

## Minutes Certification

I certify that the Minutes of the 21<sup>st</sup> August 2018 Ordinary Council Meeting were presented to the Council and confirmed at the 18<sup>th</sup> September 2018 Ordinary Council Meeting.

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

Cr L Bonza  
President



**Minutes**  
**Ordinary Council Meeting**  
**21<sup>st</sup> August 2018**

MINUTES of the ORDINARY Meeting of the Council held  
in the Council Chambers at the Shire Administration Office – Prinsep Street Norseman  
on the 21<sup>st</sup> August 2018 commencing at 6.00pm

### Table of Contents

1	Declaration of Opening and Announcement of Visitors. ....	3
2	Declarations of Financial, Proximity, Impartiality Interests & Gifts Received. ....	3
3	Record of Attendance of Councillors / Officers and Apologies. ....	3
4	Applications for Leave of Absence. ....	4
5	Response to Previous Public Questions Taken on Notice. ....	4
6	Public Question Time. ....	4
7	Confirmation of Minutes of Previous Meeting. ....	4
7.1	Ordinary Meeting of the Council held on 17th July 2018. ....	4
7.2	Special Council Meeting held on 27th July 2018. ....	4
7.3	Special Council Meeting held on 9th August 2018. ....	5
8	Petitions, Deputations or Presentations. ....	5
8.1	Reports of Committees. ....	5
8.1.1	GVROC – Cr Bonza. ....	5
8.1.2	WALGA – Cr Bonza. ....	5
8.1.3	Woodlands Centre Construction Project – Cr Wyatt. ....	6
8.1.4	Eucla Community Centre Construction Project – Cr Patupis. ....	6
8.1.5	Goldfields Tourism Network Association – Cr Warner. ....	6
8.1.6	Regional Roads Group – Cr Bonza. ....	6
8.2	Early Rates Payment Incentive Draw. ....	6
9	Announcements by Presiding Member without Discussion. ....	6
10	Reports of Officers. ....	7
10.1	Planning, Development, Health and Building. ....	7
10.1.1	Application for Mining Lease 28/395. ....	7
10.1.2	Application for Exploration Licence 63/1910. ....	8
10.1.3	Application for General Purpose Lease 63/9. ....	9
10.2	Engineering and Works. ....	11
10.2.1	Norseman Aerodrome Emergency Management Plan. ....	11
10.3	Members and Policy. ....	12
10.3.1	Property Local Law 2018. ....	12
10.3.2	Draft Policy – RV Parking Area Policy. ....	14
10.3.3	Draft Policy – Working with Children Policy. ....	15
10.3.4	Agreement for Heritage Protection. ....	17
10.4	Administration, Finance and Community Service. ....	18
10.4.1	Accounts Paid (1 <sup>st</sup> July 2018 to 31 <sup>st</sup> July 2018). ....	18
10.4.2	Financial Statements for the Period Ending 31st July 2018. ....	25
10.4.3	CRC Management Report & Financial Statements to 31 <sup>st</sup> July 2018. ....	26
10.4.4	Officers Reports. ....	27
10.4.5	Amendment to Schedule of Fees and Charges 2018/2019. ....	28
10.4.6	Disposition of Shire Properties in Norseman. ....	30
10.4.7	Community Grant Application Norseman Dance Group. ....	32
10.4.8	Cartman Designs - Revised Proposal for Woodlands Cultural Community and Visitors Centre. ....	34
10.4.9	RV Park in Norseman Townsite. ....	36
11	Elected Members Motions of Which Previous Notice Has Been Given. ....	38
12	New Business of an Urgent Nature Introduced by the President or by a decision of the Meeting. ....	38
12.1	Joint Standing Committee on Delegated Legislation – Standing Orders Local Law 2018. ....	39
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 6:00pm.

This Council meeting was held on the traditional lands of the Ngadju people and the Shire President acknowledged them as traditional owners and paid her respects to their elders, past and present.

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

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

### Financial Interests:

Cr Wyatt – Item 10.4.7 – Daughter is a member of the group, but does not currently attend.

Cr Warner – Item 10.4.7 – Granddaughter is an active member of the group.

Gihan Kohobange – Item 10.4.7 – Daughter is an active member of the group.

### Proximity Interests:

Cr Patupis – 10.3.4 – Councillor's property is next door.

### Impartiality Interests:

Nil

### Gifts Received by Councillors:

As per the Shire of Dundas Code of Conduct section 3.4 Gifts, adopted by the Council on 21 October 2014 and reference to Regulation 34B of the Local Government (Administration) 1996.

Nil

## 3 Record of Attendance of Councillors / Officers and Apologies.

Cr LG Bonza	Shire President
Cr AR Patupis	Deputy Shire President
Cr JEP Hogan	
Cr BN Bayley	
Cr SM Warner	
Cr VL Wyatt	
Peter Crawford	Acting Chief Executive Officer
Gihan Kohobange	Deputy Chief Executive Officer
Pania Turner	Manager of Community Development
Sonya Ellison	Senior Administration Officer
Tracy Dixon	Administration Officer

### **Public Gallery**

Debbie Ralph  
Janine Thornton  
Lynn Webb

**4 Applications for Leave of Absence.**

Nil

**5 Response to Previous Public Questions Taken on Notice.**

Nil

**6 Public Question Time.**

Debbie Ralph: Enquiry has been previously made via Shire of Dundas Website. Have Council considered the idea of a Dog Park, a place where the Community, including Tourists and Visitors, can safely exercise their dogs?

Shire President responded: Enquiry had been received and idea had been brought up with previous Council, so general consensus was that the idea would be looked upon favourably, but Council did need to look at such things as maintenance costs and liability in terms of dog attacks. Council are aware of Community interest and would inform Debbie of any progress.

Lynn Webb: Can Council advise, with the recent upgrades of the security cameras in the town, if there is any audio involved in the new cameras and if so, does Council listen?

Shire President responded: Council can advise that in the new CCTV cameras there is no audio and nor is any proposed. It is vision only.

**7 Confirmation of Minutes of Previous Meeting.****7.1 Ordinary Meeting of the Council held on 17th July 2018**

Minutes of the Ordinary Meeting of the Council held on 17th July 2018 be confirmed as a true and accurate record.

**Recommendation**

**That the minutes of the Ordinary Council Meeting held on 17<sup>th</sup> July 2018 be confirmed as a true and accurate record**

Moved Cr: Hogan  
Seconded Cr: Patupis

**Resolution**

**That the minutes of the Ordinary Council Meeting held on 17<sup>th</sup> July 2018 be confirmed as a true and accurate record**

Carried by: Simple Majority

For: 6

Against: 0

**7.2 Special Council Meeting held on 27th July 2018**

Minutes of the Special Council Meeting held on 27th July 2018 be confirmed as a true and accurate record.

**Recommendation**

**That the minutes of the Special Council Meeting held on 27<sup>th</sup> July 2018 be confirmed as a true and accurate record.**

Moved Cr: Bayley  
Seconded Cr: Hogan

**Resolution**

**That the minutes of the Special Council Meeting held on 27<sup>th</sup> July 2018 be confirmed as a true and accurate record.**

Carried by: Simple Majority For: 6 Against: 0

**7.3 Special Council Meeting held on 9th August 2018**

Minutes of the Special Council Meeting held on 9th August 2018 be confirmed as a true and accurate record.

**Recommendation**

**That the minutes of the Special Council Meeting held on 9<sup>th</sup> August 2018 be confirmed as a true and accurate record.**

Moved Cr: Patupis  
Seconded Cr: Warner

**Resolution**

**That the minutes of the Special Council Meeting held on 9<sup>th</sup> August 2018 be confirmed as a true and accurate record.**

Carried by: Simple Majority For: 6 Against: 0

**8 Petitions, Deputations or Presentations.****8.1 Reports of Committees****8.1.1 GVROC – Cr Bonza**

Most recent GVROC meeting held on 2<sup>nd</sup> August 2018 at Local Government Week in the form of a facilitated workshop, to consider the future direction of the group. Cr Bonza spoke on several key points raised during this workshop.

**8.1.2 WALGA – Cr Bonza**

During Local Government Week, Cr Bonza attended a Beneficial Enterprises breakfast on the 1<sup>st</sup> August 2018 and the State and Local Government Forum on the 1<sup>st</sup> August 2018. Summarised information and key points.

### 8.1.3 Woodlands Centre Construction Project – Cr Wyatt

Discussions were had at the last meeting of the Committee around areas of the centre for review. The next committee meeting date is to be confirmed and an update will be given at September 2018 Council Meeting.

### 8.1.4 Eucla Community Centre Construction Project – Cr Patupis

Building is being constructed in modular form to be delivered to Eucla on trucks. There hasn't been much feedback to date, so Council can still expect an October delivery.

### 8.1.5 Goldfields Tourism Network Association – Cr Warner

GTNA Committee looking at a change of name and structure. Next meeting is on the 14<sup>th</sup> September 2018, followed by the AGM. Kalgoorlie is considering pulling out of the Committee and the Shire of Dundas needs to discuss and decide before the AGM if they are benefitting from the Committee and whether to remain a part. The Shire of Dundas is not currently featured on the main map on the GTNA website.

Cr Warner attended the Caravan and camping Show in Darwin and found that there is much interest in our region and brochures featuring Norseman, the Nullarbor and Kalgoorlie were in high demand.

### 8.1.6 Regional Roads Group – Cr Bonza

No meeting has been attended to date. Cr Bonza shared key points of the Regional Roads Group Chairs Meeting which was held on the 2<sup>nd</sup> August during Local Government Week.

## 8.2 Early Rates Payment Incentive Draw

1<sup>st</sup> Prize: Simone Conklin, 21 Yurkla Way, Eucla. Drawn by Debbie Ralph

2<sup>nd</sup> Prize: Kim Wills, 43 Nulsen Street, Norseman. Drawn by Janine Thornton

3<sup>rd</sup> Place: Jose Zurro, 12 Dodd Street, Norseman. Drawn by Lynn Webb

## 9 Announcements by Presiding Member without Discussion.

The Shire of Dundas is proposing to adopt a new "Shire of Dundas Property Local Law 2018" in accordance with Section 3.12(2) of the Local Government Act with the following purpose and effect:

The purpose of the local law is to regulate the use and management of all local government property of the Shire of Dundas in the interests of the whole community.

The effect of this local law will be to provide for the orderly management and use of the Shires properties by permitting and prohibiting specific uses to ensure appropriate behaviour on local government property.

## 10 Reports of Officers.

### 10.1 Planning, Development, Health and Building

Agenda Reference & Subject	
<b>10.1.1 – Application for Mining Lease 28/395</b>	
Location / Address	Shire of Dundas
File Reference	RV.VA.2
Author	Peter Crawford – Acting Chief Executive Officer
Date of Report	14 August 2018
Disclosure of Interest	Nil

#### Summary

For Council to consider an application for Mining Lease 28/395 as attached in the papers relating.

#### Background

The application was received from Great Southern Nickel Pty Ltd for Mining Lease 28/395 on 7 August 2018.

#### Statutory Environment

*Mining Act 1978*  
*Mining Regulations 1981*

#### Policy Implications

Council has no Policies in relation to this matter.

#### Financial Implications

None

#### Strategic Implications

None

#### Consultation

None

#### Comment

This application is being submitted by Great Southern Nickel Pty Ltd and covers an area of approximately 61 square kilometres.

There appears to be no reason why the application should be objected to as whatever conditions are imposed on the applicant will be in accordance with regulations.

#### Voting Requirements

Simple Majority



**Officer Recommendation**

That Council has no objections to the granting of Mining Lease 28/395 to Great Southern Nickel Pty Ltd

Moved Cr: Patupis  
Seconded Cr: Hogan

**Resolution**

That Council has no objections to the granting of Mining Lease 28/395 to Great Southern Nickel Pty Ltd

Carried by: Simple Majority For: 6 Against: 0

<b>Agenda Reference &amp; Subject</b>	
<b>10.1.2 – Application for Exploration Licence 63/1910</b>	
Location / Address	Shire of Dundas
File Reference	RV.VA.2
Author	Peter Crawford – Acting Chief Executive Officer
Date of Report	14 August 2018
Disclosure of Interest	Nil

**Summary**

For Council to consider an application for Exploration Licence 63/1910 as attached in the papers relating.

**Background**

The application was received from International Resource Services Pty Ltd for an Exploration Licence in the Fraser Range area on 10 August 2018.

**Statutory Environment**

*Mining Act 1978*  
*Mining Regulations 1981*

**Policy Implications**

Council has no Policies in relation to this matter.

**Financial Implications**

None

**Strategic Implications**

None

**Consultation**

None

Comment

This application is being submitted by MKII Consulting Pty Ltd on behalf of International Resource Services Pty Ltd and covers an area of approximately 86 square kilometres.

There appears to be no reason why the application should be objected to as whatever conditions are imposed on the applicant will be in accordance with regulations.

Voting Requirements

Simple Majority

Officer Recommendation

**That Council has no objections to the granting of Exploration Licence 63/1910 to International Resource Services Pty Ltd.**

Moved Cr: Hogan  
Seconded Cr: Bayley

Resolution

**That Council has no objections to the granting of Exploration Licence 63/1910 to International Resource Services Pty Ltd.**

Carried by: Simple Majority For: 5 Against: 1

Cr Wyatt is recorded as being against the recommendation.

<b>Agenda Reference &amp; Subject</b>	
<b>10.1.3 – Application for General Purpose Lease 63/9</b>	
Location / Address	Shire of Dundas
File Reference	RV.VA.2
Author	Peter Crawford – Acting Chief Executive Officer
Date of Report	14 August 2018
Disclosure of Interest	Nil

Summary

For Council to consider an application for General Purpose Lease 63/9 as attached in the papers relating.

Background

The application was received from Meteore Metals Pty Ltd and Barra Resources Limited on 1 August 2018.

Statutory Environment

*Mining Act 1978*  
*Mining Regulations 1981*

Policy Implications

Council has no Policies in relation to this matter.

Financial Implications

None

Strategic Implications

None

Consultation

None

Comment

This application is being submitted by Western Tenement Services on behalf of Meteore Metals Pty Ltd and Barra Resources Limited Ltd and was in conjunction with Mining Lease applications 63/669 and 63/670. Whilst the Mining Lease Applications are not questionable in their own right, they do form a part of the reasons of the General Purpose Lease 63/9 application

While the bulk of the purposes noted in the GPL 63/9 application is normal infrastructure associated with the development of a mine, listed at point 6 is an aerodrome and at point 9 is minesite accommodation. The Shire has just expended a huge amount of money in upgrading the Norseman airstrip with the realistic expectation that any potential mine operator in the immediate region considering FIFO would take advantage of this infrastructure. The cost of further expanding this airstrip to a standard to permit the use of larger aircraft as used by charter operators is well below the cost of constructing even an unsealed strip. An added benefit is that the Norseman airstrip is an all-weather facility.

