notice  
EM.4 Video Recording of Council Meetings

### Financial Implications

Meeting fees as set in the annual budget.

### Strategic Implications

N/A

### Consultation

Chief Executive Officer

### Comment

The items that need to be considered are:

1. Frequency
2. Day of the week and week in the month
3. Location

## 4. Starting time

Voting Requirements

Simple Majority

Officer Recommendation

That the Council adopt the following meeting schedule for the next twelve months:

1. Ordinary Council meetings are to be held on the third Tuesday of each month with the exception of one meeting to be held in Eucla on Saturday 24<sup>th</sup> August 2019;
2. Council meetings will be held in the Council Chambers, Prinsep Street, Norseman with the exemption that the Eucla meeting will be held in the Community Hall, Yurkla Way in Eucla;
3. Ordinary Council meetings held in Norseman will commence at 6:00pm and the Eucla meeting will commence at 4:00pm Eucla time;
4. Audit Committee meetings will be called as required;
5. Electors General meeting will be called as required; and
6. Special Council meetings will be called as required.

Moved Cr  
Seconded Cr

Resolution

Carried by: Simple Majority

For:

Against:

<b>Agenda Reference &amp; Subject</b>	
<b>10.3.3 – Members Meeting Fees and Allowances for 2019/2020</b>	
Location / Address	Shire of Dundas
File Reference	GV.CO
Author	Gihan Kohobange
Date of Report	7 <sup>th</sup> June 2019
Disclosure of Interest	Nil

Summary

For the Council to consider the elected members meeting fees and allowances payable in 2019/20.

Background

The Council at its ordinary meeting held on the 19<sup>th</sup> June 2018 considered the meeting fees and allowances to be included in the 2018/19 budget and decided not to revise meeting /committee fees and allowances for the fourth and the third consecutive years respectively.

**Shire of Dundas elected member's fees and allowances for 2018/19 set as follows:**

- **President's allowance** \$12,000 pa
- **Deputy President's allowance** \$ 3,000 pa
- **President's meeting fees** \$283 per meeting
- **Councillors meeting fees** \$160 per meeting
- **Councillors committee & prescribed meeting fee** \$80 per meeting

**Travel allowance – reimbursement of members travel costs to be at the rates applicable under the Local Government Industry Award 2010.**

Travel allowance – reimbursement of members travel costs to be at the rates applicable under the Local Government Industry Award 2010 and Policy H2 Travel & Accommodation Allowances & Expenses.

Most recent revisions for elected member's fees and allowances are summarised below.

#### 2014/15

Fees / allowances	Previous	Revised to
President's meeting fees	\$ 280 per meeting	\$ 283 per meeting
Councillors meeting fees	\$ 140 per meeting	\$ 160 per meeting
Councillor's Committee meeting fees	\$ 70 per meeting	\$ 80 per meeting

#### 2015/16

Fees / allowances	Previous	Revised to
President's allowance	\$ 3,200	\$ 12,000
Deputy President's allowance	\$ 800	\$ 3,000

#### Statutory Environment

Salaries and Allowances Act 1975 – Determination of the salaries and allowances tribunal – Local Government Elected Council Members.

Normal reimbursement of actual expenses incurred by Councillors in carrying out their functions or representing Council at a conference will be reimbursed in line with Council Policy.

#### Policy Implications

Policy Manual item H2

#### Financial Implications

The meeting fees and allowances for the current financial year is estimated to be \$45,000 and any increase would need to be incorporated into the 2019/20 budget.

#### Strategic Implications

Nil

#### Consultation

CEO, Shire President, Councillors

#### Comment

The Salaries and Allowances tribunal sets allowances in 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

The Salaries and Allowances tribunal has made a determination on 9<sup>th</sup> April 2019 which will come into effect on the 1<sup>st</sup> July 2019. Salaries and allowances tribunal has factored in a 1% - 2% increase to the

meeting fees and allowances for 2019/20 year. A full copy of the Tribunal determination will be available to Councillors on request.

A table of the allowance/fees structure follows:

<b>Band 4 - w.e.f. 1st July 2019</b>			
<b>For a council member other than the mayor or president</b>		<b>For a council member who holds the office of mayor or president</b>	
<b>Method 1</b>			
Annual allowances for meetings			
Minimum	Maximum	Minimum	Maximum
\$3,589	\$9,504	\$3,589	\$19,534
<b>Method 2</b>			
Ordinary Council meeting fees			
Minimum	Maximum	Minimum	Maximum
\$91	\$238	\$91	\$490
<b>Committee &amp; prescribed meeting fees</b>			
Minimum	Maximum	Minimum	Maximum
\$46	\$119	\$46	\$119
<b>Band 4</b>			
<b>Annual allowance for Shire President in addition to meetings</b>			
Minimum		Maximum	
\$513		\$20,063	
Deputy allowance is limited to 25% of the presidential allowance			

The Council has previously favoured the setting of allowances/fees on a per meeting basis as this compensates members who do attend meetings rather than an annual allowance. This method appears to be the most fair and equitable.

Current average annual cost of meeting fees and allowances are summarised below.

	President	Deputy President	Per Councillor
Average meeting fees	6,800	4,500	4,500
Allowances	12,000	3,000	N/A
<b>Total</b>	<b>18,800</b>	<b>7,500</b>	<b>4,500</b>

Shire of Menzies is the only other Council in GVROC region falls into Band 4. The Shire of Menzies has favoured the method 1 and President and Councillors are paid allowances at maximum levels.

Based on above information, officers would suggest an increase in meeting fees and allowances as the Council has not revised meeting fees since 2014/15 and allowances since 2015/16. A few options that the Council could consider are summarised below.

<b>Option 1</b>		
<b>Type</b>	<b>Current \$</b>	<b>Proposed \$</b>
President's meeting fees	283	311
Councillors meeting fees	160	176
Councillor's Committee meeting fees	80	88
President's allowance	12,000	13,200
Deputy President's allowance	3,000	3,300
<b>Overall impact - additional cost to the Shire per annum</b>		<b>4,430</b>
<b>Option 2</b>		
<b>Type</b>	<b>Current \$</b>	<b>Proposed \$</b>
President's meeting fees	283	340
Councillors meeting fees	160	192
Councillor's Committee meeting fees	80	96
President's allowance	12,000	14,400
Deputy President's allowance	3,000	3,600
<b>Overall impact - additional cost to the Shire per annum</b>		<b>8,860</b>
<b>Option 3</b>		
<b>Type</b>	<b>Current \$</b>	<b>Proposed \$</b>
President's meeting fees	283	354
Councillors meeting fees	160	200
Councillor's Committee meeting fees	80	100
President's allowance	12,000	15,000
Deputy President's allowance	3,000	3,750
<b>Overall impact - additional cost to the Shire per annum</b>		<b>11,075</b>
<b>Option 4</b>		
<b>Type</b>	<b>Current \$</b>	<b>Proposed \$</b>
President's meeting fees	283	368
Councillors meeting fees	160	208
Councillor's Committee meeting fees	80	104
President's allowance	12,000	15,600
Deputy President's allowance	3,000	3,900
<b>Overall impact - additional cost to the Shire per annum</b>		<b>13,290</b>

#### Voting Requirements

Absolute Majority

**Officer Recommendation**

That the Shire of Dundas elected member's fees and allowances for 2019/20 be set as follows:

- President's allowance \$..... pa
- Deputy President's allowance \$..... pa
- President's meeting fees \$.....per meeting
- Councillors meeting fees \$..... per meeting
- Councillors committee & prescribed meeting fee \$..... per meeting

Travel allowance – reimbursement of members travel costs to be at the rates applicable under the Local Government Industry Award 2010.

**Council Recommendation**

Moved Cr:  
Seconded Cr:

**Resolution**

Carried by: Absolute Majority

For:

Against:

<b>Agenda Reference &amp; Subject</b>	
<b>10.3.4 – Voting Delegates – Local Government Week</b>	
Location / Address	Shire of Dundas
File Reference	GR.LO.3
Author	Chief Executive Officer
Date of Report	26 <sup>th</sup> May 2019
Disclosure of Interest	Nil

**Summary**

For the Council to nominate voting delegates for the WALGA 2019 Annual General Meeting.

**Background**

The WALGA annual general meeting is held every year in August during local government week and each local government has the opportunity for 2 delegates to vote on WALGA resolutions.

**Statutory Environment**

N/A

**Policy Implications**

EM.1 Conferences – Elected Members Attendance and Representation

**Financial Implications**

Conference allocation as set in the adopted budget.

Strategic Implications

To enable the Shire of Dundas to be involved in the direction of WALGA.

Consultation

Councillors

Comment

Elected members and serving officers are permitted to be voting delegates. The Shire President has already indicated that she will be attending local government week. As it is normal practice for the Shire President (although not compulsory) to be a voting delegate, the Council has the opportunity to nominate another voting delegate.

Voting Requirements

Simple Majority

Officer Recommendation

**That the Shire of Dundas endorse the Shire President Laurene Bonza and Deputy President Rasa Patupis as voting delegates for the WALGA 2018 Annual General Meeting to be held at local government week 7<sup>th</sup> – 9<sup>th</sup> August 2019.**

Moved Cr  
Seconded Cr

Resolution

Carried by: Simple Majority

For:

Against:

<b>Agenda Reference &amp; Subject</b>	
<b>10.3.5 – AGM Items for Local Government Week 7-9 August 2019</b>	
Location / Address	Shire of Dundas
File Reference	GR.LO.3
Author	Chief Executive Officer
Date of Report	12 <sup>th</sup> June 2019
Disclosure of Interest	Nil

Summary

During this AGM, Councils Elected Members have the opportunity to put motions forward from the Councils directly to Ministers about concerns in our community, delegated Councillors to speak to the motions presented at the WALGA 2019 Annual General Meeting.

Background

The WALGA annual general meeting is held every year in August during local government week and each local government has the opportunity for 2 delegates to vote on WALGA resolutions, and to represent motions about our concerns at this AGM to Ministers.

Statutory Environment

N/A

Policy Implications

EM.1 Conferences – Elected Members Attendance and Representation

Financial Implications

Conference allocation as set in the adopted budget.

Strategic Implications

To enable the Shire of Dundas to be involved in the direction of Department of Local Government and WALGA to assist.

Consultation

Councillors

Comment

That the *Shire President* represent us at the AGM on the matter of FAGS, that the Shire of Dundas feels the current funding arrangements for local government are no longer fit for purpose.

The roles and responsibilities of local government has grown significantly. The main funding available from the Australian Government (the Financial Assistance Grants) has consistently declined from a level equal to 1% of Commonwealth Taxation Revenue (CTR) in 1996 to just 0.55% of CTR today.

The Australian Government collects approximately 82% of Australia's tax revenue and is responsible for just one tenth of Australia's public infrastructure assets.

Local councils raise 3.6% of taxes and are responsible for 33% of public infrastructure, including 75% of Australia's roads

3.6% of the tax take is not adequate funding to unlock the potential of our communities. The decline in the Financial Assistance Grants funding has left local councils worse off struggling to meet increasing demand on local infrastructure and services and impacting their ability to build and maintain essential infrastructure to the higher standard required today.

The result is increased pressure on rates and council budgets, making it harder to maintain community services and infrastructure.

There is a current infrastructure backlog of \$30+billion dollars. The requirement to upgrade and renew infrastructure built during the 'baby boom' and rapid growth periods in the 60s and 70s is becoming a major problem. New infrastructure is also required to meet the needs of the growing population and to meet productivity and safety requirements.

There are also increasing community expectations related to the type and standards of services available to local communities. This is placing pressure on local governments particularly when they are required to provide services previously provided by the other spheres of government. This is particularly the case in thin markets such as rural and regional areas where, if federal or state governments withdraw services, local government must step in or no one will, as we have seen in recent years.

And on the matter off Mining we as a Local Government have felt and seen the impact of mine closures and factors out of our control and how this can devastate a small community, This has significant flow on effects from lack of volunteers to support fighting bush fires in our 95,000 square kilometres of currently



unmanaged, UCL land, lack of volunteers to support St Johns Ambulance services, to reducing the capacity of our school through a steady decline in numbers. Businesses have closed, as have Government Departments as the population declines.

We are not advocating a total elimination of FIFO and DIDO as this would be an unrealistic approach. We seek the Minister's support as a matter of urgency to make our small communities sustainable.

#### Voting Requirements

Simple Majority

#### Officer Recommendation

That the Shire of Dundas endorse the Shire President Laurene Bonza to present the following motions at the AGM at Local Government week 7-9 August 2019.

#### Regarding Mining Act 1978

1. The Shire of Dundas asks that the Hon. Bill Johnston, Minister for Mines and Petroleum, undertakes a review of the outdated Mining Act 1978 and that the revision address FIFO and DIDO, and its impact on local communities.
2. That the Mining application process includes a mandatory MOU with the Local Government which would be overseen by the Auditor General to ensure fairness to the Community by having the mining company contribute to local infrastructures as a-legacy project.

#### Regarding the Financial Assistance Grant,

1. The Shire of Dundas asking the Hon. Minister of Local Government and Communities David Templeman to assist all Local Governments to Lobby the Federal Government to retain the Financial Assistance Grant at one percent of the of Commonwealth Taxation Revenue.

