



## Minutes Certification

I certify that the Minutes of the 16<sup>th</sup> October 2018 Ordinary Council Meeting were presented to the Council and confirmed at the 22<sup>th</sup> November 2018 Ordinary Council Meeting.

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

Cr L Bonza  
President



**Minutes  
Ordinary Council Meeting  
16<sup>th</sup> October 2018**

Minutes of the ORDINARY Meeting of the Council held  
in the Council Chambers at the Shire Administration  
Office – Prinsep Street Norseman on the 16<sup>th</sup> October  
2018 commencing at 6.00pm

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## 1 Declaration of Opening and Announcement of Visitors.

The Shire President welcomed all in attendance and declared the meeting open at 6:00pm

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

This Council meeting was held on the traditional lands of the Ngadju people and I wish to acknowledge them as traditional owners and pay my respects to their elders, past and present.

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

### Financial Interests:

Nil

### Proximity Interests:

Nil

### Impartiality Interests:

Cr Warner - item 12.1 Kambalda Amateur Swim Club use of Norseman Aquatic Centre, as she is a member of the swimming club.

Cr Wyatt - item 12.1 Kambalda Amateur Swim Club use of Norseman Aquatic Centre, as she is a member of the swimming club.

Cr Hogan – item 10.4.8 Application for Pensioner Unit Accommodation, as he submitted a letter of recommendation for the applicant.

Tracy Dixon (Administration Officer) – item 12.1 Kambalda Amateur Swim Club use of Norseman Aquatic Centre, as she and her daughter are members of the swimming club.

Peter Crawford (Manager of Works and Services) – item 10.3.1 Appointment of Authorised Officers as he is an Officer mentioned in the report and the resolution may result in extended authority of his position.

### 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 Fitchat	Chief Executive Officer
Gihan Kohobange	Deputy Chief Executive Officer
Pania Turner	Manager of Community Development
Peter Crawford	Manager of Works and Services
Sonya Ellison	Senior Administration Officer





Tracy Dixon Administration Officer

**Public Gallery**

Lynn Webb

Merynda Fraser

**4 Applications for Leave of Absence.**

Nil

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

Nil

**6 Public Question Time.**

In accordance with the Local Government Act 1995 and the Local Government (Administration) Regulations 1996, any person may during Public Question Time ask any question.

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

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

Nil

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

- 7.1 Minutes of the Ordinary Meeting of Council held on 18<sup>th</sup> September 2018 be confirmed as a true and accurate record.

**Recommendation**

**That the minutes of the Ordinary Council Meeting held on 18<sup>th</sup> September 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 18<sup>th</sup> September 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/Cr Bayley

Nothing to report. Next meeting to be confirmed.

## 8.1.2 WALGA – Cr Bonza/Cr Patupis

Nothing to report

## 8.1.3 Woodlands Centre Construction Project – Cr Wyatt/Cr Warner

Councillors received concept pictures of the gates and feedback was given to the Community Development Officer.

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

Councillors have been updated with progress photos of the hall. Windows and panelling are in and delivery could possibly be in November.

## 8.1.5 Goldfields Tourism Network Association – Cr Warner/Cr Patupis

Nothing to report. AGM to be held on the 2<sup>nd</sup> of November 2018.

## 8.1.6 Regional Roads Group – Cr Bonza/Cr Wyatt

Nothing to report.

## 9 Announcements by Presiding Member without Discussion.

Nil

## 10 Reports of Officers.

### 10.1 Planning, Development, Health and Building

Agenda Reference & Subject	
<b>10.1.1 – Application for Miscellaneous Licences 63/83-90 by Norseman Resources Pty Ltd</b>	
Location / Address	Shire of Dundas
File Reference	RV.VA.2
Author	CEO
Date of Report	8 <sup>th</sup> October 2018
Disclosure of Interest	Nil

#### Summary

For Council to consider an application for Miscellaneous Licences 63/83-90 as attached in the papers relating.

#### Background

The application was received from Strategic Tenement Services on behalf of Norseman Resources Pty Ltd on 21<sup>st</sup> September 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

Strategic Community Plan 2012-22 Strategy Theme 2 (A Thriving Community Local Economy and Economic Base) items 2-2.1, 2.2, 2.3, 2.4 Theme 3 (Natural & Built Environment) items 3.1, 3.2, 3.3, 3.4, 3.5.

Consultation

None

Comment

This application is being submitted by Strategic Tenement Services on behalf of Norseman Resources Pty Ltd on 21<sup>st</sup> September 2018.

While the bulk of the purposes noted in the ML's 63/83-90 application is normal infrastructure associated with the development of a mine, there are a few items that raise concerns, e.g.

- Drilling for ground water, a bore field and a pipeline with pump stations.
- Construction of mine site accommodation.
- Conveyor system.
- Power Generation and Transmission facility.
- Mineral Storage with a Concentrate facility and a sulphur dioxide monitoring station.
- Transport facility with roads.
- Water Management Facility and taking of water

Miscellaneous Licence 63/84

As a portion of this application lies across the Hyden-Norseman Road and that the road to the mine site would require an intersection to be constructed, Council wish to engage with Norseman Resources Pty Ltd to finalise the design before written permission from Council would be granted.

In accordance with Council's wishes, the Chief Executive Officer will lodge an online objection with the Department of Mines, Industry Regulations and Safety advising that Council would be lodging a formal objection once their Ordinary Meeting of Council had taken place on Tuesday, 16th October 2018. Closing date for objections is on the 24<sup>th</sup> October 2018.

Voting Requirements

Simple Majority

Officer Recommendation

**That the Council of the Shire of Dundas objects to the application for Miscellaneous Licences 63/83-90 by Norseman Resources Pty Ltd:**

1. on environmental grounds in relation to the proximity to natural drainage systems with possible impacts on the lakes ecosystem.
2. In relation to establishing an accommodation facility in such close proximity to our town site.

3. The need for an agreement to be reached in relation to encroachment on our Shire infrastructure as to the requirement to establish an intersection onto the Hyden Road.
4. Until an arrangement is finalised with the Department of Forestry Products Commission for the timber from the applied as per their submitted application.

Moved Cr: Hogan  
 Seconded Cr: Bayley

### Resolution

That the Council of the Shire of Dundas objects to the application for Miscellaneous Licences 63/83-90 by Norseman Resources Pty Ltd:

1. on environmental grounds in relation to the proximity to natural drainage systems with possible impacts on the lakes ecosystem.
2. In relation to establishing an accommodation facility in such close proximity to our town site.
3. The need for an agreement to be reached in relation to encroachment on our Shire infrastructure as to the requirement to establish an intersection onto the Hyden Road.
4. Until an arrangement is finalised with the Department of Forestry Products Commission for the timber from the applied as per their submitted application.

Carried by: Simple Majority

For: 6

Against: 0

Agenda Reference & Subject	
<b>10.1.2 – Application for Mining Lease 63/671 by Galileo Mining Ltd</b>	
Location / Address	Shire of Dundas
File Reference	RV.VA.2
Author	CEO
Date of Report	8 <sup>th</sup> October 2018
Disclosure of Interest	Nil

### Summary

For Council to consider an application for Mining Lease 63/671 as attached in the papers relating.

### Background

The application was received from Strategic Tenement Services on behalf of Galileo Mining Ltd on 26<sup>th</sup> September 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

Strategic Community Plan 2012-22 Strategy Theme 2 (A Thriving Community Local Economy and Economic Base) items 2-2.1, 2.2, 2.3, 2.4 Theme 3 (Natural & Built Environment) items 3.1, 3.2, 3.3, 3.4, 3.5.

Consultation

None

Comment

This application is being submitted by Strategic Tenement Services on behalf of Galileo Mining Ltd on 26<sup>th</sup> September 2018.

This purpose of the application is for exploration of the tenement area and the conversion of lot E 63/1041 to a Mining Lease for exploration of Cobalt and Nickel. Any objection to be lodged by the 22<sup>nd</sup> October 2018.

Voting Requirements

Simple Majority

Officer Recommendation

**That the Council of the Shire of Dundas objects to the application E 63/1041 to a ML 63/671 for the purpose of exploration by Galileo Mining Ltd;**

- 1. on environmental grounds in relation to the proximity to natural drainage systems with possible impacts on the lakes ecosystem.**
- 2. Until an arrangement is finalised with the Department of Forestry Products Commission for the timber from the applied as per their submitted application.**

Moved Cr: Patupis

Seconded Cr: Hogan

Resolution

**That the Council of the Shire of Dundas objects to the application E 63/1041 to a ML 63/671 for the purpose of exploration by Galileo Mining Ltd;**

- 1. on environmental grounds in relation to the proximity to natural drainage systems with possible impacts on the lakes ecosystem.**
- 2. Until an arrangement is finalised with the Department of Forestry Products Commission for the timber from the applied as per their submitted application.**

Carried by: Simple Majority

For: 6

Against: 0

Agenda Reference & Subject	
<b>10.1.3 – Application for Miscellaneous Licence 63/82 by AVOCA Mining Pty Ltd</b>	
Location / Address	Shire of Dundas
File Reference	RV.VA.2
Author	CEO
Date of Report	8 <sup>th</sup> October 2018
Disclosure of Interest	Nil

Summary

For Council to consider an application for Miscellaneous Licence 63/82 as attached in the papers relating.

Background

The application was received from AUSTWIDE Mining Title Management on behalf of Avoca Mining Pty Ltd on 26<sup>th</sup> September 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

Strategic Community Plan 2012-22 Strategy Theme 2 (A Thriving Community Local Economy and Economic Base) items 2-2.1, 2.2, 2.3, 2.4 Theme 3 (Natural & Built Environment) items 3.1, 3.2, 3.3, 3.4, 3.5.

Consultation

None

Comment

This application is being submitted by AUSTWIDE Mining Title Management on behalf of Avoca Mining Pty Ltd on 17<sup>th</sup> September 2018.

This purpose of the application is for exploration of the tenement area ML 63/82. Any objection should be lodged by the 11<sup>th</sup> October 2018. For Councils information this application was received on the 17<sup>th</sup> September 2018 the day before the last Council meeting and objections close on the 11<sup>th</sup> October 2018.

Voting Requirements

Simple Majority

Officer Recommendation

**That the Council of the Shire of Dundas submit an objection for the ML 63/82 for the purpose of exploration by Avoca Mining Pty Ltd;**

- 1. Until an arrangement is finalised with the Department of Forestry Products Commission for the timber from the applied as per their submitted application.**

Moved Cr: Hogan

Seconded Cr: Wyatt



**Resolution**

That the Council of the Shire of Dundas submit an objection for the ML 63/82 for the purpose of exploration by Avoca Mining Pty Ltd;

1. Until an arrangement is finalised with the Department of Forestry Products Commission for the timber from the applied as per their submitted application.

Carried by: Simple Majority

For: 6

Against: 0

<b>Agenda Reference &amp; Subject</b>	
<b>10.1.4 – Application for Exploration Licence 63/1914 by Goldfields Consolidated Pty Ltd</b>	
Location / Address	Shire of Dundas
File Reference	RV.VA.2
Author	CEO
Date of Report	8 <sup>th</sup> October 2018
Disclosure of Interest	Nil

**Summary**

For Council to consider an application for Exploration Licence E63/1914 as attached in the papers relating.

**Background**

The application was received from Anderson's Tenement Services on behalf of Goldfields Consolidated Pty Ltd on 13<sup>th</sup> September 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**

Strategic Community Plan 2012-22 Strategy Theme 2 (A Thriving Community Local Economy and Economic Base) items 2-2.1, 2.2, 2.3, 2.4 Theme 3 (Natural & Built Environment) items 3.1, 3.2, 3.3, 3.4, 3.5.

**Consultation**

None

**Comment**

The application was received from Anderson's Tenement Services on behalf of Goldfields Consolidated Pty Ltd on 13<sup>th</sup> August 2018.



The purpose of the application is for exploration of the tenement area ML63/1914. For Councils information this application was received on the 13<sup>th</sup> September 2018 and objections close on the 17<sup>th</sup> October 2018.

### Voting Requirements

Simple Majority

### Officer Recommendation

**That the Council of the Shire of Dundas submit an objection for the Exploration Lease 63/1914 submitted by Anderson's Tenement Management, on behalf of Goldfields Consolidated Pty Ltd;**

- 1. Until an arrangement is finalised with the Department of Forestry Products Commission for the timber from the applied as per their submitted application.**

Moved Cr: Wyatt  
Seconded Cr: Warner

### Resolution

**That the Council of the Shire of Dundas submit an objection for the Exploration Lease 63/1914 submitted by Anderson's Tenement Management, on behalf of Goldfields Consolidated Pty Ltd;**

- 1. Until an arrangement is finalised with the Department of Forestry Products Commission for the timber from the applied as per their submitted application.**

Carried by: Simple Majority

For: 6

Against: 0

## **10.2 Engineering and Works**

Nil

## **10.3 Members and Policy**

Peter Crawford (Manager of Works and Services) disclosed an interest in the following item, as he is an Officer mentioned in the report.