Also, with the proposed mine being so close to Norseman, it is almost incomprehensible why a developer would consider constructing accommodation in the middle of the bush rather than using the facilities already provided by the Shire in a nearby townsite.

Council does not have any policies regarding the development of mining infrastructure within certain distances of Norseman, nevertheless, this current situation presents an opportunity for Council to be very proactive in encouraging mining developers in the region to utilise the assets that the town of Norseman has provided.

The creation of camps and aerodromes at other mine sites located similar distances from town sites is a duplication of services which does nothing to assist the local economy. However, those local towns are already providing infrastructure which is utilised by the mining companies without any input on their behalf!

While legislation to prevent this anomaly happening in the first instant is the responsibility of the State Government, it does not appear that they are very motivated in addressing the matter. In the interim, local governments must vigorously pursue this issue until some reasonable resolution is reached.

Voting Requirements

Simple Majority

Officer Recommendation

**That the Department of Mines, Industry Regulations and Safety be advised that Council will not object to the granting of General Purpose Lease 63/9 to Meteore Metals Pty Ltd and Barra Resources Limited, providing that the provision of onsite aerodrome and accommodation facilities is deleted from the application.**

Moved Cr: Patupis

Seconded Cr: Hogan

### Resolution

**That the Department of Mines, Industry Regulations and Safety be advised that Council will not object to the granting of General Purpose Lease 63/9 to Meteore Metals Pty Ltd and Barra Resources Limited, providing that the provision of onsite aerodrome and accommodation facilities is deleted from the application.**

Carried by: Simple Majority

For: 6

Against: 0

## 10.2 Engineering and Works

<b>Agenda Reference &amp; Subject</b>	
<b>10.2.1 – Norseman Aerodrome Emergency Management Plan</b>	
Location / Address	Shire of Dundas
File Reference	TT.SP.1
Author	Peter Crawford – Acting Chief Executive Officer
Date of Report	15 August 2018
Disclosure of Interest	Nil

### Summary

For Council to consider Adopting the updated Norseman Aerodrome Emergency Management Plan as attached in the papers relating.

### Background

Council last Adopted the Norseman Aerodrome Emergency Management Plan (NAEMP) in April 2014.

### Statutory Environment

*Local Government Act 1995*

*Civil Aviation Safety Regulations 1998– Part 139 (Part 139 of Manual of Standards)*

### Policy Implications

Council has no Policies in relation to this matter

### Financial Implications

No impact other than statutory obligations regarding standard safety and maintenance issues

### Strategic Implications

Will assist in ensuring that the Norseman airstrip has contingency plans in place in the event of an accident.

### Consultation

Mr S Bowyer – Projects Manager

Comment

Following the upgrade of the Norseman airstrip, and with the imminent inspection of the Norseman airstrip due with the CASA inspector on 27 August, one requirement will be to have the NAEMP updated and Adopted by Council.

There are only minor changes to the plan which have been highlighted. The Plan was Approved by the Local Emergency management Committee at their Meeting on Wednesday, 15 August 2018, the Minutes of which are attached in the papers relating. It now remains to be formally Adopted by Council before presentation to CASA.

As the Norseman Aerodrome is to be classified as an Aerodrome Landing Area, it is not a requirement to be in compliance with the *Civil Aviation Safety Regulations 1998 (CASR)*. However, the Shire will be demonstrating that it is fulfilling its duty of care beyond the requirements of the CASR by continuing to comply with their requirements.

Voting Requirements

Simple Majority

Officer Recommendation

**That Council adopt the updated Norseman Aerodrome Emergency Management Plan as attached in the papers relating.**

Moved Cr: Patupis  
Seconded Cr: Hogan

Resolution

**That Council adopt the updated Norseman Aerodrome Emergency Management Plan as attached in the papers relating.**

Carried by: Simple Majority

For: 6

Against: 0

**10.3 Members and Policy**

<b>Agenda Reference &amp; Subject</b>	
<b>10.3.1 – Property Local Law 2018</b>	
Location / Address	Shire of Dundas
File Reference	LE.LO
Author	Richard Brookes
Date of Report	6 August 2018
Disclosure of Interest	Nil

Summary

For the Council to consider a revised Shire of Dundas Property Local Law 2018

Background

The Shire of Dundas Property Local Law was adopted by reference to the Shire of Moora Property Local Law on the 19<sup>th</sup> May 2000. The Property Local Law has been reviewed and found to be missing some content in dealing with some matters, particularly relating to camping on local government property.

The Council could just amend some existing provisions however it was considered prudent to review the whole local law to update all the provisions.

#### Statutory Environment

Joint Standing Committee on Delegated Legislation & the Department of Local Government

#### Policy Implications

N/A

#### Financial Implications

The main costs to be incurred will be that of general advertising and publishing the local law in the government gazette. An allocation is already included in the 2018/19 budget.

There is a provision to increase penalties in the "modified penalties" for non-compliance, however the existing penalties appear to be appropriate and generally consistent with other local laws.

#### Strategic Implications

There are no strategic implications however the new property local laws will enable the Shire to more effectively police activities on local government property.

#### Consultation

Department of Local Government  
Peter Crawford Acting CEO

#### Comment

The new property local law is similar to existing local property local laws operating in the State and previously approved by the department.

The updated property local law is not dissimilar to the existing property local law however some clauses have been modified to increase the laws effectiveness and application. This includes a provision to allow camping by "determination" rather than a written permit.

In addition the current property local law is adopted by reference to an existing local law from the Shire of Moora and making modifications/amendments to a local law adopted by reference is problematic.

A copy of the new property local law is included in the papers relating.

#### Voting Requirements

Simple Majority

#### Officer Recommendation

**That the Shire of Dundas advertise the proposed Shire of Dundas Property Local Law 2018 as included in the papers relating and consider the adoption of the new property local law after submissions have been received.**

Moved      Cr: Bayley  
Seconded   Cr: Wyatt

Resolution

That the Shire of Dundas advertise the proposed Shire of Dundas Property Local Law 2018 as included in the papers relating and consider the adoption of the new property local law after submissions have been received.

Carried by: Simple Majority

For: 6

Against: 0

<b>Agenda Reference &amp; Subject</b>	
<b>10.3.2 – Draft Policy – RV Parking Area Policy</b>	
Location / Address	Shire of Dundas
File Reference	CM.PO.1
Author	Peter Crawford, Acting Chief Executive Officer
Date of Report	27 July 2018
Disclosure of Interest	Nil

Summary

For Council to consider the adoption of a Recreational Vehicle (RV) Parking Area Policy.

Background

The current Policy Manual was reviewed and adopted at the Ordinary Meeting of Council held Tuesday, 19 December 2017. However, Council does not have a Policy related to RV Parking Area Policy

Statutory Environment

Local Government Act 1995

Local Government (Functions and General) Regulations 1996

Policy Implications

Amendment to current Purchasing Policy

Financial Implications

There may be a small financial impact associated with the Adoption of this Policy but will be contained within the current Budget.

Strategic Implications

The amendment will ensure that Council's compliance obligations are being met.

Consultation

Mr Gihan Kohobange – DCEO

Mr Steve Bowyer – Projects Manager/Ranger

Mr Richard Brookes – Principal Environmental Health Officer Building Surveyor/Town Planner

Comment

With the allocation of an RV Camping Area in the Norseman townsite now authorised by Council, it is a requirement that there is a Policy that authorises Shire Officers to manage the site to ensure that only vehicles with adequate facilities are permitted to camp in this area.

Attached in the papers relating is draft policy **T.18 Designated RV Parking Area for Self-Contained Vehicles and Caravans** that encompasses all necessary requirements that vehicles must contain in order to comply with the regulations. This Policy, including the signage, is what the staff will base their authority on when dealing with indiscriminate campers.

At present, this Policy will allow Shire staff to police the area but a follow up Local Law is currently being prepared to strengthen our position in this matter.

#### Voting Requirements

Simple Majority

#### Officer Recommendation

**That Council Adopt Policy T.18 Designated RV Parking Area for Self-Contained Vehicles and Caravans, as detailed in the papers relating.**

Moved Cr: Bayley

Seconded Cr: Wyatt

#### Resolution

**That Council Adopt Policy T.18 Designated RV Parking Area for Self-Contained Vehicles and Caravans, as detailed in the papers relating.**

Carried by: Simple Majority

For: 6

Against: 0

<b>Agenda Reference &amp; Subject</b>	
<b>10.3.3 – Draft Policy – Working with Children Policy</b>	
Location / Address	Shire of Dundas
File Reference	GR.SL.11
Author	Pania Turner Community Development Manager
Date of Report	15 August 2018
Disclosure of Interest	Nil

#### Summary

For Council to consider the adoption of a Working with Children Policy.

#### Background

The current Policy Manual was reviewed and adopted at the Ordinary Meeting of Council held Tuesday, 19 December 2017. However, Council does not have a Policy related to child-related work. The new policy will provide appropriate guidelines to ensure that the Shire of Dundas meets its obligations under the *Working with Children (Criminal Record Checking) Act 2004* for staff, contractors and volunteers who work in child-related work.

#### Statutory Environment

Working with Children (Criminal Record Checking) Act 2004

#### Policy Implications

Adoption of new policy



Financial Implications

There may be a small financial impact associated with the Adoption of this Policy however this is maintained in the current budget. Staff can currently claim their WWC expenses if they wish, the policy will formalise this. Current fees for WWC Checks and Renewals are:

Type	Fees ( 3 year term)
Employee	\$85:00
Volunteer	\$11:00

Strategic Implications

The amendment will ensure that Council's compliance obligations are being met.

Consultation

Mr Peter Crawford – Acting CEO  
 Mr Gihan Kohobange – DCEO  
 Miss Margaret McEwan– Youth & Events Officer

Comment

Developing policy and standards around how Shire employees, volunteers and contractors involved in child-related work on behalf on the Shire of Dundas ensures that:

- Legislative requirements are clearly outlined and procedures to meet them are in place.
- Shire staff, contactors and volunteers participating in child-related have clear guidelines on what is acceptable and what is not.
- Risk minimisation.
- Community members can feel confident that the Shire works towards providing caring and safe environments for children.

Voting Requirements

Simple Majority

Officer Recommendation

**That the Shire of Dundas Council adopt Policy HR.20 Working with Children.**

Moved Cr: Patupis  
 Seconded Cr: Wyatt

Resolution

**That the Shire of Dundas Council adopt Policy HR.20 Working with Children.**

Carried by: Simple Majority For: 6 Against: 0

Cr Patupis declared a Proximity Interest in the following item 10.3.4 as she has property next door and left the Council Chambers at 6:35pm.

<b>Agenda Reference &amp; Subject</b>	
<b>10.3.4 – Agreement for Heritage Protection</b>	
Location / Address	Shire of Dundas
File Reference	TT.SP.1
Author	Peter Crawford – Acting Chief Executive Officer
Date of Report	30 July 2018
Disclosure of Interest	Nil

### Summary

For Council to consider endorsing the Chief Executive Officer's actions in signing an Agreement for Heritage Protection with the Goldfields Land and Sea Council in regards the Eucla Airstrip, as attached in the papers relating.

### Background

Shire staff have begun planning to submit funding applications to support the upgrade of the Eucla airstrip to all weather access. A major obstacle to being able to show ownership of the land (a prerequisite to any grant submission) on which the airstrip is situated is being granted a Management Order (MO) by the Department of Lands over that land.

### Statutory Environment

*Local Government Act 1995*

### Policy Implications

Council has no Policies in relation to this matter

### Financial Implications

There will be substantial financial impact should the project go ahead, however, that will be subject to Budgetary consideration at the time.

### Strategic Implications

Will permit emergency medical evacuations from the Eucla region which currently is without such a facility during periods of inclement weather.

### Consultation

Councillors – Shire of Dundas  
 Mr Gihan Kohobange – Shire of Dundas  
 Ms Kate Mills – Puzzle Consulting  
 Mr David Lanagan – Goldfields Land and Sea Council

### Comment

The Land on which the Eucla airstrip is situated is currently not part of a Reserve, nor does the Shire of Dundas have any legal control over the land.

The first task of any party seeking grant funding is to show that the applicant has care and control over the land on which the intended project is located. The land on which the Eucla airstrip is situated does

not come under this category and a request to the Department of Lands (DoL) for a MO over the land has brought a significant issue to light.

In order for the DoL to create a Reserve over the land, an Agreement for Heritage Protection must be signed by the Goldfields Land and Sea Council and the Shire, that stipulates what action will be taken should any Aboriginal Sites be discovered during construction operations of the airstrip. This is a standard procedure before any permission is granted on land such as this. Immediately the agreement is signed, the GLSC will advise the DoL of the agreement who can then begin the process of creating the Reserve. Once the reserve is approved, a MO can be issued to the Shire of Dundas.

All Councillors were advised of this requirement by email from the CEO and were asked to register either their agreement or objection to the CEO signing the agreement. Four Councillors advised of their agreement and so the CEO signed and returned the agreement to the GLSC on 26 July. The GLSC acknowledged the signed agreement and advised that they would then inform the DoL that they had lifted their objection to the DoL making a MO in favour of the Shire over the land.

While the MO may take some time to be finalised, this clears the way for the Shire to make funding submissions once funding rounds are open.