Moved Cr  
Seconded Cr

#### Resolution

Carried by: Simple Majority

For:

Against:

#### **10.4 Administration, Finance and Community Service**

<b>Agenda Reference &amp; Subject</b>	
<b>10.4.1 – Accounts Paid 1/05/2019 to 31/05/2019</b>	
Location / Address	Shire of Dundas
File Reference	FM.CR
Author	Accounts Payable Officer
Date of Report	10/06/2019
Disclosure of Interest	Nil

#### **Trust Payments**

Chq/EFT	Date	Name	Description	Amount
544	08/05/2019	Shire of Dundas Petty Cash	RECOUP PETTY CASH 10.04.19 - 07.05.19	450.00
EFT3752	10/05/2019	Department of Mines, Industry Regulation and Safety	RECOUP BUILDING PERMIT APPLICATION 376-19	56.65

EFT3753	10/05/2019	Shire of Dundas	RECOUP BP APPLICATION COMMISSIONS 376-19	5.00
				<b>\$511.65</b>

**Municipal Cheques**

Cheque	Date	Name	Description	Amount
26372	08/05/2019	Shire of Dundas Petty Cash	Recoup to petty cash 10.04.2019 - 07.05.2019	735.55
				<b>\$735.55</b>

**Municipal Account EFT's**

EFT	Date	Name	Description	Amount
EFT3717	03/05/2019	Australia Post	Postage (March 2019)	221.68
EFT3718	03/05/2019	Officemax	Various stationery items	135.51
EFT3719	03/05/2019	Bonza Constructions Pty Ltd	Supply and fit gutters to Visitor Centre \$1623.60 Repair leaking tap in Phoenix Park \$99.00 Repair access ramp at unit 4-100 Prinsep Street \$299.84	2022.44
EFT3720	03/05/2019	Cutting Edges Pty Ltd	Purchase 84x plow bolts, 8x Grader blades and 24x 5/4" nuts for Grader	2039.25
EFT3721	03/05/2019	Shire of Dundas Municipal Fund	Payroll deductions	475.00
EFT3722	03/05/2019	Dundas Fencing & Building Maintenance	Locate and clear blockage to sewer lines at aged care units ¼ \$247.50 Locate and repair water leak to Admin male toilets \$123.75	371.25
EFT3723	03/05/2019	Goldfields Locksmiths	Purchase 1x 38mm padlock and 7x key cuts for Airstrip	114.45
EFT3724	03/05/2019	Horizon Power	Various Power Usage 19.02.2019 - 16.04.2019	13550.63
EFT3725	03/05/2019	Malcolm Thompson Pumps	Pump tech attend pool - replaced leaking mechanical seal and damaged back plate (2 visits)	3052.06
EFT3726	03/05/2019	Navman Wireless Australia Pty Ltd	Monthly satellite service (05.04.2019 - 04.05.2019)	65.89
EFT3727	03/05/2019	Online Business Equipment	Purchase 1x Roll of 841mmX46m Paper for Large Printer	69.73
EFT3728	03/05/2019	South East Petroleum	Diesel 7500LTS \$10691.18 6x 20Lt Truck wash \$617.44 Diesel and unleaded fuel purchases \$282.62	11591.24
EFT3729	03/05/2019	Wilsons Diesel & Auto Repairs	Replace worn bushings, re brush work king pins and pivot joints, replace pin and bushing in leaning wheel leakage and fit grease nipples to DS27 Grader \$4981.60 Repair oil leak in rear diff on DS3301 Loader \$137.60 Attach new hydraulic fitting and fit to Excavator \$175.50 Carry out 500hr service on Cat Grader DS27 \$2038.60 Carry out 50hr service on Kubota Excavator U35-4 \$720.40 Supply and fit 2x HD truck batteries to DS174 Tip Truck plus freight \$1462.40	10418.90

			Repair punctures and check for leak on 2x tyres for DS3301 Loader \$360.00 Supply two sets of replacement couplings for skid steer loader DS51 \$542.80	
EFT3730	03/05/2019	Telstra Corporation Limited	Landline and Internet usage 27.03.19 - 04.04.19 \$1596.23 Satellite phone usage \$140.00 Mobile phone usage 17.04.19 - 16.05.19 \$539.96	2276.19
EFT3731	10/05/2019	Eucla Motor Hotel	Accommodation and meals for Joe Hodges and Peter Crawford (1st May 2019) \$344.00 Accommodation for Richard Brookes 26.04.2019 plus meals \$178.00	522.00
EFT3732	10/05/2019	Bunnings Warehouse Kalgoorlie	Purchase batteries, PVC coupling, tubing and hose clamps for Park and Gardens	83.40
EFT3733	10/05/2019	Carroll & Richardson - Flag world Pty Ltd	Purchase 8x Banner and 168x Eyelets	3241.70
EFT3734	10/05/2019	Dundas Fencing & Building Maintenance	Pump out toilets at breakaways plus fees \$1436.27 Supply and install replacement caps to septic tanks at Medical Centre \$82.50 Clear greywater blockage in the Medical Centre \$200.00 Pump out tanks at welcome park plus disposal fees \$431.75	2150.52
EFT3735	10/05/2019	Elite Gym Hire	Hire of Weights, treadmill and cross trainer 12.04.2019 - 12.05.2019	1011.35
EFT3736	10/05/2019	Esperance IT Services	Supply power shield 750VA UPS	170.50
EFT3737	10/05/2019	Department of Fire & Emergency Services	ESL (April 2019)	1785.94
EFT3738	10/05/2019	Goldfields Toyota	Carry out 90'000km service and replace right hand drive shaft and oil seal	1211.47
EFT3739	10/05/2019	Glen Flood Group Pty Ltd T/A GFG Consulting	Project management support for the development of the Woodlands Centre 01.04.2019 - 30.04.2019	5583.38
EFT3740	10/05/2019	Horizon Power	STREET LIGHT USGAE 01.04.19 30.04.19 \$3634.94 Power usage at Admin 21.02.19 - 18.04.19 \$3381.29	7016.23
EFT3741	10/05/2019	Landgate	Rural UV General Revaluation 2018/2019	791.70
EFT3742	10/05/2019	Star Track Credit	Freight (Sigma Chemicals)	1702.05
EFT3743	10/05/2019	Online Business Equipment	Monthly Service Agreement No17649	71.50
EFT3744	10/05/2019	Norseman General Practice	Pre-Employment Medical and D&A Testing for Pete Miller at 2:20pm on 15/04/2019	132.00
EFT3745	10/05/2019	Perth Monumental Works	Purchase 2x bronze plaques for Jack and James Halligan	510.40
EFT3746	10/05/2019	Solutions IT (invoice S)	Agreement - Cloud Backup (May 2019)	180.68
EFT3747	10/05/2019	Solutions IT (invoice A&B)	Monthly managed support for May 2019	1479.50
EFT3748	10/05/2019	State wide Building Certification W.A	Woodlands Cultural Centre - 1. Preliminary advice letter 2. Stage 1 BCA assessment and issue design certificate	1911.80
EFT3749	10/05/2019	Trophy Kings	Purchase 2x desk name plates for (Joe Hodges)	66.00

EFT3750	10/05/2019	Town Planning Innovations Pty Ltd	General planning services (review of town planning schemes)	82.50
EFT3751	10/05/2019	Wilson's Diesel & Auto Repairs	Fit four new tyres to Tip Truck DS26 \$2359.20 Carry out service and replace 3x tyres on Tip Truck DS26 \$3392.80 Replace pump motor and seal up wiring on DS10 Tip Truck \$1026.70 Check Camera operation on Rubbish Truck 69DS \$240.00 Check rear diff for oil leak, check level and adjust, degrease machine on DS3300 Roller \$257.60 Fit new battery to DS51 Loader \$306.80 Fit 2x new tyres to Navara DS232 \$813.20 Repair and replace 4x trailer bearing kits on box top trailer \$395.20 2x never flat 250ml \$21.20 Fit new drive belt and refit to mower DS3298 \$667.30	9480.00
EFT3757	17/05/2019	Australian Taxation Office	BAS (April 2019)	38395.00
EFT3758	17/05/2019	Burke Air Kalgoorlie	Access fault and report to repair A/C (shire admin)	825.00
EFT3759	17/05/2019	Officemax	Various stationery	54.86
EFT3760	17/05/2019	Bonza Constructions Pty Ltd	Patch hole to right front of Dodd House	95.70
EFT3761	17/05/2019	BOC Limited	Container Service Fee (29.03.2019 - 27.04.2019)	44.50
EFT3762	17/05/2019	Duncan J Jack	Museum undercover structure - final inspection plus certificate	825.00
EFT3763	17/05/2019	Shire of Dundas Municipal Fund	Payroll deductions	475.00
EFT3764	17/05/2019	Esperance Tree Lopping Pty Ltd	Remove various trees around Norseman Townsite	3605.25
EFT3765	17/05/2019	Esperance Plumbing Service	Plumbing works for Woodlands cultural centre (supply and install Fuji clean ATU)	11730.88
EFT3766	17/05/2019	Goldfields Image Works	Photograph, edit and supply airfield opening event	770.00
EFT3767	17/05/2019	Glenbarr Weed & Pest Control	Spray the Eucla Community Hall for household pest control and share of mileage	308.00
EFT3768	17/05/2019	Local Community Insurance Service	Public and Products Liability Insurance - Norseman Community Markets (30.06.2019 - 30.06.2020)	612.15
EFT3769	17/05/2019	Star Track Credit	Freight (Sigma Chemicals)	920.33
EFT3770	17/05/2019	Norseman Eyre Motel	Accommodation and meals for Daphne and Peter Crawford (13 April and out on 18 April)	978.00
EFT3771	17/05/2019	Norseman Community Resource Centre	Printing of the Norseman Today - February 2019 and March 2019	2400.00
EFT3772	17/05/2019	Navman Wireless Australia Pty Ltd	Monthly satellite service (05.12.2018 - 04.01.2019)	65.89
EFT3773	17/05/2019	South Coast Foodservice	Purchase 4x 5lt disinfectant, 20x 20lt bin bags, 1x Ctn 120lt bin bags, 5x Ctns of toilet paper and 5x Ctns of hand towel	621.93
EFT3774	17/05/2019	Solutions IT (invoice A&B)	Pre-Paid Hours: Pre-Paid Support 20hours	2365.00

EFT3775	17/05/2019	Wilson's Diesel & Auto Repairs	Purchase 1x air tank regulator	68.80
EFT3782	17/05/2019	Telstra Corporation Limited	Co-Location and Youth Services 20.03.19 - 19.04.19 \$209.95 Home bundles for DCEO and MOW 26.03.19 - 25.04.19 \$198.00	407.95
EFT3783	24/05/2019	ZircoDATA Pty Ltd	Storage of Registers 26.03.19 - 25.04.19	160.24
EFT3784	24/05/2019	BP Norseman	Fuel purchases for April 2019	344.25
EFT3785	24/05/2019	Botanica Consulting	Assistance with appeal lodgement (Avoca mining) Total 8 hours	1342.00
EFT3786	24/05/2019	Laurene Bonza	Claim (Council Meeting 21.05.2019, Audit 01.05.2019 and Workshop 08.05.2019)	443.00
EFT3787	24/05/2019	Coates Hire	Portable Toilet Hire Norseman Airstrip 25/03/2019-18/04/2019 \$335.28 Toilet hire for Airstrip opening and continue hire for Airstrip \$558.80	894.08
EFT3788	24/05/2019	Esperance Earthworks Pty Ltd	Dig trenches at Waste Facility, plus transport of 220 Excavator and accommodation and meals (08.04.19 - 09.04.19)	5500.55
EFT3789	24/05/2019	JEP Hogan	Claim (Council Meeting 21.05.2019 and Audit 01.05.2019)	240.00
EFT3790	24/05/2019	Jason Signmakers	Purchase various signs (4x custom, 2x disabled, 2x public amenities, 2x loading, 2x no parking, 2x G8-m-1A and 1x No camp) \$962.12 Purchase 3x 200mm Directional sign (aerodrome and caravan park) \$282.81	1244.93
EFT3791	24/05/2019	Jasman Enterprises	Supply spray handle, swivel, single lance and male nipple for Coment K801TS Electric	349.80
EFT3792	24/05/2019	Landgate	Data mapping from Landgate database \$1524.60 Mining tenements chargeable M2019/4 16.03.19 - 09.04.19 \$39.00	1563.60
EFT3793	24/05/2019	Star Track Credit	Freight (Esperance IT Services)	65.03
EFT3794	24/05/2019	Mundrabilla Station	Maintenance grade and repairs to Mundrabilla station access road (include grade, water truck and operator)	4500.00
EFT3795	24/05/2019	Norseman IGA	IGA Purchases for April 2019	872.50
EFT3796	24/05/2019	Rasa Patupis	Claim (Council Meeting 21.05.2019 and workshop 08.05.2019)	240.00
EFT3797	24/05/2019	South East Petroleum	Diesel 7800lts \$11112.82 Card Sales for April 2019 \$501.81	11614.63
EFT3798	24/05/2019	Sigma Companies Group Pty Ltd	Purchase Chlorine, Hydrochloric acid, 20lt drum poly, 25kg bisulphate bag, 45kg pool stabiliser and 20lt winteriser for pool chemicals	6501.71
EFT3799	24/05/2019	South Coast Foodservice	Purchase 6x Ctns of roll hand towel	395.67
EFT3800	24/05/2019	IT Vision	Synergy Soft records refresher training	6702.38
EFT3801	24/05/2019	Veronica Wyatt	Claim (Council Meeting 21.05.2019, Audit 01.05.2019 and Workshop 08.05.2019)	320.00
EFT3802	24/05/2019	Sharon Warner	Claim (Council Meeting 21.05.2019, Audit 01.05.2019 and Workshop 08.05.2019)	320.00

EFT3803	24/05/2019	Telstra Corporation Limited	Landlines and Internet Usage 05.05.2019 - 04.06.2019	799.14
EFT3804	31/05/2019	Australia Post	Postage (April 2019)	163.35
EFT3805	31/05/2019	Officemax	Various stationery	87.08
EFT3806	31/05/2019	Bullivants Pty Ltd	Inspect lifting gear - Visual inspection of all lifting and height safety equipment	451.00
EFT3807	31/05/2019	Bonza Constructions Pty Ltd	Toilet Installation at Bromus Dam	18700.00
EFT3808	31/05/2019	BITUTEK PTY LTD	Spray and cover using CRS emulsion for Dennison drive and Parking area	62681.47
EFT3809	31/05/2019	Cartman Designs	Provide working drawings for Woodlands project - Final Payment	6772.50
EFT3810	31/05/2019	Shire of Dundas Municipal Fund	Payroll deductions	475.00
EFT3811	31/05/2019	Dundas Fencing & Building Maintenance	Locate and clear blockage to sewer line at aged care unit 4/3 plus hire of drain machine	255.75
EFT3812	31/05/2019	Esperance Plumbing Service	Plumbing works for Woodlands Cultural Centre (supply and install Fuji clean ATU) *Final Payment* \$6316.62 Supply and install required solar powered water system at the Cemetery \$4150.00	10466.62
EFT3813	31/05/2019	Mickles Electrics	Replace and repair light fittings and globes throughout centre and replace burnt out switch for foyer lights in Admin Building	726.00
EFT3814	31/05/2019	FULL MOON CAFE	Catering for 8 people for Ordinary Council Meeting 21/05/2019	160.00
EFT3815	31/05/2019	Great Western Motel	Accommodation and meals for Peter Crawford and partner (29.04.19 - 05.05.19)	1068.50
EFT3816	31/05/2019	Star Track Credit	Freight (Bell Fire and Jason Signmakers)	241.97
EFT3817	31/05/2019	Norseman Eyre Motel	Accommodation for Richard Brookes (28.4.19 - 1.5.19)	540.00
EFT3818	31/05/2019	Navman Wireless Australia Pty Ltd	Monthly satellite service (05.05.19 - 04.06.19)	65.89
EFT3819	31/05/2019	Onshore Electrical Solutions	Inspect and report findings at Eucla Community Hall and Eucla Airstrip	617.98
EFT3820	31/05/2019	Visimax Safety Products	Purchase 5x bushfire permit books and 1x Ranger ID card (Joe Hodges)	130.30
EFT3821	31/05/2019	Wilson's Diesel & Auto Repairs	Carry out repairs to Trailer (exhaust, damaged fuel tank, new fuel filter, replace wheel bearings, replace trailer wiring and globes and purchase 4x new tyres) \$1825.40 Purchase 1x keyless fuel cap for Hino 500 DS19 \$126.00 Carry out 70'000km service on 37DS Gardener Ute \$877.50	2828.90
EFT3822	31/05/2019	WML Consultants Pty Ltd	Norseman airstrip maintenance	3027.75
EFT3823	31/05/2019	Telstra Corporation Limited	Mobile Phone Usage 17.05.2019 - 16.06.2019 \$543.71 Satellite Phone usage 16.05.19 - 15.06.19 \$140.00	683.71

