



Notice of Meeting and Agenda Ordinary Council Meeting 22nd November 2018

NOTICE OF MEETING

The next Ordinary Meeting of the Council will be held on 22nd November 2018 in the Council Chambers at Prinsep Street Norseman, commencing at 6:00pm to consider and resolve on the matters set out in the attached agenda.

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

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

A handwritten signature in black ink, appearing to read "Peter Fitchat", is written over a faint circular stamp.

Peter Fitchat
Chief Executive Officer
16th November 2018

Notes to Agenda

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AGENDA for the ORDINARY Meeting of the Council to be held in the Council Chambers at the Shire Administration Office – Prinsep Street Norseman on the 22nd November 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

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

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

1.1 Attendance at meeting by Councillor AR Patupis.

The Shire President has been advised that Cr Patupis will be in Esperance, Western Australia when the meeting is held and have requested attendance by way of instantaneous telephone connection with other Councillors present at the meeting in accordance with Administration Regulation 14A.

Cr Patupis will be at Lot 15, Eleven Mile Beach Road, Esperance WA 6450.

The Council must approve of the place that Cr Patupis is located as a "suitable place" that must be in a town site or other residential area at least 150 kilometres from where the meeting is being held.

Recommendation

That Cr Patupis be permitted to attend this meeting by way of instantaneous telephone connection from Esperance, Western Australia, on the basis that she is in a "suitable place" for the purpose of Administration Regulation 14A.

Moved: Cr

Seconded: Cr

Resolution

Carried by: Absolute Majority

For:

Against:

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

Financial Interests:

Proximity Interests:

Impartiality Interests:

Gifts Received by Councillors:

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

3 Record of Attendance of Councillors / Officers and Apologies.

Cr LG Bonza	Shire President
Cr AR Patupis	Deputy Shire President
Cr JEP Hogan	
Cr 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

4 Applications for Leave of Absence.

5 Response to Previous Public Questions Taken on Notice.

6 Public Question Time.

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

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

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

7 Confirmation of Minutes of Previous Meeting.

7.1 Ordinary Meeting of the Council held on 16th October 2018

Minutes of the Ordinary Meeting of the Council held on 16th October 2018 be confirmed as a true and accurate record.

Recommendation

That the minutes of the Ordinary Council Meeting held on 16th October 2018 be confirmed as a true and accurate record

Moved Cr:
Seconded Cr:

Resolution

Carried by: Simple Majority

For:

Against

7.2 Special Council Meeting held on 8th November 2018

Minutes of the Special Council Meeting held on 8th November 2018 be confirmed as a true and accurate record.

Recommendation

That the minutes of the Special Council Meeting held on 8th November 2018 be confirmed as a true and accurate record.

Moved Cr:
Seconded Cr:

Resolution

Carried by: Simple Majority

For:

Against:

8 Petitions, Deputations or Presentations.

8.1 Reports of Committees

8.1.1 GVROC – Cr Bonza/Cr Bayley

8.1.2 WALGA – Cr Bonza/Cr Patupis

8.1.3 Woodlands Centre Construction Project – Cr Wyatt/Cr Warner

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

8.1.5 Goldfields Tourism Network Association – Cr Warner/Cr Patupis

8.1.5 Regional Roads Group – Cr Bonza/Cr Wyatt

9 Announcements by Presiding Member without Discussion.

10 Reports of Officers.

10.1 Planning, Development, Health and Building

Agenda Reference & Subject	
10.1.1 – Development Application- Woodlands Cultural and Community Visitor Centre	
Location / Address	Lot 50 (78) Prinsep Street
File Reference	A39
Author	Richard Brookes
Date of Report	22 nd October 2018
Disclosure of Interest	Nil

Summary

For the Council to consider the development application for the Woodlands Cultural and Community Visitor Centre

Background

A cultural and community visitor centre is not specifically mentioned as a use within the Shire of Dundas town planning scheme, however the development could reasonably be classified as a “Civic Building”. A “Civic Building” means a building designed used, or intended to be used by a government department, an instrumentality of the crown, or the Council, as offices or for administrative, recreational or other like purposes.

The lot is zoned Town Centre pursuant to the Shire of Dundas Town Planning Scheme No 2 and the establishment of a “Civic Building” is considered a permitted use in the town centre zone.

Statutory Environment

Town Planning and Development Act 2005
Shire of Dundas Town Planning Scheme No 2

Policy Implications

Policy T17 – Development on Shire of Dundas Controlled Land

Financial Implications

The project is included in the 2018/2019 budget

Strategic Implications

The Strategic Community Plan identifies a number of themes that would support the establishment of a Woodlands Cultural and Community Visitor Centre.