#### Voting Requirements

Simple Majority

#### Officer Recommendation

**That Council endorses the actions of the Chief Executive Officer in signing an Agreement for Heritage Protection with the Goldfields Land and Sea Council in relation to the land on which the Eucla Airstrip is situated.**

Moved Cr: Hogan  
Seconded Cr: Bayley

#### Resolution

**That Council endorses the actions of the Chief Executive Officer in signing an Agreement for Heritage Protection with the Goldfields Land and Sea Council in relation to the land on which the Eucla Airstrip is situated.**

Carried by: Simple Majority For: 5 Against: 0

Cr Patupis entered the Council Chambers at 6:37pm

#### 10.4 Administration, Finance and Community Service

<b>Agenda Reference &amp; Subject</b>	
<b>10.4.1 – Accounts Paid (1<sup>st</sup> July 2018 to 31<sup>st</sup> July 2018)</b>	
Location / Address	Shire of Dundas
File Reference	FM.CR
Author	Accounts Payable Officer
Date of Report	3 <sup>rd</sup> August 2018
Disclosure of Interest	Nil

#### Trust Payments

Chq/EFT	Date	Name	Description	Amount
537	30/06/2018	Shire of Dundas Petty Cash	Recoup to petty cash	350.00

EFT2788	05/07/2018	O'Connor Lawnmower & Chainsaw Centre	Ngadju Women Caring for Country Project - Helmet kit, 2 x 18 c/loop chain, 2 x rollomatic lam, file set, stihl hp super, 5l lube, chainsaw + freight	1443.90
EFT2839	20/07/2018	Bunnings Group Limited	Ngadju Women Caring for Country Project - Painting, storage, tools + delivery	1212.20
EFT2866	27/07/2018	Bunnings Group Limited	Ngadju Women Caring for Country Project - 1200 dollars gift cards	1200.00
EFT2867	27/07/2018	Retravision	Ngadju Women Caring for Country Project - 2 x Kenwood multi pro excel (food processors)	1196.00
				<b>\$5,402.10</b>

## Municipal Cheques

Cheque	Date	Name	Description	Amount
26326	02/07/2018	Shire of Dundas	Vehicle Registrations 2018-19	8591.60
26327	06/07/2018	Shire of Dundas	DS131 Registration 2018-19	402.75
26328	06/07/2018	Horizon Power	Admin Office 21/4/2018 - 21/06/2018	3388.48
26329	13/07/2018	Horizon Power	Street Lights 1/06/2018 - 30/06/2018	3548.74
26330	13/07/2018	Telstra Corporation Limited	124 Prinsep St, 11 Robert St, Youth Centre & Co-Location Building	427.75
26331	13/07/2018	Water Corporation	Repair leaking service at 11 Nulsen Street (Damaged during lane clean-up)	755.09
26332	23/07/2018	Telstra Corporation Limited	Mobile phone usage (17/06/2018 - 16/07/2018)	802.97
26333	25/07/2018	Telstra Corporation Limited	Satellite mobiles, Admin Office lines & data, Mobiles, & Satellite mobiles	1636.54
				<b>\$19,553.92</b>

## Municipal Account EFT's

EFT	Date	Name	Description	Amount
EFT2787	03/07/2018	ADB Safegate Australia Pty Ltd	Supply x 25 Surface Mount Airport Markers + freight	5175.50
EFT2789	06/07/2018	Eucla Motor Hotel	Accommodation for R Brookes on 12th June 2018 plus meal	159.80
EFT2790	06/07/2018	BOC Limited	Container Service Fee (April 2018) & exchange 1 x Argosshield E2 size	98.57
EFT2791	06/07/2018	Dundas Fencing & Building Maintenance	Remove, repair & replace ridge capping on co-location building	195.25
EFT2792	06/07/2018	Great Western Motel	Accommodation for John Phillips on 19th June 2018	119.00
EFT2793	06/07/2018	Civic Legal Pty Ltd	Legal advice - Proximity interest	4288.17
EFT2794	06/07/2018	Norseman Community Resource Centre	Payment of CRC invoice 530 by EFTPOS	42.35
EFT2795	06/07/2018	Norseman Hardware	Various hardware items (March, April & May 2018)	1197.54
EFT2796	06/07/2018	Wilson's Diesel & Auto Repairs	2000hr service DS3300 - \$1218.50 Supply & fit 1 x tyre 36DS - \$258.60	1477.10
EFT2797	06/07/2018	Wedgetail Inn Cocklebidy	Accommodation plus meal 14/03/2018 S Bowyer and P Crawford	278.70
EFT2798	11/07/2018	Pumps Australia Pty Ltd	1 x FIG 38 HOT 10M 3/8 RED LINE (High Pressure Cleaner part)	203.50
EFT2799	13/07/2018	Australian Taxation Office	BAS (June 2018)	17920.00

EFT2800	13/07/2018	Norseman All Terrain Survey's	Norseman Airstrip Upgrade Survey Works 14,15,16,21 & 24/06/2018 + hire of lazer (10 hours)	2134.60
EFT2801	13/07/2018	Avlite Systems T/A Sealite Pty Ltd	<ul style="list-style-type: none"> <li>• 8 x AV-70-RG-RF Solar Aviation Light RED/GREEN c/w Radio Control \$5121.60</li> <li>• 32 x AV-70-W-RF Solar Aviation Light WHITE c/w Radio Control \$20486.40</li> <li>• 40 x AV-MC-06 Frangible Concrete Mount Solution Complete c/w 2 x AV-MC09 light mounting plate, AV-MC07 coupling &amp; anchor bolts (4) YELLOW \$3872.00</li> <li>• 40 x AV-MC-16 Bolt set for AV70 mount plate 4 x M8 x 25 \$440.00</li> <li>• 1 x AV-ALS-RC-2.4-C Wireless handheld controller to suit RF-controlled lights c/w pelican case &amp; charger \$2096.60</li> <li>• 1 x AV-PALC Avlite PALC c/w rack mounting, antennas &amp; cabling, battery back-up \$12650.00</li> <li>• 1 x AV-CT2-7 Complete Type 2 c/w 100Ahr Battery &amp; 1 x 60 Watt Solar Module \$3331.90</li> <li>• Freight \$1777.60</li> </ul>	49776.10
EFT2802	13/07/2018	Laurene Bonza	Claim (Budget Workshop 11/06/2018 & Ordinary Council Meeting 19/06/2018)	363.00
EFT2803	13/07/2018	Barry Bayley	Claim (Budget Workshop 11/06/2018 & Ordinary Council Meeting 19/06/2018)	240.00
EFT2804	13/07/2018	Courier Australia	Freight (State Library & Stewart Heating Clothing)	141.97
EFT2805	13/07/2018	Commander Australia Limited	Service & Equipment rental 9/07/2018 - 8/10/2018	284.16
EFT2806	13/07/2018	Shire of Dundas Municipal Fund	Payroll deductions	445.00
EFT2807	13/07/2018	Dundas Fencing & Building Maintenance	Repair patio sling doors, adjust kitchen window opener, check LED in bathroom – 18 Mildura Street \$165.00 Lop verge tree + cherrypicker – 79 Goodliffe St \$1430.00 Lop verge tree + cherrypicker – 33 Prinsep St \$1243.00	2838.00
EFT2808	13/07/2018	Darren Wallace	<p>Consultancy services - Norseman airstrip + travel 28/05/18 – 08/06/18 \$4469.03</p> <p>Consultancy services – Norseman airstrip + travel 11/06/18 – 22/06/18 \$9850.50</p> <p>Consultancy services – Norseman airstrip 26/06/18 – 29/06/18 \$924.00</p> <p>Consultancy services – Review of treatment ponds \$1056.00</p>	16299.53
EFT2809	13/07/2018	Sonya Ellison	Utilities allowance as per employment letter 26.09.2013	1000.00
EFT2810	13/07/2018	Department of Fire & Emergency Services	ESL (June 2018)	519.66

EFT2811	13/07/2018	Threat Protect	Alarm Monitoring (Admin & Youth Centre)	354.00
EFT2812	13/07/2018	Goldfields Voluntary Regional Organisation of Council	Annual Subscription 2018/2019	11000.00
EFT2813	13/07/2018	JEP Hogan	Claim (Budget Workshop 11/06/2018 & Ordinary Council Meeting 19/06/2018)	240.00
EFT2814	13/07/2018	H+ H Architects	Architectural Services - Eucla Community Hall Tendering to 100% complete & Contract Administration to 5% complete	2386.02
EFT2815	13/07/2018	Institute of Public Works Engineering Australasia Limited	NAMS plus subscription fee (1/07/2018 - 30/06/2019)	814.00
EFT2816	13/07/2018	Landgate	Mining Tenement Schedule M2018/6 04.05.18 - 07.06.18	138.60
EFT2818	13/07/2018	Norseman Concrete	Water tanker hire 12/06/18 \$1430.00 Water tanker hire 1, 2, 3, 5, 6, 7, 8, 9, 10,11,12,13,14 June 2018 \$18590.00	20020.00
EFT2819	13/07/2018	NDY Management Pty Ltd T/A Norman Disney & Young	Professional Services 1/06/2018 - 30/06/2018 Construction of a new Community Hall in Eucla - Photo Voctaic System	3960.00
EFT2820	13/07/2018	Norseman Community Resource Centre	Reimbursement of Clever Patch art supplies - Youth Centre	106.03
EFT2821	13/07/2018	Online Business eSystems	Monthly Service Agreement	71.50
EFT2822	13/07/2018	Rasa Patupis	Claim (Budget Workshop 11/06/2018, Ordinary Council Meeting 19/06/2018 & 400km Travel)	552.00
EFT2823	13/07/2018	Psychologic Cognitive Therapy Services Pty Ltd	Patient Consults between January 2018 - June 2018	3000.00
EFT2824	13/07/2018	Initial Hygiene	2 x Sanitary Disposals (6 x visits) & 8 x Sanitary Disposals (12 x visits) for year 2018/2019	7264.16
EFT2825	13/07/2018	RAMM Software Pty Ltd	RAMM Annual Support & Maintenance Fee (1/07/2018 - 30/06/2019)	6274.19
EFT2826	13/07/2018	South East Petroleum	7,900L Diesel	11485.57
EFT2827	13/07/2018	Stewart & Heaton Clothing Co. Pty Ltd	Protective Clothing for WABFB - 6 x jackets & 6 x helmets	1951.10
EFT2828	13/07/2018	Solutions IT (invoice S)	Agreement - Cloud Backup (June 2018)	180.68
EFT2829	13/07/2018	Solutions IT (invoice A&B)	Managed Support - Monthly Billing for July 2018	1479.50
EFT2830	13/07/2018	Total Waste Management Pty Ltd	Collection & disposal of 20000lts septic waste from Norseman Waste Facility 11,12 & 16/06/2018	4613.73
EFT2831	13/07/2018	IT Vision	Upgrade to latest version of SynergySoft	1331.00
EFT2832	13/07/2018	Wilson's Diesel & Auto Repairs	40,000km service & 3 x Tyres - 36DS	1313.30
EFT2833	13/07/2018	Sharon Warner	Claim (Budget Workshop 11/06/2018 & Ordinary Council Meeting 19/06/2018 & Goldfields Tourism Network Association Meeting 14/06/2018)	320.00

EFT2836	17/07/2018	Central Norseman Gold Corporation Ltd	Royalty for aggregate supplied June 2018 (22095.56 @ 0.73 per tonne - Hamptons) Supplied from OK Mine to Airstrip (Contra outstanding rates)	17742.73
EFT2838	18/07/2018	LGIS Broking	2018-19 Insurance: Motor Vehicle, Management, Marine Cargo, Major Airport Owners & Operators, Cyber, Travel & Personal Accident	37836.56
EFT2840	20/07/2018	Burke Air Kalgoorlie	Repair & service Daikin reverse cycle air conditioner at 11 Roberts street	687.50
EFT2841	20/07/2018	Bunnings Warehouse Kalgoorlie	1 x 4lt Primer Paint, 2 x 4ltr Paint Epoxy Enamel Top Coat	245.01
EFT2842	20/07/2018	BOC Limited	Container Service Fee (June 2018)	43.97
EFT2843	20/07/2018	Courier Australia	Freight (Stewart & Heaton Clothing Co and Advertiser Print)	60.46
EFT2844	20/07/2018	Gencon Civil Pty Ltd	Grader hire for trimming of Norseman Airstrip, millimetre grade control, GPS grade control & mobilisation	66440.00
EFT2845	20/07/2018	Local Government Supervisors Association of WA Inc	Registration to the 2018 LGSA conference P Ladewig	1094.50
EFT2846	20/07/2018	Star Track Credit	Freight (Jason Signmakers)	57.93
EFT2847	20/07/2018	LGIS	2018-19 Insurance: Property, Liability, Workcare, Bushfire, Crime & 2018-19 Contributions credit note	73001.14
EFT2848	20/07/2018	Marketforce	Advertising - Differential Rates 2018-2019 (Kalgoorlie Miner 22/06/2018)	361.57
EFT2849	20/07/2018	Ngadju Native Title Aboriginal Corporation	Proposed Heritage survey of Waste Facility Reserve and Cemetery 50% of agreed budget in advance	11701.42
EFT2850	20/07/2018	South East Petroleum	7,900L Diesel & fuel card purchases June 2018	12684.35
EFT2851	20/07/2018	South Coast Foodservice	4 x 5L Disinfectant 3 x cartons Toilet paper 4 x cartons Hand Towel	454.42
EFT2852	20/07/2018	Total Waste Management Pty Ltd	Collection & disposal of 37,500L of septic waste from Norseman Waste Facility 18 & 19/06/2018	8666.63
EFT2853	20/07/2018	Visimax Safety Products	4 x Dog Waste Dispensers Galvanised, 2 x cartons Dog Waste bags plus freight	807.70
EFT2854	20/07/2018	Wilsons Diesel & Auto Repairs	90,000 km service on Toyota Prado 1DS & front wheel alignment	763.90
EFT2855	20/07/2018	WML Consultants Pty Ltd	Claim 13 - Norseman Airport Project management to 20/06/2018	211.75
EFT2856	27/07/2018	BP Norseman	Diesel & unleaded fuel sales for June 2018	323.30
EFT2857	27/07/2018	BITUTEK PTY LTD	Norseman aerodrome upgrade project - Single Coat Seal using C170 Bitumen with 25% cutback @ 1.6 l/m2 and cracker dust (client provided). Supply of suction broom. Mobilisation & demobilisation	193223.93
EFT2858	27/07/2018	Shire of Dundas Municipal Fund	Payroll deductions	420.00