5182	01/05/2019	Richard Brookes	Reimbursement – Health Inspections 3 Days (26, 27 & 28 <sup>th</sup> May 2019)	599.82
5191	03/05/2019	Peter Crawford	Reimbursement – Eucla Trip (1 <sup>st</sup> – 2 <sup>nd</sup> May 2019)	91.40
5199	07/05/2019	Centrelink Fees	Fees for A629 & A692 (Centrelink deductions for rate payments)	1.98
PAY	14/05/2019	Payroll	Direct Debit of Net Pays	64317.08
5217	17/05/2019	Joseph Hodges	Reimbursement – Household Items Relocation and Electrics work at 11 Roberts (PowerPoints and TV Aerial)	2575.00
5218	17/05/2019	Host Direct	Tax Invoice I211293 – Purchase of Tablecloths (events)	397.73
5222	21/05/2019	Centrelink Fees	Fees for A629 (Centrelink deductions for rate payments)	0.99
5224	22/05/2019	Centrelink Fees	Fees for A698 (Centrelink deductions for rate payments)	0.99
5227	22/05/2019	SuperChoice	Superannuation – S Murphy	1377.29
PAY	28/05/2019	Payroll	Direct Debit of Net Pays	67664.29
				<b>\$442'741.93</b>

**Municipal Account Direct Debts**

	Date	Name	Description	Amount
5184	01/05/2019	ANZ	BPAY Transaction Fees	126.05
5184	01/05/2019	ANZ	Merchant Fees	27.23
5183	01/05/2019	Equipment Rents	Sharp Interactive Board	256.30
DD9943	13/05/2019	SuperChoice	Superannuation 17.04.2019 – 30.04.2019	14253.17
DD9959	16/05/2019	SuperChoice	Superannuation 01.05.2019 – 14.05.2019	13814.68
5210	14/05/2019	3E Advantage Pty Limited	CRC photocopier, Shire photocopier & Printer meter readings – April 2019	5482.46
DD9974	30/05/2019	SuperChoice	Superannuation 15.05.2019 – 28.05.2019	15373.22
				<b>\$49'333.11</b>

**Municipal Account Credit Cards**

Chq/EFT	Date	Name	Description	Amount
<b>5219</b>	<b>17/05/2019</b>	<b>Deputy Chief Executive Officer</b>	<b>ANZ Credit Card Purchases</b>	<b>\$859.44</b>
	27/03/2019	Survey Monkey Dublin	Advantage Annual Plan (27/03/2019 – 26/03/2020)	358.44
	09/04/2019	Shire of Dundas Norseman	Building Permit Fee – Bromus Dam (Permit #376-19)	159.35
	12/04/2019	Australia Post	Post Box Renewal for Norseman CRC	319.00
	12/04/2019	Adobe Subscription	Monthly Adobe Subscription	22.65
<b>5219</b>	<b>17/05/2019</b>	<b>Chief Executive Officer</b>	<b>ANZ Credit Card Purchases</b>	<b>\$397.50</b>
	08/04/2019	Norseman Great Western	Meals for CEO Peter Fitchat and Joseph Hodges (MOW)	99.50
	16/04/2019	Qantas Airways	Flights for CR. Bonza – Mayor & President Forum 15.05.2019	298.00
<b>5219</b>	<b>17/05/2019</b>		<b>Total Credit Card Purchases for 22.03.2019 – 22.04.2019</b>	<b>\$1256.94</b>

**Summary of Account Totals**

Trust EFT's / Cheques	\$511.65
Municipal Cheques	\$735.55
Municipal EFT's	\$442'741.93
Municipal Direct Debit's	\$49'333.11
Municipal Credit Cards	\$1'256.94
<b>Grand Total for May 2019</b>	<b>\$494'579.18</b>

**Voting Requirements**

Simple Majority

**Officer Recommendation**

That the Shire of Dundas monthly accounts paid from 1/05/2019 to 31/05/2019 be noted.

Moved Cr:  
Seconded Cr:

**Resolution**

Carried by: Simple Majority For: Against

<b>Agenda Reference &amp; Subject</b>	
<b>10.4.2 – Financial Statements for the Period Ending 31<sup>st</sup> May 2019.</b>	
Location / Address	Shire of Dundas
File Reference	FM.FI
Author	Deputy CEO
Date of Report	11 <sup>th</sup> June 2019
Disclosure of Interest	Nil

**Officer Recommendation**

That the Shire of Dundas Financial Statements for the period ending 31<sup>st</sup> May 2019 be accepted.

Moved Cr:  
Seconded Cr:

**Resolution**

Carried by: Simple Majority For: Against



**MONTHLY STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD 1 JULY 2018 TO 31 MAY 2019**

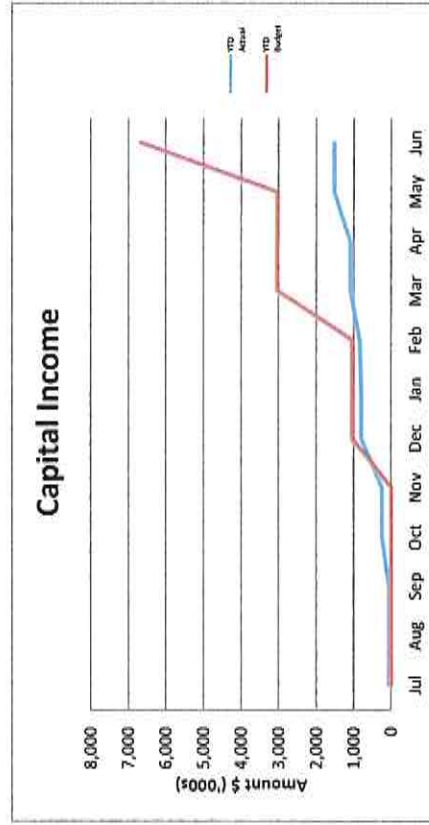
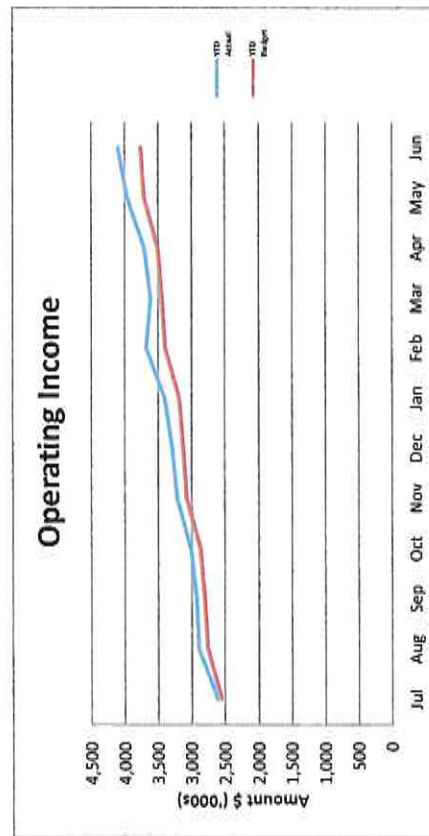
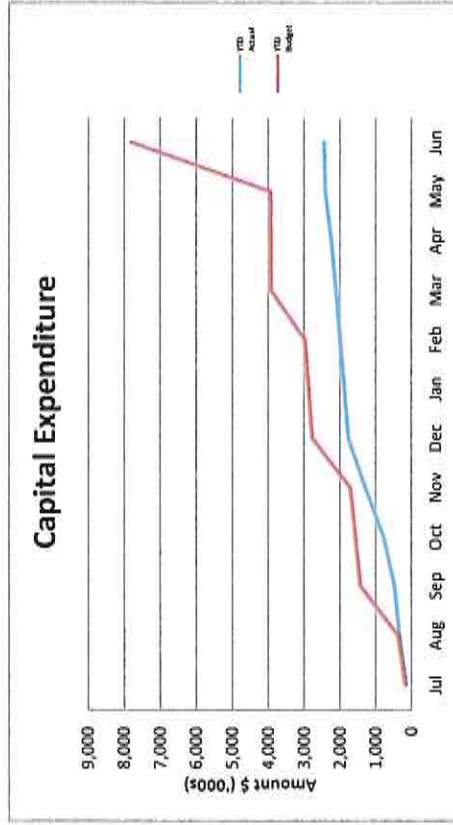
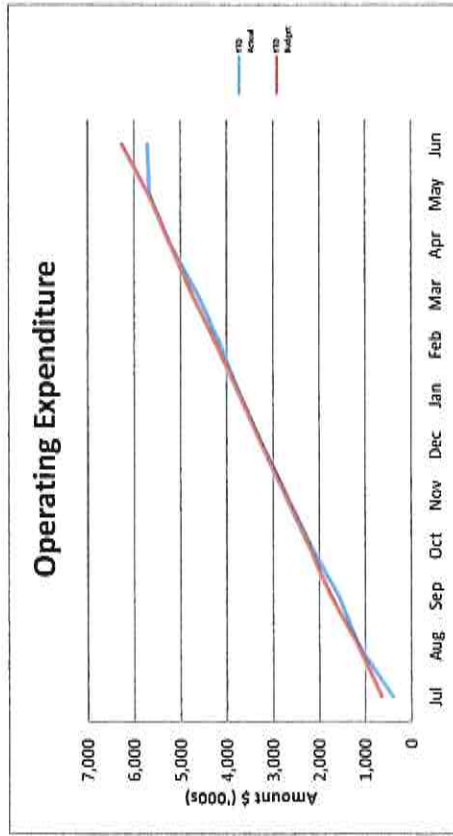


*"Norseman" The Horse that found Gold and created a Town*

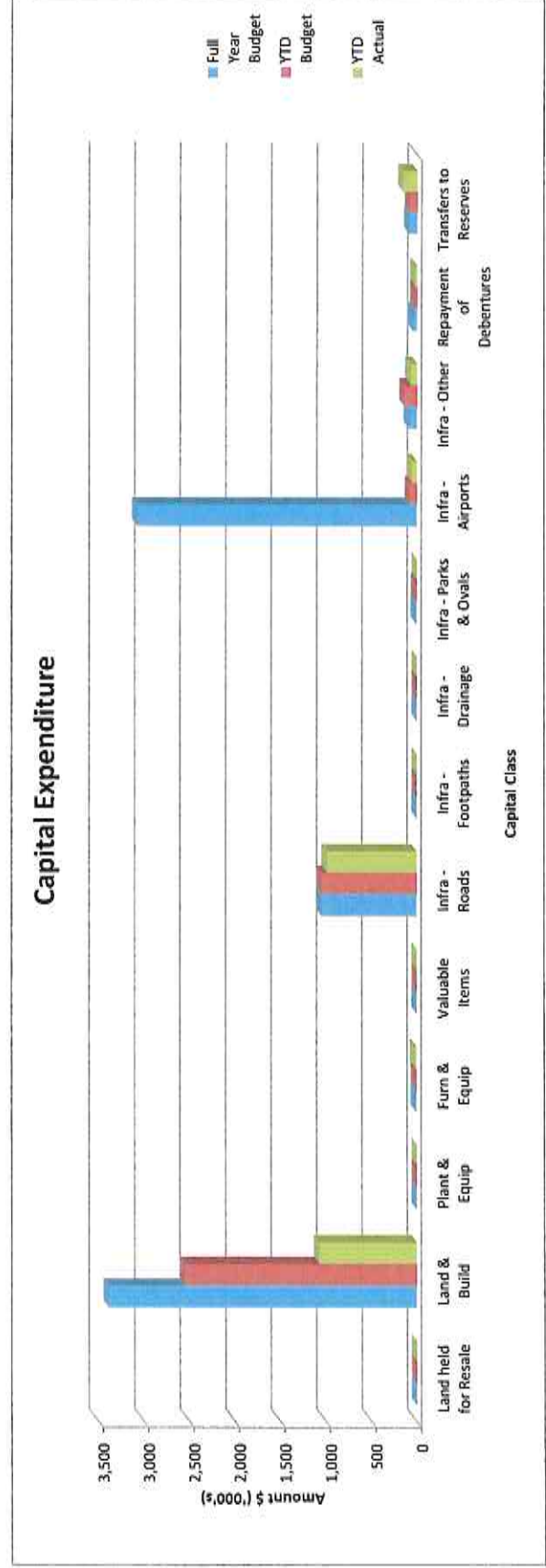
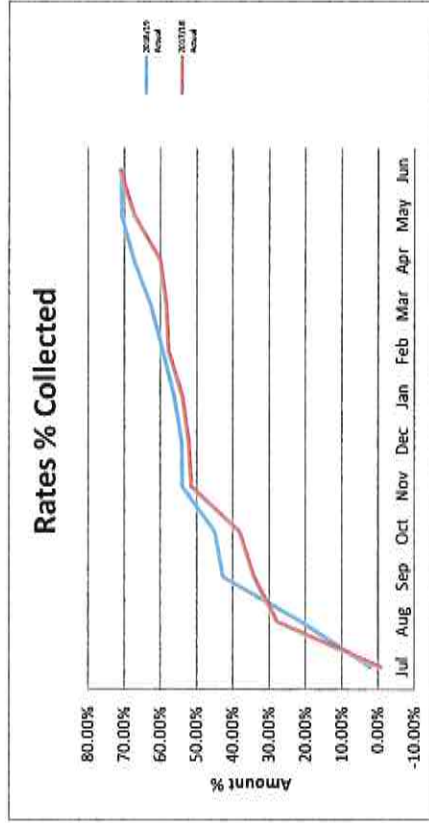
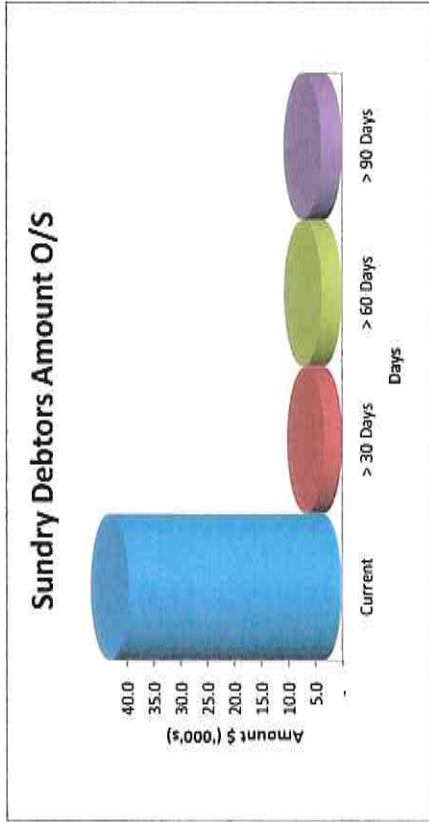
**TABLE OF CONTENTS**