Theme 2 – A thriving local economy and economic base			
A strong, diversified economy with a number of commercial businesses and industries providing new and varied employment opportunities for all age groups.			
Strategy 2	Goal	Measure	Priority
2.4 Provide infrastructure that stimulates growth	To assist in the provision of infrastructure that encourages development	Increased level of infrastructure that is beneficial to business and industry.	High

	of existing and new business opportunities.	
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Theme 3 – Natural & Built Environment			
A protected and enhanced environment that is aesthetically pleasing and provides benefits for the Community for generations to come.			
Strategy 3	Goal	Measure	Priority
3.4 Enhancement of natural tourist destinations.	Development of the Great Western Woodlands that maintains the overall natural beauty of the area however still provides opportunities for tourism and other uses.	That the GWW is generally preserved and any development undertaken still allows residents and tourists to enjoy its natural beauty An increased level of tourism numbers visiting the GWW.	Low
3.5 Improved streetscape.	To improve the streetscape for the town sites of Norseman and Eucla	That the town sites in the Shire are attractive, well presented and encourage people to work, live and visit the Shire.	Medium

Consultation

Extensive community consultation has been undertaken

Comment

The development application process is the formal planning approval process for the project and is required to be undertaken in accordance with Council policy T17 – Development on Shire of Dundas Controlled Land

Voting Requirements

Simple Majority

Officer Recommendation

That the Council of the Shire of Dundas approve the development application for the refurbishment of the existing building on Lot 50 (78) Prinsep Street to be used as the Woodlands Cultural and Community Visitor Centre.

Moved Cr:
Seconded Cr:

Resolution

Carried by: Simple Majority

For:

Against

Agenda Reference & Subject	
10.1.2 – Application for Exploration Licence E28/2836 by Typhon Minerals Pty Ltd	
Location / Address	Shire of Dundas
File Reference	RV.VA.2
Author	CEO
Date of Report	13 th November 2018
Disclosure of Interest	Nil

Summary

For Council to consider an application for Exploration Licence E28/2836 as attached in the papers relating.

Background

The application was received from Typhon Minerals Pty Ltd on 2nd November 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 Typhon Minerals for Exploration Licence E28/2836 as attached in the papers relating.

The purpose of the application is for exploration of the tenement area E28/2836. For Councils information this application was received on the 2nd November 2018 and objections close on the 26th November 2018.

Voting Requirements

Simple Majority

Officer Recommendation

That the Council of the Shire of Dundas submit an objection to the application for Exploration Licence E28/2836 submitted by Typhon Minerals Pty Ltd;

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

Moved Cr:
Seconded Cr:

Resolution

Carried by: Simple Majority For: Against

Agenda Reference & Subject	
10.1.3 – Application for Miscellaneous Licence 63/91 by Meteore Metals Pty Ltd & Barra Resources Limited	
Location / Address	Shire of Dundas
File Reference	RV.VA.2
Author	CEO
Date of Report	14 th November 2018
Disclosure of Interest	Nil

Summary

For Council to consider an application for Miscellaneous Lease 63/91 as attached in the papers relating.

Background

The application was received from Meteore Metals Pty Ltd & Barra Resources Limited November 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 for ML 63/91 as attached in the papers relating.

The purpose of the application is for exploration of the tenement area ML 63/91. For Councils information this application was received on the 7th November 2018 and objections close on the 26th November 2018.

It appears that the lease area is for an access road heading north. The application submitted for ML 63/91 also lists a communications facility, pipeline, powerline, pump station and a sulphur dioxide monitoring station.

Voting Requirements

Simple Majority

Officer Recommendation

That the Council of the Shire of Dundas submit an objection for the Miscellaneous Lease 63/91 submitted by Meteore Metals Pty Ltd & Barra Resources Limited;

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

Moved Cr:

Seconded Cr:

Resolution

Carried by: Simple Majority

For:

Against

Agenda Reference & Subject	
10.1.4 – Toilet at Bromus Dam	
Location / Address	Shire of Dundas
File Reference	DB.PO
Author	Manager Works and Services
Date of Report	14 November 2018
Disclosure of Interest	Nil

Summary

For Council to approve the design and location of the public toilet to be placed at Bromus Dam.

Background

Council approved the supply and erection of a public toilet to be situated in the Bromus Dam reserve.

Statutory Environment

Local Government Act 1995

Policy Implications

As per Policy T17 – Development on Shire of Dundas Controlled Land.

Financial Implications

Project has been provided for in the current Budget

Strategic Implications

Will provide a much needed asset for the public

Consultation

Projects Officer

Comment

An allocation was made in the current Budget for the provision of a waterless bio toilet to be located at Bromus Dam. Due to an oversight, the toilet has already been purchased and is now enroute to the Shire depot. Invitations to quote to install the toilet are currently being circulated to potential builders.