EFT2859	27/07/2018	Glen Flood Group Pty Ltd T/A GFG Consulting	Project Management support for the development of the Woodlands Cultural, Community & Visitors Centre (1/06/2018 - 30/06/2018)	2083.06
EFT2860	27/07/2018	Norseman IGA	Various Goods June 2018	771.35
EFT2861	27/07/2018	Norseman District High School P&C Association Inc.	Community Grant Donation - 2018 Canberra & Melbourne Camp	10000.00
EFT2862	27/07/2018	Central Norseman Gold Corporation Ltd	Royalty for gypsum supplied June 2018 (28789.20@\$0.73 per tonne) Supplied to airstrip (Contra outstanding rates) \$23117.73 Transfer rates in credit to outstanding balances at client request \$3586.42	26704.15
EFT2863	27/07/2018	O'Dwyer Electrical	Install 2 weather proof power point to back patio, replace 3 power points internal, replace smoke detector, upgrade switch board with RCD safety switch protection + part travel – 11 Roberts St \$2475.00 Disconnect light from pole – Sports Complex, Replace burnt out pump & timer to pond – Phoenix Park + part travel \$880.00 Install airport lighting controller system \$1430.00	4785.00
EFT2864	27/07/2018	Tradelink	1 x pump submersible drainage 240V Grundfos for Phoenix Park pond	1786.95
EFT2865	27/07/2018	Norseman Hardware	Various hardware items (June 2018)	257.95
4738	11/07/2018	Local Government Supervisors Association	Membership Fee - P Ladewig	55.00
4739	11/07/2018	Ray Marcon	Reimbursement of steel cap boots as per Council policy	120.00
4734	11/07/2018	Shire of Dundas	Payroll 27/06/2018 – 10/07/2018	109617.99
4747	16/07/2018	David McEwan	Meals & Incidentals allowance 16-20 July 2018 (Back seat install P302 - Perth)	574.90
4748	16/07/2018	Ellana Risk	Travel, meals & incidentals allowance 17-20 July 2018 (Ranger Training - Perth)	893.95
4766	18/07/2018	Peter Ladewig	Reimbursement of steel cap boots as per Council policy	160.00
4766	18/07/2018	Garth Butler	Reimbursement of steel cap boots as per Council policy	160.00
4766	18/07/2018	Ray Marcon	Reimbursement of steel cap boots as per Council policy (retrospective)	40.00
4779	25/07/2018	Shire of Dundas	Payroll 11/07/2018 – 24/07/2018	51527.96
4783	25/07/2018	Alex Campbell	Reimbursement of steel cap boots as per Council policy	160.00
4783	25/07/2018	Ellana Risk	Reimbursement of taxi fares 17-20 July 2018 (Ranger Training - Perth)	323.22
4783	25/07/2018	Stephen Bowyer	Reimbursement of tube piercing refrigerant recovery tool	225.31
4787	27/07/2018	Fenn Martin	Reimbursement of steel cap boots as per Council policy	160.00
4795	30/07/2018	QANTAS	Flights 13 <sup>th</sup> & 14 <sup>th</sup> August 2018 Kalg-Perth-Kalg (Cr L Bonza)	505.30
				<b>\$821,793.74</b>



**Municipal Account Direct Debts**

Chq/EFT	Date	Name	Description	Amount
4724	02/07/2018	ANZ	Merchant fees	106.40
4725	02/07/2018	Equipment Rents	Sharp Interactive Board	256.30
DD9659	02/07/2018	ClickSuper	Superannuation 13/6/2018 – 26/6/2018	12321.62
4733	16/07/2018	ClickSuper	Superannuation 16/5/2018 – 29/05/2018	13445.21
4706	16/07/2018	3E Advantage Pty Limited	CRC photocopier, Shire photocopier & Printer meter readings - June 2018	4073.29
4755	17/07/2018	ANZ	Overdrawn fee	37.70
4777	23/07/2018	WA Treasury Corporation	Guarantee Fee	1569.35
DD9678	23/07/2018	SuperChoice	Superannuation 27/06/2018 – 10/7/2018	7432.45
DD9678	23/07/2018	SuperChoice	Superannuation 27/06/2018 – 10/7/2018	16309.48
DD9678	26/07/2018	SuperChoice	Superannuation 27/06/2018 – 10/7/2018	177.31
DD9699	26/07/2018	SuperChoice	Superannuation 11/07/2018 – 24/7/2018	12498.41
4789	27/07/2018	ANZ	Debit interest	1.82
4797	31/07/2018	ANZ	BPAY establishment fee	99.00
				<b>\$68,328.34</b>

**Municipal Account Credit Cards**

Chq/EFT	Date	Name	Description	Amount
		<b>Chief Executive Officer</b>		
	24/05/2018	State Law Publisher	Gazettal of Standing Orders and Repeal Local Laws	1651.20
	27/05/2018	Puma Guildford	Diesel Fuel – 1DS	134.23
	01/06/2018	Adobe Export PDF	Subscription fee	36.25
	01/06/2018	Caltex Norseman	Diesel Fuel – 1DS	183.25
	09/06/2018	Caltex Busselton	Diesel Fuel – 1DS	158.91
	13/06/2018	Vibe Petroleum Broadwater	Diesel Fuel – 1DS	145.40
	18/06/2018	Fairfax	Subscription fee	59.54
<b>4735</b>	<b>16/07/2018</b>			<b>\$2,368.78</b>
		<b>Deputy Chief Executive Officer</b>		
	24/05/2018	QBE Insurance	Flight insurance 6 & 10 June 2018 – P Turner	34.00
	24/05/2018	Scooter Hut	5 x Helmets	309.75
	25/05/2018	Mecure Hotel Perth	Accommodation 6-8 June 2018 – P Turner	377.62
	26/05/2018	QANTAS	Flights 6 & 10 June 2018 (Kal-Perth-Kal) P Turner	608.40
	14/06/2018	Daphne Flowers	Wreath (H Reeves)	182.90
<b>4735</b>	<b>16/07/2018</b>			<b>\$1,512.67</b>

**Summary of account totals**

<b>Trust EFT's / Cheques</b>	<b>\$5,402.10</b>
<b>Municipal Cheques</b>	<b>\$19,553.92</b>
<b>Municipal EFT's</b>	<b>\$821,793.74</b>
<b>Municipal Direct Debit's</b>	<b>\$68,328.34</b>
<b>Municipal Credit Cards</b>	<b>\$3,881.45</b>
<b>Grand Total for July 2018</b>	<b>\$918,959.55</b>

Voting Requirements

Simple Majority

**Officer Recommendation**

**That the Shire of Dundas monthly accounts paid from 31<sup>st</sup> July 2018 be noted.**

Moved Cr: Patupis  
 Seconded Cr: Wyatt

**Resolution**

**That the Shire of Dundas monthly accounts paid from 31<sup>st</sup> July 2018 be noted.**

Carried by: Simple Majority For: 6 Against: 0

<b>Agenda Reference &amp; Subject</b>	
<b>10.4.2 – Financial Statements for the Period Ending 31st July 2018.</b>	
Location / Address	Shire of Dundas
File Reference	FM.FI
Author	Deputy CEO
Date of Report	14 August 2018
Disclosure of Interest	Nil

**Officer Recommendation**

**That the Shire of Dundas Financial Statements for the period ending 31<sup>st</sup> July 2018 be accepted.**

Moved Cr: Hogan  
 Seconded Cr: Patupis

**Resolution**

**That the Shire of Dundas Financial Statements for the period ending 31<sup>st</sup> July 2018 be accepted.**

Carried by: Simple Majority For: 6 Against: 0

**MONTHLY STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD 1 JULY 2017 TO 31 JULY 2018**

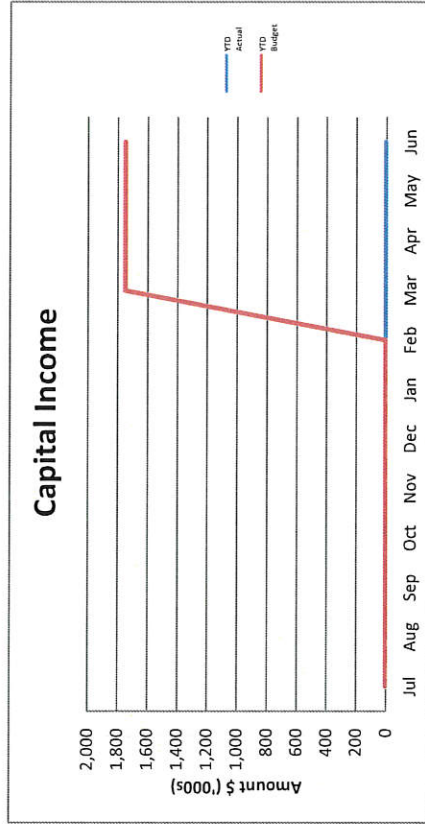
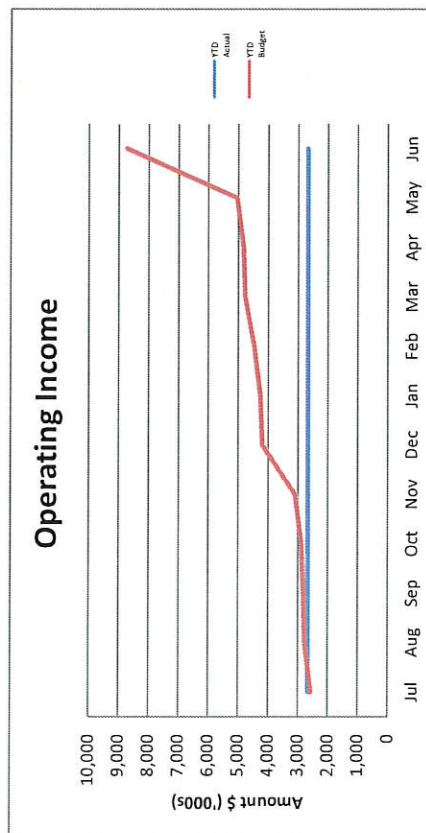
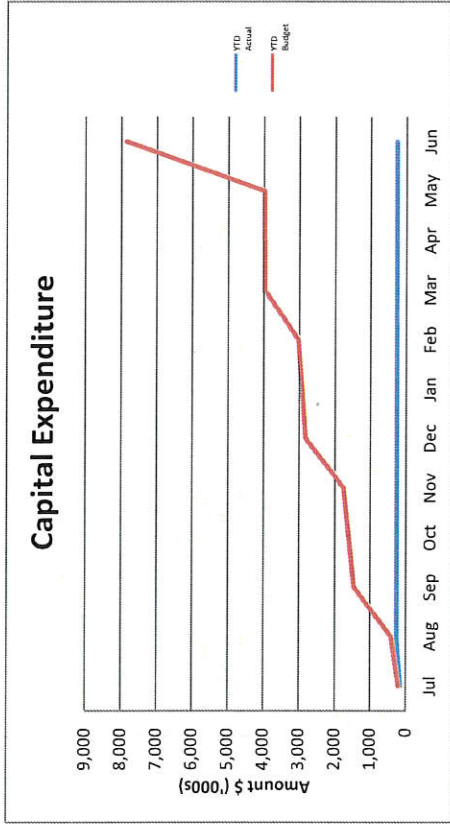
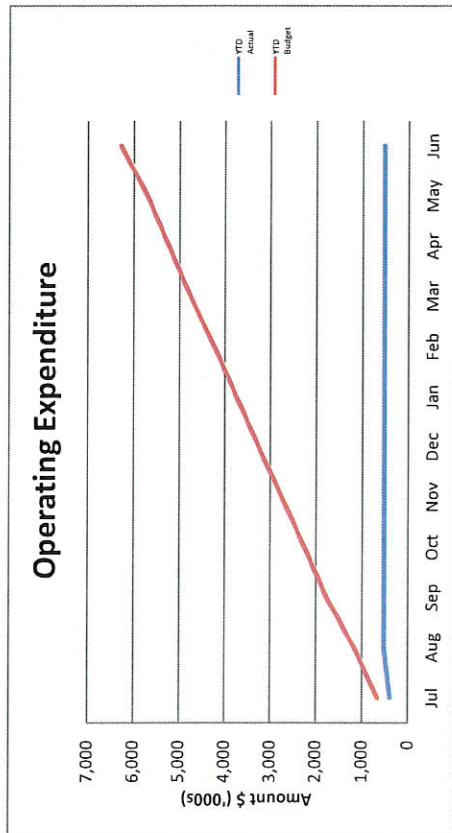


*"Norseman" The Horse that found Gold and created a Town*

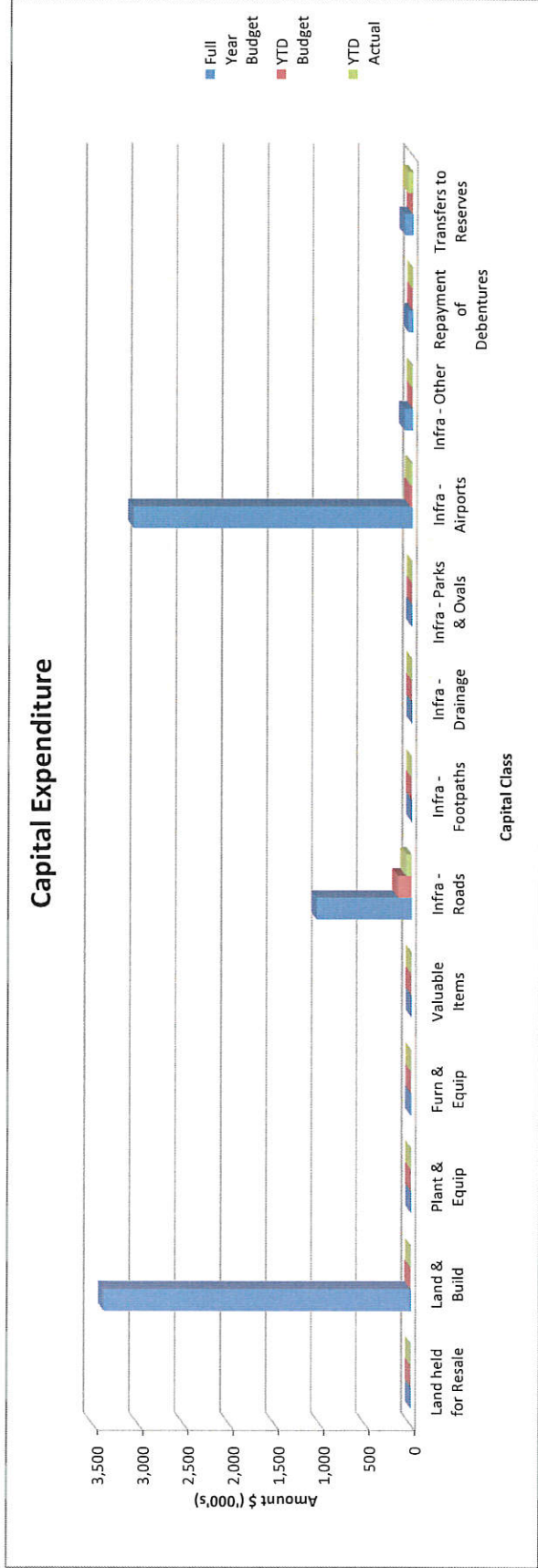
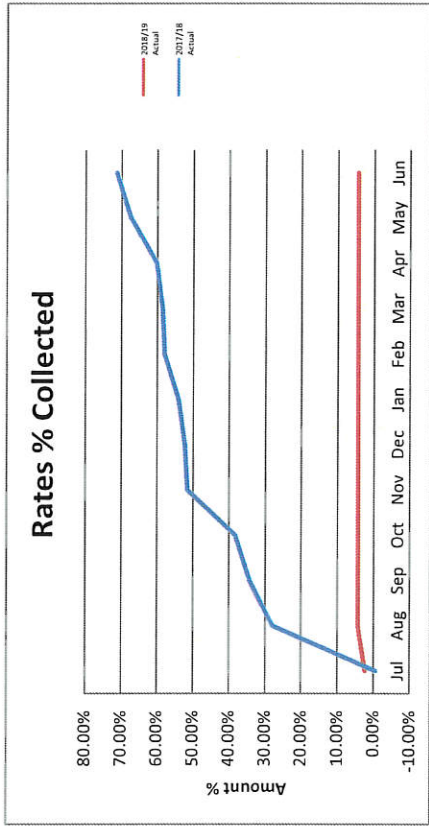
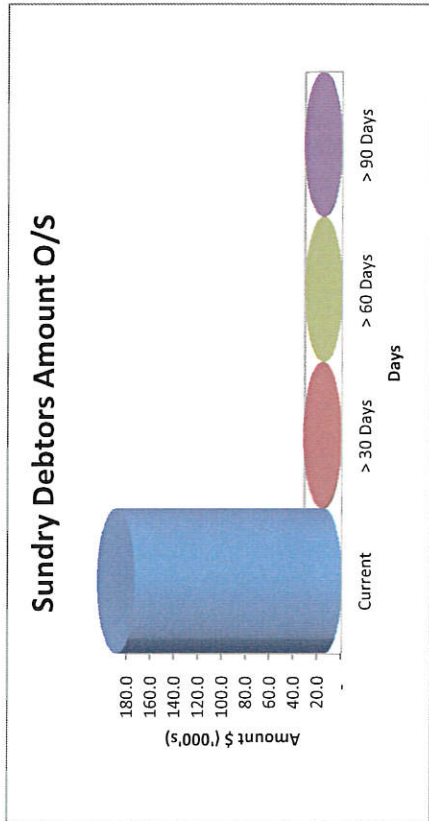
**TABLE OF CONTENTS**