	<b>Page</b>
Graphical Analysis	2 to 3
Statement of Financial Activity	4
Report on Significant Variances	5
Notes to and Forming Part of the Statement	6 - 18

# Income and Expenditure Graphs for the Period 01 July 2018 to 31 May 2019



# Other Graphs for the Period 01 July 2018 to 31 May 2019



## SHIRE OF DUNDAS

## STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 31 MAY 2019

	NOTE	2018/19 Adopted Budget \$	2018/19 April Y-T-D Budget \$	2018/19 April Actual \$	Variances Actuals to Budget \$	Variances Actual Budget to Y-T-D %	
<b>Operating</b>							
<b>Revenues/Sources</b>							
Governance		21,000	19,245	57,125	37,880	196.83%	▲
General Purpose Funding		688,878	691,976	782,668	90,692	13.11%	▲
Law, Order, Public Safety		15,800	12,218	36,706	24,488	200.43%	▲
Health		4,000	3,663	4,128	465	12.69%	
Education and Welfare		90,000	85,000	81,733	-3,267	(3.84%)	
Housing		26,800	23,697	20,343	-3,354	(14.15%)	
Community Amenities		171,935	169,666	203,879	34,013	20.02%	▲
Recreation and Culture		199,500	198,682	205,676	6,994	3.52%	
Transport		3,695,777	695,775	593,252	-102,523	(14.74%)	▼
Economic Services		1,457,718	802,203	188,846	-613,357	(76.46%)	▼
Other Property and Services		30,000	27,498	36,922	9,424	34.27%	▲
		<u>6,401,207</u>	<u>2,729,823</u>	<u>2,211,278</u>	<u>-518,545</u>	<u>(19.00%)</u>	
<b>(Expenses)/(Applications)</b>							
Governance		(655,115)	(605,883)	(545,648)	60,235	9.94%	
General Purpose Funding		(419,861)	(288,940)	(269,411)	19,529	6.76%	
Law, Order, Public Safety		(128,141)	(117,569)	(257,158)	-139,589	(118.73%)	▲
Health		(187,248)	(167,567)	(140,920)	26,647	15.90%	▼
Education and Welfare		(260,297)	(238,948)	(151,939)	87,009	36.41%	▼
Housing		(110,664)	(101,576)	(78,182)	23,394	23.03%	▼
Community Amenities		(567,113)	(521,555)	(496,393)	25,162	4.82%	
Recreation & Culture		(1,279,144)	(1,188,997)	(1,123,402)	65,595	5.52%	
Transport		(2,045,293)	(1,882,108)	(2,028,302)	-146,194	(7.77%)	
Economic Services		(417,491)	(387,647)	(316,994)	70,653	18.23%	▼
Other Property and Services		(196,351)	(185,985)	(256,206)	-70,221	(37.76%)	▲
		<u>(6,266,718)</u>	<u>(5,686,775)</u>	<u>(5,664,555)</u>	<u>22,220</u>	<u>(0.39%)</u>	
<b>Net Operating Result Excluding Rates</b>		<b>134,489</b>	<b>(2,956,952)</b>	<b>(3,453,277)</b>	<b>-496,325</b>	<b>16.79%</b>	
<b>Adjustments for Non-Cash</b>							
<b>(Revenue) and Expenditure</b>							
(Profit)/Loss on Asset Disposals	2	0	0	(913)	-913	0.00%	
Depreciation on Assets		2,384,778	2,185,793	2,586,598	400,805	(18.34%)	▲
<b>Capital Revenue and (Expenditure)</b>							
Purchase of Land and Buildings	1	(3,388,860)	(2,549,135)	(1,079,446)	1,469,689	57.65%	▼
Purchase of Furniture & Equipment	1	(10,000)	(10,000)	(18,365)	-8,365	(83.65%)	▲
Purchase of Plant & Equipment	1	0	0	0	0	0.00%	
Purchase of Valuable Items	1	0	0	0	0	0.00%	
Purchase of Infrastructure Assets - Roads	1	(1,052,454)	(1,052,427)	(996,446)	55,981	5.32%	
Purchase of Infrastructure Assets - Footpaths	1	0	0	0	0	0.00%	
Purchase of Infrastructure Assets - Drainage	1	0	0	0	0	0.00%	
Purchase of Infrastructure Assets - Parks & Ovals	1	(10,000)	(10,000)	0	10,000	100.00%	▼
Purchase of Infrastructure Assets - Airports	1	(3,077,617)	(77,604)	(56,009)	21,595	27.83%	▼
Purchase of Infrastructure Assets - Other	1	(140,000)	(139,998)	(116,032)	23,966	17.12%	▼
Proceeds from Disposal of Assets	2	0	0	18,621	18,621	0.00%	
Repayment of Debentures	3	(45,983)	(22,991)	(22,837)	154	0.67%	
Transfers to Restricted Assets (Reserves)	4	(90,000)	(82,494)	(158,396)	-75,902	(92.01%)	▲
Transfers from Restricted Asset (Reserves)	4	1,742,000	1,742,000	946,652	-795,348	(45.66%)	▼
Transfers to Restricted Assets (Other)		0	0	0	0	#DIV/0!	
Transfers from Restricted Asset (Other)		0	0	0	0	#DIV/0!	
ADD Net Current Assets July 1 B/Fwd	5	1,241,788	1,241,788	1,229,111	-12,677	1.02%	
LESS Net Current Assets Year to Date	5	0	561,306	1,184,528	623,222	(111.03%)	
<b>Amount Raised from Rates</b>		<u>(2,311,860)</u>	<u>(2,293,326)</u>	<u>(2,305,267)</u>	<u>(11,941)</u>	<u>0.52%</u>	

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

**SHIRE OF DUNDAS**  
**VARIANCE REPORTING**  
**FOR THE PERIOD 1 JULY 2018 TO 31 MAY 2019**  
**Report on Significant variances Greater than 10% and \$5,000**

	2018/19 Budget	2018/19 YTD Budget	2018/19 YTD Actual	Variance Against the budget	
<b>GENERAL PURPOSE FUNDING</b>					
Operating Income					
8363 Interest On Investment - Reserves	-90,000	-82,494	-158,396	-68,396	Permanent Timing of maturity of term deposits, 2017/18 income accounted in 2018/19
Operating Expenditure					
0111 Rates Written Off/Adjusted	5,000	0	11,274	6,274	Permanent Write offs from Sept council meeting
0602 Rates Valuation Expenses	30,000	27,487	3,045	-26,955	Timing Valuation is complete, timing of the invoice
4942 Doubtful Debts	100,000	0	0	-100,000	Timing Yearend provision
4952 Rates Salaries & Wages	39,000	35,740	52,920	13,920	Permanent Termination payments to rates officer
4962 Rates Debt Collection Costs	30,000	27,498	3,096	-26,904	Permanent Due to selective approach in following up on outstanding rates
<b>GOVERNANCE</b>					
Operating Income					
0453 Reimbursements	-10,000	-9,166	-41,999	-31,999	Permanent FBT 2017/18 refund of \$21k
Operating Expenditure					
0242 Members Travel	10,000	9,166	2,663	-7,337	Permanent Expected savings
0372 Admin - F.B.T	34,000	25,500	20,126	-13,874	Timing Quarterly instalments
0392 Admin - Superannuation	84,000	76,991	71,444	-12,556	Permanent Due to consolidation of youth officer and event officer positions
0432 Office Building Maintenance	12,500	11,432	21,295	8,795	Permanent Due to repair cost of air conditioning units
0532 Admin Vehicle Running Exp	20,000	18,394	13,990	-6,010	Timing Timing of invoices
0572 Loss On Disposal Of Asset	0	0	5,970	5,970	Permanent Unbudgeted cost
0662 Audit	30,000	30,000	12,780	-17,220	Timing Timing of invoices
0782 Records Archive Facility Expenses	15,000	13,745	22,796	7,796	Permanent 2017/18 invoices received in 2018/19
Capital Expenditure					
0374 Admin Computer Upgrades	10,000	10,000	18,365	8,365	Permanent Office 365 migration and upgrade of telephone system
<b>LAW, ORDER AND PUBLIC SAFETY</b>					
Operating Income					
0713 Contributions & Donations	0	0	-27,510	-27,510	Permanent Bushfire expenses to be reimbursed by DFES
0733 Difes - Bfb Grant	-13,500	-10,125	-6,142	7,358	Permanent Timing of 18/19 funds & adjustment of 16/17
Operating Expenditure					
0742 Council Bushfire Fighting Expenses	10,000	9,152	167,397	157,397	Permanent Bushfire expenses to be reimbursed by DFES
0832 Animal Control Other	6,000	5,492	50	-5,950	Permanent Actual savings
0922 Local Laws Review	10,000	9,166	2,749	-7,251	Timing Timing of invoices
<b>HEALTH</b>					
Operating Expenditure					
1522 Contract Services	10,000	9,155	17,763	7,763	Permanent Additional public health works
1692 Doctors House Loan Interest Repayment	11,433	5,716	5,871	-5,562	Timing Timing of invoices
Capital Expenditure					
1634 Doctors House Loan Principal Repayment	45,983	22,991	22,837	-23,146	Timing Timing of invoices

**SHIRE OF DUNDAS**  
**VARIANCE REPORTING**  
**FOR THE PERIOD 1 JULY 2018 TO 31 MAY 2019**  
**Report on Significant variances Greater than 10% and \$5,000**

	2018/19 Budget	2018/19 YTD Budget	2018/19 YTD Actual	Variance Against the budget	
<b>EDUCATION &amp; WELFARE</b>					
Operating Income					
2173 Other Youth Grants	-10,000	-5,000	0	10,000	Permanent Not having planned activities
Operating Expenditure					
2062 Youth Activities	17,500	16,033	851	-16,649	Permanent Actual savings not having planned activities
<b>COMMUNITY AMENITIES</b>					
Operating Income					
2643 Other/Bulk Collection	-15,000	-13,745	-52,386	-37,386	Permanent Additional private works disposal fees
2653 Commercial Rubbish Collection	-47,178	-47,177	-40,880	6,298	Permanent Timing of additional rubbish collection fees
Operating Expenditure					
2342 Public Conveniences Cleaning	25,000	22,875	18,245	-6,755	Timing Timing of invoices
2602 Domestic Refuse Collect	50,000	45,808	43,071	-6,929	Timing Timing of allocated expenses
2652 Litter Control	5,000	4,554	40,977	35,977	Permanent Overall budget of waste facility maintenance and litter control will have a negative variance of about \$10k by the end of the financial year due to extra work carried out at Norseman and Eucla waste facilities
2682 Town Cleanup	20,000	18,269	7,677	-12,323	Timing Timing of the occurrence of expenses
2872 Effluent Drainage Scheme	10,000	9,141	4,933	-5,067	Permanent Expected savings
2882 Storm Drain Maintenance	32,000	30,136	16,119	-15,881	Permanent Expected savings
Capital Expenditure					
2364 Cemetery Upgrade & Gates	10,000	10,000	0	-10,000	Permanent Ngadjju survey included in waste facility expansion
2614 Rubbish Tip Infrastructure	90,000	89,998	73,288	-16,712	Permanent Actual savings for the project
<b>RECREATION &amp; CULTURE</b>					
Operating Expenditure					
3042 Arts Acquisition/Exhib	20,000	20,000	4,969	-15,011	Permanent Due to limited events
3086 Community Engagement Projects	15,000	13,734	2,385	-12,615	Permanent Due to limited events
3087 Community Events	49,000	48,647	33,899	-15,101	Permanent Due to limited events
3462 Swim Pool - Water Charges	10,000	10,000	3,302	-6,698	Timing Timing of invoices
3472 Swim Pool - Chemicals	10,000	10,000	18,841	8,841	Permanent Not draining water
3482 Swim Pool - Insurance	11,350	11,350	17,328	5,978	Permanent Increase in insurance premium
3512 Swim Pool - Dep'N	10,000	9,166	123,347	113,347	Permanent Revaluation of other infrastructure assets
4022 Community Grants Program	15,000	13,745	198	-14,802	Permanent No applications received
Capital Expenditure					
3084 School Of Mines Building Renovations	30,000	29,990	12,275	-17,725	Permanent Actual savings in the project due to changes to the scope
3386 Woodland Cultural And Visitor Centre	2,488,880	1,866,645	250,090	-2,238,770	Timing Timing of invoices