<b>Agenda Reference &amp; Subject</b>	
<b>10.3.1 – Appointment of Authorised Officers</b>	
Location / Address	Shire of Dundas
File Reference	LE.RE
Author	Richard Brookes
Date of Report	3 <sup>rd</sup> October 2018
Disclosure of Interest	Nil

### Summary

For the Council to appoint the relevant authorised officers in relation to the various Acts, Regulations and Local Laws as required for good governance.

### Background

Local Government is bound to enforce certain legislation and as a result is required that officers be authorised to undertake the various roles and responsibilities in relation to the legislation.

As existing officers roles change and new officers are employed, it is essential that these officers are properly authorised under the appropriate legislation to undertake their duties on behalf of the Shire.

#### Statutory Environment

- Building Act 2011
- Bush Fires Act 1954
- Caravan Parks and Camping Grounds Act 1995
- Cat Act 2011
- Control of Off Road Vehicles (Off Road Areas) Act 1978
- Dog Act 1976
- Food Act 2008
- Health Act 1911
- Litter Act 1979
- Local Government Act 1995
- Local Government (Miscellaneous Provisions) Act 1960
- Public Health Act 2016
- Shire of Dundas Local Laws

#### Policy Implications

There are various Council policies that relate to operational processes however these are not generally associated with “authorised persons”

#### Financial Implications

Some Shire local laws have prescribed penalties that apply to infringements that may be exercised by an authorised officer or person.

#### Strategic Implications

Legislation is in place to ensure the proper operation of the Shire and to meet its goals and aspirations as outlined in the Strategic plan.

#### Consultation

Chief Executive Officer  
Manager of Works & Services  
Health Building & Town Planning Officer  
Projects Officer

#### Comment

Some of the officers have already been appointed in previous years to undertake their roles pursuant to the different legislation however it is considered prudent to make this report on an annual basis to ensure that the appointments correctly reflect staff duties and ensure that the appointments are current.

#### Voting Requirements

Simple majority

#### Officer Recommendation

**That the Council of the Shire of Dundas:**

- 1. Appoint Peter Fitchat, Peter Crawford, Stephen Bowyer, Peter Ladewig and Ellana Risk as authorised persons or delegated persons pursuant to the following legislation:**
  - Local Government Act 1995;

- Local Government (Miscellaneous Provisions) Act 1960;
  - Litter Act 1979;
  - Bush Fires Act 1954;
  - Control of Off Road Vehicles (Off Road Areas) Act 1978;
  - Caravan Parks and Camping Grounds Act 1995;
  - Cat Act 2011;
  - Dog Act 1976;
  - Shire of Dundas Local Laws;
2. Appoint Renee Petersen, Tracy Dixon, Ciara Stewart and Sonya Ellison as Registration Officers pursuant to the Dog Act 1976
  3. Appoint Richard Brookes as an authorised person pursuant to the Building Act 2011, Caravan Parks and Camping Grounds Act 1995 and as an authorised officer pursuant to the Food Act 2008, Health Act 1911 and Public Health Act 2016
  4. Advertise a notice of the appointments.

Moved Cr: Wyatt  
 Seconded Cr: Bayley

### Resolution

That the Council of the Shire of Dundas:

1. Appoint Peter Fitchat, Peter Crawford, Stephen Bowyer, Peter Ladewig and Ellana Risk as authorised persons or delegated persons pursuant to the following legislation:
  - Local Government Act 1995;
  - Local Government (Miscellaneous Provisions) Act 1960;
  - Litter Act 1979;
  - Bush Fires Act 1954;
  - Control of Off Road Vehicles (Off Road Areas) Act 1978;
  - Caravan Parks and Camping Grounds Act 1995;
  - Cat Act 2011;
  - Dog Act 1976;
  - Shire of Dundas Local Laws;
2. Appoint Renee Petersen, Tracy Dixon, Ciara Stewart and Sonya Ellison as Registration Officers pursuant to the Dog Act 1976
3. Appoint Richard Brookes as an authorised person pursuant to the Building Act 2011, Caravan Parks and Camping Grounds Act 1995 and as an authorised officer pursuant to the Food Act 2008, Health Act 1911 and Public Health Act 2016
4. Advertise a notice of the appointments.

Carried by: Simple Majority

For: 6

Against: 0

Agenda Reference & Subject	
<b>10.3.2 – Information Statement - Freedom of Information Act 1992</b>	
Location / Address	Shire of Dundas
File Reference	IM.FR
Author	Gihan Kohobange
Date of Report	8 <sup>th</sup> October 2018
Disclosure of Interest	Nil

### Summary

For the council of the Shire of Dundas to consider and approve the Freedom of Information Annual Statement for 2018/19.

Background

Section 96 of the FOI Act requires that each agency is to publish an up-to-date information statement annually. Section 97 (2) stipulates that a copy of that information statement must be provided to the Commissioner as soon as is practicable after the statement is published under section 96. See Papers Relating.

Statutory Environment

Freedom of Information Act 1992

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Consultation

Nil

Comment

This is an annual statutory requirement.  
The updated information statement is given in papers relating.

Voting Requirements

Simple Majority

Officer Recommendation

**That Council approve the 2018/2019 Freedom of Information statement as required by Section 96 of the Freedom of Information Act 1992.**

Moved Cr:Patupis  
Seconded Cr: Hogan

Resolution

**That Council approve the 2018/2019 Freedom of Information statement as required by Section 96 of the Freedom of Information Act 1992.**

Carried by: Simple Majority

For: 6

Against: 0



## 10.4 Administration, Finance and Community Service

Agenda Reference & Subject	
10.4.1 – Accounts Paid 1/09/2018 – 30/09/2018	
Location / Address	Shire of Dundas
File Reference	FM.CR
Author	Accounts Payable Officer
Date of Report	9 <sup>th</sup> October 2018
Disclosure of Interest	Nil

## Trust Payments

Chq/EFT	Date	Name	Description	Amount
538	13/09/2018	Shire of Dundas Petty Cash	RECOUP TO PETTY CASH	250.00
				<b>\$250.00</b>

## Municipal Cheques

Cheque	Date	Name	Description	Amount
26340	07/09/2018	Horizon Power	Power Usage for 86 Prinsep 22.06.2018 - 20.08.2018 \$3845.38 Power usage for Co-Location building 20.06.2018 – 16.08.2018 \$401.57	4246.95
26341	13/09/2018	Shire of Dundas Petty Cash	Recoup to petty cash 11.07.18 - 12.09.18	800.30
26342	14/09/2018	Horizon Power	Street Light Usage for 01.08.2018 - 31.08.2018	3756.11
26343	14/09/2018	Telstra Corporation Limited	ADSL for Youth and Co-Location building 20.07.2018 - 19.08.2018	286.97
26344	28/09/2018	Telstra Corporation Limited	Landlines and Internet Usage 05.09.2018 - 04.10.2018	819.69
				<b>\$9910.02</b>

## Municipal Account EFT's

EFT	Date	Name	Description	Amount
EFT2992	07/09/2018	ST Conklin	1st prize winner 2018-2019 early payment rates incentive draw	750.00
EFT2993	07/09/2018	CoolDrive	Supply 1x BPS A/C Recycle Pack and 2x Adaptor 1/4 SAE FEM"	3646.51
EFT2994	07/09/2018	Shire of Dundas Municipal Fund	Payroll Rates Deductions	520.00
EFT2995	07/09/2018	Engenuity Engineering Pty Ltd	Woodlands Cultural Community & Visitor Centre - Detailed design and development Progress Draw 2 + Design and Documentation Progress Draw 1	6050.00
EFT2996	07/09/2018	KBuilt Construction Pty Ltd	Eucla Community Hall - Progress Claim 2 (August)	16830.00
EFT2997	07/09/2018	A1 Kooy Painting Contractors	Painting to interior of house at 82 Angove Street (CEO House)	5300.00
EFT2998	07/09/2018	State Library of Western Australia	Annual Fee for Lost & Damaged Public Library Materials 2018/19	220.00
EFT2999	07/09/2018	Star Track Credit	Freight - Jason Signmakers	518.27

EFT3000	07/09/2018	Rhys Nevin	Inspect and Report all existing drainage services to Woodlands Centre + Flat, Dodd House and Art Centre. Report findings back to the Shire of Dundas	430.00
EFT3001	07/09/2018	Western Australian Local Government Association	2018 WA Local Government Convention - Opening Welcome Reception, AGM and Annual General Meeting (Cr Bonza)	65.00
EFT3002	14/09/2018	Advertiser Print	Supply 10x Move On Notice Books	243.00
EFT3003	14/09/2018	Officemax	Supply of Various paper and stationery goods \$167.14 Purchase 1x Pin Board \$114.41	281.55
EFT3004	14/09/2018	Bunnings Warehouse Kalgoorlie	Supply of Paint and Broom for Airstrip, Various Shovels/Rakes for Gardens and Reticulation Equipment for 82 Angove St	1015.23
EFT3005	14/09/2018	Laurene Bonza	Claim (Council Meeting 21.08.2018) and Council Forum (20.08.2018)	363.00
EFT3006	14/09/2018	Barry Bayley	Claim (Council Meeting 21.08.2018) and Council Forum (20.08.2018)	240.00
EFT3007	14/09/2018	Courier Australia	Freight (Advertiser Print)	25.47
EFT3008	14/09/2018	Marli Day	Garden Show Prize - First Place (year 5/6 award)	30.00
EFT3009	14/09/2018	Esperance Appliance Centre	Purchase 1x 54cm Conventional 4 Burner + Grill Oven for 13 Roberts Street	698.00
EFT3010	14/09/2018	Esperance Rural Supplies	Supply 1x 5kg Aphidex, 4x 20kg Blood n Bone, 2x 25kg Bags Potash , 1x 20 Ltr Commercial Grade White Oil for Gardens	610.10
EFT3011	14/09/2018	Department of Fire & Emergency Services	ESL (August 2018)	20059.64
EFT3012	14/09/2018	Goldfields Locksmiths	Purchase 1x Padlock 40mm and 12x Key Cut for Airstrip	154.40
EFT3013	14/09/2018	JEP Hogan	Claim (Council Meeting 21.08.2018) and Council Forum (20.08.2018)	240.00
EFT3014	14/09/2018	Keana Jensen	Garden Show Prize - Runner Up Children's Award	20.00
EFT3015	14/09/2018	Landgate	Certificate of Title check x2 (A570)	51.40
EFT3016	14/09/2018	MR + CR Lewis	Assisting with truck fire on Eyre Highway 04.08.2018	608.00
EFT3017	14/09/2018	Star Track Credit	Freight (Sigma Chemicals and Shenton Pumps)	2205.91
EFT3018	14/09/2018	Online Business Equipment	Monthly Service Agreement No17649	71.50
EFT3019	14/09/2018	PETER KENNETH OLVER	Rates refund for assessment A221 121 ROBERTS STREET NORSEMAN 6443	574.50
EFT3020	14/09/2018	Rasa Patupis	Claim (Council Meeting 21.08.2018) and Council Forum (20.08.2018) plus 400km Travel and Accommodation	692.00
EFT3021	14/09/2018	Telford Industries	Please supply 1000 ltr of Hypo-Chlor Sodium Hypochlorite, IBC 1000 litre for Effluent Drainage Scheme plus delivery	1251.25
EFT3022	14/09/2018	Veronica Wyatt	Claim (Council Meeting 21.08.2018) and Council Forum (20.08.2018)	240.00
EFT3023	14/09/2018	Wilsons Diesel & Auto Repairs	Remove cutting edges and fit new cutting edges to Loader DS16 \$2181.30 Check park lights on Tip Truck – Replace trailer plug, lights OK on DS10 Tip Truck \$158.70	4444.90