	<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 2017 to 31 July 2018



# Other Graphs for the Period 01 July 2017 to 31 July 2018



## SHIRE OF DUNDAS

## STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2017 TO 31 JULY 2018

	NOTE	2018/19 Adopted Budget \$	2018/19 July Y-T-D Budget \$	2018/19 July Actual \$	Variations Actuals to Budget \$	Variations Actual Budget to Y-T-D %
<b>Operating</b>						
<b>Revenues/Sources</b>						
Governance		21,000	1,749	1,514	-235	(13.44%)
General Purpose Funding		707,412	21,810	57,262	35,452	162.55% ▲
Law, Order, Public Safety		15,800	190	136	-54	(28.42%)
Health		4,000	333	4,260	3,927	1179.28%
Education and Welfare		90,000	20,000	20,265	265	1.33%
Housing		26,600	1,548	1,538	-10	(0.65%)
Community Amenities		171,935	149,517	149,960	443	0.30%
Recreation and Culture		199,500	789	1,172	383	48.54%
Transport		3,695,777	52,206	104,706	52,500	100.56% ▲
Economic Services		1,457,718	14,367	5,387	-8,980	(62.50%) ▼
Other Property and Services		30,000	2,499	149	-2,350	(94.04%) ▼
		<u>6,419,741</u>	<u>265,008</u>	<u>346,349</u>	<u>81,341</u>	<u>30.69%</u>
<b>(Expenses)/(Applications)</b>						
Governance		(655,115)	(134,274)	(198,779)	-64,505	(48.04%) ▲
General Purpose Funding		(419,861)	(25,850)	(4,283)	21,567	83.43%
Law, Order, Public Safety		(128,141)	(12,013)	(12,115)	-102	(0.85%)
Health		(187,248)	(20,312)	(4,704)	15,608	76.84% ▼
Education and Welfare		(260,297)	(23,945)	(9,127)	14,818	61.88% ▼
Housing		(110,664)	(11,440)	(8,229)	3,211	28.07%
Community Amenities		(567,113)	(53,942)	(20,936)	33,006	61.19% ▼
Recreation & Culture		(1,279,144)	(111,391)	(52,506)	58,885	52.86% ▼
Transport		(2,045,293)	(188,079)	(28,473)	159,606	84.86% ▼
Economic Services		(417,491)	(30,349)	(9,109)	21,240	69.99% ▼
Other Property and Services		(196,351)	(46,971)	(49,806)	-2,835	(6.04%) ▼
		<u>(6,266,718)</u>	<u>(658,566)</u>	<u>(398,067)</u>	<u>260,499</u>	<u>(39.56%)</u>
<b>Net Operating Result Excluding Rates</b>		153,023	(393,558)	(51,718)	341,840	(86.86%)
<b>Adjustments for Non-Cash</b>						
<b>(Revenue) and Expenditure</b>						
(Profit)/Loss on Asset Disposals	2	0	0	0	0	0.00%
Depreciation on Assets		2,384,778	198,643	0	-198,643	100.00% ▼
<b>Capital Revenue and (Expenditure)</b>						
Purchase of Land and Buildings	1	(3,388,860)	(9,995)	(2,169)	7,826	78.30% ▼
Purchase of Furniture & Equipment	1	(10,000)	0	0	0	0.00%
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)	(148,134)	(59,649)	88,485	59.73% ▼
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)	0	0	0	0.00%
Purchase of Infrastructure Assets - Airports	1	(3,077,617)	(25,865)	(22,062)	3,803	14.70%
Purchase of Infrastructure Assets - Other	1	(140,000)	0	(10,638)	-10,638	0.00%
Proceeds from Disposal of Assets	2	0	0	0	0	0.00%
Repayment of Debentures	3	(45,983)	0	0	0	0.00%
Transfers to Restricted Assets (Reserves)	4	(90,000)	(7,497)	(53,086)	-45,589	(608.10%) ▲
Transfers from Restricted Asset (Reserves)	4	1,742,000	0	0	0	0.00%
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	3,148,708	3,341,649	192,941	(6.13%)
<b>Amount Raised from Rates</b>		<u>(2,293,326)</u>	<u>(2,293,326)</u>	<u>(2,311,860)</u>	<u>(18,534)</u>	<u>0.81%</u>

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

**SHIRE OF DUNDAS  
VARIANCE REPORTING  
FOR THE PERIOD 1 JULY 2017 TO 31 JULY 2018  
Report on Significant variances Greater than 10% and \$5,000**

	2017/18 Budget	2017/18 YTD Budget	2017/18 YTD Actual	Variance		
<b>GENERAL PURPOSE FUNDING</b>						
<b>Operating Income</b>						
8363 Interest On Investment - Reserves	-90,000	-7,497	-53,086	-45,589	Permanent	Timing of maturity of term deposits, 2017/18 income accounted in 2018/19
<b>GOVERNANCE</b>						
<b>Operating Expenditure</b>						
0352 Administration - Salaries	505,000	42,066	97,080	55,014	Timing	Budgeted salary increase is not finalised yet
0632 Software Subscriptions	40,000	40,000	30,316	-9,684	Timing	Timing of invoices
<b>COMMUNITY AMENITIES</b>						
<b>Operating Income</b>						
2653 Commercial Rubbish Collection	-47,178	-47,177	-42,123	5,054	Timing	Timing of additional rubbish collection fees
<b>RECREATION &amp; CULTURE</b>						
<b>Capital Expenditure</b>						
3084 School Of Mines Building Renovations	30,000	9,995	0	-9,995	Timing	Project will be starting in Sep
<b>TRANSPORT</b>						
<b>Operating Expenditure</b>						
6506 Eucla Airstrip Feasibility Study	75,000	24,997	0	-24,997	Timing	Timing of invoices, feasibility study is complete.
6532 Aerodrome Insurance	2,000	1,000	7,791	6,791	Permanent	Incorrect budget allocation

SHIRE OF DUNDAS  
 NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY  
 FOR THE PERIOD 1 JULY 2017 TO 31 JULY 2018

	2018/19 Adopted Budget \$	2018/19 July Budget \$	2018/19 July 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	0	0
<b>Community Amenities</b>			
<u>Sanitation - Household Refuse</u>			
<b>Waste Facility</b>			
Waste Facility Fence	35,000	0	0
Expansion Of Norseman Tip	55,000	0	10,638
<u>Other Community Amenities</u>			
<b>Norseman Cemetery</b>			
Expansion Survey/Design	10,000	0	0
<b>Recreation and Culture</b>			
<u>Public Halls &amp; Civic Centres</u>			
<b>New Community Hall - Eucla</b>			
Eucla Town Hall Building Improvements	870,000	0	2,169
<u>Other Culture</u>			
Museum Gazebo	30,000	9,995	0
<b>Transport</b>			
<u>Construction - Roads, Bridges, Depots</u>			
<b>RRG Road Projects</b>			
Rrg Hyden Noresman Rd Slk 140-182	0	0	58,017
Rrg Mort Harslet Construction Slk 11.2-12.4	130,467	43,484	0
Rrg Hyden Noresman Rd Slk 8-60	129,239	43,075	859
<b>RRG Black Spot Projects</b>			
Black Spot - Mort Harslet Drive	184,754	61,575	0
<b>Road to Recovery Projects</b>			
Hyden Road - Slk 150-167	355,464	0	773
R2R 2018/19 Projects	252,530	0	0



SHIRE OF DUNDAS  
 NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY  
 FOR THE PERIOD 1 JULY 2017 TO 31 JULY 2018

	2018/19 Adopted Budget \$	2018/19 July Budget \$	2018/19 July Actual \$
<b><u>By Program (Continued)</u></b>			
<b><u>Transport (Continued)</u></b>			
<i><u>Aerodromes</u></i>			
<b>Norseman Aerodrome Upgrade</b>			
Norseman Upgrade - Surface Upgrade - Stage 2	77,617	25,865	22,062
<b>Eucla Aerodrome Upgrade</b>			
Eucla Airstrip Upgrade	3,000,000	0	0
	0	0	0
<i><u>Other Economic Services</u></i>			
<b>Woodland Cultural And Visitor Centre</b>			
Woodland Cultural And Visitor Centre - Upgrade	2,488,860	0	0
<b>Bromus Dam Toilets</b>			
Bromus Dam Toilets	50,000	0	0
	<u>7,678,931</u>	<u>183,994</u>	<u>94,518</u>
<b><u>By Class</u></b>			
Buildings	3,388,860	9,995	2,169
Furniture & Equipment	10,000	0	0
Infrastructure - Roads	1,052,454	148,134	59,649
Infrastructure - Parks & Ovals	10,000	0	0
Infrastructure - Airports	3,077,617	25,865	22,062
Infrastructure - Other	140,000	0	10,638
	<u>7,678,931</u>	<u>183,994</u>	<u>94,518</u>

SHIRE OF DUNDAS

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD 1 JULY 2017 TO 31 JULY 2018

2. DISPOSALS OF ASSETS

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

<u>By Program</u>	Written Down Value		Sale / Insurance Proceeds		Profit(Loss)	
	2018/19 Budget \$	2018/19 Actual \$	2018/19 Budget \$	2018/19 Actual \$	2018/19 Budget \$	2018/19 Actual \$
No disposal has been budgeted for 2018/17						
	-	-	-	-	-	-

<u>By Class of Asset</u>	Written Down Value		Sale / Insurance Proceeds		Profit(Loss)	
	2018/19 Budget \$	2018/19 Actual \$	2018/19 Budget \$	2018/19 Actual \$	2018/19 Budget \$	2018/19 Actual \$
No disposal has been budgeted for 2018/17						
	-	-	-	-	-	-

Summary

Profit on Asset Disposals  
Loss on Asset Disposals

2018/19 Adopted Budget \$	2018/19 July Actual \$
0	0
0	0
<u>0</u>	<u>0</u>

## SHIRE OF DUNDAS

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

FOR THE PERIOD 1 JULY 2017 TO 31 JULY 2018

## 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	0	387,321	433,305	11,433	0
	433,305	0	0	45,983	0	387,321	433,305	11,433	0

(\*) 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 2017 TO 31 JULY 2018

	2018/19 Adopted Budget \$	2018/19 July 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	3,123
Amount Used / Transfer from Reserve	0	0
	<u>359,988</u>	<u>357,816</u>
<b>(b) Plant Reserve</b>		
Opening Balance	775,710	775,710
Amount Set Aside / Transfer to Reserve	11,581	6,831
Amount Used / Transfer from Reserve	0	0
	<u>787,291</u>	<u>782,541</u>
<b>(c) Aerodrome Reserve</b>		
Opening Balance	142,247	142,247
Amount Set Aside / Transfer to Reserve	2,124	1,253
Amount Used / Transfer from Reserve	0	0
	<u>144,371</u>	<u>143,500</u>
<b>(d) Unspent Grant Reserve</b>		
Opening Balance	1,200,166	1,200,166
Amount Set Aside / Transfer to Reserve	17,917	10,568
Amount Used / Transfer from Reserve	(1,200,000)	0
	<u>18,084</u>	<u>1,210,734</u>
<b>(e) IT Reserve</b>		
Opening Balance	93,351	93,351
Amount Set Aside / Transfer to Reserve	1,394	822
Amount Used / Transfer from Reserve	0	0
	<u>94,744</u>	<u>94,173</u>
<b>(f) Transport Reserve</b>		
Opening Balance	1,743,591	1,743,591
Amount Set Aside / Transfer to Reserve	26,030	15,354
Amount Used / Transfer from Reserve	0	0
	<u>1,769,621</u>	<u>1,758,945</u>
<b>(g) Land Development Reserve</b>		
Opening Balance	1,718,721	1,718,721
Amount Set Aside / Transfer to Reserve	25,659	15,135
Amount Used / Transfer from Reserve	(542,000)	0
	<u>1,202,380</u>	<u>1,733,856</u>
<b>Total Cash Backed Reserves</b>	<u><u>4,376,478</u></u>	<u><u>6,081,565</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 2017 TO 31 JULY 2018

	2018/19 Adopted Budget \$	2018/19 July 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	3,123
Plant Reserve	11,581	6,831
Aerodrome Reserve	2,124	1,253
Unspent Grant Reserve	17,917	10,568
IT Reserve	1,394	822
Transport Reserve	26,030	15,354
Land Development Reserve	25,659	15,135
	<u>90,000</u>	<u>53,086</u>
<b>Transfers from Reserves</b>		
Leave Reserve	0	0
Plant Reserve	0	0
Aerodrome Reserve	0	0
Unspent Grant Reserve	(1,200,000)	0
IT Reserve	0	0
Transport Reserve	0	0
Land Development Reserve	(542,000)	0
	<u>(1,742,000)</u>	<u>0</u>
<b>Total Transfer to/(from) Reserves</b>	<u>(1,652,000)</u>	<u>53,086</u>

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

**Leave Reserve**

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

**Leave Reserve**

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

**Plant Reserve**

- to be used for the purchase of major plant.