**SHIRE OF DUNDAS**  
**VARIANCE REPORTING**  
**FOR THE PERIOD 1 JULY 2018 TO 31 MAY 2019**  
**Report on Significant variances Greater than 10% and \$5,000**

	2018/19 Budget	2018/19 YTD Budget	2018/19 YTD Actual	Variance Against the budget	
<b>TRANSPORT</b>					
Operating Income					
3533 Street Light Contribution	-7,500	-7,500	0	7,500	Timing of the payment
4613 Roads Financial Assistance Grant	-161,513	-161,512	-192,939	-31,426	Permanent Increase to 2018/19 funding
6025 Mrd Direct Grant	-52,206	-52,206	-84,849	-32,643	Permanent Increase to 2018/19 funding
6223 Profit On Disposal Of Asset	0	0	-6,882	-6,882	Permanent Not budgeted
Operating Expenditure					
4602 Norseman St Maintenance	188,000	172,152	76,735	-111,265	Timing of invoices
4612 Eyre Highway Properties	10,000	9,141	3,377	-6,623	Permanent Expected savings
4622 Eucla St Maintenance	10,000	9,147	19,556	9,556	Permanent Additional work carried out in Eucla
4632 Rural Road Maintenance	50,000	47,022	65,673	15,673	Permanent Additional repair work due to storm damages to Victoria rock Rd.
4662 Footpath Repairs	10,000	9,128	3,944	-6,056	Permanent Expected savings
4672 Lighting Of Streets	40,000	36,664	33,491	-6,509	Permanent Expected savings
4692 Depot Building Mice	12,500	11,435	5,240	-7,260	Permanent Expected savings
6072 Street Trees & Watering	65,000	59,548	21,684	-43,316	Permanent Expected savings
6506 Eucla Airstrip Feasibility Study	75,000	74,999	65,445	-9,555	Permanent Expected savings
6522 Aerodrome Dep'n	56,645	51,916	223,167	166,522	Permanent Revaluation of other infrastructure assets
6532 Aerodrome Insurance	2,000	2,000	13,700	11,700	Permanent Increase in insurance premium
Capital Income					
6510 Dir's - Raap Grants (Airstrip Funding)	0	0	-52,500	-52,500	Permanent Timing of receipt of airport upgrade grant funding
Capital Expenditure					
3134 Hyden Rd Rtg East Grant Works	259,706	259,702	640,751	381,045	Timing Overall cost of 2018/19 road construction cost will be within the budget
6504 Aerodrome Upgrade	77,617	77,604	56,009	-21,608	Permanent Timing of invoices
6524 Eucla Airport Infrastructure Upgrade	3,000,000	0	0	-3,000,000	Permanent Project is reschedule to future years
<b>ECONOMIC SERVICES</b>					
Operating Expenditure					
6832 Area Marketing	37,500	34,365	17,358	-20,142	Timing Timing of airstrip opening
6902 Building Control-Salaries	20,000	18,332	33,342	13,342	Timing Timing of expenses
Capital Income					
3395 Grants - Woodland Cultural And Visitor C	-1,279,218	-639,609	-58,104	1,221,114	Timing Timing of grants received
Capital Expenditure					
3388 Bromus Dam Capital	50,000	50,000	42,744	-7,256	Timing Goods received, construction on hold
<b>OTHER PROPERTY &amp; SERVICES</b>					
Operating Income					
7813 Diesel Fuel Rebate	-30,000	-27,498	-22,791	7,209	Timing June claim is still due
Operating Expenditure					
7652 Insurance On Works	32,500	32,500	23,368	-9,132	Permanent Insurance premium
7842 Insurance & Licenses	41,000	40,998	30,476	-10,524	Permanent Increase in insurance premium

**SHIRE OF DUNDAS**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY 2018 TO 31 MAY 2019**

	2018/19 Adopted Budget \$	2018/19 April Budget \$	2018/19 April Actual \$
<b>1. ACQUISITION OF ASSETS</b>			
The following assets have been acquired during the period under review:			
<b>By Program</b>			
<b>Governance</b>			
<u>Governance</u>			
Servers / Computers	10,000	10,000	18,365
<b>Community Amenities</b>			
<u>Sanitation - Household Refuse</u>			
<u>Waste Facility</u>			
Waste Facility	90,000	89,998	73,288
Waste Facility Fence	35,000	34,999	22,265
Expansion Of Norseman Tip	55,000	54,999	51,023
<u>Other Community Amenities</u>			
<u>Norseman Cemetery</u>			
Expansion Survey/Design	10,000	10,000	0
<b>Recreation and Culture</b>			
<u>Public Halls &amp; Civic Centres</u>			
<u>New Community Hall - Eucla</u>			
Eucla Town Hall Building Improvements	870,000	652,500	817,081
<u>Other Culture</u>			
Museum Gazebo	30,000	29,990	12,275
<b>Transport</b>			
<u>Construction - Roads, Bridges, Depots</u>			
RRG Road Projects	1,052,454	1,052,427	996,446
RRG Road Projects	259,706	259,702	640,751
Rrg Hyden Noresman Rd Slk 140-182	0	0	434,011
Rrg Mort Harslet Construction Slk 11.2-12.4	130,467	130,464	0
Rrg Hyden Noresman Rd Slk 8-60	129,239	129,238	206,741
<b>RRG Black Spot Projects</b>			
Black Spot - Mort Harslet Drive	184,754	184,745	61,721
<b>Road to Recovery Projects</b>			
Hyden Road - Slk 150-167	607,994	607,980	293,973
Hyden Road - Slk 150-167	355,464	355,458	6,034
R2R 2018/19 Projects	252,530	252,522	287,939
Hyden Norseman Rd Slk 8-60	0	0	0



**SHIRE OF DUNDAS**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY 2018 TO 31 MAY 2019**

	2018/19 Adopted Budget \$	2018/19 April Budget \$	2018/19 April Actual \$
<b><u>By Program (Continued)</u></b>			
<b>Transport (Continued)</b>			
<b><u>Aerodromes</u></b>			
Norseman Aerodrome Upgrade			
Norseman Upgrade - Surface Upgrade - Stage 2	77,617	77,604	56,009
<b><u>Eucla Aerodrome Upgrade</u></b>			
Eucla Airstrip Upgrade	3,000,000	0	0
	0	0	0
<b><u>Other Economic Services</u></b>			
<b>Woodland Cultural And Visitor Centre</b>			
Woodland Cultural And Visitor Centre - Upgrade	2,488,860	1,866,645	250,090
Bromus Dam Toilets	50,000	50,000	42,744
	<u>7,678,931</u>	<u>3,839,164</u>	<u>2,266,299</u>
<b><u>By Class</u></b>			
Buildings	3,388,860	2,549,135	1,079,446
Furniture & Equipment	10,000	10,000	18,365
Infrastructure - Roads	1,052,454	1,052,427	996,446
Infrastructure - Parks & Ovals	10,000	10,000	0
Infrastructure - Airports	3,077,617	77,604	56,009
Infrastructure - Other	140,000	139,998	116,032
	<u>7,678,931</u>	<u>3,839,164</u>	<u>2,266,299</u>

**SHIRE OF DUNDAS**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY 2018 TO 31 MAY 2019**

**2. DISPOSALS OF ASSETS**

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

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

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

**Summary**

Profit on Asset Disposals  
Loss on Asset Disposals

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

SHIRE OF DUNDAS

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 31 MAY 2019

3. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-18	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		2018/19 Budget \$	2018/19 Actual \$	2018/19 Budget \$	2018/19 Actual \$	2018/19 Budget \$	2018/19 Actual \$	2018/19 Budget \$	2018/19 Actual \$
Health Loan - Doctor's House	433,305	0	0	45,983	22,837	387,321	410,468	11,433	5,871
	433,305	0	0	45,983	22,837	387,321	410,468	11,433	5,871

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

SHIRE OF DUNDAS

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 31 MAY 2019

	2018/19 Adopted Budget \$	2018/19 April Actual \$
<b>4. RESERVES</b>		
<b>Cash Backed Reserves</b>		
<b>(a) Leave Reserve</b>		
Opening Balance	354,693	354,693
Amount Set Aside / Transfer to Reserve	5,295	9,757
Amount Used / Transfer from Reserve	0	0
	<u>359,988</u>	<u>364,450</u>
<b>(b) Plant Reserve</b>		
Opening Balance	775,710	775,710
Amount Set Aside / Transfer to Reserve	11,581	21,339
Amount Used / Transfer from Reserve	0	0
	<u>787,291</u>	<u>797,049</u>
<b>(c) Aerodrome Reserve</b>		
Opening Balance	142,247	142,247
Amount Set Aside / Transfer to Reserve	2,124	3,913
Amount Used / Transfer from Reserve	0	0
	<u>144,371</u>	<u>146,160</u>
<b>(d) Unspent Grant Reserve</b>		
Opening Balance	1,200,166	1,200,166
Amount Set Aside / Transfer to Reserve	17,917	33,016
Amount Used / Transfer from Reserve	(1,200,000)	(394,564)
	<u>18,084</u>	<u>838,618</u>
<b>(e) IT Reserve</b>		
Opening Balance	93,351	93,351
Amount Set Aside / Transfer to Reserve	1,394	2,568
Amount Used / Transfer from Reserve	0	0
	<u>94,744</u>	<u>95,919</u>
<b>(f) Transport Reserve</b>		
Opening Balance	1,743,591	1,743,591
Amount Set Aside / Transfer to Reserve	26,030	47,965
Amount Used / Transfer from Reserve	0	0
	<u>1,769,621</u>	<u>1,791,556</u>
<b>(g) Land Development Reserve</b>		
Opening Balance	1,718,721	1,718,721
Amount Set Aside / Transfer to Reserve	25,659	39,838
Amount Used / Transfer from Reserve	(542,000)	(552,088)
	<u>1,202,380</u>	<u>1,206,471</u>
<b>Total Cash Backed Reserves</b>	<u><u>4,376,478</u></u>	<u><u>5,240,223</u></u>

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

**SHIRE OF DUNDAS**

**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**

**FOR THE PERIOD 1 JULY 2018 TO 31 MAY 2019**

	2018/19 Adopted Budget \$	2018/19 April Actual \$
<b>4. RESERVES (Continued)</b>		
<b>Cash Backed Reserves (Continued)</b>		
<b>Summary of Transfers To Cash Backed Reserves</b>		
<b>Transfers to Reserves</b>		
Leave Reserve	5,295	9,757
Plant Reserve	11,581	21,339
Aerodrome Reserve	2,124	3,913
Unspent Grant Reserve	17,917	33,016
IT Reserve	1,394	2,568
Transport Reserve	26,030	47,965
Land Development Reserve	25,659	39,838
	<b>90,000</b>	<b>158,396</b>
<b>Transfers from Reserves</b>		
Leave Reserve	0	0
Plant Reserve	0	0
Aerodrome Reserve	0	0
Unspent Grant Reserve	(1,200,000)	(394,564)
IT Reserve	0	0
Transport Reserve	0	0
Land Development Reserve	(542,000)	(552,088)
	<b>(1,742,000)</b>	<b>(946,652)</b>
<b>Total Transfer to/(from) Reserves</b>	<b>(1,652,000)</b>	<b>(788,256)</b>

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

**Leave Reserve**

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

**Leave Reserve**

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

**Plant Reserve**

- to be used for the purchase of major plant.

**Aerodrome Reserve**

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

**Unspent Grants/Contributions Reserve**

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

**IT Reserve**

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

**Transport Reserve**

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

**Land Development Reserve**

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

SHIRE OF DUNDAS

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 31 MAY 2019

	2017/18 C/Fwd Per Adopted Budget \$	2017/18 C/Fwd Per Financial Report \$	2018/19 April Actual \$
<b>NET CURRENT ASSETS</b>			
<b>Composition of Estimated Net Current Asset Position</b>			
<b>CURRENT ASSETS</b>			
Cash - Unrestricted	1,630,934	1,630,934	1,095,888
Cash - Restricted Unspent Grants	0	0	0
Cash - Restricted Unspent Loans	0	0	0
Cash - Restricted Reserves	6,028,479	6,028,479	5,240,224
Rates Outstanding	837,432	837,432	928,550
Sundry Debtors	174,666	174,666	50,595
Provision for Doubtful Debts	(398,000)	(398,000)	(398,000)
Gst Receivable	1,613	0	0
Accrued Income/Payments In Advance	0	0	0
Work In Progress	0	0	0
Inventories	0	0	0
	<u>8,275,124</u>	<u>8,273,511</u>	<u>6,917,257</u>
<b>LESS: CURRENT LIABILITIES</b>			
Sundry Creditors	(628,786)	(642,140)	(107,367)
Accrued Interest On Loans	0	0	0
Accrued Salaries & Wages	0	0	0
Income In Advance	0	0	0
Gst Payable	0	3,714	(32,538)
Payroll Creditors	0	0	0
Accrued Expenses	(10,290)	(10,290)	0
PAYG Liability	0	0	0
Other Payables	0	(1,424)	(4,301)
Current Employee Benefits Provision	(365,781)	(365,781)	(348,020)
Current Loan Liability	(45,983)	(45,983)	(23,146)
	<u>(1,050,840)</u>	<u>(1,061,904)</u>	<u>(515,372)</u>
<b>NET CURRENT ASSET POSITION</b>	<b>7,224,284</b>	<b>7,211,607</b>	<b>6,401,885</b>
Less: Cash - Reserves - Restricted	(6,028,479)	(6,028,479)	(5,240,224)
Less: Cash - Unspent Grants - Restricted	0	0	0
Add Back : Component of Leave Liability not Required to be Funded	0	0	0
Add Back : Current Loan Liability	45,983	45,983	23,146
Adjustment for Trust Transactions Within Muni	0	0	(279)
<b>ESTIMATED SURPLUS/(DEFICIENCY) C/FWD</b>	<u><b>1,241,788</b></u>	<u><b>1,229,111</b></u>	<u><b>1,184,528</b></u>