A brochure showing the type of toilet was shown to Councillors at the Forum on 6 November including the actual location of where the building is to be placed.

Voting Requirements

Simple Majority

Officer Recommendation

That Council approve the plans and location as previously presented of the waterless toilet to be installed at Bromus Dam.

Moved Cr:

Seconded Cr:

Resolution

Carried by: Simple Majority

For:

Against

10.2 Engineering and Works

Agenda Reference & Subject	
10.2.1 – Main Street Rotunda	
Location / Address	Shire of Dundas
File Reference	DB.IN
Author	Manager Works and Services
Date of Report	12 November 2018
Disclosure of Interest	Nil

Summary

For Council to consider the dilapidated condition of the Rotunda and possible solutions.

Background

The Rotunda in Prinsep Street has been there for many years and is the site where the ANZAC Day and Remembrance Day ceremonies are held.

Statutory Environment

Local Government Act 1995

Policy Implications

Council has no Policies in relation to this matter.

Financial Implications

There will be some financial implications should Council Adopt the Resolution

Strategic Implications

Will permit a memorial to be created in a new and safer area that will cater for larger numbers of people.

Consultation

Councillors
Shire staff

Comment

The Rotunda was erected many years ago and has been associated with armed services memorials over those years and continues to this date. It is a timber structure with a corrugated iron roof and draws many admiring comments from people travelling through the town.

Unfortunately, the rotunda has some liabilities which will need to be addressed, sooner rather than later.

The first issue is the condition of the building. Dry rot has spread throughout the structure and along with the infestation of white ants, the building is in such a state that it has been declared unfit for use and entry to the structure is prohibited.

The reason the condition of the structure has deteriorated to the extent that it is in now is due solely to the lack of maintenance in the past years. While the building has been painted on a semi regular basis, that in itself was not all that was needed. A white ant inspection and preventative treatment program should have been carried out annually. While the building could be restored, it would still have many weak areas that need constant attention, all of which would add to a costly exercise.

The second problem with the building is the location. Main Roads WA have regulations that govern what street furniture can be placed on any road under their care and control. As the rotunda is in the middle of the Coolgardie Esperance Highway, the verge on which the rotunda is situated is subject to their regulations. The facts that are not supportive of the rotunda remaining where it is in the median strip are:

- The rotunda is considered to be a non-frangible structure in the middle of a median strip.
- The retaining wall on the western side of the median strip is in conflict with their "Safety and Barriers" road design guidelines.
- A Road Safety Audit conducted by an independent consultant engineer, in conjunction with MR WA officers, recommended that all objects that compromise sightlines along Prinsep Street be removed.

Clearly, the fact that the rotunda is extremely close to the 3 metre clear zone for the 50 km/hr speed limit does bring its existence at this location into serious question.

Discussions with Main Roads have been ongoing for some time regarding the status of the rotunda. Their concerns, expressed in a letter from them on 19 July 2018 has not made the situation any clearer and they have suggested that the matter deserves further investigation before a decision on the retention of the rotunda in this location could be made.

Under the current regulations for "Main Roads Supplement to Austroads Guide to Roads Design Part 6: Roadside Design, Safety and Barriers", it is difficult to see them supporting the continued existence of the rotunda at this site.

Other considerations are that the current site does not permit the expansion of facilities that are becoming progressively needed to support the ever increasing numbers of people attending these memorial events.

Perhaps now is the time, when a decision on the future of the rotunda is imminent, to consider an alternative site to permanently base a memorial to the armed forces. It is also an opportunity to combine that memorial with:

- A tribute to the indigenous people who gave their all for this country in time of war
- Some recognition of the people who lost their lives in the mining industry

There are a number of locations that could be considered as a suitable site for such a worthy project:

- The current Visitors Centre site once that facility has moved in the new Woodlands Centre
- On the lawns to the north of the Medical Centre
- Wildflower Park

Visitors Centre

There would be expenses with this location due to the building having to be relocated (and to where) to make way for the memorials.

Medical Centre

This area is of a reasonable size and situated in a side street away from the main thoroughfare. One problem is that the site is on a slope which could entail having a site that has stepped down levels to ensure continuity in the construction.

Wildflower Park

This site is spacious and has unrestricted potential. Entry could be off Welcome Park and the area provides a wide open space to incorporate all three memorials. Wildflower Park was initially intended to have been developed as a colourful walk from the Visitors centre down to the main shopping area of town but has never been given a priority in that vein.

Summary

The very idea of relocating the rotunda will probably not be too popular with the community but there are ways to get the community both supportive of and involved with the concept.