**Aerodrome Reserve**

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

**Unspent Grants/Contributions Reserve**

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

**IT Reserve**

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

**Transport Reserve**

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

**Land Development Reserve**

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

SHIRE OF DUNDAS

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2017 TO 31 JULY 2018

	2017/18 C/Fwd Per Adopted Budget \$	2017/18 C/Fwd Per Financial Report \$	2018/19 July 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	1,171,654
Cash - Restricted Unspent Grants	0	0	0
Cash - Restricted Unspent Loans	0	0	0
Cash - Restricted Reserves	6,028,479	6,028,479	6,081,565
Rates Outstanding	837,432	837,432	3,222,894
Sundry Debtors	174,666	174,666	59,671
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>10,137,784</u>
<b>LESS: CURRENT LIABILITIES</b>			
Sundry Creditors	(628,786)	(642,140)	(313,831)
Accrued Interest On Loans	0	0	0
Accrued Salaries & Wages	0	0	0
Income In Advance	0	0	0
Gst Payable	0	3,714	(30,657)
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)	(365,781)
Current Loan Liability	(45,983)	(45,983)	(45,983)
	<u>(1,050,840)</u>	<u>(1,061,904)</u>	<u>(760,553)</u>
<b>NET CURRENT ASSET POSITION</b>	<b>7,224,284</b>	<b>7,211,607</b>	<b>9,377,231</b>
Less: Cash - Reserves - Restricted	(6,028,479)	(6,028,479)	(6,081,565)
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	45,983
Adjustment for Trust Transactions Within Muni	0	0	0
<b>ESTIMATED SURPLUS/(DEFICIENCY) C/FWD</b>	<u><b>1,241,788</b></u>	<u><b>1,229,111</b></u>	<u><b>3,341,649</b></u>

SHIRE OF DUNDAS

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2017 TO 31 JULY 2018

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	539	5,628,612	892,833	0	0	892,833	892,833
UV - Pastoral	0.080000	15	708,393	56,671	0	0	56,671	56,671
UV - Mining Leases	0.152582	337	8,207,547	1,252,324	0	0	1,252,324	1,235,437
Non - Rateable		1,729	260,827	0	0	0	0	0
<b>Sub-Totals</b>		<b>2,620</b>	<b>14,805,379</b>	<b>2,201,828</b>	<b>0</b>	<b>0</b>	<b>2,201,828</b>	<b>2,184,941</b>
<b>Minimum Rates</b>								
GRV	349	150	66,927	52,350			52,350	52,350
UV	349	118	129,468	41,182			41,182	40,135
UV - Prospecting Leases	300	55	60,882	16,500			16,500	15,900
Non - Rateable								
<b>Sub-Totals</b>		<b>323</b>	<b>257,277</b>	<b>110,032</b>	<b>0</b>	<b>0</b>	<b>110,032</b>	<b>108,385</b>
Discounts								
Rate Adjustments								
Movement in Excess Rates								
<b>Total Amount of General Rates Specified Area Rates</b>							<b>2,311,860</b>	<b>2,293,326</b>
<b>Total Rates</b>							<b>2,311,860</b>	<b>2,293,326</b>

All land except exempt land in the Shire of Dundas is rated according to its Gross Rental Value (GRV) in townships 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 2017 TO 31 JULY 2018**

**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-Jul-18 \$
BUILDERS REGISTRATION (I)	(52)	0	0	(52)
CHAMBER OF COMMERCE	0	0	0	0
DEMOLITION DEPOSITS	500	0	0	500
EXCESS (OVERPAID) RATES	1,932	40	0	1,972.0
GYM KEY DEPOSITS	4,200	150	0	4,350
TENNIS KEY DEPOSIT	600	0	0	600
BCITF (BUIL CON INDU TRAI FUN)	548	0	0	548
LIBRARY (TOY)	483	0	0	483
COMMUNITY GARDEN	2,539	0	0	2,539
NGADJU WOMENS CARING	23,616	0	(5,052)	18,564
LICENSING (TRANSPORT)	11,303	964	0	12,267
NOMINATION DEPOSITS	0	0	0	0
BANK INTEREST	292	7	0	299
	<u>45,961</u>	<u>1,161</u>	<u>(5,052)</u>	<u>42,070</u>



SHIRE OF DUNDAS

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2017 TO 31 JULY 2018

8. OPERATING STATEMENT

	2018/19 July Actual	2018/19 Adopted Budget	2017/18 Actual
<b>OPERATING REVENUES</b>	\$	\$	\$
Governance	1,514	21,000	64,088
General Purpose Funding	2,369,122	3,000,738	3,390,814
Law, Order, Public Safety	136	15,800	109,044
Health	4,260	4,000	3,765
Education and Welfare	20,265	90,000	82,160
Housing	1,538	26,600	18,603
Community Amenities	149,960	171,935	173,890
Recreation and Culture	1,172	199,500	140,409
Transport	104,706	3,695,777	2,103,742
Economic Services	5,387	1,457,718	1,378,259
Other Property and Services	149	30,000	61,880
<b>TOTAL OPERATING REVENUE</b>	<b>2,658,209</b>	<b>8,713,067</b>	<b>7,526,653</b>
<b>OPERATING EXPENSES</b>			
Governance	198,779	655,115	624,077
General Purpose Funding	4,283	419,861	315,505
Law, Order, Public Safety	12,115	128,141	234,350
Health	4,704	187,248	177,347
Education and Welfare	9,127	260,297	218,658
Housing	8,229	110,664	86,296
Community Amenities	20,936	567,113	486,005
Recreation & Culture	52,506	1,279,144	1,178,447
Transport	28,473	2,045,293	1,822,987
Economic Services	9,109	417,491	374,052
Other Property and Services	49,806	196,351	166,531
<b>TOTAL OPERATING EXPENSE</b>	<b>398,067</b>	<b>6,266,719</b>	<b>5,684,256</b>
<b>CHANGE IN NET ASSETS RESULTING FROM OPERATIONS</b>	<b>2,260,142</b>	<b>2,446,349</b>	<b>1,842,397</b>

**SHIRE OF DUNDAS**

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

**FOR THE PERIOD 1 JULY 2017 TO 31 JULY 2018**

**9. STATEMENT OF FINANCIAL POSITION**

	<b>2018/19 Actual \$</b>	<b>2017/18 Actual \$</b>
<b>CURRENT ASSETS</b>		
Cash and Cash Equivalents	7,253,219	7,659,413
Trade and Other Receivables	2,884,565	614,098
Work In Progress	0	0
Inventories	0	0
<b>TOTAL CURRENT ASSETS</b>	<u>10,137,784</u>	<u>8,273,511</u>
<b>NON-CURRENT ASSETS</b>		
Other Receivables	47,861	47,861
Inventories	0	0
Property, Plant and Equipment	12,643,613	12,641,442
Infrastructure	53,351,312	53,258,963
Work in Progress	0	0
<b>TOTAL NON-CURRENT ASSETS</b>	<u>66,042,786</u>	<u>65,948,266</u>
<b>TOTAL ASSETS</b>	<u>76,180,570</u>	<u>74,221,777</u>
<b>CURRENT LIABILITIES</b>		
Trade and Other Payables	348,789	650,140
Long Term Borrowings	45,983	45,983
Provisions	365,781	365,781
<b>TOTAL CURRENT LIABILITIES</b>	<u>760,553</u>	<u>1,061,904</u>
<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>	<u>406,170</u>	<u>406,170</u>
<b>TOTAL LIABILITIES</b>	<u>1,166,723</u>	<u>1,468,074</u>
<b>NET ASSETS</b>	<u>75,013,847</u>	<u>72,753,703</u>
<b>EQUITY</b>		
Trust Imbalance	0	0
Retained Surplus	33,275,434	31,068,376
Reserves - Cash Backed	6,081,565	6,028,479
Revaluation Surplus	35,656,848	35,656,848
<b>TOTAL EQUITY</b>	<u>75,013,847</u>	<u>72,753,703</u>

SHIRE OF DUNDAS

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2017 TO 31 JULY 2018

10. FINANCIAL RATIOS

	Benchmark	2017/18 YTD	2017/18 YE	2016/17 YE	2015/16 YE
Current Ratio	>1	5.33	2.11	4.15	2.41
Operating Surplus Ratio	>0.01	0.87	(0.42)	0.01	(0.60)
Operating Surplus Ratio - excluding Dep		0.87	0.47	N/A	N/A
Own Source Revenue Coverage Ratio	>0.40	6.35	0.46	0.52	0.51
Debt Service Cover Ratio	>2	1,407.72	26.66	72.96	N/A
Asset Consumption Ratio	>0.50	0.98	0.82	0.80	0.81
Asset Sustainability Ratio	>0.90	#DIV/0!	0.46	0.65	1.72
Asset Renewal Funding Ratio	>0.75	Calculate only at the YE		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 2017 TO 31 JULY 2018

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	18/01/2019	2.75%	3,531,917
Term deposit	ANZ	ADI	3 months	13/10/2018	2.00%	372,715
Term deposit	Goldfields Money	ADI	3 months	3/10/2018	2.55%	546,104
Term deposit	ANZ	ADI	3 months	21/09/2018	2.50%	430,830
Term deposit	ANZ	ADI	6 months	17/12/2018	2.50%	1,200,000
						<u>6,081,565</u>
<b>Reserve wise</b>						
IT Reserve						94,173
Aerodrome Reserve						143,500
Leave Reserve						357,816
Plant Reserve						782,541
Land Development Reserve						1,733,856
Transport Reserve						1,758,945
Unspent Grant Reserve						1,210,734
						<u>6,081,565</u>

Agenda Reference & Subject	
10.4.3 – CRC Management Report & Financial Statements to 31 <sup>st</sup> July 2018	
Location / Address	Shire of Dundas
File Reference	CS.SP.8
Author	Deputy CEO
Date of Report	7 <sup>th</sup> August 2018
Disclosure of Interest	Nil



**Management Report & Monthly Statement of Financial Activity  
For the period ending 31<sup>st</sup> July 2018**

**Officer Recommendation**

**That the Norseman Community Resource Centre Management Report and Financial Statements for the period ending 31<sup>st</sup> July 2018 be accepted.**

Moved      Cr: Wyatt  
Seconded   Cr: Bayley

**Resolution**

**That the Norseman Community Resource Centre Management Report and Financial Statements for the period ending 31<sup>st</sup> July 2018 be accepted.**

Carried by:    Simple Majority                      For: 6                      Against: 0



# Norseman Community Resource Centre

## MANAGEMENT REPORT

---

Prepared by: Angie Hogan  
01/07/2018/31/07/2018

Norseman Community Resource Centre

---

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

Total Number of memberships: 08

New memberships this reporting period: 0

Patronage per opening hour: 15.3

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

#### **Strategies undertaken:**

The CRC held a perfume workshop, small in attendance but the ladies who came found it informative and fun, these hobby-based workshops are run with the aim of achieving community connectedness and engaging with the community, the CRC will be running a few more this year. A few one on one sessions in technology training with members of the community kept the CRC busy, the CRC provides a troubleshooting service to show people how to load apps, change settings set up and use social media, one on one sessions usually take 30-60 minutes. Kidz Klub had cooking classes all month at the Town Hall, attendance was fantastic. The kids prepared and made their own food and baked it, they had a great time. The CRC held a Movie night over the school holidays again attendance was small, as most kids were still on holidays.

2018/19 National Agent and Access Point Learning Program has commenced (Centrelink), all specified personnel are required to complete. Agents have 90 days in which to complete.

### **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

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

Currently studying Cert III in Tourism

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

af.

# Norseman Community Resource Centre

PO Box 206  
86 Prinsep Street  
NORSEMAN WA 6443

## Reconciliation Report

6/08/2018  
8:54:24 AM

Page 1

ID#	Date	Payee	Deposit	Withdrawal
Cheque Account:		1-1110	Cheque Account	
Date of Bank Statement:		31/07/2018		
Last Reconciled:		30/06/2018		
Last Reconciled Balance:		\$97,926.92		

### Cleared Cheques

1781	8/06/2018	Norseman Today		\$245.00
1786	30/06/2018	Shire of Dundas - Wages & Su		\$6,676.64
1786	30/06/2018	Shire of Dundas - Wages & Su		\$1,061.79
1786	30/06/2018	Shire of Dundas - Events		\$188.80
1786	30/06/2018	Shire of Dundas - Rent 81 Rob		\$1,100.00
1786	30/06/2018	Shire of Dundas - Photocopier		\$1,723.83
1788	30/06/2018	Norseman IGA		\$136.11
DW020718	2/07/2018	Westnet		\$109.95
DW020718	2/07/2018	Kilima WA Pty Ltd		\$1,121.41
DW050718	5/07/2018	Horizon Power		\$423.04
SC310718	5/07/2018	Bank fee		\$10.00
DW060718	6/07/2018	Ezypay		\$3.00
DW090718	9/07/2018	Spectrum Consumables		\$358.38
DW090718	9/07/2018	Canon Finance		\$233.57
DW100718	10/07/2018	National Kiosk		\$51.50
DW120718	12/07/2018	Telstra		\$164.98
SC310718	17/07/2018	Bank fee Trust account		\$10.00
DW632139	20/07/2018	Shire of Dundas		\$2,549.06
DW632139	20/07/2018	Norseman Visitor Centre		\$250.00
DW632139	20/07/2018	Express Yourself Printing		\$206.48
DW632139	20/07/2018	C Direct		\$418.91
DW230718	23/07/2018	Australian Tax Office		\$925.00
DW571787	27/07/2018	Future Security Solutions Pty		\$150.15
DW571787	27/07/2018	Full Moon Cafe & Thai Restau		\$55.00
DW572015	27/07/2018	ANGELA HOGAN		\$85.00
Total:			\$0.00	\$18,257.60