			Fit new battery to Kubota DS3181 \$176.60 Replace wheel bearings, timing belts and UHF antenna on Triton DS3030 \$1928.30	
EFT3024	14/09/2018	Western Australian Local Government Association	Registration - Professionally Speaking 14/08/2018 (Cr Laurene Bonza)	515.00
EFT3025	14/09/2018	Waterman Irrigation Australia	Purchase 50mm 10L/Pulse Water meter for Standpipe	765.55
EFT3026	14/09/2018	Sharon Warner	Claim (Council Meeting 21.08.2018) and (Council Forum 20.08.2018)	240.00
EFT3027	14/09/2018	WesbarVanquip	Supply and fit bull bar and driving lights to Hino 300 DS19	4840.00
EFT3054	21/09/2018	Aerodrome Management Services Pty Ltd	ASI with sand patch test plus accommodation and mobilisation	5521.89
EFT3055	21/09/2018	Australian Taxation Office	BAS (August 2018)	13846.00
EFT3056	21/09/2018	ZircoDATA Pty Ltd	Records Storage - Rates and Minutes Books (26.07.2018 - 25.08.2018)	160.24
EFT3057	21/09/2018	Butler Settineri (Audit) Pty Ltd	Interim Fee in relation to the audit of Shire of Dundas for year end 30 June 2018	7190.13
EFT3058	21/09/2018	Laurene Bonza	Claim - Special Meeting CEO Appointment 24.08.2018	283.00
EFT3059	21/09/2018	Barry Bayley	Claim - Special Meeting CEO Appointment 24.08.2018	160.00
EFT3060	21/09/2018	BOC Limited	Container Service Fee (29.07.2018 - 28.08.2018)	45.45
EFT3061	21/09/2018	Courier Australia	Freight (SLWA, Industrial Automotive and Online B/E) 22.08.2018 - 03.09.2018	95.37
EFT3062	21/09/2018	Cuten Guneder Machinery	Truck Hire - Hyden Road 20.08.2018 - 31.08.2018 (70.50 hours)	5992.50
EFT3063	21/09/2018	Olenna Connell	Photographic Award Winner - Woodlands Award Plus Garden Show Prize (Kids)	260.00
EFT3064	21/09/2018	Shire of Dundas Municipal Fund	Payroll deductions	470.00
EFT3065	21/09/2018	Dundas Fencing & Building Maintenance	Check Bathroom light at doctors Residence - Unit Needs Replacing	41.25
EFT3066	21/09/2018	Sonya Ellison	Photographic Competition - Environment Study Runner Up	100.00
EFT3067	21/09/2018	Goldfields Truck Power	Registration/Inspection fee for rear seating configuration - Hino 500 DS19	194.50
EFT3068	21/09/2018	Goldfields Records Storage	Member Contribution Goldfields Records Storage 01.03.2018 - 30.06.2018	5866.67
EFT3069	21/09/2018	Kylie Tibbles	Photographic Competition - Environment Study Runner-Up and Woodlands Runner-Up	200.00
EFT3070	21/09/2018	Carla King	Garden Show Prize - 1st Place (Kindy Pre-Primary Award)	25.00
EFT3071	21/09/2018	Star Track Credit	Freight - Sigma chemical	793.38
EFT3072	21/09/2018	Arneka Minett	Garden Show Prize - 1st Place (High School Award)	50.00



EFT3073	21/09/2018	Norseman Community Resource Centre	Printing of the Norseman Today Vol34 No8 400x Copies \$2400.00 Printing of the Norseman Today Vol34 No7 400x Copies \$1920.00	4320.00
EFT3074	21/09/2018	Rasa Patupis	Claim - Special Meeting CEO Appointment 24.08.2018	160.00
EFT3075	21/09/2018	Puzzle Consulting P/L	Consultancy Fee - 30% Business Case / Development: Eucla Airstrip	4042.50
EFT3076	21/09/2018	Rhys Nevin	Repair 3x Toilets (replaced valves, plates, flexi connectors, cone seals, rubbers and 1x seat) at Child Care Centre \$420.00 Increase Water Pressure to eye wash station at the Swimming Pool \$240.00 Remove water flow meter and replaced with new flow meter at water standpipe \$410.00 Repair toilet cistern at Squash Courts and clear blocked kitchen drain at Sports Complex \$390.00	1460.00
EFT3077	21/09/2018	Solutions IT (invoice A&B)	Security license renewal of Fortigate - 1 year unified protection (youth centre)	450.00
EFT3078	21/09/2018	Wilsons Diesel & Auto Repairs	Remove old fuel tank from Tip Truck, Replace with new tank and refill with Diesel, Repair chain for tail gate on Tip Truck DS26 \$3076.60 Remove bumper bar and headlights, fit headlights and new bull bar to Hino 500 DS19 \$358.50 110'000km Service, fit 2x new front tyres and wheel alignment to Navara DS232 \$1197.50 Remove back tyres and replace with front tyres, purchase 2x new tyres for front of Hino 500 DS19 \$832.40	5465.00
EFT3079	21/09/2018	Sharon Warner	Claim - Special Meeting CEO Appointment 24.08.2018	160.00
EFT3080	28/09/2018	Australia Post	Postage (August 2018)	921.02
EFT3081	28/09/2018	Norseman All Terrain Survey's	Dundas Rubbish Tip - Peg stage 1 perimeter fence for extension (2.5 hours)	325.80
EFT3082	28/09/2018	BE Stearne & Co Pty Ltd	Purchase 2x Type C Camlock and 1x Type F Camlock for Hino 500 Water Truck	409.10
EFT3083	28/09/2018	J Best	Photographic Competition - Award of Excellence and Environment Study	750.00
EFT3084	28/09/2018	BP Norseman	Diesel & Unleaded Fuel For August 2018	883.92
EFT3085	28/09/2018	Laurene Bonza	President Allowance (July - September 2018)	3000.00
EFT3086	28/09/2018	Courier Australia	Freight (SLWA)	47.27
EFT3087	28/09/2018	Commander Australia Limited	Service & Equipment - Quarterly System Maintenance 09.10.2018 - 08.01.2019	284.16
EFT3088	28/09/2018	Cuso Flooring Pty Ltd	Supply and Install Carpet at 82 Angove Street ( CEO House)	2304.00
EFT3089	28/09/2018	Davenne Holdings Pty Ltd	100m3 of Black Muja Mulch	13500.00

EFT3090	28/09/2018	Albert Doughty	Norseman Flower and Garden Show Year 3/4 Award - Mya	20.00
EFT3091	28/09/2018	Esperance Communications	Attend site and check operation of 3x Satellite Phones (requires new parts) also check network link from shire building to youth centre (tested OK)	1774.00
EFT3092	28/09/2018	Esperance Freight Lines	Freight (Telford Industries 15.08.2018)	535.63
EFT3093	28/09/2018	Great Western Motel	Accommodation and Meals for Charlie Reynolds - 13th September 2018 (woodlands centre)	163.50
EFT3094	28/09/2018	Glen Flood Group Pty Ltd T/A GFG Consulting	Project Management Support for the Development of the Woodlands Cultural Centre (01.08.2018 - 31.08.2018)	1293.25
EFT3095	28/09/2018	Jason Signmakers	28x Signs for RV Park \$1338.70 Vehicle Stickers to identify plant numbers and 4x caution signs (glyphosate being applied) \$855.25	2193.95
EFT3096	28/09/2018	Landgate	Mining Tenements Chargeable M2018/8 05.07.2018 - 06.08.2018	39.00
EFT3097	28/09/2018	Mya Jean Morgan	Photographic Competition - People Runner-up and Youth Award. Garden Show Prize Winner for Flower Pot	390.00
EFT3098	28/09/2018	Norseman IGA	Various IGA Items Purchased 01.08.2018 - 31.08.2018	363.36
EFT3099	28/09/2018	Artback NT INC	Stage Production B2M Mamanta" Contract Signing 40% Payment"	2420.00
EFT3100	28/09/2018	Rasa Patupis	Deputy President Allowance (July - September 2018)	750.00
EFT3101	28/09/2018	South East Petroleum	Diesel 7000lts \$10838.63 Diesel 7000lts \$10180.94 Diesel and Unleaded fuel purchases 02.08.2018 - 24.08.2018 \$1093.42	22112.99
EFT3102	28/09/2018	Valma Schultz	Photographic Competition - Youth Runner-Up x2 \$200.00 Flower and Garden Show - Youth Award Winner \$30.00	230.00
EFT3103	28/09/2018	Sigma Companies Group Pty Ltd	Purchase Chlorine 10kg, 2x Photometer 250tablets, 2x Photometer Phenol 250tablets, Pool Stabiliser 45kg, 2x Hydrochloric Acid 20lt, 2x 20lt Drum Poly and 10x Dry Acid 25kg Bag	6283.86
EFT3104	28/09/2018	South Coast Foodservice	Supply 2x Ctn's of Toilet Paper and 2x Ctn's of Hand Towel	195.47
EFT3105	28/09/2018	Solutions IT (invoice S)	Agreement - Cloud Backup (Monthly Billing for September 2018) \$180.68 Remote Support - Start menu not working on RDP for ECO \$121.00	301.68
EFT3106	28/09/2018	Solutions IT (invoice A&B)	Managed Support - Monthly Billing for September 2018	1479.50
EFT3107	28/09/2018	Pania Turner	Photographic Competition - People Award Runner-Up and Jonah Turner Youth Award Runner-Up	200.00
EFT3108	28/09/2018	Norseman Hardware	Items Purchased - August 2018	63.40
EFT3109	28/09/2018	Wilsons Diesel & Auto Repairs	Fit new rear shock absorbers and install struts to Nissan Navara DS232 (works) \$1343.20	3509.90

			Carry out 1500hr service to Loader 910K \$933.10 Purchase new Honda pump & motor – fit to box trailer 6x4 \$1233.60	
EFT3110	28/09/2018	Sharon Warner	Photographic Competition - People Award Winner	250.00
EFT3111	28/09/2018	WML Consultants Pty Ltd	Norseman Airport Project Management - Claim 14 - Billing to 24.08.2018	484.00
PAY	04/09/2018	Payroll	Direct Debit of Net Pays	56131.09
4866	07/09/2018	Nigel Clark	Reimbursement of Steel Cap Boots (as per council policy)	160.00
4867	07/09/2018	Trevor Snell	Reimbursement of Steel Cap Boots (as per council policy)	160.00
4873	13/09/2018	Peter Crawford	Meals, Incidentals and Fuel Purchased for Eucla Airstrip Inspection 07.09.2018 – 09.09.2018	487.63
4875	13/09/2018	Peter Fitchat	Flights, Car Hire and Accommodation for Interview with Dundas Shire for CEO Recruitment 31.07.2018 – 04.08.2018	1304.01
PAY	18/09/2018	Payroll	Direct Debit of Net Pays	56132.53
PAY	18/09/2018	Payroll ONEOFF	Direct Debit of Net Pays - One-off payment made to P Turner (O/Time paid) and A Hogan (annual leave payout)	4884.34
4886	21/09/2018	David McEwan	Reimbursement of Steel Cap Boots (as per council policy)	160.00
4888	21/09/2018	Peter Fitchat	Reimbursement of SketchUp Pro Trimble Software Purchase	1003.15
				<b>\$320'064.57</b>

**Municipal Account Direct Debts**

Chq/EFT	Date	Name	Description	Amount
4856	03/09/2018	ANZ	BPAY Transaction Fees	104.79
4856	03/09/2018	ANZ	Merchant Fees	361.97
4858	03/09/2018	Equipment Rents	Sharp Interactive Board	256.30
DD9731	07/09/2018	SuperChoice	Superannuation 22/08/2018 – 04/09/2018	12323.15
4877	14/09/2018	3E Advantage Pty Limited	CRC photocopier, Shire photocopier & Printer meter readings - August 2018	4017.99
DD9744	26/09/2018	SuperChoice	Superannuation 05/09/2018 – 18/09/2018	13272.35
				<b>\$30'336.55</b>

**Municipal Account Credit Cards**

Chq/EFT	Date	Name	Description	Amount
		<b>Deputy Chief Executive Officer</b>		
	19/07/2018	Captain Stirling Nedlands	Refund from D McEwan Accommodation (amount applied to previous statement – showing on current statement)	-119.00
	21/07/2018	Kmart Kalgoorlie	Various Items for NAIDOC Week 2018	51.00
	21/07/2018	Thingz Kalgoorlie	Various Items for NAIDOC Week 2018	108.85
	10/08/2018	DIGITALRIVER Ireland Sydney	Advast Internet Security P Turner PC	79.99
	16/08/2018	Joondalup Resort	Accommodation for Peter Ladewig 13, 14 & 15 August	540.00

	21/08/2018	Vista print	Banner and Cards for the Flower and Garden Show	131.01
	22/08/2018	Workplace Queensland	Workers Compensation Cover for Richard Brookes	657.54
	23/08/2018	Bunnings Esperance	Purchases from Bunnings – Gift Cards for Flower and Garden Show	1015.80
	27/08/2018	Retravisision Bunbury	Vacuum Cleaner for Admin Office	598.00
	29/08/2018	WA Planning Commission	Amalgamation Fee (13+15 Roberts St)	2406.00
	03/09/2018	Office National Kalgoorlie	Stationary Supplies for Dundas Images (Photo Comp)	36.54
	03/09/2018	Bunnings Kalgoorlie	Flower and Garden Show Gift Cards	500.00
		<b>ANZ Credit Card Purchases</b>	<b>23/07/2018 – 23/09/2018</b>	<b>\$6'124.73</b>
<b>4861</b>	<b>05/09/2018</b>	<b>Transfer to Credit Card</b>	<b>Payment</b>	<b>\$4'808.35</b>
			<b>Total Remaining Balance to be made in October 2018 via Direct Debit</b>	<b>\$1'316.38</b>

#### Summary of account totals

Trust EFT's / Cheques	\$250.00
Municipal Cheques	\$9'910.02
Municipal EFT's	\$320'064.57
Municipal Direct Debit's	\$30'336.55
Municipal Credit Cards	\$4'808.35
<b>Grand Total for September 2018</b>	<b>\$366'185.87</b>

#### Voting Requirements

Simple Majority

#### Officer Recommendation

That the Shire of Dundas monthly accounts paid from 1<sup>st</sup> September 2018 to 30<sup>th</sup> September 2018 be noted.

Moved Cr: Wyatt  
Seconded Cr: Bayley

#### Resolution

That the Shire of Dundas monthly accounts paid from 1<sup>st</sup> September 2018 to 30<sup>th</sup> September 2018 be noted.