SHIRE OF DUNDAS

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 31 MAY 2019

6. RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2018/19 Rate Revenue \$	2018/19 Interim Rates \$	2018/19 Back Rates \$	2018/19 Total Revenue \$	2018/19 Budget \$
<b>General Rate</b>								
GRV	0.158624	540	5,628,612	892,833	(270)	0	892,563	892,833
UV - Pastoral	0.080000	15	708,393	56,671	0	0	56,671	56,671
UV - Mining Leases	0.152582	384	8,207,545	1,252,324	0	0	1,252,324	1,252,324
Non - Rateable		1,735	374,016	0	0	0	0	0
<b>Sub-Totals</b>		<b>2,674</b>	<b>14,918,566</b>	<b>2,201,828</b>	<b>(270)</b>	<b>0</b>	<b>2,201,558</b>	<b>2,201,828</b>
<b>Minimum Rates</b>								
GRV	349	150	63,240	52,350			52,350	52,350
UV	349	118	68,294	41,182	0	28	41,210	41,182
UV - Prospecting Leases	300	55	87,896	16,500	(6,460)	109	10,149	16,500
Non - Rateable		323	219,430	110,032	(6,460)	137	103,709	110,032
<b>Sub-Totals</b>							<b>2,305,268</b>	<b>2,311,860</b>
Discounts							0	0
Rate Adjustments							0	0
Movement in Excess Rates							0	0
<b>Total Amount of General Rates</b>							<b>2,305,268</b>	<b>2,311,860</b>
Specified Area Rates							0	0
<b>Total Rates</b>							<b>2,305,268</b>	<b>2,311,860</b>

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

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

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

SHIRE OF DUNDAS

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 31 MAY 2019

7. TRUST FUNDS

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

Detail	Balance 01-Jul-18 \$	Amounts Received \$	Amounts Paid (\$)	Balance 31-May-19 \$
BUILDERS REGISTRATION (I)	(52)	1,198	(1,208)	(62)
CHAMBER OF COMMERCE	0	0	0	0
DEMOLITION DEPOSITS	500	0	0	500
EXCESS (OVERPAID) RATES	1,932	240	(323)	1,849
GYM KEY DEPOSITS	4,200	3,150	(4,350)	3,000
TENNIS KEY DEPOSIT	600	0	(300)	300
BCITF (BUIL CON INDU TRAI FUN)	548	1,569	(2,056)	61
LIBRARY (TOY)	483	0	(483)	0
COMMUNITY GARDEN	2,539	0	0	2,539
NGADJU WOMENS CARING	23,616	60	(22,719)	957
LICENSING (TRANSPORT)	11,303	840	0	12,143
NOMINATION DEPOSITS	0	0	0	0
BANK INTEREST	292	16	0	308
	45,961	7,073	(31,439)	21,595



SHIRE OF DUNDAS

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 31 MAY 2019

8. OPERATING STATEMENT

	2018/19 April Actual	2018/19 Adopted Budget	2017/18 Actual
	\$	\$	\$
<b>OPERATING REVENUES</b>			
Governance	57,125	21,000	64,088
General Purpose Funding	3,087,936	3,000,738	3,390,814
Law, Order, Public Safety	36,706	15,800	109,044
Health	4,128	4,000	3,765
Education and Welfare	81,733	90,000	82,160
Housing	20,343	26,600	18,603
Community Amenities	203,879	171,935	173,890
Recreation and Culture	205,676	199,500	140,409
Transport	593,252	3,695,777	2,103,742
Economic Services	188,846	1,457,718	1,378,259
Other Property and Services	36,922	30,000	61,880
<b>TOTAL OPERATING REVENUE</b>	<b>4,516,546</b>	<b>8,713,067</b>	<b>7,526,653</b>
<b>OPERATING EXPENSES</b>			
Governance	545,648	655,115	624,077
General Purpose Funding	269,411	419,861	315,505
Law, Order, Public Safety	257,158	128,141	234,350
Health	140,920	187,248	177,347
Education and Welfare	151,939	260,297	218,658
Housing	78,182	110,664	86,296
Community Amenities	496,393	567,113	486,005
Recreation & Culture	1,123,402	1,279,144	1,178,447
Transport	2,028,302	2,045,293	1,822,987
Economic Services	316,994	417,491	374,052
Other Property and Services	256,206	196,351	166,531
<b>TOTAL OPERATING EXPENSE</b>	<b>5,664,555</b>	<b>6,266,719</b>	<b>5,684,256</b>
<b>CHANGE IN NET ASSETS RESULTING FROM OPERATIONS</b>	<b><u>(1,148,009)</u></b>	<b><u>2,446,349</u></b>	<b><u>1,842,397</u></b>

**SHIRE OF DUNDAS**

**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**

**FOR THE PERIOD 1 JULY 2018 TO 31 MAY 2019**

**9. STATEMENT OF FINANCIAL POSITION**

	<b>2018/19 Actual \$</b>	<b>2017/18 Actual \$</b>
<b>CURRENT ASSETS</b>		
Cash and Cash Equivalents	6,336,112	7,659,413
Trade and Other Receivables	581,145	614,098
Work In Progress	0	0
Inventories	0	0
<b>TOTAL CURRENT ASSETS</b>	<b>6,917,257</b>	<b>8,273,511</b>
<b>NON-CURRENT ASSETS</b>		
Other Receivables	47,861	47,861
Inventories	0	0
Property, Plant and Equipment	12,929,557	12,641,442
Infrastructure	52,632,565	53,258,963
Work in Progress	0	0
<b>TOTAL NON-CURRENT ASSETS</b>	<b>65,609,983</b>	<b>65,948,266</b>
<b>TOTAL ASSETS</b>	<b>72,527,240</b>	<b>74,221,777</b>
<b>CURRENT LIABILITIES</b>		
Trade and Other Payables	144,207	650,140
Long Term Borrowings	23,146	45,983
Provisions	348,020	365,781
<b>TOTAL CURRENT LIABILITIES</b>	<b>515,373</b>	<b>1,061,904</b>
<b>NON-CURRENT LIABILITIES</b>		
Trade and Other Payables	0	0
Long Term Borrowings	387,321	387,321
Provisions	18,849	18,849
<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>406,170</b>	<b>406,170</b>
<b>TOTAL LIABILITIES</b>	<b>921,543</b>	<b>1,468,074</b>
<b>NET ASSETS</b>	<b>71,605,697</b>	<b>72,753,703</b>
<b>EQUITY</b>		
Trust Imbalance	0	0
Retained Surplus	30,708,625	31,068,376
Reserves - Cash Backed	5,240,224	6,028,479
Revaluation Surplus	35,656,848	35,656,848
<b>TOTAL EQUITY</b>	<b>71,605,697</b>	<b>72,753,703</b>

SHIRE OF DUNDAS

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 31 MAY 2019

10. FINANCIAL RATIOS

	Benchmark	2018/19 YTD	2017/18 YE	2016/17 YE	2015/16 YE
Current Ratio	>1	3.25	3.16	4.15	2.41
Operating Surplus Ratio	>0.01	(0.60)	(0.40)	0.01	(0.60)
Operating Surplus Ratio - excluding Dep		0.31	0.47	N/A	N/A
Own Source Revenue Coverage Ratio	>0.40	0.50	0.49	0.52	0.51
Debt Service Cover Ratio	>2	34.28	21.70	72.96	N/A
Asset Consumption Ratio	>0.50	0.94	0.73	0.80	0.81
Asset Sustainability Ratio	>0.90	0.85	0.35	0.74	1.72
Asset Renewal Funding Ratio	>0.75	Calculate only at the YE	0.64	0.78	0.96

Current ratio	$\frac{\text{current assets minus restricted assets}}{\text{current liabilities minus liabilities associated with restricted assets}}$
Operating surplus ratio	$\frac{\text{operating revenue minus operating expenses}}{\text{own source operating revenue}}$
Own source revenue coverage ratio	$\frac{\text{own source operating revenue}}{\text{operating expenses}}$
Debt service cover ratio	$\frac{\text{annual operating surplus before interest and depreciation}}{\text{principal and interest}}$
Asset consumption ratio	$\frac{\text{depreciated replacement costs of assets}}{\text{current replacement cost of depreciable assets}}$
Asset sustainability ratio	$\frac{\text{capital expenditure on the replacement of assets (renewals)}}{\text{depreciation expenses}}$
Asset renewal funding ratio	$\frac{\text{NPV of planning capital renewal over 10 years}}{\text{NPV of required capital expenditure over 10 years}}$

**Comment**

**Current Ratio**

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

**Operating Surplus Ratio \ Own Source Revenue Coverage Ratio**

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

SHIRE OF DUNDAS

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 31 MAY 2019

11. INVESTMENTS

Type of Investment	Institution	Type of the Institution	Term	Maturity date	Rate of Return	Amount Invested
Term deposit	Goldfields Money	ADI	6 months	18/07/2019	2.75%	3,580,879
Term deposit	ANZ	ADI	3 months	21/06/2019	2.30%	438,612
Term deposit	ANZ	ADI	3 months	17/06/2019	2.00%	<u>1,220,732</u>
						<u><u>5,240,223</u></u>
Reserve wise						
IT Reserve						95,919
Aerodrome Reserve						146,160
Leave Reserve						364,450
Plant Reserve						797,049
Land Development Reserve						1,206,471
Transport Reserve						1,791,556
Unspent Grant Reserve						838,618
						<u><u>5,240,223</u></u>

Agenda Reference & Subject	
10.4.3 – CRC Management Report & Financial Statements to 31 <sup>st</sup> May 2019	
Location / Address	Shire of Dundas
File Reference	CS.SP.8
Author	Deputy CEO
Date of Report	
Disclosure of Interest	Nil



**Management Report & Monthly Statement of Financial Activity  
For the period ending 31<sup>st</sup> May 2019**

**Officer Recommendation**

**That the Norseman Community Resource Centre Management Report and Financial Statements for the period ending 31<sup>st</sup> May 2019 be accepted.**

Moved Cr:  
Seconded Cr:

**Resolution**

Carried by: Simple Majority                      For:                      Against



# Norseman Community Resource Centre

## MANAGEMENT REPORT

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Prepared by: Angie Hogan  
01/05/2019-31/05/2019

Norseman Community Resource Centre

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### **Membership and patronage details:**

Total Number of memberships: 5

New memberships this reporting period: 0

Patronage per opening hour: 23.5

The CRC along with Margaret (Youth Officer) hosted a "Biggest Morning tea" for the Norseman community and as usual, it was not a let-down and managed to raise \$460.00 for the Cancer Council.

National Families week was 15<sup>th</sup>-21<sup>st</sup> May and this year the CRC help a Poetry Competition for ages 5-18, it was a great opportunity to allow kids to express their thoughts and emotions in a fun, creative way whilst thinking of their favourite memories about them and their families. The age categories were 0-6, 6-12, 12-18 we had one winner for every category and they will be published in the Norseman Today.

The CRC teamed up with the Wheatbelt Business Network (WBN) and the AEC to engage in the pre-polling for the Federal Election, this was a chance for the CRC's to get on board and demonstrate a one stop shop approach. AEC trained staff that were hired through the CRC, there was an opportunity for 2 casuals to be employed for a week, and 7 staff members were trained (CRC & Shire of Dundas), AEC also provided all resources and pay for the use of the CRC/Shire of Dundas.

### **Marketing strategies undertaken in the reporting period and outcomes achieved**

**Strategies undertaken:**

### **Events/courses investigated for future succession planning**

All year we will be running Free Basic computer classes

### **Professional development and training opportunities**

I am currently studying Cert III in Tourism – Completed and awaiting results

### **Professional development opportunities undertaken within reporting period**

### **Professional development opportunities identified for future reporting periods**

# Norseman Community Resource Centre

PO Box 206  
81 Roberts Street  
NORSEMAN WA 6443

## Reconciliation Report

6/06/2019  
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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:	31/05/2019			
Last Reconciled:	30/04/2019			
Last Reconciled Balance:	\$107,316.92			

### Cleared Cheques

1793	1/05/2019	Westnet		\$159.95
SC310519	3/05/2019	Bank Fees		\$10.00
1794	7/05/2019	Canon Finance		\$233.57
1795	7/05/2019	Horizon Power		\$394.32
1802	10/05/2019	Petty Cash Norseman CRC		\$124.90
1796	16/05/2019	Telstra		\$361.08
1797	17/05/2019	Future Security Solutions Pty		\$150.15
1798	17/05/2019	Kilima WA Pty Ltd		\$1,132.62
SC310519	17/05/2019	Bank Fee Trust Account		\$10.00
1799	31/05/2019	Norseman Today Group Inc		\$105.00
1800	31/05/2019	Full Moon Cafe & Thai Restau		\$225.00
1801	31/05/2019	C Direct		\$1,157.93
1803	31/05/2019	Norseman IGA		\$146.28
<b>Total:</b>			<b>\$0.00</b>	<b>\$4,210.80</b>

### Cleared Deposits

CR002900	9/05/2019	Bank Deposit	\$135.00	
CR002889	14/05/2019	Payment; BOICO	\$18.00	
CR002893	15/05/2019	DC15052019	\$2,124.46	
CR002890	17/05/2019	Payment; Shire of Dundas	\$2,400.00	
CR002891	21/05/2019	Payment; Dundas Fencing & B	\$5.30	
CR002892	22/05/2019	Payment; G.E.T.S.	\$1,388.70	
CR002898	24/05/2019	Payment; Norseman Hotel	\$39.80	
CR002901	24/05/2019	Bank Deposit	\$316.60	
CR002899	31/05/2019	Bank Deposit	\$227.05	
CR002902	31/05/2019	Bank Deposit	\$306.65	
<b>Total:</b>			<b>\$6,961.56</b>	<b>\$0.00</b>

### Reconciliation

BusinessBasics Balance on 31/05/2019:	\$110,067.68
Add: Outstanding Cheques:	\$0.00
Subtotal:	\$110,067.68
Deduct: Outstanding Deposits:	\$0.00
Expected Balance on Statement:	\$110,067.68