### Cleared Deposits

CR002687	6/07/2018	Services funding 01.07.18 - 30.	\$27,711.88	
CR002689	6/07/2018	Payment; MG Safety Supplies	\$42.35	
CR002690	12/07/2018	Payment; G.E.T.S.	\$1,059.20	
CR002691	13/07/2018	Payment; Shire of Dundas	\$106.03	
CR002688	16/07/2018	Centrelink	\$2,124.46	
Total:			\$31,043.92	\$0.00

### Outstanding Cheques

1787	30/06/2018	Norseman Today		\$75.00
Total:			\$0.00	\$75.00

# Norseman Community Resource Centre

## Reconciliation Report

6/08/2018  
8:54:25 AM

Page 2

ID#	Date	Payee	Deposit	Withdrawal
Cheque Account:	1-1110	Cheque Account		
Date of Bank Statement:	31/07/2018			
Last Reconciled:	30/06/2018			
Last Reconciled Balance:	\$97,926.92			

Outstanding Cheques

Reconciliation

BusinessBasics Balance on 31/07/2018:	\$110,638.24
Add: Outstanding Cheques:	\$75.00
Subtotal:	\$110,713.24
Deduct: Outstanding Deposits:	\$0.00
Expected Balance on Statement:	\$110,713.24



# Norseman Community Resource Centre

PO Box 206  
86 Prinsep Street  
NORSEMAN WA 6443

## Balance Sheet

As of July 2018

6/08/2018  
8:55:54 AM

---

Assets	
Current Assets	
Cash On Hand	
Cheque Account	\$110,638.24
Petty Cash	\$150.00
Cash Float	\$150.00
Undeposited Funds	\$1,436.30
Total Cash On Hand	\$112,374.54
Trade Debtors	\$4,960.00
Total Current Assets	\$117,334.54
Other Assets	
Deposits	\$2,000.00
Total Other Assets	\$2,000.00
Fixed Assets	
Furniture & Fixtures	
Furniture & Fixtures at Cost	\$85,598.59
Furniture & Fixtures Accum Dep	-\$7,869.38
Total Assets	\$197,063.75
Liabilities	
Current Liabilities	
GST Liabilities	
GST Collected	\$110,657.65
GST Paid	-\$105,014.84
Total GST Liabilities	\$5,642.81
Other Current Liabilities	
Long Service Leave Provision	\$45,286.88
Annual Leave Provision	\$25,897.58
Total Current Liabilities	\$76,827.27
Total Liabilities	\$76,827.27
Net Assets	\$120,236.48
Equity	
Retained Earnings	\$39,346.48
Current Year Earnings	\$27,068.45
Historical Balancing	\$53,821.55
Total Equity	\$120,236.48

# Norseman Community Resource Centre

PO Box 206  
86 Prinsep Street  
NORSEMAN WA 6443

## Profit & Loss [With Year to Date]

July 2018

6/08/2018  
8:55:36 AM

	Selected Period	% of Sales	Year to Date	% of YTD Sales
<b>Income</b>				
<b>Sales</b>				
1 Computer Usage	\$148.42	0.5%	\$148.42	0.5%
3 Photocopying/Printing	\$2,408.35	7.4%	\$2,408.35	7.4%
Fax Services	\$9.55	0.0%	\$9.55	0.0%
Scanning	\$36.21	0.1%	\$36.21	0.1%
Binding	\$10.91	0.0%	\$10.91	0.0%
Secretarial Services	\$122.72	0.4%	\$122.72	0.4%
Laminating	\$5.45	0.0%	\$5.45	0.0%
Kids Klub	\$67.27	0.2%	\$67.27	0.2%
Events	\$36.36	0.1%	\$36.36	0.1%
Computer Goods - Sales	\$58.14	0.2%	\$58.14	0.2%
Phones & Credit - Sales	\$1,864.69	5.7%	\$1,864.69	5.7%
4 Drinks - Sales	\$22.73	0.1%	\$22.73	0.1%
Conference Room Hire	\$800.00	2.4%	\$800.00	2.4%
Contract Services	\$1,931.33	5.9%	\$1,931.33	5.9%
Grant Income	\$25,192.62	77.0%	\$25,192.62	77.0%
<b>Total Income</b>	<b>\$32,714.75</b>	<b>100.0%</b>	<b>\$32,714.75</b>	<b>100.0%</b>
<b>Cost of Sales</b>				
<b>Purchases</b>				
Purchases - Express Yourself	\$187.71	0.6%	\$187.71	0.6%
Photocopier Meter Reading	\$2,047.33	6.3%	\$2,047.33	6.3%
Computer & Phone Goods	\$380.83	1.2%	\$380.83	1.2%
<b>Total Cost of Sales</b>	<b>\$2,615.87</b>	<b>8.0%</b>	<b>\$2,615.87</b>	<b>8.0%</b>
<b>Gross Profit</b>	<b>\$30,098.88</b>	<b>92.0%</b>	<b>\$30,098.88</b>	<b>92.0%</b>
<b>Expenses</b>				
Events	\$50.00	0.2%	\$50.00	0.2%
Bank Fees	\$20.00	0.1%	\$20.00	0.1%
Advertising	\$227.27	0.7%	\$227.27	0.7%
Security	\$136.50	0.4%	\$136.50	0.4%
Photo Express Kiosk	\$587.69	1.8%	\$587.69	1.8%
Computer Repairs & Maintenance	\$270.00	0.8%	\$270.00	0.8%
Rent	\$1,019.46	3.1%	\$1,019.46	3.1%
Telephone	\$149.98	0.5%	\$149.98	0.5%
<b>Employment Expenses</b>				
Training & Conferences	\$85.00	0.3%	\$85.00	0.3%
<b>Total Employment Expenses</b>	<b>\$85.00</b>	<b>0.3%</b>	<b>\$85.00</b>	<b>0.3%</b>
<b>Services</b>				
Electricity	\$384.58	1.2%	\$384.58	1.2%
Internet Fees	\$99.95	0.3%	\$99.95	0.3%
<b>Total Expenses</b>	<b>\$3,030.43</b>	<b>9.3%</b>	<b>\$3,030.43</b>	<b>9.3%</b>
<b>Net Profit / (Loss)</b>	<b>\$27,068.45</b>	<b>82.7%</b>	<b>\$27,068.45</b>	<b>82.7%</b>

<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	15 <sup>th</sup> August 2018
Disclosure of Interest	Nil

### Summary

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

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

Moved Cr: Bayley  
Seconded Cr: Wyatt

**Resolution**

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

Carried by: Simple Majority

For: 6

Against: 0

<b>Agenda Reference &amp; Subject</b>	
<b>10.4.5 – Amendment to Schedule of Fees and Charges 2018/2019</b>	
Location / Address	Norseman
File Reference	FM.FE
Author	Gihan Kohobange
Date of Report	9th August 2018
Disclosure of Interest	Nil

**Summary**

For the Council to endorse proposed amendments to the Schedule of Fees and Charges for 2018/2019.

**Background**

The Council of the Shire of Dundas adopted the Schedule of Fees and Charges for 2018 / 2019 at its ordinary council meeting held on 19<sup>th</sup> June 2018.

**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**

Nil

**Consultation**

Manager Projects

**Comment**

The Shire spends approximately \$325,000 per year to provide sanitation services to the community. The Shire is recouping only closer to 50% of this 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 is more.

Following increases proposed to partially recover escalated cost in providing sanitation services are very crucial to ensure a sustainable service to the community. These increases have been overlooked in finalising the Schedule of Fees and Charges for 2018/2019.

Details	Ledger Code	Unit / Type	2018/19			Proposed 2018/19			Change
			Fee	GST	Total	Fee	GST	Total	
Building Waste	126430	Per m 3	27.27	2.73	30.00	40.91	4.09	45.00	15.00
Industrial Waste	126430	Per m3	27.27	2.73	30.00	45.45	4.55	50.00	20.00
Oil Waste Disposal	126430	Per litre	0.18	0.02	0.20	0.91	0.09	1.00	0.80
Asbestos Waste	126430	Per m3	90.91	9.09	100.00	200.00	20.00	220.00	120.00
Green Waste - Commercial	126430	Per m3	9.09	0.91	10.00	9.09	0.91	45.00	35.00

### Voting Requirements

Absolute Majority

### Officer Recommendation

That the Council of the Shire of Dundas adopt the following amendments to Schedule of Fees and Charges for 2018 / 2019.

Details	Unit / Type	2018/19		
		Fee	GST	Total
Building Waste	Per m 3	40.91	4.09	45.00
Industrial Waste	Per m3	45.45	4.55	50.00
Oil Waste Disposal	Per litre	0.91	0.09	1.00
Asbestos Waste	Per m3	200.00	20.00	220.00
Green Waste - Commercial	Per m3	9.09	0.91	45.00

Moved Cr: Patupis  
Seconded Cr: Warner

### Resolution

That the Council of the Shire of Dundas adopt the following amendments to Schedule of Fees and Charges for 2018 / 2019.

Details	Unit / Type	2018/19		
		Fee	GST	Total
Building Waste	Per m 3	40.91	4.09	45.00
Industrial Waste	Per m3	45.45	4.55	50.00
Oil Waste Disposal	Per litre	0.91	0.09	1.00
Asbestos Waste	Per m3	200.00	20.00	220.00
Green Waste - Commercial	Per m3	9.09	0.91	45.00

Carried by: Absolute Majority

For: 6

Against: 0

Agenda Reference & Subject	
<b>10.4.6 – Disposition of Shire Properties in Norseman</b>	
Location / Address	Shire of Dundas
File Reference	A570
Author	Peter Crawford – Acting Chief Executive Officer
Date of Report	7 August 2018
Disclosure of Interest	Nil

### Summary

For Council to consider the sale of land in Norseman townsite

### Background

A request has been received from a local business person to purchase some land in the Norseman townsite for the purpose of building a 40-45 man “Diggers Camp”.

### Statutory Environment

Section 3.58 of the *Local Government Act 1995* establish the methodologies by which a local government may dispose of property (assets).

An extract from the section 3.58 of the Act:

- (2) *Except as stated in this section, a local government can only dispose of property to —*
- (a) *the highest bidder at public auction; or*  
 (b) *the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.*
- (3) *A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —*
- (a) *it gives local public notice of the proposed disposition —*
- (i) *describing the property concerned; and*  
 (ii) *giving details of the proposed disposition; and*  
 (iii) *inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;*  
*and*  
 (b) *it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.*
- (4) *The details of a proposed disposition that are required by subsection (3)(a)(ii) include —*
- (a) *the names of all other parties concerned; and*  
 (b) *the consideration to be received by the local government for the disposition; and*  
 (c) *the market value of the disposition —*
- (i) *as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or*  
 (ii) *as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.*

Policy Implications

Council has no Policies in relation to this matter

Financial Implications

Will assist in increasing the rates income

Strategic Implications

None

Consultation

Council

Mr Gihan Kohobange - DCEO

Ms Sonya Ellison – Senior Administration Officer

Mr Richard Brookes – Principal Environmental Health Officer Building Surveyor

Comment

The land in question are Lots 297, 298, 299 and 300 Angove Street and Lots 280, 289 and 290 Prinsep Street.

These Lots, in the Shire's name, have been vacant for some time and are not in any immediate demand for use by Council. The sale of this land will however, assist in growing the rates base.

Disposition will be in accordance with the *Local Government Act 1995* and would be best disposed of by public auction.

At the Ordinary Meeting of Council held Tuesday, 19 June 2018, Council Resolved:

*That the Council of Shire of Dundas recommend sale of property at 13-15 Roberts Street either through a public auction or a public tender subject to a reserve price of \$35,000.00*

It is intended that this property, along with Lot 280 Prinsep Street would also be disposed of at the same auction as the aforementioned lots of land.

It should be noted that any projects associated with the sale of any of the above properties will be subject to all planning and building applications and approvals in accordance with all relevant legislation.

Voting Requirements

Simple Majority

Officer Recommendation

**That Council:**

- 1. Agrees to the disposition of Lots 297, 298, 299 and 300 Angove Street, Lots 280, 289 and 290 Prinsep Street in Norseman by public auction,**
- 2. Agrees to the disposition of house and land at Lots 737 and 738 Roberts Street in Norseman by public auction, and,**
- 3. Directs the Acting Chief Executive Officer to seek quotations from auctioneers to dispose of the above properties by way of public auction and present recommendations to the Ordinary Meeting of Council in September 2018**

Moved Cr: Bayley  
 Seconded Cr: Wyatt

### Resolution

#### That Council:

1. **Agrees to the disposition of Lots 297, 298, 299 and 300 Angove Street, Lots 280, 289 and 290 Prinsep Street in Norseman by public auction,**
2. **Agrees to the disposition of house and land at Lots 737 and 738 Roberts Street in Norseman by public auction, and,**
3. **Directs the Acting Chief Executive Officer to seek quotations from auctioneers to dispose of the above properties by way of public auction and present recommendations to the Ordinary Meeting of Council in September 2018**

Carried by: Simple Majority For: 6 Against: 0

Cr Wyatt declared a Financial Interest in the following item 10.4.7 as her daughter is a member of the group, however is not currently attending.

Cr Warner declared a Financial Interest in the following item 10.4.7 as her Granddaughter is an active member of the group. She also helped with the application in its early stages.

Gihan Kohobange declared a Financial Interest in the following item 10.4.7 as his daughter is an active member of the group.

Cr Wyatt, Cr Warner and Gihan Kohobange exited the Council Chambers at 6:44pm.

<b>Agenda Reference &amp; Subject</b>	
<b>10.4.7 – Community Grant Application Norseman Dance Group</b>	
Location / Address	Shire of Dundas
File Reference	FM.SP.1
Author	Pania Turner Community Development Manager
Date of Report	15 August 2018
Disclosure of Interest	Nil

### Summary

For Council to consider the Community Grant Application submitted by the Norseman Dance Group.

### Background

The Norseman Dance Group consists of a group parent volunteers and their children coming together under the tutelage of Moore Moves Dance Company. The dance season generally operates between May-October with the Kalgoorlie based dance instructor travelling to Norseman once a fortnight on a Sunday to teach dance. The dance lessons cater from a range of abilities and ages. The Shire of Dundas has supported the dance lessons by paying the instructors fees and waiving the town hall and community bus booking fees since 2014.