Carried by: Simple Majority For: 6 Against: 0

Agenda Reference & Subject	
<b>10.4.2 – Financial Statements for the Period Ending 30<sup>th</sup> September 2018</b>	
Location / Address	Shire of Dundas
File Reference	FM.FI
Author	Deputy CEO
Date of Report	8 <sup>th</sup> October 2018
Disclosure of Interest	Nil

#### Officer Recommendation

That the Shire of Dundas Financial Statements for the period ending 30<sup>th</sup> September 2018 be accepted.

Moved Cr: Hogan  
Seconded Cr: Wyatt

**Resolution**

**That the Shire of Dundas Financial Statements for the period ending 30<sup>th</sup> September 2018 be accepted.**

Carried by: Simple Majority

For: 6

Against: 0







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



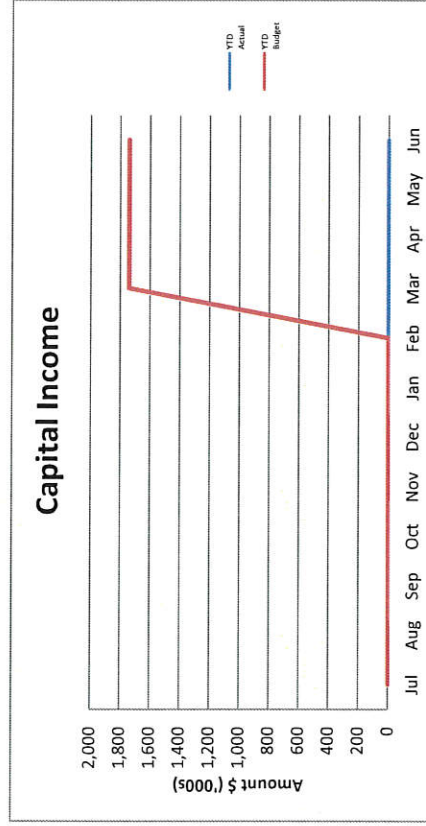
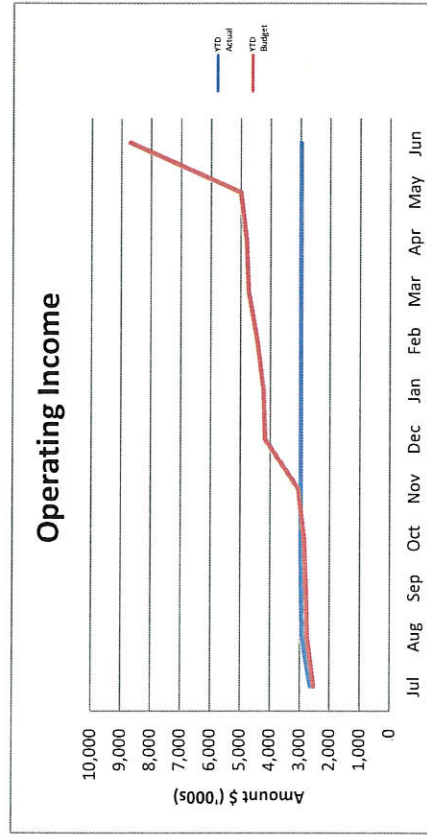
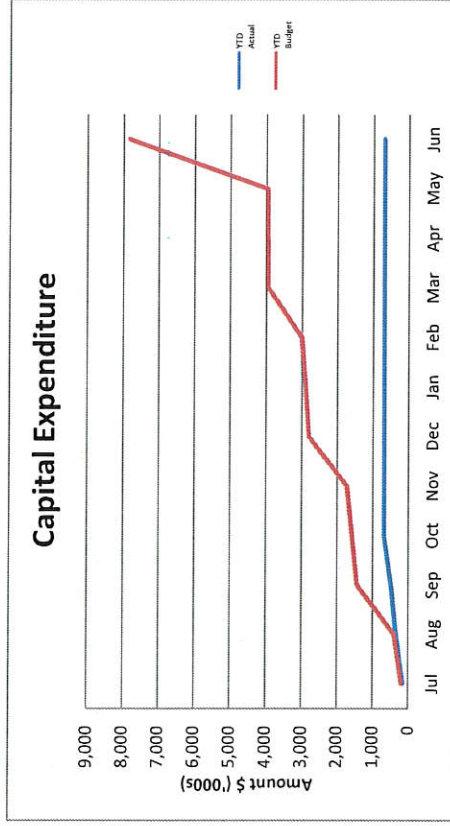
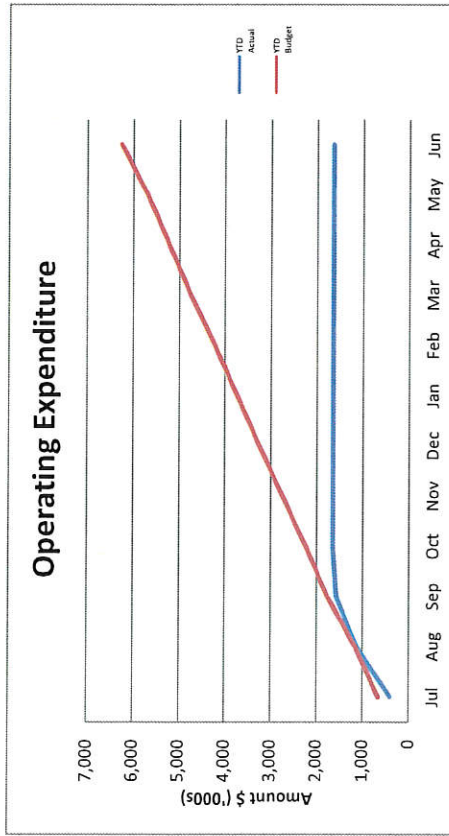
*"Norseman" The Horse that found Gold and created a Town*

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*JB.*

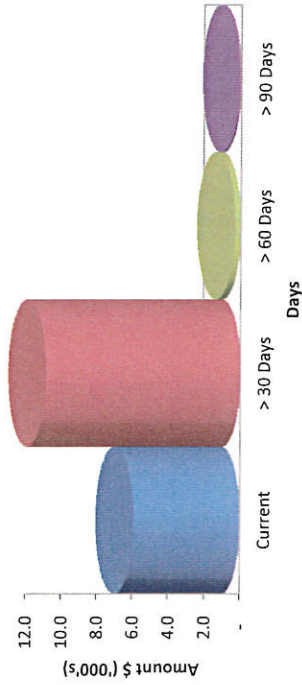
# Income and Expenditure Graphs for the Period 01 July 2018 to 30 September 2018



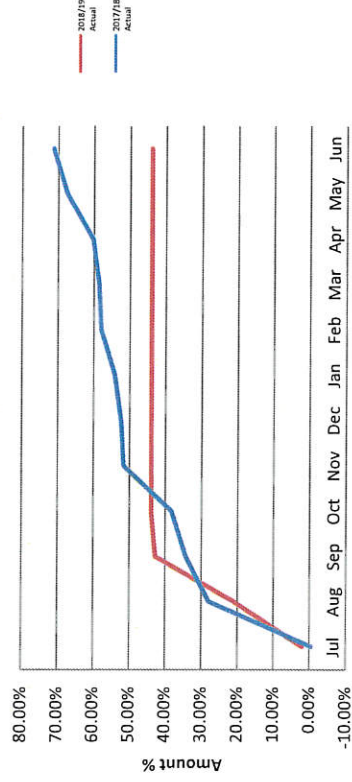


# Other Graphs for the Perod 01 July 2018 to 30 September 2018

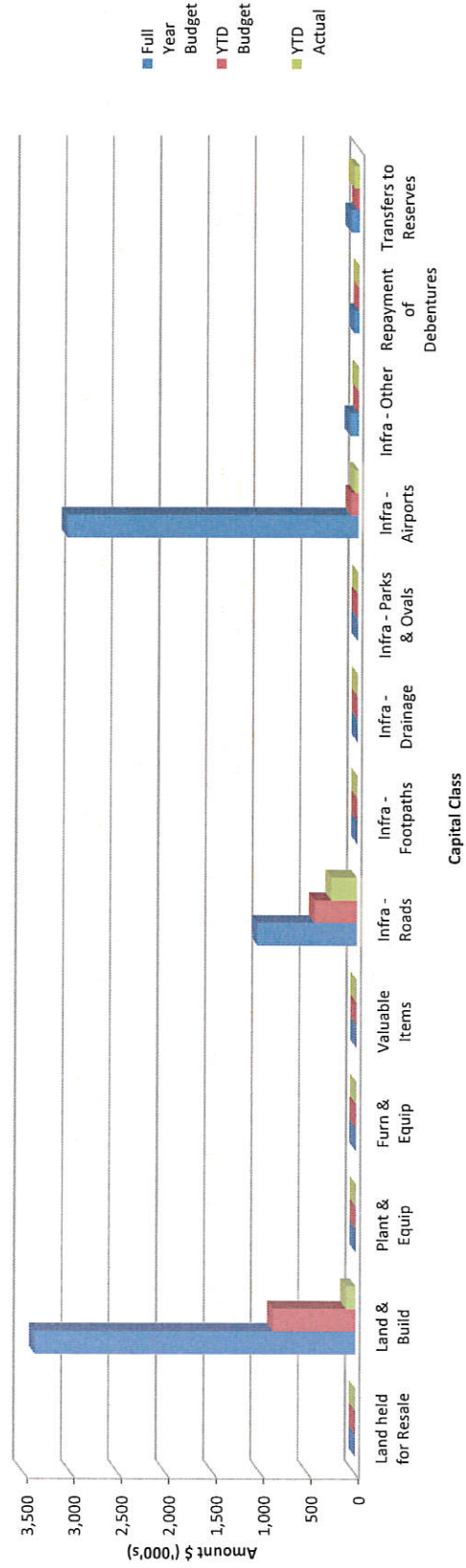
## Sundry Debtors Amount O/S



## Rates % Collected



## Capital Expenditure



## SHIRE OF DUNDAS

## STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 30 SEPTEMBER 2018

	NOTE	2018/19 Adopted Budget \$	2018/19 September Y-T-D Budget \$	2018/19 September Actual \$	Variances Actuals to Budget \$	Variances Actual Budget to Y-T-D %	
<b>Operating</b>							
<b>Revenues/Sources</b>							
Governance		21,000	5,247	37,410	32,163	612.98%	▲
General Purpose Funding		688,878	181,833	173,116	-8,717	(4.79%)	
Law, Order, Public Safety		15,800	3,945	425	-3,520	(89.23%)	
Health		4,000	999	4,260	3,261	326.43%	
Education and Welfare		90,000	20,000	20,433	433	2.17%	
Housing		26,600	4,644	4,977	333	7.17%	
Community Amenities		171,935	153,585	161,891	8,306	5.41%	
Recreation and Culture		199,500	2,367	3,513	1,146	48.42%	
Transport		3,695,777	92,584	185,584	93,000	100.45%	▲
Economic Services		1,457,718	44,601	22,019	-22,582	(50.63%)	▼
Other Property and Services		30,000	7,497	7,950	453	6.04%	
		<u>6,401,207</u>	<u>517,302</u>	<u>621,578</u>	<u>104,276</u>	<u>20.16%</u>	
<b>(Expenses)/(Applications)</b>							
Governance		(655,115)	(262,514)	(219,097)	43,417	16.54%	▼
General Purpose Funding		(419,861)	(80,550)	(88,034)	-7,484	(9.29%)	
Law, Order, Public Safety		(128,141)	(34,414)	(36,875)	-2,461	(7.15%)	
Health		(187,248)	(51,021)	(38,369)	12,652	24.80%	▼
Education and Welfare		(260,297)	(69,110)	(40,743)	28,367	41.05%	▼
Housing		(110,664)	(31,620)	(23,205)	8,415	26.61%	▼
Community Amenities		(567,113)	(146,924)	(117,394)	29,530	20.10%	▼
Recreation & Culture		(1,279,144)	(330,876)	(322,744)	8,132	2.46%	
Transport		(2,045,293)	(561,945)	(566,435)	-4,490	(0.80%)	
Economic Services		(417,491)	(90,347)	(67,898)	22,449	24.85%	▼
Other Property and Services		(196,351)	(104,164)	(49,127)	55,037	52.84%	▼
		<u>(6,266,718)</u>	<u>(1,763,485)</u>	<u>(1,569,921)</u>	<u>193,564</u>	<u>(10.98%)</u>	
<b>Net Operating Result Excluding Rates</b>		<b>134,489</b>	<b>(1,246,183)</b>	<b>(948,343)</b>	<b>297,840</b>	<b>(23.90%)</b>	
<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	595,929	710,378	114,449	(19.21%)	▲
<b>Capital Revenue and (Expenditure)</b>							
Purchase of Land and Buildings	1	(3,388,860)	(869,705)	(96,890)	772,815	88.86%	▼
Purchase of Furniture & Equipment	1	(10,000)	(10,000)	0	10,000	100.00%	▼
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)	(444,447)	(270,902)	173,545	39.05%	▼
Purchase of Infrastructure Assets - Footpaths	1	0	0	0	0	0.00%	
Purchase of Infrastructure Assets - Drainage	1	0	0	0	0	0.00%	
Purchase of Infrastructure Assets - Parks & Ovals	1	(10,000)	(10,000)	0	10,000	100.00%	▼
Purchase of Infrastructure Assets - Airports	1	(3,077,617)	(77,604)	(37,978)	39,626	51.06%	▼
Purchase of Infrastructure Assets - Other	1	(140,000)	0	(10,963)	-10,963	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)	(22,491)	(55,801)	-33,310	(148.10%)	▲
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	<u>0</u>	<u>1,450,613</u>	<u>2,874,554</u>	<u>1,423,941</u>	<u>(98.16%)</u>	
<b>Amount Raised from Rates</b>		<u><b>(2,311,860)</b></u>	<u><b>(2,293,326)</b></u>	<u><b>(2,355,942)</b></u>	<u><b>(62,616)</b></u>	<u><b>2.73%</b></u>	