# Norseman Community Resource Centre

PO Box 206  
81 Roberts Street  
NORSEMAN WA 6443

## Profit & Loss [With Year to Date]

May 2019

6/06/2019  
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	Selected Period	% of Sales	Year to Date	% of YTD Sales
<b>Income</b>				
<b>Sales</b>				
1 Computer Usage	\$110.00	6.3%	\$1,031.33	0.7%
3 Photocopying/Printing	-\$947.46	(54.6%)	\$15,223.92	10.0%
Fax Services	\$5.00	0.3%	\$75.76	0.0%
Scanning	\$31.82	1.8%	\$426.66	0.3%
Folding	\$0.00	0.0%	\$0.45	0.0%
Binding	\$0.00	0.0%	\$57.27	0.0%
Memberships	\$0.00	0.0%	\$100.00	0.1%
Secretarial Services	\$0.00	0.0%	\$196.35	0.1%
Laminating	\$2.73	0.2%	\$151.37	0.1%
Kids Klub	\$90.91	5.2%	\$610.92	0.4%
Events	\$0.00	0.0%	\$109.08	0.1%
Computer Goods - Sales	\$0.00	0.0%	\$796.59	0.5%
Phones & Credit - Sales	\$460.01	26.5%	\$4,788.25	3.1%
4 Drinks - Sales	\$1.81	0.1%	\$100.00	0.1%
Express Yourself - Sales	\$0.00	0.0%	\$179.41	0.1%
Photo Express kiosk	\$19.09	1.1%	\$137.42	0.1%
Animal Jewels & Coasters Sales	\$0.00	0.0%	\$10.91	0.0%
Conference Room Hire	\$0.00	0.0%	\$6,300.00	4.1%
Contract Services	\$1,931.33	111.2%	\$21,244.63	13.9%
Grant Income	\$0.00	0.0%	\$100,770.48	66.1%
Miscellaneous Income	\$30.91	1.8%	\$49.09	0.0%
<b>Total Income</b>	<b>\$1,736.15</b>	<b>100.0%</b>	<b>\$152,359.89</b>	<b>100.0%</b>
<b>Cost of Sales</b>				
<b>Purchases</b>				
Purchases - Express Yourself	\$0.00	0.0%	\$557.71	0.4%
Drinks	\$0.00	0.0%	\$25.52	0.0%
Photocopier Meter Reading	\$0.00	0.0%	\$10,659.33	7.0%
Computer & Phone Goods	\$1,052.66	60.6%	\$6,475.71	4.3%
<b>Total Cost of Sales</b>	<b>\$1,052.66</b>	<b>60.6%</b>	<b>\$17,718.27</b>	<b>11.6%</b>
<b>Gross Profit</b>	<b>\$683.49</b>	<b>39.4%</b>	<b>\$134,641.62</b>	<b>88.4%</b>
<b>Expenses</b>				
Accounting Fees	\$0.00	0.0%	\$5,000.00	3.3%
Events	\$220.78	12.7%	\$4,566.03	3.0%
Bank Fees	\$20.00	1.2%	\$209.08	0.1%
Advertising	\$95.45	5.5%	\$2,213.81	1.5%
Dues & Subscriptions	\$0.00	0.0%	\$2,836.53	1.9%
Insurance	\$0.00	0.0%	\$3,759.55	2.5%
Repairs & Maintenance	\$0.00	0.0%	\$672.50	0.4%
Cleaning Supplies	\$0.00	0.0%	\$143.61	0.1%
Security	\$136.50	7.9%	\$546.00	0.4%
Photo Express Kiosk	\$212.34	12.2%	\$3,140.66	2.1%
Computer Repairs & Maintenance	\$0.00	0.0%	\$900.00	0.6%
Postage & Shipping	\$0.00	0.0%	\$105.81	0.1%
Rent	\$1,132.62	65.2%	\$11,419.26	7.5%
Telephone	\$328.25	18.9%	\$2,176.52	1.4%
Stationery	\$27.23	1.6%	\$777.91	0.5%
<b>Employment Expenses</b>				
Superannuation	\$0.00	0.0%	\$8,434.73	5.5%
Wages & Salaries	\$0.00	0.0%	\$58,561.15	38.4%
Training & Conferences	\$204.55	11.8%	\$2,468.36	1.6%
<b>Total Employment Expenses</b>	<b>\$204.55</b>	<b>11.8%</b>	<b>\$69,464.24</b>	<b>45.6%</b>
<b>Services</b>				
Electricity	\$358.47	20.6%	\$2,241.38	1.5%
Water	\$0.00	0.0%	\$235.10	0.2%



# Norseman Community Resource Centre

## Profit & Loss [With Year to Date]

May 2019

6/06/2019  
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	Selected Period	% of Sales	Year to Date	% of YTD Sales
Internet Fees	\$145.41	8.4%	\$1,147.72	0.8%
Total Expenses	<u>\$2,881.60</u>	<u>166.0%</u>	<u>\$111,555.71</u>	<u>73.2%</u>
Net Profit / (Loss)	<u>-\$2,198.11</u>	<u>(126.6%)</u>	<u>\$23,085.91</u>	<u>15.2%</u>

# Norseman Community Resource Centre

PO Box 206  
81 Roberts Street  
NORSEMAN WA 6443

## Balance Sheet

As of May 2019

6/06/2019  
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Assets		
Current Assets		
Cash On Hand		
Cheque Account	\$110,067.68	
Petty Cash	\$150.00	
Cash Float	\$150.00	
Total Cash On Hand	<u>110,367.68</u>	\$110,367.68
Total Current Assets		\$110,367.68
Other Assets		
Deposits	<u>2,000.00</u>	\$2,000.00
Total Other Assets		\$2,000.00
Fixed Assets		
Furniture & Fixtures		
Furniture & Fixtures at Cost		\$85,598.59
Furniture & Fixtures Accum Dep		<u>-43,555.82</u>
Total Assets		\$154,410.45
Liabilities		
Current Liabilities		
GST Liabilities		
GST Collected	\$3,386.09	
GST Paid	<u>-722.51</u>	
Total GST Liabilities		\$2,663.58
Other Current Liabilities		
Long Service Leave Provision	\$19,870.73	
Annual Leave Provision	<u>15,113.62</u>	
Total Current Liabilities		<u>\$37,647.93</u>
Total Liabilities		\$37,647.93
Net Assets		<u>\$116,762.52</u>
Equity		
Retained Earnings	\$39,855.06	
Current Year Earnings	\$23,085.91	
Historical Balancing	<u>53,821.55</u>	
Total Equity		<u>\$116,762.52</u>

<b>Agenda Reference &amp; Subject</b>	
<b>10.4.4 – Officers Reports</b>	
Location / Address	Shire of Dundas
File Reference	CM.PL.1
Author	Chief Executive Officer
Date of Report	13 <sup>th</sup> June 2019
Disclosure of Interest	Nil

### Summary

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

### Background

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

### Statutory Environment

Nil

### Policy Implications

Nil

### Financial Implications

Nil

### Strategic Implications

Nil

### Consultation

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

### Comment

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

### Voting Requirements

Simple Majority

### Officer Recommendation

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

Moved Cr:  
Seconded Cr:

### Resolution

Carried by: Simple Majority

For:

Against

<b>Agenda Reference &amp; Subject</b>	
<b>10.4.5 – Review of Schedule of Fees and Charges 2019/2020.</b>	
Location / Address	Norseman
File Reference	FM.FE
Author	Gihan Kohobange
Date of Report	4 June 2019
Disclosure of Interest	Nil

Summary

For the Council to endorse the proposed changes and adopt the Schedule of Fees and Charges for 2019/2020.

Background

Each year the Shire of Dundas reviews the Schedule of Fees and Charges in preparation for the coming financial budget. The proposed 2019/2020 schedule is included in papers relating.

Statutory Environment

Local Government Act 1995

Local Government (Financial Management) Regulations 1996

Policy Implications

Fees and Charges are calculated in accordance with the policies of the Shire.

Financial Implications

Fees and Charges for the provision of services need to be adopted in the Schedule of Fees and Charges in order for the Shire to enforce a fee for that service under the regulations.

Strategic Implications

Services captured in the fees and charges schedule have an impact on the key themes, strategies and goals identified in the strategic community plan of the Shire.

Consultation

CEO and other senior staff

Comment

There are some new fees and charges added to the proposed schedule for 2019/20. Certain items have been increased to better reflect the true cost of providing the service. Changes are highlighted in the Schedule of Fees and Charges given in the papers relating. The key changes are summarised below,

**Town Clock**

Advertising fees for business and commercial groups increased to \$15 from \$14 per day.

**Animal Control**

Following changes have been proposed to cover a part of the escalated cost.

Details	Unit / Type	2018/19	Proposed 2019/20
Replacement Registration Tag	Per Tag	3.00	5.00
Destruction of feral cat	Per Cat	22.00	44.00
Seizure & Impounding of Dog	Per Dog	75.00	80.00
Maintenance - Per Week Day	Per Dog	20.00	30.00
Maintenance - Per Weekend Day	Per Dog	25.00	35.00
Return of Impounded Dog outside of office hours	Per Dog	82.50	165.00
Seizure & Returning of Dog without Impounding	Per Dog	33.00	35.00
Surrender of Dog	Per Dog	33.00	77.00

### Eating House Registration

In line with the changes to relevant legislation.

### Aged Person Units

In line with the Shire policy C1, rental has been revised to reflect the increase in the rate of age pension.

### Sanitation

The Shire spends approximately \$450,000 per year to provide sanitation services to the community. The Shire is recouping closer to 40% of that cost in terms of the refuse service charges.

The current refuse service charges are comparatively low compared with the neighbouring Shires though the associated cost of providing sanitation services is at the same level and if not more.

Have summarised below key increases proposed to partially recover escalated cost in providing sanitation services.

- 2% increase in domestic and commercial waste (bin) collection service fees
- Bulk refuse disposal at refuse sites, increase in charges
  - i. Commercial waste - Increase to \$45 per m3 from \$20
  - ii. Car Bodies/Wrecks – Increase to \$75 per car from \$50

### Town Planning

Fees and Charges in relation to planning and development applications have been revised in line with the applicable regulation.

### Community Bus

Hire charges for profit or commercial group increased to \$3 per KM from \$2.

### Public Halls & Civic Centres

New charge for the use of kitchen to cover additional cost associated with cleaning, \$100 per day.

### Hire of Norseman Sports Complex

Increase in charges to cover additional cost associated with cleaning and reorganizing.

- i. Not for Profit Community/Sports Group/Individual to \$75 per day from \$44
- ii. For Profit/Commercial Group to \$150 per day from \$110

### Hire of BBQ

New charge of \$25 per day, only to be used within the Shire owned premises.

### Standpipe Water

Water corporation charges the Shire at the commercial rate for water taken from the standpipe by contractors. The proposed rate consists of water corporation commercial rate of \$8.34/kl plus 20% mark up to cover the cost associated with servicing the standpipe.

**Private Works/Plant Hire Rates**

As mentioned in the proposed fees and charges schedule, plant hire rates for private works (wet hire only) have been revised under 3 categories.

- i. Rate Payers (Own Use) - This reduced rate is applicable for ratepayers of the Shire in hiring plant for personal use
- ii. Commercial Organisations – This rate is applicable for any person/entity who hires Shire plant in the capacity of a contractor
- iii. Bushfire Fighting – This rate reflects the extra cost associated in using Shire plant in controlling fires

**Hire of the Main Street Arcade**

Current per day fee of \$22 for not for profit community/sports group/individual increased to \$50 and the same for profit/commercial group increased to \$100 from \$44.

Voting Requirements

Simple Majority

Officer Recommendation

**That the Council of the Shire of Dundas adopt the Schedule of Fees and Charges for 2019/2020 as included in the papers relating.**

Moved Cr:  
Seconded Cr:

Resolution

Carried by: Simple Majority

For:

Against:

<b>Agenda Reference &amp; Subject</b>	
<b>10.4.6 – Norseman Community Resource Centre Fees and Charges 2019/2020</b>	
Location / Address	Norseman Community Resource Centre
File Reference	CS.SP
Author	Gihan Kohobange
Date of Report	4 <sup>th</sup> June 2016
Disclosure of Interest	Nil

Summary

For the Council to endorse the proposed changes and adopt the Schedule of Fees and Charges for the Norseman Community Resource Centre.

Background

Each year the Community Resource Centre reviews the Schedule of Fees and Charges in preparation for the coming financial budget. The proposed 2019/2020 schedule is included in papers relating.

Statutory Environment

N/A

Policy Implications

N/A

Financial Implications

Fees and Charges for the provision of services need to be adopted in the Schedule of Fees and Charges in order for the CRC to enforce a fee for that services provided.

Strategic Implications

Nil

Consultation

Norseman CRC  
Community Development Manager

Comment

There are no changes to the fees and charges of the current schedule this year. One item has been removed (hire of interactive board) as the service is no longer available.

Voting Requirements

Simple Majority

Officer Recommendation

**That the Council of the Shire of Dundas adopt the Norseman Community Resource Centre Schedule of Fees and Charges for 2019/2020 as included in the papers relating.**

Moved Cr:  
Seconded Cr:

Resolution

Carried by: Simple Majority For: Against

<b>Agenda Reference &amp; Subject</b>	
<b>10.4.7 – Signatories on CRC Accounts</b>	
Location / Address	Shire of Dundas
File Reference	FM.AT
Author	Gihan Kohobange
Date of Report	5 <sup>th</sup> June 2019
Disclosure of Interest	Nil

Summary

To remove Sonya Ellison and Pete Miller as signatories to CRC bank accounts.

Background

With the recent Royal Commission into misconduct in the banking industry, tighter procedures are in place to ensure misconduct in the banking, superannuation and financial services industries does not occur.

Statutory Environment

Local Government Act 1995  
Local Government (Financial Management) Regulations 1996

Policy Implications

Shire of Dundas Policy Manual - Finance

Financial Implications

Nil

Strategic Implications

Nil

Consultation

CEO

Comment

CRC is a Shire managed entity. Since Sonya Ellison and Pete Miller have resigned from the Shire, in line with the ANZ procedures the bank requires minutes from the council meeting removing signatories to bank accounts.

Voting Requirements

Simple Majority

Officer Recommendation

1) That Sonya Elizabeth Ellison and Pete Marcussen Miller be removed as signatories to the following Norseman Community Resource Centre ANZ bank accounts:

- a) 268623153
- b) 456498388

Moved Cr:  
Seconded Cr:

<b>Agenda Reference &amp; Subject</b>	
<b>10.4.8 – Differential Rate Model – 2019/2019 Budget</b>	
Location / Address	Shire of Dundas
File Reference	RV.VA.5
Author	Gihan Kohobange
Date of Report	10 June 2019
Disclosure of Interest	Nil

Summary

That the Council approve the differential rate model for public advertising and subsequent inclusion in the 2019/20 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 (Landgate). 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 other characteristic or combination of characteristics prescribed.