### Statutory Environment

Nil



Policy Implications

## C.6 Community Grants Program

The current application meets the Criteria for Evaluation as stated in the Policy C.6:

## 2. Criteria for Evaluation

There must be tangible and sustainable benefits demonstrated in order for the Shire to commit to any funding. In determining funding approval, applications will be required to deliver outcomes within the following Shire Strategies;

- Community Development
  - Youth
  - Seniors
  - Community Groups
  - Culture
  - Community Events
  - Community Initiatives
- Sport and Recreation
- Tourism and Area Promotion
- Community Engagement

Financial Implications

Dance Instructors Fees approximately \$5,500

In-kind sponsorship of Town Hall Hire

Strategic Implications

Theme 1- A Vibrant, active and healthy socially connected Community		
A strong, healthy, educated and connected Community that is actively engaged and involved.		
Strategy 1	Goal	Measure
<b>1.2 Recreation, Sports and Leisure</b>	A socially connected Community that is physically active.	Level of Community participation in a range of clubs and activities is sustained or is growing.
<b>1.3 Engagement of the Community</b>	The Community are engaged in constructive activities that encourage social and Community development.	Participation rates of Community members involved in constructive activities is increasing. An increased level of Community feedback to the Shire. The continued Development and Youth Officer.

Consultation

Mr Gihan Kohobange – DCEO  
 Miss Margaret McEwan– Youth & Events Officer  
 Councillor Warner  
 Norseman Dance Group Organiser  
 Sarah Moore

Comment

Community members who come together to organise positive activities for children and youth should be supported in their endeavours. The community as a whole are enriched when they see the children performing and taking part in healthy and positive activities. Dance lessons offer the participating children a variety of benefits including:

- physical health through movement and activity
- social and emotional health through belonging to a community group
- skill development and resilience
- a creative outlet and confidence building.

There has been a degree of difficulty in the Norseman Dance Group submitting the Community Grant Application before the commencement of the 2018 dance season, the grant application includes a request to address invoices already accrued, this is included in the total amount.

#### Voting Requirements

Simple Majority

#### Officer Recommendation

1. That the Shire of Dundas Council approve the payment of invoices from Moore Moves Dance Company for the Norseman Dance Group 2018 dance season up to \$6000.00.
2. That the Shire of Dundas Council approve an in-kind donation of waiving the Norseman Town Hall hire fees for Norseman Dance Group season 2018.

Moved Cr: Patupis  
Seconded Cr: Bayley

#### Resolution

1. That the Shire of Dundas Council approve the payment of invoices from Moore Moves Dance Company for the Norseman Dance Group 2018 dance season up to \$6000.00.
2. That the Shire of Dundas Council approve an in-kind donation of waiving the Norseman Town Hall hire fees for Norseman Dance Group season 2018.

Carried by: Simple Majority For: 4 Against: 0

Cr Wyatt, Cr Warner and Gihan Kohobange entered the Council Chambers at 6:45pm

Janine Thornton exited the Council Chambers at 6:45pm

<b>Agenda Reference &amp; Subject</b>	
<b>10.4.8 – Cartman Designs - Revised Proposal for Woodlands Cultural Community and Visitors Centre</b>	
Location / Address	Shire of Dundas
File Reference	CP.DC.1
Author	Pania Turner Community Development Manager
Date of Report	15 August 2018
Disclosure of Interest	Nil

#### Summary

For the Council of the Shire of Dundas to consider and approve the revised contract from Cartman Design for the preparation of Contract Drawings and full documentation including Tender and Contract Documentation for the Visitors and Community Precinct, as more fully set out in papers relating.

#### Background

The project has been part of our forward planning for several years with the building having been purchased during 2014/15. The project will form part of the development of a "precinct" on the

Coolgardie- Esperance road entry into Norseman and will create an interest to both travellers and local community. Council have been successful in securing significant funding for the project and now as it moves forward are working with local and regional stakeholders to ensure a successful outcome for the community. On completion the Woodlands Cultural Community and Visitor Centre will add to the economic and social diversity of Norseman and the Shire of Dundas.

#### Statutory Environment

Nil

#### Policy Implications

F.3 Purchasing Policy

#### Financial Implications

The original contact was for \$146,025.00 (GST excl), the revised contract is \$ 141,588.00. The revised proposal remains within the budget allocated for the project.

#### Strategic Implications

Theme 2- A thriving local economy and economic base.		
A strong, diversified economy with a number of commercial businesses and industries providing new and varied employment opportunities for all age groups.		
Strategy 2	Goal	Measure
<b>2.1 Recreation, Sports and Leisure</b>	A vibrant economy that includes opportunities for mining, industry, tourism, shopping and business.	The level and diversity of business, including mining, industry, tourism and commercial activity is increasing.
<b>2.2 Attracting new businesses</b>	New businesses are attracted to the area and existing ones encouraged to grow through promotion of the area as an attractive place to work and live.	
<b>2.4 Provide infrastructure that stimulates growth</b>	To assist in the provision of infrastructure that encourages development of existing and new business opportunities.	Increased level of infrastructure that is beneficial to business and industry.

#### Consultation

Mr Peter Crawford Acting CEO  
 Mr Gihan Kohobange – DCEO  
 Cartman Designs  
 GFG Consulting

#### Comment

In June of 2017 Council resolved:

That the Council of the Shire of Dundas approve the appointment of Cartman Designs for the preparation of concept drawings and full documentation including Architectural drawings and specifications as more fully set out in their quotation which forms part of the papers relating.

Due to the appointment of Project Management GFG Consulting the scope of the work required from Cartman Designs has changed and a revised proposal and contract has been submitted.

Voting Requirements

Simple Majority

Officer Recommendation

**That the Shire of Dundas Council approve the revised fee proposal and appoint Cartman Designs for drawings and full documentations for the Visitor and Community Precinct as outlined in the papers relating.**

Moved Cr: Wyatt  
Seconded Cr: Warner

Resolution

**That the Shire of Dundas Council approve the revised fee proposal and appoint Cartman Designs for drawings and full documentations for the Visitor and Community Precinct as outlined in the papers relating.**

Carried by: Simple Majority

For: 6

Against: 0

<b>Agenda Reference &amp; Subject</b>	
<b>10.4.9 – RV Park in Norseman Townsite</b>	
Location / Address	Shire of Dundas
File Reference	A3961
Author	Peter Crawford – Acting Chief Executive Officer
Date of Report	14 August 2018
Disclosure of Interest	Nil

Summary

For Council to consider allocating a temporary site for an RV Park in Norseman townsite.

Background

The time frame of Council approval for the current RV site on the corner of Ramsay and Mildura Streets has now expired and it is appropriate for a new site to be allocated.

Statutory Environment

Local Government Act 1995

Caravan Parks and Camping Ground Act 1995 and Caravan Parks and Camping Ground Regulation 1997, Shire of Dundas Town Planning Scheme No 2

Policy Implications

Council has Adopted Policy T.18 Designated RV Parking Area for Self-Contained Vehicles and Caravans that is relevant to this matter.

Financial Implications

A small impact in signage and policing costs may be felt but will be minimal.

Strategic Implications

Will continue to encourage tourist to stop in Norseman and stay for longer periods of time.

Consultation

Council

Mr Richard Brookes – Principal Environmental Health Officer Building Surveyor/Town Planner

Mr Gihan Kohobange - DCEO

Mr Steve Bowyer - Ranger

Comment

The question of where to place the RV Camp until a new site has been established was discussed by Council at a recent Forum. The outcome was to conduct a Community Questionnaire to seek the views of the community on whether they wanted the Shire to provide a RV Park and if so, where.

A total of 82 responses were received and the results are as follow:

- Those opposed to having an RV park in town 16%
- Those wanting an RV Park in town 80%
- RV Park at the sports oval 31%
- RV Park at the old rugby field 36%
- RV Park at the motocross track 5%
- RV Park at the golf club 10%

While Council can choose any of the above locations to be the temporary RV Parking Area, the preferred location is the old rugby field for a number of reasons:

- The entire area is enclosed within a boundary fence
- There is no other infrastructure in the enclosure
- There is very little preparation involved in opening the area up to traffic
- It will be relatively easy to police

A fenced section of a portion of both Reserves 3327 and 39313 which is known locally as the Rugby Field is wholly contained within the fenced boundaries.

Signage is already being manufactured, the gateway to the enclosure will be widened and the area will be basically ready to be opened up. All that remains is to erect the signs at the entrance and also a number of signs around town directing self-contained vehicles to the area. Move on notices have been printed and are ready for use.

Whichever site is chosen, the staff are ready to open up that area as all sites will fit in with our preparation plans and signage.

Both Rangers will monitor the area closely and remove any vehicles that do not conform.

A review of the Shire of Dundas Property Local Laws is being undertaken that will update our Local Laws and ensure that the ranger's position will be strengthened in enforcing our Local Laws with regards to indiscriminate campers.

Voting Requirements

Simple Majority

**Officer Recommendation****That Council:**

1. Approve the old Rugby Field (Portion of Reserves 3327 & 39313) to be the RV Parking Area in Norseman until further notice,
2. Direct the CEO to:
  - a) Have the area delineated with adequate signage to enable visiting RV's to locate the site,
  - b) Ensure that there is adequate signage displayed at the old RV Camping site to deter campers, and,
  - c) Have authorised staff monitor both sites regularly to ensure that there is no indiscriminate camping at either site.

Moved Cr: Warner  
 Seconded Cr: Wyatt

**Resolution****That Council:**

1. Approve the old Rugby Field (Portion of Reserves 3327 & 39313) to be the RV Parking Area in Norseman until further notice,
2. Direct the CEO to:
  - a) Have the area delineated with adequate signage to enable visiting RV's to locate the site,
  - b) Ensure that there is adequate signage displayed at the old RV Camping site to deter campers, and,
  - c) Have authorised staff monitor both sites regularly to ensure that there is no indiscriminate camping at either site.

Carried by: Simple Majority

For: 6

Against: 0

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

Nil

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

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 agreed to the introduction of the following late item for decision.

Moved Cr: Bayley  
 Seconded Cr: Patupis

**Resolution**

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

Carried by: Simple Majority

For: 6

Against: 0

<b>Agenda Reference &amp; Subject</b>	
<b>12.1 – Joint Standing Committee on Delegated Legislation – Standing Orders Local Law 2018</b>	
Location / Address	Shire of Dundas
File Reference	LE.LO
Author	Gihan Kohobange
Date of Report	20 <sup>th</sup> August 2018
Disclosure of Interest	Nil

Summary

For the Council to respond to the Joint Standing Committee on Delegated Legislation in relation to Shire of Dundas Standing Orders Local Law 2018.

Background

The Joint Standing Committee on Delegated Legislation has written to the Shire requesting that the Council respond by resolution to an error in clauses 14 and 15 of the Local Law. The confidential and privileged letter sent by the Joint Standing Committee on Delegated Legislation is attached herewith.

Statutory Environment

Joint Standing Committee on Delegated Legislation

Policy Implications

N/A

Financial Implications

Additional costs to the Shire for statutory advertising and gazetting processes.

Strategic Implications

The “protective” notice of motion in the Legislative Council to disallow the local law would make the local law ineffective and unable to be utilised by the Shire. The proposed resolution would satisfy the Joint Standing Committee

Consultation

CEO, Richard Brookes and Joint Standing Committee on Delegated Legislation.

Comment

The Committee has identified an error in clauses 14 and 15 of the Local Law.

Clause 14 sets out the possible procedural motions that can be moved by Councillors at meetings. These include:

- That the meeting move to the next item of business (c1 14.5)
- That debate be adjourned (c1.14.6)
- That the Council do now adjourn (c1.14.7)
- That the question be now put (c1.14.8)
- That the Councillor be no longer heard (c1.14.9)
- That the ruling of the Presiding Member be disagreed with (c1.14.10)

Clause 15 then sets out the effect of certain procedural motions, including those listed above.

The Committee is of the view that clause 15 largely duplicates the content of clause 14. The effect of this is that the duplication of the clauses creates uncertainty and the clauses should be amended to remove the duplication.

For this reason, the Committee requests that the Shire of Dundas provide undertakings that the Shire will:

1. Within 6 months, amend the Local Law to:
  - Delete clauses 15.1 to 15.6
  - Incorporate the content of clause 15.6(2) and 15.6(3) into clause 14.10
  - Make all necessary consequential amendments
2. Until the Local Law is amended in accordance with undertaking 1:
  - Not to enforce the Local Law in a manner contrary to undertaking 1.
  - Where the Local Law is made publicly available, whether in hard copy or electronic form (including on the Shire's website), ensure that it is accompanied by a copy of these undertakings.

This undertakings should be given in the form of a letter signed by the Shire President.

The Committee requests that the undertakings be provided to the Committee by 20 September 2018.

The Council will be aware that the Shire of Dundas Standing Orders Local Law 2018 has already been adopted by the Council at its ordinary meeting in May 2018.

In order to satisfy the Joint Standing Committee on Delegated Legislation of the Councils intentions and to ensure that the local law is not disallowed, the recommendation is put forward for adoption

#### Voting Requirements

Simple Majority

#### Officer Recommendation

**That the Joint Standing Committee on Delegated Legislation be advised that the Council of the Shire of Dundas undertakes:**

1. **Within 6 months, amend the Local Law to:**
  - a. **Delete clauses 15.1 to 15.6**
  - b. **Incorporate the content of clause 15.6(2) and 15.6(3) into clause 14.10**
  - c. **Make all necessary consequential amendments**
2. **Until the Local Law is amended in accordance with undertaking 1:**
  - a. **Not to enforce the Local Law in a manner contrary to undertaking 1.**
  - b. **Where the Local Law is made publicly available, whether in hard copy or electronic form (including on the Shire's website), ensure that it is accompanied by a copy of these undertakings.**

Moved Cr: Bayley  
Seconded Cr: Hogan



**Resolution**

That the Joint Standing Committee on Delegated Legislation be advised that the Council of the Shire of Dundas undertakes:

1. Within 6 months, amend the Local Law to:
  - a. Delete clauses 15.1 to 15.6
  - b. Incorporate the content of clause 15.6(2) and 15.6(3) into clause 14.10
  - c. Make all necessary consequential amendments
2. Until the Local Law is amended in accordance with undertaking 1:
  - a. Not to enforce the Local Law in a manner contrary to undertaking 1.
  - b. Where the Local Law is made publicly available, whether in hard copy or electronic form (including on the Shire's website), ensure that it is accompanied by a copy of these undertakings.

Carried by: Simple Majority

For: 6


Against: 0

**13 Next Meeting**

The next Ordinary Meeting of the Council is scheduled to be held on the 18<sup>th</sup> September 2018.

**14 Closure of Meeting**

There being no further business the Shire President thanked all those in attendance and declared the meeting closed at 6:54pm

  
18.09.18.