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

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

	2018/19 Budget	2018/19 YTD Budget	2018/19 YTD Actual	Variance		
<b>GENERAL PURPOSE FUNDING</b>						
<b>Operating Income</b>						
8363 Interest On Investment - Reserves	-90,000	-22,491	-55,800	-33,309	Permanent	Timing of maturity of term deposits, 2017/18 income accounted in 2018/19
<b>Operating Expenditure</b>						
0111 Rates Written Off/Adjusted	5,000	0	11,274	11,274	Permanent	Write offs from Sept council meeting
<b>GOVERNANCE</b>						
<b>Operating Income</b>						
0453 Reimbursements	-10,000	-2,499	-33,920	-31,421	Permanent	FBT 2017/18 refund of \$21k
<b>Operating Expenditure</b>						
0352 Administration - Salaries	505,000	126,198	156,857	30,659	Timing	Former CEO's termination payment.
0632 Software Subscriptions	40,000	40,000	31,637	-8,363	Timing	Timing of invoices
0662 Audit	30,000	15,000	6,536	-8,464	Timing	Timing of invoices
0782 Records Archive Facility Expenses	15,000	3,747	21,625	17,878	Permanent	Need to make reimbursement claim to CKB
<b>COMMUNITY AMENITIES</b>						
<b>Operating Income</b>						
2643 Other/Bulk Collection	-15,000	-3,747	-13,933	-10,186	Permanent	Additional private works disposal fees
2653 Commercial Rubbish Collection	-47,178	-47,177	-40,880	6,297	Timing	Timing of additional rubbish collection fees
<b>Operating Expenditure</b>						
2602 Domestic Refuse Collect	50,000	12,489	18,719	6,230	Timing	Timing of allocated expenses
2882 Storm Drain Maintenance	32,000	15,485	2,165	-13,320	Timing	Timing of invoices
<b>Capital Expenditure</b>						
2364 Cemetery Upgrade & Gates	10,000	10,000	0	-10,000	Timing	Timing of Ngadju survey
2614 Rubbish Tip Infrastructure	90,000	0	10,963	10,963	Timing	Timing of invoices
<b>RECREATION &amp; CULTURE</b>						
<b>Operating Expenditure</b>						
3042 Arts Acquisition/Exhib	20,000	9,998	3,916	-6,082	Timing	More projects to come
3472 Swim Pool - Chemicals	10,000	0	8,191	8,191	Timing	Preparation of water filling
3512 Swim Pool - Dep'n	10,000	2,499	33,874	31,375	Permanent	Revaluation of other infrastructure assets
<b>Capital Expenditure</b>						
3084 School Of Mines Building Renovations	30,000	29,990	4,500	-25,490	Timing	Project will be starting in Oct
3324 Eucla Town Hall Building Improvements	870,000	217,500	35,124	-182,376	Timing	Timing of invoices
3386 Woodland Cultural And Visitor Centre	2,488,860	622,215	57,266	-564,949	Timing	Timing of invoices
<b>TRANSPORT</b>						
<b>Operating Income</b>						
4613 Roads Financial Assistance Grant	-161,513	-40,378	-48,235	-7,857	Permanent	Increase to 2018/19 funding
6025 Mtd Direct Grant	-52,206	-52,206	-84,849	-32,643	Permanent	Increase to 2018/19 funding
<b>Operating Expenditure</b>						
4602 Norseman St Maintenance	188,000	46,935	11,739	-35,196	Timing	Timing of invoices
6072 Street Trees & Watering	65,000	16,233	5,749	-10,484	Timing	Timing of invoices
6506 Eucla Airstrip Feasibility Study	75,000	74,999	52,190	-22,809	Timing	Timing of invoices, feasibility study is complete.
6522 Aerodrome Dep'n	56,645	14,154	61,288	47,134	Permanent	Revaluation of other infrastructure assets
6532 Aerodrome Insurance	2,000	2,000	7,791	5,791	Permanent	Increase in insurance premium
<b>Capital Income</b>						
6510 Dirs - Raap Grants (Airstrip Funding)	0	0	-52,500	-52,500	Permanent	Timing of receipt of airport upgrade grant funding
<b>Capital Expenditure</b>						
6504 Aerodrome Upgrade	77,617	77,604	37,978	-39,626	Timing	Timing of invoices
<b>OTHER PROPERTY &amp; SERVICES</b>						
<b>Operating Expenditure</b>						
7642 Sick & Holiday Pay	175,000	43,728	32,690	-11,038	Timing	Timing of leave planning of the staff
7662 Vehicle Expenses	25,000	6,246	11,945	5,699	Timing	Timing of invoices
7802 Diesel & Unleaded Fuel	150,000	37,485	47,671	10,186	Timing	Timing of invoices
7822 Parts & Repairs	200,000	49,980	30,995	-18,985	Timing	Timing of invoices
7842 Insurance & Licenses	41,000	40,998	30,454	-10,544	Timing	Timing of invoices

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

	2018/19 Adopted Budget \$	2018/19 September Budget \$	2018/19 September Actual \$
<b>1. ACQUISITION OF ASSETS</b>			
The following assets have been acquired during the period under review:			
<b>By Program</b>			
<b>Governance</b>			
<u>Governance</u>			
Servers / Computers	10,000	10,000	0
<b>Community Amenities</b>			
<u>Sanitation - Household Refuse</u>			
<b>Waste Facility</b>	<b>90,000</b>	<b>0</b>	<b>10,963</b>
Waste Facility Fence	35,000	0	326
Expansion Of Norseman Tip	55,000	0	10,638
<u>Other Community Amenities</u>			
<b>Norseman Cemetery</b>			
Expansion Survey/Design	10,000	10,000	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	217,500	35,124
<u>Other Culture</u>			
Museum Gazebo	30,000	29,990	4,500
<b>Transport</b>			
<u>Construction - Roads, Bridges, Depots</u>			
<b>RRG Road Projects</b>	<b>259,706</b>	<b>259,702</b>	<b>268,377</b>
Rrg Hyden Noresman Rd Slk 140-182	0	0	267,518
Rrg Mort Harslet Construction Slk 11.2-12.4	130,467	130,464	0
Rrg Hyden Noresman Rd Slk 8-60	129,239	129,238	859
<b>RRG Black Spot Projects</b>			
Black Spot - Mort Harslet Drive	184,754	184,745	0
<b>Road to Recovery Projects</b>	<b>607,994</b>	<b>0</b>	<b>2,525</b>
Hyden Road - Slk 150-167	355,464	0	2,525
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 2018 TO 30 SEPTEMBER 2018

	2018/19 Adopted Budget \$	2018/19 September Budget \$	2018/19 September 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	77,604	37,978
<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	622,215	57,266
<b>Bromus Dam Toilets</b>			
Bromus Dam Toilets	50,000	0	0
	<u>7,678,931</u>	<u>1,411,756</u>	<u>416,733</u>
<b><u>By Class</u></b>			
Buildings	3,388,860	869,705	96,890
Furniture & Equipment	10,000	10,000	0
Infrastructure - Roads	1,052,454	444,447	270,902
Infrastructure - Parks & Ovals	10,000	10,000	0
Infrastructure - Airports	3,077,617	77,604	37,978
Infrastructure - Other	140,000	0	10,963
	<u>7,678,931</u>	<u>1,411,756</u>	<u>416,733</u>

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

**2. DISPOSALS OF ASSETS**

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

**By Program**

	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						
	-	-	-	-	-	-

**By Class of Asset**

	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 September Actual \$
0	0
0	0
0	0

## SHIRE OF DUNDAS

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

FOR THE PERIOD 1 JULY 2018 TO 30 SEPTEMBER 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 2018 TO 30 SEPTEMBER 2018**

	<b>2018/19 Adopted Budget \$</b>	<b>2018/19 September Actual \$</b>
<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	3,283
Amount Used / Transfer from Reserve	<u>0</u>	<u>0</u>
	<u>359,988</u>	<u>357,976</u>
<b>(b) Plant Reserve</b>		
Opening Balance	775,710	775,710
Amount Set Aside / Transfer to Reserve	11,581	7,180
Amount Used / Transfer from Reserve	<u>0</u>	<u>0</u>
	<u>787,291</u>	<u>782,890</u>
<b>(c) Aerodrome Reserve</b>		
Opening Balance	142,247	142,247
Amount Set Aside / Transfer to Reserve	2,124	1,317
Amount Used / Transfer from Reserve	<u>0</u>	<u>0</u>
	<u>144,371</u>	<u>143,564</u>
<b>(d) Unspent Grant Reserve</b>		
Opening Balance	1,200,166	1,200,166
Amount Set Aside / Transfer to Reserve	17,917	11,109
Amount Used / Transfer from Reserve	<u>(1,200,000)</u>	<u>0</u>
	<u>18,084</u>	<u>1,211,275</u>
<b>(e) IT Reserve</b>		
Opening Balance	93,351	93,351
Amount Set Aside / Transfer to Reserve	1,394	864
Amount Used / Transfer from Reserve	<u>0</u>	<u>0</u>
	<u>94,744</u>	<u>94,215</u>
<b>(f) Transport Reserve</b>		
Opening Balance	1,743,591	1,743,591
Amount Set Aside / Transfer to Reserve	26,030	16,139
Amount Used / Transfer from Reserve	<u>0</u>	<u>0</u>
	<u>1,769,621</u>	<u>1,759,730</u>
<b>(g) Land Development Reserve</b>		
Opening Balance	1,718,721	1,718,721
Amount Set Aside / Transfer to Reserve	25,659	15,909
Amount Used / Transfer from Reserve	<u>(542,000)</u>	<u>0</u>
	<u>1,202,380</u>	<u>1,734,630</u>
<b>Total Cash Backed Reserves</b>	<u><u>4,376,478</u></u>	<u><u>6,084,280</u></u>

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

**SHIRE OF DUNDAS**

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

**FOR THE PERIOD 1 JULY 2018 TO 30 SEPTEMBER 2018**

	2018/19 Adopted Budget \$	2018/19 September 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	3,283
Plant Reserve	11,581	7,180
Aerodrome Reserve	2,124	1,317
Unspent Grant Reserve	17,917	11,109
IT Reserve	1,394	864
Transport Reserve	26,030	16,139
Land Development Reserve	25,659	15,909
	<u><u>90,000</u></u>	<u><u>55,801</u></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><u>(1,742,000)</u></u>	<u><u>0</u></u>
<b>Total Transfer to/(from) Reserves</b>	<u><u>(1,652,000)</u></u>	<u><u>55,801</u></u>

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

**Leave Reserve**

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

**Leave Reserve**

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

**Plant Reserve**

- to be used for the purchase of major plant.