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. Prior to finally adopting differential rates, the proposed rates need to be advertised for three weeks seeking public comment. Following the advertised period the Council is then to consider any responses received before adopting the final rates in the dollar along with the annual budget. The Council is not compelled to adopt the differential rates advertised or compelled to factor in any comments received; only to consider the comments prior to final adoption.

Section 6.3 (3) of the Act requires that a differential rate of more than twice the lowest differential rate cannot be set without approval of the Minister (delegated to the Director General).

### Policy Implications

N/A

### Financial Implications

The setting of differential rates is an integral part of setting annual budgets. Rates income represents approximately 50% of overall operating revenue of the Shire. It is the only income stream over which Council has a direct control. It is imperative that for future financial sustainability, rate income has an inflationary offset together with a component for capital replacement and/or expansion.

Local public notice of the proposed differential rates is required. It is anticipated that advertising costs will approximate \$500 which will be funded from the existing Governance – Advertising budget

### Strategic Implications

The rating strategy determined by the Council has a direct impact on Shire's long term financial sustainability and thus the ability to continue the delivery of services to meet the Strategic Community Plan and Corporate Business Plan requirements.

### Consultation

Councillors, CEO and Senior Staff

Comment

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

Consideration has been given to rating levels of the similar shires in the region in calculating proposed rates for 2018/19. A comparison of the rates with other local governments in the region for 2018/19 is as follows.

**2018/19 Rates in the \$**

	Gross Rental Value (GRV)			Unimproved Value (UV)		
	Town site	Roadhouses	Mining	Pastoral	Mining	
<b>Dundas</b>	<b>15.8624</b>			<b>8.0000</b>	<b>15.2582</b>	
Menzies	8.4700			8.1400	16.2600	14.5100
Laverton	11.1160		8.6200	9.4100	15.9200	
Wiluna	9.8335		19.4436	13.2539	19.9288	24.9689
Leonora	6.7700			14.8500		
Coolgardie	7.4652			11.0513	22.0435	
Kalgoorlie	6.5624	6.8901	4.7309	7.7928	18.5837	18.5812

Note: Have been categorised in line with Dundas rating categories for the comparison purpose, actual categories of other Councils may be different.

**2018/19 Minimum Rates**

	Minimum - GRV			Minimum - UV		
	Town site	Roadhouses	Mining	Pastoral	Mining	
<b>Dundas</b>	<b>349</b>			<b>349</b>	<b>300</b>	
Menzies	317			317	280	248
Laverton	304			304		
Wiluna	470		355	355		
Leonora	318			318		
Coolgardie	694			684	437	
Kalgoorlie	918			285	398	285

Note: Have been categorised in line with Dundas rating categories for the comparison purpose, actual categories of other Councils may be different.

In recent years the Council has made a rating decision to lessen the burden on the town site ratepayers and re distribute the rate burden more equitably across the Shire.

In average, a 2% overall increase in rates revenue is required for the Shire to meet its budgetary obligations for 2019/20.

**Gross Rental Value (GRV)**

The Local Government Act specifies that where land is used for predominantly for non-rural purposes, the rate levied shall be on its gross rental value (GRV). Currently, properties assigned a GRV every four years. All valuations/revaluations are carried out by the Valuer General.

The new valuations applied for the 2019/20 financial year as a comparison to the 2018/19 financial year, is detailed below.

#### 2019/20 GRV Valuation Details

GRV Categories	No. of Properties	GRV \$		Change %
		2018/19	2019/20	
Townsites	666	3,022,890	3,097,955	2.5%
Townsites - Motels/Hotels	4	264,420	368,400	39.3%
Mining - Remote improvements	3	1,448,000	1,058,000	-26.9%
Roadhouses	9	937,860	885,820	-5.5%
Non-rateable	29	178,572	285,092	59.7%
<b>Total</b>	<b>711</b>	<b>5,851,742</b>	<b>5,695,267</b>	<b>-2.7%</b>

As evident in the above table, there is a significant variation between valuation movements within the GRV category which will have a significant impact on the rates payable by some of the property owners.

With the objective of achieving the total general rates yield required by the Shire to meet its budgetary obligations, it is proposed to implement differential rates within GRV category.

#### GRV – Townsites / Roadhouses / Service Stations

This rating category applies to properties located within and very close proximity to the townsite boundaries of the Shire of Dundas and the roadhouses and service stations located within the Shire. This category is considered by the Council to be the base rate by which all other GRV rated properties are assessed.

The proposed rate in the dollar is 15.7038 cents per dollar of GRV, with a minimum rate of \$360. The proposed rate in the dollar reflects a 1% decrease compared to 2018/19 rate in the dollar but still, there will be a 2.5% overall increase in rates revenue from this category due to the increase in total townsite GRV value.

There is a significant variation between valuation movements within the GRV category which will have a significant impact on the rates payable by some of the property owners within the townsite category.

GRV values of townsite motels/hotels have reported an overall increase of 39.3%. This increase in valuation has brought the value of these properties in line with the other similar properties in the Shire. However, this has resulted in a significant increase in rates payable by these property owners. There is no difference in the level of services the Shire provides to these properties in comparison to other townsite properties, to justify charging a lower rate in the dollar for these properties. In fact, these properties generate more waste and directly benefits from the various projects and initiatives the Shire has started to attract more visitors/tourists to the town.

Some of roadhouses/service stations are located at a large distance from the main service centre. However, the Shire has decided to charge the base rate by which properties within the townsite are assessed. This rate reflects the cost of providing health and building inspection services, emergency services and other amenities for those properties. The cost of servicing the communities within the boundaries of the Shire should be borne by all residents and property owners. At the proposed rate, there will be an overall decrease in rates revenue from this category due to a 5.5% overall reduction in the total GRV value of this category.

#### GRV – Mining

This rating category covers mining leases that have improvements on the land and are located within the Shire boundaries.

The proposed Mining rate for this category is 21.5000 cents per dollar of GRV, with a minimum rate of \$360. There is an increase in the rate in the dollar applicable for this category to manage the impact on the estimated rates revenue due to a significant reduction in the overall GRV value of this category.

The objective of the proposed rate in the dollar is to ensure that the proportion of total rate revenue derived from GRV Mining is consistent with the previous year revenue. The rate mainly reflects the increased cost associated with providing bushfire emergency services for these mining properties generally located a large distance from the main service centre. Further as a contribution towards the upkeep of general amenities within the Shire from a sector of ratepayers that essentially are transitory. It is noted that rates paid by mining operators are generally tax deductible.

#### **Unimproved Value (UV)**

Properties that are predominantly of a rural purpose are assigned an Unimproved Value that is supplied and updated by the Valuer General on an annual basis.

Council has adopted differential rates in its Unimproved Valuation area for improved and vacant mining leases, exploration, prospecting, pastoral leases and improved and vacant UV land.

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.

#### **UV – Pastoral**

A rate of 8.3200 cents per dollar of UV, with a minimum rate of \$360 is proposed for this category. It is just 0.3200 cents increase per dollar of UV. However, this increase will still, only generate \$1,157 additional rates revenue from this category.

Majority of the pastoral properties are only liable to pay the minimum rate at the proposed minimum rate of \$360.

#### **UV – Mining (Including Exploration and Prospecting Leases)**

This rating category covers mining, general purpose, exploration and prospecting leases located within the Shire of Dundas.

The proposed rate in the dollar for this category is 15.7159 cents per dollar of UV, with a minimum rate of \$360 except for prospecting leases. The Shire encourages prospecting by way of a reduced minimum rate of \$309 as compared with other mining categories. A 3% increase is factored in to the proposed rate in the dollar for this category. However, this category has reported a 1.5% reduction in the overall UV value for last 11 months.

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

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 remains the need to fund maintenance and renewal requirements of this vital infrastructure asset for the benefit of all users.

In determining the proposed rate in the dollar of these categories, consideration was given to the comparable rate in the dollar of the neighbouring shires (with significant mining focus) which provide similar services for mining activities. Even after this proposed increase in the rate in the dollar, the Shire of Dundas remains as one of the shires with the lowest UV rates for mining leases. It is noted that rates paid by mining operators are generally tax deductible.

**Long Term Financial Plan and Rating Strategy**

As per the Long-Term Financial Plan (LTFP) 2018-2027 and the preliminary budget papers, the total rates yield required by the Shire to meet its budgetary obligations is in line with the proposed rates in the dollar for GRV and UV categories.

The Shire will be able to raise a total rates revenue of \$2,344,639 for the financial year 2019/20, reflecting an overall increase of 1.7% in rates revenue.

**Outstanding Rates**

Shire has experienced a significant increase in outstanding rates due to dwindling population coupled with the economic downturn. Many vacant lands and rundown properties can be seen throughout the Norseman town site. Further, given the volatility of the mining sectors, it is difficult to predict the amount of the rates that will not be collected or settled on time. Approximately, a doubtful debt provision of \$100,000 need to be considered for 2019/20 based on the past experience.

**Valuation Changes**

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

**Approval of the Minister**

Ministerial approval is not required as the rates in the dollar proposed, do not have differentials of more than 2:1 within any of the rating categories (GRV and UV).

Voting Requirements

Absolute Majority.

Officer Recommendation

**That the Council:**

1. **Approve following proposed rate in the dollar and minimum rates to apply for the 2019/20 financial year;**

**Gross Rental Value (GRV)**

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

**Unimproved Value (UV)**

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

**Minimum payment GRV \$360.00 per assessment**

**Minimum payment UV \$360.00 per assessment**

**Minimum payment UV- Exploration \$309.00 per assessment**

2. **Resolve that public notice seeking submission be given, in accordance with Section 6.36 of the Local Government Act 1995, advising that Council intend to impose the above differential rates and minimums for 2019/20 financial year;**
3. **Adopt the 2019/20 Rates - Objectives and Reasons statements as set out in papers relating; and**
4. **Affirm that the recommended increase in rates has been made after considering the Shire's Long Term Financial Plan, current economic conditions and the potential for budget efficiencies.**

Moved Cr:  
Seconded Cr:

### Resolution

Carried by: Simple Majority

For:

Against

<b>Agenda Reference &amp; Subject</b>	
<b>10.4.9 – Proposed Expenditure and Income for 2019/2020</b>	
Location / Address	Shire of Dundas
File Reference	FM.BU
Author	Gihan Kohobange
Date of Report	12 June 2019
Disclosure of Interest	Nil

### Summary

Proposed expenditure and income for 2019/2020 shown in the papers relating for councillors to note. The draft budget for 2019/20 will be presented for approval at July Ordinary Council meeting.

### Background

Proposed expenditure and income for 2019/2020 reflect priorities identified in the Corporate Business Plan and its associated strategic plans. Council's resolutions and discussions over the past 11 months also have been considered in finalising the draft budget.

Proposed rate model for 2019/20 has been presented for Council approval and for public advertising and subsequent inclusion in the 2019/20 budget. In arriving at the proposed rates in the dollar the Shire has attempted to balance the need for revenue to fund essential services and facilities with the consideration of the rate payer's capacity to pay.

A review of fees and charges also have been carried out and presented for Council approval.

### Statutory Environment

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

### Policy Implications

Council policies have been considered whilst formulating the 2019/2020 draft document.

### Financial Implications

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

### Strategic Implications

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

### Consultation

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

### Comment

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

Overarching objectives of 2019/20 budgeting process are;

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

### **OVERALL**

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

Estimated 1.7% increase in the rates revenue is offset by a 0.7% reduction in total FAG and projected a decrease in other operating contributions.

Excluding depreciation, operating expenditure for 2019/20 is expected to increase by 1%.

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

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

### **General Purpose Funding**

The Shire will be able to raise a total rates revenue of \$2,344,639 for the financial year 2019/20, reflecting an overall increase of 1.7% in rates revenue.

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

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

There is a 0.7% decrease in expected FAG for 2019/20 as the Departments is bringing all local governments to a common scale back.

### **Governance**

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

**Law, Order and Public Safety**

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

**Health**

There are no significant projects other than replacement of doctor's vehicle at a net cost of \$23,000.

**Education and Welfare**

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

**Housing**

There are no significant projects planned for 2019/20.

**Community Amenities**

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

Recently constructed liquid waste drying beds are not working as effective as designed. The Shire will have to incur approximately \$60,000 to empty those ponds to accommodate townsite residential liquid waste.

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

**Recreation and Culture**

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

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

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

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

**Transport**

All delayed road projects (due to the involvement of Shire's staff in Norseman airport upgrade project) funded by Regional Road Group (RRG) and 2019/20 RRG projects including 2019/20 Road to Recovery (R2R) projects are to be completed in 2019/20 at a total cost of \$1.5 million. The Shire's contribution to these road projects will be around \$440,468.

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

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

**Economic Services**

Royalties for Regions, Building Better Regions and Lotterywest funded, the development project of the Woodlands Cultural, Community and Visitor Centre to attract tourists and to promote natural, built and cultural heritage of the Shire of Dundas will be completed during the year with an estimated contribution of \$300,000 from the Shire.

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



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

### **Others**

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

Estimated 1.5% increase in staff cost.

### Voting Requirements

Simple Majority

### Officer Recommendation

**That the Council of Shire of Dundas note proposed expenditure and income for 2019/2020 as given in papers relating and provide feedback to be considered in finalising the draft budget for 2019/20.**

Moved Cr:  
Seconded Cr:

### Resolution

Carried by: Absolute Majority For: Against

As the following items refer to staff matters it is recommended that the meeting proceed behind closed doors.

Moved Cr:  
Seconded Cr:

### Resolution

**That the meeting proceed behind closed doors.**

Carried by: Simple Majority For: Against

<b>Agenda Reference &amp; Subject</b>	
<b>10.4.10 – Confidential Item - Gratuity Payment</b>	
Location / Address	Shire of Dundas
File Reference	PE.PR
Author	Gihan Kohobange
Date of Report	10 <sup>th</sup> June 2019
Disclosure of Interest	Nil

**Council Resolution**

**That the Council come from behind closed doors.**

Moved Cr:  
Seconded Cr:

Carried by: Simple Majority For: Against

**Council Resolution**

Moved Cr:  
Seconded Cr:

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 item of urgent business was accepted for consideration by the President or by a majority of the members of the Council

Voting Requirement Simple Majority

**Recommendation**

**That the members of the Council agree 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 on the 16<sup>th</sup> July 2019.

**14 Closure of Meeting**

There being no further business the Shire President thanked all those in attendance and declared the meeting closed at