**Aerodrome Reserve**

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

**Unspent Grants/Contributions Reserve**

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

**IT Reserve**

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

**Transport Reserve**

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

**Land Development Reserve**

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

## SHIRE OF DUNDAS

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

FOR THE PERIOD 1 JULY 2018 TO 30 SEPTEMBER 2018

	2017/18 C/Fwd Per Adopted Budget \$	2017/18 C/Fwd Per Financial Report \$	2018/19 September 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	1,885,188
Cash - Restricted Unspent Grants	0	0	0
Cash - Restricted Unspent Loans	0	0	0
Cash - Restricted Reserves	6,028,479	6,028,479	6,084,280
Rates Outstanding	837,432	837,432	1,868,263
Sundry Debtors	174,666	174,666	45,902
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>9,485,633</u>
<b>LESS: CURRENT LIABILITIES</b>			
Sundry Creditors	(628,786)	(642,140)	(129,195)
Accrued Interest On Loans	0	0	0
Accrued Salaries & Wages	0	0	0
Income In Advance	0	0	0
Gst Payable	0	3,714	(27,522)
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>(572,782)</u>
<b>NET CURRENT ASSET POSITION</b>	<b>7,224,284</b>	<b>7,211,607</b>	<b>8,912,851</b>
Less: Cash - Reserves - Restricted	(6,028,479)	(6,028,479)	(6,084,280)
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>2,874,554</b></u>

## SHIRE OF DUNDAS

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

FOR THE PERIOD 1 JULY 2018 TO 30 SEPTEMBER 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	5,695,539	903,449	0	0	903,449	892,833
UV - Pastoral	0.080000	15	736,836	58,947	0	0	58,947	56,671
UV - Mining Leases	0.152582	351	8,388,840	1,279,986	0	0	1,279,986	1,252,324
Non - Rateable		1,729	260,827		0	0	0	0
<b>Sub-Totals</b>		2,634	15,082,042	2,242,382	0	0	2,242,382	2,201,828
<b>Minimum Rates</b>								
GRV		150	66,927	52,350			52,350	52,350
UV		118	140,131	41,182	1,828	28	43,037	41,182
UV - Prospecting Leases		300	69,605	16,500	1,561	109	18,170	16,500
Non - Rateable								
<b>Sub-Totals</b>		323	276,663	110,032	3,389	137	113,558	110,032
Discounts							2,355,940	2,311,860
Rate Adjustments							0	0
Movement in Excess Rates							0	0
<b>Total Amount of General Rates</b>							2,355,940	2,311,860
<b>Specified Area Rates</b>							0	0
<b>Total Rates</b>							2,355,940	2,311,860

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 2018 TO 30 SEPTEMBER 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 30-Sep-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	60	(323)	1,669.0
GYM KEY DEPOSITS	4,200	850	(250)	4,800
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	60	(11,864)	11,812
LICENSING (TRANSPORT)	11,303	2,868	0	14,171
NOMINATION DEPOSITS	0	0	0	0
BANK INTEREST	292	7	0	299
	45,961	3,845	(12,437)	37,369

# SHIRE OF DUNDAS

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

FOR THE PERIOD 1 JULY 2018 TO 30 SEPTEMBER 2018

### 8. OPERATING STATEMENT

	2018/19 September Actual	2018/19 Adopted Budget	2017/18 Actual
	\$	\$	\$
<b>OPERATING REVENUES</b>			
Governance	37,410	21,000	64,088
General Purpose Funding	2,529,056	3,000,738	3,390,814
Law, Order, Public Safety	425	15,800	109,044
Health	4,260	4,000	3,765
Education and Welfare	20,433	90,000	82,160
Housing	4,977	26,600	18,603
Community Amenities	161,891	171,935	173,890
Recreation and Culture	3,513	199,500	140,409
Transport	185,584	3,695,777	2,103,742
Economic Services	22,019	1,457,718	1,378,259
Other Property and Services	7,950	30,000	61,880
<b>TOTAL OPERATING REVENUE</b>	<b>2,977,518</b>	<b>8,713,067</b>	<b>7,526,653</b>
<b>OPERATING EXPENSES</b>			
Governance	219,097	655,115	624,077
General Purpose Funding	88,034	419,861	315,505
Law, Order, Public Safety	36,875	128,141	234,350
Health	38,369	187,248	177,347
Education and Welfare	40,743	260,297	218,658
Housing	23,205	110,664	86,296
Community Amenities	117,394	567,113	486,005
Recreation & Culture	322,744	1,279,144	1,178,447
Transport	566,435	2,045,293	1,822,987
Economic Services	67,898	417,491	374,052
Other Property and Services	49,127	196,351	166,531
<b>TOTAL OPERATING EXPENSE</b>	<b>1,569,921</b>	<b>6,266,719</b>	<b>5,684,256</b>
<b>CHANGE IN NET ASSETS RESULTING FROM OPERATIONS</b>	<b><u>1,407,597</u></b>	<b><u>2,446,349</u></b>	<b><u>1,842,397</u></b>



# SHIRE OF DUNDAS

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

FOR THE PERIOD 1 JULY 2018 TO 30 SEPTEMBER 2018

### 9. STATEMENT OF FINANCIAL POSITION

	2018/19 Actual \$	2017/18 Actual \$
<b>CURRENT ASSETS</b>		
Cash and Cash Equivalents	7,969,468	7,659,413
Trade and Other Receivables	1,516,165	614,098
Work In Progress	0	0
Inventories	0	0
<b>TOTAL CURRENT ASSETS</b>	<u>9,485,633</u>	<u>8,273,511</u>
<b>NON-CURRENT ASSETS</b>		
Other Receivables	47,861	47,861
Inventories	0	0
Property, Plant and Equipment	12,520,804	12,641,442
Infrastructure	53,085,958	53,258,963
Work in Progress	0	0
<b>TOTAL NON-CURRENT ASSETS</b>	<u>65,654,623</u>	<u>65,948,266</u>
<b>TOTAL ASSETS</b>	<u>75,140,256</u>	<u>74,221,777</u>
<b>CURRENT LIABILITIES</b>		
Trade and Other Payables	161,019	650,140
Long Term Borrowings	45,983	45,983
Provisions	365,781	365,781
<b>TOTAL CURRENT LIABILITIES</b>	<u>572,783</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>978,953</u>	<u>1,468,074</u>
<b>NET ASSETS</b>	<u>74,161,303</u>	<u>72,753,703</u>
<b>EQUITY</b>		
Trust Imbalance	0	0
Retained Surplus	32,420,175	31,068,376
Reserves - Cash Backed	6,084,280	6,028,479
Revaluation Surplus	35,656,848	35,656,848
<b>TOTAL EQUITY</b>	<u>74,161,303</u>	<u>72,753,703</u>

# SHIRE OF DUNDAS

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

FOR THE PERIOD 1 JULY 2018 TO 30 SEPTEMBER 2018

### 10. FINANCIAL RATIOS

	Benchmark	2018/19 YTD	2017/18 YE	2016/17 YE	2015/16 YE
Current Ratio	>1	5.94	3.16	4.15	2.41
Operating Surplus Ratio	>0.01	0.53	(0.40)	0.01	(0.60)
Operating Surplus Ratio - excluding Dep		0.80	0.47	N/A	N/A
Own Source Revenue Coverage Ratio	>0.40	1.64	0.49	0.52	0.51
Debt Service Cover Ratio	>2	1,317.14	21.70	72.96	N/A
Asset Consumption Ratio	>0.50	0.97	0.73	0.80	0.81
Asset Sustainability Ratio	>0.90	0.53	0.35	0.65	1.72
Asset Renewal Funding Ratio	>0.75	Calculate only at the YE	0.64	0.78	0.96

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

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

Own source revenue coverage ratio 
$$\frac{\text{own source operating revenue}}{\text{operating expenses}}$$

Debt service cover ratio 
$$\frac{\text{annual operating surplus before interest and depreciation}}{\text{principal and interest}}$$

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

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

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

#### Comment

##### Current Ratio

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

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

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

SHIRE OF DUNDAS

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 30 SEPTEMBER 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	21/12/2018	2.40%	433,544
Term deposit	ANZ	ADI	6 months	17/12/2018	2.50%	1,200,000
						<u>6,084,280</u>

Reserve wise

IT Reserve	94,215
Aerodrome Reserve	143,564
Leave Reserve	357,976
Plant Reserve	782,890
Land Development Reserve	1,734,630
Transport Reserve	1,759,730
Unspent Grant Reserve	1,211,275
	<u>6,084,280</u>

Agenda Reference & Subject	
<b>10.4.3 – CRC Management Report &amp; Financial Statements to 30<sup>th</sup> September 2018</b>	
Location / Address	Shire of Dundas
File Reference	CS.SP.8
Author	Deputy CEO
Date of Report	3 <sup>rd</sup> October 2018
Disclosure of Interest	Nil



**Management Report & Monthly Statement of Financial Activity  
For the period ending 30<sup>th</sup> September 2018**

**Officer Recommendation**

**That the Norseman Community Resource Centre Management Report and Financial Statements for the period ending 30<sup>th</sup> September 2018 be accepted.**

Moved Cr: Bayley  
Seconded Cr: Patupis

**Resolution**

**That the Norseman Community Resource Centre Management Report and Financial Statements for the period ending 30<sup>th</sup> September 2018 be accepted.**

Carried by: Simple Majority

For: 6

Against: 0

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## **MANAGEMENT REPORT**

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Prepared by: Angie Hogan  
01/09/2018-30/09/2018

**Norseman Community Resource Centre**

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

Total Number of memberships: 08

New memberships this reporting period: 0

Patronage per opening hour: 17.4

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

The CRC has been busy engaging with Heart Foundation, Watercorp, The Good Things Foundation and Be Connected organising workshops and events for the last quarter. We are looking at building healthier communities, less sitting and more exercise, Olenna will also be coming on board with the CRC and running some exercise education workshops, nutrition workshops and more..

Various towns throughout the state have put their hand up to run a Free showerhead swap as part of a water saving program run through Watercorp, Norseman CRC will be offering this late October early November.

Get Online week will run from the 15<sup>th</sup> Oct-21<sup>st</sup> Oct and is free, members of the community who are not confident on computers or those who have never tried are encouraged to come into the CRC and try one thing. Online Digital workshops are constantly run through the year for young adults and Seniors.

Other events coming up :Light the night BBQ and B2M, Halloween Movie night and the annual kids klub Halloween Disco.

### **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

Webinar (Good things foundation) Planning and promoting events.

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

Currently studying Cert III in Tourism

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

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# Norseman Community Resource Centre

PO Box 206  
86 Prinsep Street  
NORSEMAN WA 6443

## Reconciliation Report

1/10/2018  
9:13:42 AM

Page 1

ID#	Date	Payee	Deposit	Withdrawal
Cheque Account: 1-1110 Cheque Account				
Date of Bank Statement: 30/09/2018				
Last Reconciled: 31/08/2018				
Last Reconciled Balance: \$98,012.07				
Cleared Cheques				
1787	30/06/2018	Norseman Today		\$75.00
DD030918	3/09/2018	Kilima WA Pty Ltd		\$1,121.41
DW030918	3/09/2018	Horizon Power		\$445.45
DW030918	3/09/2018	Westnet		\$109.95
SC300918	5/09/2018	Bank fee		\$10.00
DD134558	7/09/2018	C Direct		\$257.33
DD134558	7/09/2018	Dundas Fencing & Building		\$187.00
DD134558	7/09/2018	Kilima WA Pty Ltd		\$122.65
DD134558	7/09/2018	ANGELA HOGAN		\$79.47
DD134558	7/09/2018	Norseman IGA		\$57.18
DW070918	7/09/2018	Canon Finance		\$233.57
DW100918	10/09/2018	National Kiosk		\$51.50
DW110918	11/09/2018	Telstra		\$166.36
SC300918	17/09/2018	Bank fee Trust account		\$10.00
DD319767	21/09/2018	Clever Patch		\$314.02
DD319767	21/09/2018	Norseman Today		\$185.00
Total:			\$0.00	\$3,425.89

### Cleared Deposits

CR002757	14/09/2018	Bank Deposit 14.09.18	\$587.40	
CR002720	17/09/2018	Centrelink	\$2,124.46	
CR002721	17/09/2018	Payment; Norseman Gold Feve	\$75.00	
CR002722	21/09/2018	Payment; Shire of Dundas	\$4,320.00	
CR002723	24/09/2018	Payment; Full Moon Cafe & T	\$42.00	
CR002756	30/09/2018	Bank Deposit 03.09.18	\$1,473.65	
Total:			\$8,622.51	\$0.00

### Reconciliation

BusinessBasics Balance on 30/09/2018:	\$103,208.69
Add: Outstanding Cheques:	\$0.00
Subtotal:	\$103,208.69
Deduct: Outstanding Deposits:	\$0.00
Expected Balance on Statement:	\$103,208.69



# Norseman Community Resource Centre

PO Box 206  
86 Prinsep Street  
NORSEMAN WA 6443

## Profit & Loss [With Year to Date]

September 2018

1/10/2018  
9:15:30 AM

	Selected Period	% of Sales	Year to Date	% of YTD Sales
Income				
Sales				
1 Computer Usage	\$54.56	0.8%	\$297.55	0.7%
3 Photocopying/Printing	\$3,970.63	56.3%	\$6,582.22	15.4%
Fax Services	\$6.62	0.1%	\$22.09	0.1%
Scanning	\$24.18	0.3%	\$100.59	0.2%
Binding	\$0.00	0.0%	\$10.91	0.0%
Secretarial Services	\$0.00	0.0%	\$190.90	0.4%
Laminating	\$0.00	0.0%	\$75.45	0.2%
Kids Klub	\$4.55	0.1%	\$85.45	0.2%
Events	\$72.72	1.0%	\$109.08	0.3%
Computer Goods - Sales	\$8.41	0.1%	\$182.23	0.4%
Phones & Credit - Sales	\$346.50	4.9%	\$1,788.05	4.2%
4 Drinks - Sales	\$3.64	0.1%	\$31.82	0.1%
Photo Express kiosk	\$26.10	0.4%	\$43.05	0.1%
Conference Room Hire	\$600.00	8.5%	\$2,100.00	4.9%
Contract Services	\$1,931.33	27.4%	\$5,793.99	13.6%
Grant Income	\$0.00	0.0%	\$25,192.62	59.1%
Total Income	\$7,049.24	100.0%	\$42,606.00	100.0%
Cost of Sales				
Purchases				
Purchases - Express Yourself	\$0.00	0.0%	\$187.71	0.4%
Photocopier Meter Reading	\$0.00	0.0%	\$4,044.28	9.5%
Computer & Phone Goods	\$233.94	3.3%	\$1,781.54	4.2%
Total Cost of Sales	\$233.94	3.3%	\$6,013.53	14.1%
Gross Profit	\$6,815.30	96.7%	\$36,592.47	85.9%
Expenses				
Events	\$398.75	5.7%	\$793.05	1.9%
Bank Fees	\$18.18	0.3%	\$58.18	0.1%
Advertising	\$185.00	2.6%	\$537.27	1.3%
Dues & Subscriptions	\$0.00	0.0%	\$2,836.53	6.7%
Insurance	\$0.00	0.0%	\$942.60	2.2%
Repairs & Maintenance	\$170.00	2.4%	\$170.00	0.4%
Cleaning Supplies	\$0.00	0.0%	\$7.29	0.0%
Security	\$0.00	0.0%	\$136.50	0.3%
Photo Express Kiosk	\$259.16	3.7%	\$1,106.01	2.6%
Computer Repairs & Maintenance	\$0.00	0.0%	\$270.00	0.6%
Postage & Shipping	\$0.00	0.0%	\$11.09	0.0%
Rent	\$1,130.96	16.0%	\$3,169.88	7.4%
Telephone	\$151.24	2.1%	\$446.82	1.0%
Stationery	\$14.19	0.2%	\$260.78	0.6%
Employment Expenses				
Superannuation	\$0.00	0.0%	\$1,069.83	2.5%
Wages & Salaries	\$0.00	0.0%	\$6,491.90	15.2%
Training & Conferences	\$0.00	0.0%	\$2,145.62	5.0%
Total Employment Expenses	\$0.00	0.0%	\$9,707.35	22.8%
Services				
Electricity	\$404.95	5.7%	\$789.53	1.9%
Water	\$0.00	0.0%	\$48.44	0.1%
Internet Fees	\$99.95	1.4%	\$299.85	0.7%
Total Expenses	\$2,832.38	40.2%	\$21,591.17	50.7%
Net Profit / (Loss)	\$3,982.92	56.5%	\$15,001.30	35.2%

# Norseman Community Resource Centre

PO Box 206  
86 Prinsep Street  
NORSEMAN WA 6443

## Balance Sheet

As of September 2018

1/10/2018  
9:15:48 AM

Assets	
Current Assets	
Cash On Hand	
Cheque Account	\$103,208.69
Petty Cash	\$150.00
Cash Float	\$150.00
Undeposited Funds	\$0.00
Total Cash On Hand	\$103,508.69
Trade Debtors	\$1,552.60
Total Current Assets	\$105,061.29
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	-\$43,555.82
Total Assets	\$149,104.06
Liabilities	
Current Liabilities	
GST Liabilities	
GST Collected	\$111,645.46
GST Paid	-\$106,203.66
Total GST Liabilities	\$5,441.80
Other Current Liabilities	
Long Service Leave Provision	\$19,870.73
Annual Leave Provision	\$15,113.62
Total Current Liabilities	\$40,426.15
Total Liabilities	\$40,426.15
Net Assets	\$108,677.91
Equity	
Retained Earnings	\$39,855.06
Current Year Earnings	\$15,001.30
Historical Balancing	\$53,821.55
Total Equity	\$108,677.91

Agenda Reference & Subject	
<b>10.4.4 – Officers Reports</b>	
Location / Address	Shire of Dundas
File Reference	CM.PL.1
Author	Chief Executive Officer
Date of Report	1 <sup>st</sup> October 2018
Disclosure of Interest	Nil

### Summary

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

### Background

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

### Statutory Environment

Nil

### Policy Implications

Nil

### Financial Implications

Nil

### Strategic Implications

Nil

### Consultation

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

### Comment

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

### Voting Requirements

Simple Majority

### Officer Recommendation

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

Moved Cr: Patupis  
Seconded Cr: Warner



**Resolution**

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

Carried by: Simple Majority

For: 6

Against: 0

Agenda Reference & Subject	
<b>10.4.5 – Signatory on accounts</b>	
Location / Address	Shire of Dundas
File Reference	FM.AT
Author	Senior Administration Officer
Date of Report	26 <sup>th</sup> September 2018
Disclosure of Interest	Nil

**Summary**

To add Peter Fitchat as a signatory to the Shire of Dundas bank accounts.

**Background**

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

**Statutory Environment**

Local Government Act 1995

Local Government (Financial Management) Regulations 1996

**Policy Implications**

Shire of Dundas Policy Manual - Finance

**Financial Implications**

Nil

**Strategic Implications**

Nil

**Consultation**

Councillors

**Comment**

It is now an ANZ procedure that they receive minutes from the council meeting appointing a new signatory to bank accounts.

**Voting Requirements**

Simple Majority



**Officer Recommendation**

- 1) That Peter Anthony Fitchat be added as a signatory to the following Shire of Dundas ANZ accounts:
  - a) 4564XXXXXXXXX9713
  - b) 434102952
  - c) 434102995
  - d) 209479331
  - e) 197898781
  - f) 978676516
  - g) 977913137
  - h) 979037126
- 2) That Peter Anthony Fitchat be added as a signatory to the following Shire of Dundas Goldfields Money accounts:
  - a) 100137037
  - b) 100137011

Moved Cr: Patupis  
 Seconded Cr: Hogan

**Resolution**

- 3) That Peter Anthony Fitchat be added as a signatory to the following Shire of Dundas ANZ accounts:
  - i) 4564XXXXXXXXX9713
  - j) 434102952
  - k) 434102995
  - l) 209479331
  - m) 197898781
  - n) 978676516
  - o) 977913137
  - p) 979037126
- 4) That Peter Anthony Fitchat be added as a signatory to the following Shire of Dundas Goldfields Money accounts:
  - c) 100137037
  - d) 100137011

Carried by: Simple Majority

For: 6

Against: 0

Agenda Reference & Subject	
<b>10.4.6 – Acceptance of Audit Report and Annual Financial Report 2017/18</b>	
Location / Address	Shire of Dundas
File Reference	FM.AD.15.16
Author	DCEO – Gihan Kohobange
Date of Report	8 <sup>th</sup> October 2018
Disclosure of Interest	Nil

**Summary**

For the Council to consider and approve the Audit Report and the Annual Financial Report for the financial year ended 30<sup>th</sup> June 2018 as included in the papers relating.

### Background

The Annual Financial Report for the year ended 30<sup>th</sup> June 2018 has been audited. The Annual Financial Report and Auditors Report are included in the papers relating.

### Statutory Environment

The Local Government Act requires that the local government accept the Annual Report by the 31<sup>st</sup> December following the year subject to the audit report being available. If the audit report is not available to allow the local government to accept it by that date, then the annual report needs to be received within two months of the audit report being received. The Act also requires that a General Electors Meeting be held within 56 days of the local government accepting the annual report of the previous financial year.

### Policy Implications

Nil

### Financial Implications

The cost of undertaking the audit was included in the 2017/2018 and 2018/19 budgets.

### Strategic Implications

Regularly review of strategic plans in line with the actual performance will indicate the progress that the Shire has made in achieving its strategic objectives.

### Consultation

Butler Settineri (Audit) Pty Ltd, CEO

### Comment

#### **Audit Report**

The Independent Audit Report identifies that the Shire of Dundas has completed the 2017/18 financial year in accordance with the appropriate legislation and regulations and that there are no material matters affecting the Shire's financial position. Furthermore, there are no items of statutory non-compliance raised.

#### **Annual Financial Report**

The Shire has generated a surplus of \$1,229,109 for the year ended 30 June 2018. The surplus for the year is overstated by the receipt of a part of the allocation of 2018-19 financial assistance grant amounting to \$767,839 in advance. If recognised in the year to which the allocation related, the surplus for the year would have been \$461,270.

The revenue of the council is derived from rates, fees and charges and grants. Council received operating and capital grants of \$4,759,964 (2016/17, \$4,446,951) during the year to support service provisions and various projects. Revenue from the rates for the year was \$2,071,460 which is a 9% increase over the previous year.

During the year, Shire has incurred operating expenditure of \$3,332,692 excluding depreciation and finance cost to provide various services to the community. Operating expenditure has reported a decrease of 9% compared to the previous year mainly because of the decrease in staff, material and supplies cost.



In 2017/18, the Shire spent \$421,973 to acquire and upgrade property, plant and equipment and \$3,808,099 to construct, upgrade and renew infrastructure assets. A bulk of infrastructure cost can be attributed to the Norseman airport upgrade project.

Outstanding rates as at 30th June 2018 is \$837,432 which indicates a zero growth over last financial year.

A provision for doubtful debt of \$398,000 has been allowed, an increase of \$25,344 as at the end of the last financial year. This provision is for the possible future write-off of rates outstanding where property owners cannot be traced.

Financial ratios play an important part in providing a snap shot view of the Shire's financial performance. However, it should be noted that the ratios are calculated as at the last day of the financial year and may not reflect the situation that prevailed throughout the financial year. Some of the ratios may have also been distorted due to one-off / specific transactions which took place during that financial year.

Ratio	Standard	2017/18	2016/17	2015/16
Current Ratio	≥ 1.00	3.16	4.15	2.41
Asset Consumption Ratio	≥ 0.50	0.73	0.80	0.81
Own Source Revenue Coverage Ratio	≥ 0.40	0.49	0.52	0.51
Operating Surplus Ratio	≥ 0.01	(0.40)	0.01	(0.60)
Debt Service Cover Ratio	≥ 2.00	21.71	72.96	N/A
Asset Sustainability Ratio	≥ 0.90	0.35	0.65	1.72
Asset Renewal Ratio	≥ 0.75	0.64	0.78	0.96

Ratios disclosed above have been distorted by the early receipt of Financial Assistance Grant.

If recognised in the year to which the allocation related, the ratios would have been as follows.

Ratio	Standard	2017/18	2016/17	2015/16
Current ratio	≥ 1.00	3.18	2.39	4.60
Operating surplus ratio	≥ 0.01	(0.40)	(0.25)	(0.32)
Debt service cover ratio	≥ 2.00	21.88	45.85	N/A

Achieved

Not Achieved



The Annual Report for the 2017/18 will be presented to the Council before 31<sup>st</sup> December 2018.

### Voting Requirements

Absolute Majority

**Officer Recommendation****That the Council of the Shire of Dundas**

1. **Accept the recommendation of the Audit Committee that the Audit Report for 2017/18 as included in the papers relating be accepted;**
2. **Accept the Annual Financial Report for the financial year ended 30<sup>th</sup> June 2018 as included in the papers relating.**

Moved Cr: Wyatt

Seconded Cr: Hogan

**Resolution****That the Council of the Shire of Dundas**

1. **Accept the recommendation of the Audit Committee that the Audit Report for 2017/18 as included in the papers relating be accepted;**
2. **Accept the Annual Financial Report for the financial year ended 30<sup>th</sup> June 2018 as included in the papers relating.**

Carried by: Absolute Majority

For: 6

Against: 0

<b>Agenda Reference &amp; Subject</b>	
<b>10.4.7 – Corporate Business Plan 2018-2022</b>	
Location / Address	Shire of Dundas
File Reference	CM.PL.1
Author	Gihan Kohobange
Date of Report	8 <sup>th</sup> October 2018
Disclosure of Interest	Nil

**Summary**

For the Council to consider and adopt of the Shire of Dundas Corporate Business Plan 2018-2022.

**Background**

The Department of Local Government requires all local authorities to prepare a corporate business plan to show how the local government will meet the objectives of the Strategic Community Plan. The Corporate Business Plan is an internal business planning tool that translates the Councils priorities into operations within the resources that are available to the Shire. The plan details the services, operations and projects a local government will deliver within a defined period (namely 4 years). It also includes the processes for delivering these objectives, the associated costs and time frames.

**Statutory Environment**

Local governments are required to prepare a 'Plan for the Future' (S5.56 Local Government Act 1995), which encompasses the Strategic Community Plan.

Regulation 19DA of the Local Government (Administration) Regulations 1996 sets out requirements for Corporate Business Plan, including that a Council is to consider a corporate business plan, or modifications of such a plan, submitted to it and is to determine whether or not to adopt the plan or the modifications.

**Policy Implications**

Council Policies need to reflect the objectives of the Corporate Business Plan.



Financial Implications

The Corporate Business Plan has been developed with the Long Term Financial Plan, Workforce Plan and the Assets Management Plan.

Strategic Implications

The Corporate Business Plan is the document that shows how the Shire will meet the objectives of the Strategic Community Plan.

Consultation

Council, CEO, Executive Staff

Comment

The Corporate Business Plan 2018-2022 is a four year document that will be used by the Shire in ensuring that the objectives of the Strategic Community Plan are met. The plan is to be used in the preparation of the Shires budget and lists priority capital projects to be undertaken within the resources that are available.

The Long Term Financial Plan of the Shire has also been reviewed and updated along with the forward capital plan (as given with papers relating) to ensure that the Shire operates efficiently and delivers services that the community necessitate.

The plan is to be reviewed every year and a major review is to be undertaken every 4 years to ensure that it is still relevant and continues to meet the objectives of the Strategic Community Plan.

Voting Requirements

Absolute Majority

Officer Recommendation

**That the Council of the Shire of Dundas endorse and adopt the Corporate Business Plan 2018-2022 (updated) and the Long Term Financial Plan 2018 - 2028 (updated) as included in the papers relating.**

Moved Cr: Bayley  
Seconded Cr: Warner

Resolution

**That the Council of the Shire of Dundas endorse and adopt the Corporate Business Plan 2018-2022 (updated) and the Long Term Financial Plan 2018 - 2028 (updated) as included in the papers relating.**

Carried by: Absolute Majority

For: 6

Against: 0



Cr Hogan declared an impartiality interest in the following item – 10.4.8 Application for Pensioner Accommodation, as he submitted a letter of recommendation for the applicant.

<b>Agenda Reference &amp; Subject</b>	
<b>10.4.8 – Application for Pensioner Unit accommodation</b>	
Location / Address	100 Prinsep Street Norseman
File Reference	CP.RE.1.3
Author	Senior Administration Officer
Date of Report	10 <sup>th</sup> October 2018
Disclosure of Interest	Nil

### Summary

For the Council to consider an application for the advertised aged person accommodation.

### Background

The Shire has currently unit number three vacant and available for rent. On the 5<sup>th</sup> September 2018, the Shire received an application for aged person accommodation from Mr Brian Badenhope. Mr Badenhope lives in Norseman and is currently renting a private property but did not meet the first eligibility criteria (age). The Shire responded to Mr Badenhope's application and requested the following before proceeding further with the application:

- 1) A letter of support from your local Doctor;
- 1) A letter of support from your current landlord; and
- 2) A letter of support from a member of the community who has known you for at least one year.

### Statutory Environment

Nil

### Policy Implications

Community Services  
C.1 Aged Accommodation

### Financial Implications

Rental income as per the schedule of fees and charges.

### Strategic Implications

Council has recognised the need for adequate aged care facilities in the Shire's Strategic Planning documentation.

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

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

In compiling the Corporate Business Plan for 2017-2021 Council included the following goal:

"Ensure the provision of adequate aged care facilities including aged accommodation."

### Consultation

Dr Graham Rowlands  
Mr Pat Hogan

Chief Executive Officer

Comment

Since sending correspondence sent to Mr Badenhope on the 11<sup>th</sup> September 2018, the Shire has received the following:

- 1) Letter of support from Mr Pat Hogan;
- 2) Letter of support from Dr Graham Rowlands; and
- 3) A reference letter from his current landlord.

A copy of the letters are included in the papers relating.

The conditions of eligibility for applicants are:

- 1) Men aged 65 years and over and women aged 60 years and over and hold a current Aged/Seniors Concession Card.
- 2) The spouse of an aged person is eligible even if the spouse is not 65 years (men) or 60 years (women) of age.
- 3) The primary criteria for selection of residents will be based on their physical and financial need.
- 4) Tenants shall not own other residential property whilst occupying a unit.

There is likely to be an ongoing need for aged person's accommodation in Norseman. The Shire should endeavour to retain residents in Norseman where possible.

Voting Requirements

Simple majority

Officer Recommendation

**That Mr Brian Badenhope be awarded the rental of Unit 3, 100 Prinsep Street Norseman.**

Moved Cr: Patupis  
Seconded Cr: Wyatt

Resolution

**That Mr Brian Badenhope be awarded the rental of Unit 3, 100 Prinsep Street Norseman.**

Carried by: Simple Majority For: 5 Against: 1

Cr Warner is recorded as against the motion.

Agenda Reference & Subject	
<b>10.4.9 – Payment of Goldfields Tourism Network Association Membership Fees</b>	
Location / Address	Shire of Dundas
File Reference	ICR201671979
Author	Pania Turner
Date of Report	9 <sup>th</sup> October 2018
Disclosure of Interest	Nil

Summary

For the Council to approve the payment of the Shire of Dundas Membership fees to the Goldfields Tourism as stated in the current Memorandum of Understanding July 2016- June 2019.



### Background

In November 2015 the Shire of Dundas Council resolved to investigate joining the board of the Goldfields Tourism Network Association (GTNA). In early 2016 after attending the January the Shire of Dundas became board members of the GTNA Board members. Membership is maintained through a Memorandum of Understanding between the GTNA and the Board Member this includes the annual payment of a set membership fee.

### Statutory Environment

Nil

### Policy Implications

## **C.4 Tourism**

### **Policy Statement**

In relation to tourism the Shire has the following policy:

- The Shire will work with the Visitor Centre, the Goldfields-Esperance Travel Association, the Western Australian Tourism Commission, and other relevant Tourism and Government Departments, in all aspects of tourist development.
- The Council will endeavour to provide an adequate budget allocation for tourism expenditure.
- The Shire will endeavour to assist financially and by other means, tourist organisations or events which have the potential to develop tourism in the Shire of Dundas.
- The Shire will seek representation on local tourist associations.
- The Shire will encourage tourism product development and investment throughout the area and will assist the development application process.

### Financial Implications

Payment of the membership fee of \$27,500 (GST inclusive) has been accounted for coming from Tourism and Area Marketing budget.

### Strategic Implications

Shire of Dundas Strategic Community Plan Theme 2 – A Thriving Local Economy		
A strong, diversified economy with a number of commercial business and industries providing new and varied employment opportunities for all age groups.		
Strategy 2	Goal	Measure
2.1 Opportunity for Economic Diversification	A vibrant economy that includes opportunities for mining, industry, tourism, shopping and business.	The level and diversity of businesses, including mining, industry, tourism and commercial activity is increasing.
2.2 Attracting new businesses	New business are attracted to the area and existing ones are encouraged to grow through promotion of the area as an attractive place to work and live.	

### Consultation

Chief Executive Officer  
Council  
GTNA Board Members



Comment

Norseman Visitor Centre has during the past year averaged approximately 546 people through the centre a week. The regional tourism environment remains an extremely competitive place with local governments requiring strong regional connections to attract visitors to their areas. Being a member of the regional network is an important element of a tourism strategy.

Council has raised a couple of concerns regarding its membership GTNA.

- **Presence on the GTNA website.** The progression of this item has been very poor and Council has a right to be dissatisfied with the lack of presence for Norseman on this one platform. The appointed delegate who sits on the board has been working with the GTNA CEO to address the issue. The current situation is that a completely new look GTNA website is close to completion with the expected launch to be done at the GTNA AGM on the 2<sup>nd</sup> November 2018.
- **Return of Investment.** The collective membership fees of \$207,500.00 per annum immediately highlights the comparison of Dundas \$25,000 per annum costs and the benefits that can occur from local governments pooling their funds. The current structure allows for:
  - marketing the region as a whole
  - employment of staff with the sole focus of tourism promotion and development for the region
  - networking with tourism industry stakeholders
  - sourcing of funding for tourism projects
  - A collective voice on key regional issues such as transport infrastructure, telecommunications, safety etc.

Voting Requirements

Simple majority

Officer Recommendation

**That the Council of the Shire of Dundas authorise the payment of Goldfields Tourism membership fee in accordance with the current Memorandum of Understanding between Goldfields Tourism Network Association and the Shire of Dundas.**

Moved Cr: Warner  
Seconded Cr: Bayley

Cr Patupis spoke against the motion.  
Cr Hogan spoke against the motion.  
Cr Warner spoke for the motion.  
Cr Bonza spoke against the motion.  
Cr Warner closed the debate, speaking for the motion.

Council voted on the motion.

Carried by: Simple Majority For: 3 Against: 3

As per Section 5.21 (3) of the Local Government Act 1995, the presiding member cast a second vote. The presiding member voted as against the motion.

Resolution

Motion is lost. For: 3 Against: 4



**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: Hogan  
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

Cr Warner declared an impartial interest in the following item, as she is a member of the swimming club.  
Cr Wyatt declared an impartial interest in the following item, as she is a member of the swimming club.  
Tracy Dixon (Administration Officer) declared an impartiality interest in the following item, as she and her daughter are members of the swimming club.

Agenda Reference and Subject	
<b>12.1 – Late Item –Kambalda Amateur Swim Club use of Norseman Aquatic Centre</b>	
Location / Address	Norseman
File Reference	CS.AG
Author	CEO Peter Fitchat
Date of Report	16/10/2018
Disclosure of Interest	Nil

**Summary**

To provide an agreement between the Shire of Dundas and the Kambalda Amateur Swim Club to allow Shire of Dundas youth to participate in the 2018-2019 swim season. This year due to the Kambalda West Pool being closed the Swim Club is looking at alternatives to continue to participate in the amateur club swim season.

**Background**

The Shire of Dundas has supported the Norseman contingent of the Kambalda Amateur Swim Club in past seasons by providing:

- Norseman squad members free entry to the pool (for club training and events only).
- Complementary use of the Community Bus to travel to registered swim events (driver requirements and bookings made as per Shire of Dundas booking process).
- Agreement for Aquatic Centre use *outside of hours* for squad training.

Statutory Environment

Nil

Policy Implications**C.3 Recreation Facilities NORSEMAN SWIMMING POOL**

A group may use the swimming pool venue for a social event (e.g. barbecue, party, presentations etc.) subject to the following:

**Category One**

- During the hours when the pool is open to the public, if the group size is less than 100 persons the consumption of alcohol is not permitted and normal entrance charges will apply.
- The hirer is responsible to ensure that there is sufficient supervision of the pool and the area is left in a clean and tidy condition at the conclusion of the event.

**Category Two**

- The Chief Executive Officer, after consultation with the pool manager, may allow variations to the approvals where a proposed event is considered of significant benefit to the local community (e.g.) regional swimming carnivals, Fair Go Day, Australia Day etc.
- The hirer or organiser of the event is responsible to ensure that there is sufficient supervision of the pool and the area is left in a clean and tidy condition at the conclusion of the event.

**Permission to use the swimming pool centre for any function may be approved or refused at the discretion of the Chief Executive Officer.**

Financial Implications

Providing use without charge for the Norseman swim squad will not impact current budgets as pool entry is free for the 2018-2019 season.

The Shire of Dundas will not be providing a Pool Manager outside of normal operating hours, this will be provided by the Swim Club. Where the Shire of Dundas Pool Manager is requested outside of normal operating hours the Shire will look at costs and may request a fee for service.

Increased use of the Norseman Aquatic Centre may see an increase in maintenance costs, this is not seen to be a significant increase. The encouraging more visitors to Norseman will outweigh the slight costs involved.

Working with the Kambalda Amateur Swim Club to secure bookings for key swim events will provide booking fee revenue for the Shire and attract visitors to Norseman, having potential flow on effect to local business.

Strategic Implications**Theme 1- A vibrant, active and healthy socially connected Community.**

1.3 Engagement of Community: The Community are engaged in constructive activities that encourage social and community development.

Consultation

Shire of Dundas CEO  
Projects Manager & Pool Manager  
Community Development Manager  
Youth Services Officer  
Councillor Warner (in her role as swim club coach)



Comment

The Norseman contingent (known as the Magic Turtles) of the Kambalda Amateur Swim Club is a positive and healthy recreational activity for children and youth as well as their families who support the swimmers. They are positive representatives for the Norseman community in regional and local swim events.

Council should be aware the Kambalda Amateur Swim Club holds its own insurances and that swimmers and members registered with the club are covered by those insurances. The Shire of Dundas LGIS insurances do not cover outside of hours activities.

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas Council approve the CEO to put in place an Agreement with the Kambalda Amateur Swim Club for the 2018-2019 swim season that allows:

- Complementary use of the Community Bus for the Norseman swim squad where bookings do not clash with the Shire's Youth or Community Services. Bookings will be made under existing Shire of Dundas booking guidelines.
- Complementary use of the Norseman Aquatic Centre for the Norseman swim squad for training purposes outside of the centre's normal operating hours for three days per week (days to be confirmed in the Agreement).
- Complementary use of the Norseman Aquatic Centre for Fortnightly Club Days as listed in the Agreement, and
- Other Kambalda Amateur Swim Club 2018-2019 swim season events as listed in the Agreement.

Moved Cr: Patupis  
Seconded Cr: Hogan

Resolution

That the Shire of Dundas Council approve the CEO to put in place an Agreement with the Kambalda Amateur Swim Club for the 2018-2019 swim season that allows:

- Complementary use of the Community Bus for the Norseman swim squad where bookings do not clash with the Shire's Youth or Community Services. Bookings will be made under existing Shire of Dundas booking guidelines.
- Complementary use of the Norseman Aquatic Centre for the Norseman swim squad for training purposes outside of the centre's normal operating hours for three days per week (days to be confirmed in the Agreement).
- Complementary use of the Norseman Aquatic Centre for Fortnightly Club Days as listed in the Agreement, and
- Other Kambalda Amateur Swim Club 2018-2019 swim season events as listed in the Agreement.

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 20<sup>th</sup> November 2018.

**14 Closure of Meeting**

There being no further business the Shire President thanked all those in attendance and declared the meeting closed at 6:36pm.

  
22.11.18.