Firstly, a circular could be sent out to the community advising of the state the rotunda and the costs associated with its restoration. Also included in that circular would be the need to emphasise the possibility that the structure, at some time in the future, may have to be relocated due to increased traffic numbers and the need for a redesign of the road through town to cater for that requirement.

Secondly, advise the community of the opportunity to relocate the site to a more suitable location (giving them a number of possible sites) and ask for public comment as to where they think the new site should be.

Thirdly, and once a site has been approved by Council, invite the community to submit their sketches/drawings/designs of how the new "Memorial Park" could look. A condition of the new site could

be that the new structure should contain not only elements of the current rotunda but also incorporate some salvageable materials from the building so that that connectivity could be maintained. Council could consider offering cash prizes to people whose designs had elements that were selected to be incorporated into the final design.

It is also possible that the rotunda could be reproduced in its entirety and take pride of place in the new park along with the other tributes.

It is considered that a new park to house the above concept would attract grant funding without too much trouble as the attendance at these services is growing steadily each year as more and more younger people become aware of the history of the armed services.

Voting Requirements

Simple Majority

Officer Recommendation

That Council:

1. **Agree that restoration of the rotunda at its current location is not in the best interests of the community, and,**
2. **Provide a list of alternative sites and seek comments from the community as to a preferred site.**

Moved Cr:
Seconded Cr:

Resolution

Carried by: Simple Majority For: Against

Agenda Reference & Subject	
10.2.2 – Permanent RV Park	
Location / Address	Shire of Dundas
File Reference	A3961
Author	Manager Works and Services
Date of Report	8 October 2018
Disclosure of Interest	Nil

Summary

For Council to consider directing the old Rugby Field to remain the RV Park for the foreseeable future.

Background

At the Ordinary Meeting of Council held Tuesday, 21 August 2018, Council approved the old Rugby Field as being the RV Parking Area until further notice.

Statutory Environment

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

Policy Implications

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

Financial Implications

None other than normal operating expenses

Strategic Implications

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

Consultation

CEO and other staff – Shire of Dundas

Comment

The transition from the old RV Park to the new site has been smooth and is being policed. Initial reaction has been positive and there has been no occurrences of campers trying to access the old site.

The original intentions were for this new site to be only temporary with campers moving back to the old site once the Management order had been changed to include recreation in the “permitted use” of the reserve. However, with the current site appearing to be perfectly suited for the new purpose, perhaps Council could agree to letting the site remain as the RV Park for a longer period of time.

This would allow for some development of the site to make the area more “user friendly” for traffic. At the moment, the park is averaging around nine vehicles each night with some occasions well in excess of that number so it is proving very popular.

First move would be to begin planting some small tree and shrubs around the site, mostly native to this area but they would break up the starkness and bring some comfort to travellers by the park becoming more ascetically enjoyable.

A second idea is to create designated pathways with the trees and shrubs thereby directing traffic to ensure that the parking areas are all used productively. A dump site could also be installed, subject to adequate funding being sourced.

If the use of the park grows, which is expected to happen, there is also the option of utilising the parking areas between this site and the tennis courts, fencing would be a minor cost and it would add more parking area without any major development.

The old RV site would then be allowed to return to its former state which is a welcome site which with its greenery and shaded areas could be utilised for another open area purpose.

Voting Requirements

Simple Majority

Officer Recommendation

That Council agree to the old Rugby Field remaining as the RV Park for the foreseeable future and that plans for some low cost development for the site, subject to Council approval prior to implementation.

Moved Cr:
Seconded Cr:

Resolution

Carried by: Simple Majority For: Against

10.3 Members and Policy

Agenda Reference & Subject	
10.3.1 – Receive the Information Bulletin	
Location / Address	Shire of Dundas
File Reference	CM.CI.2
Author	Peter Fitchat – Chief Executive Officer
Date of Report	15 th November 2018
Disclosure of Interest	Nil

Summary

For Council to consider receiving the Information Bulletin for the period ending 15th November 2018.

Background

The Councillors' Information Bulletin for the period ending 15th November 2018 was completed and circulated to Councillors.

Statutory Environment

Local Government Act 1995

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

Policy Implications

Council has no policies in relation to this matter

Financial Implications

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

Strategic Implications

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

Consultation

Nil.

Comment

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

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

Voting Requirements

Simple Majority

Officer Recommendation

That Council receive the November Councillors' Information Bulletin for the period ending 15th November 2018, as included in confidential papers relating.

Moved Cr:
Seconded Cr:

Resolution

Carried by: Simple Majority

For:

Against

Agenda Reference & Subject	
10.3.2 – Standing Orders Amendment Local Law 2018	
Location / Address	Shire of Dundas
File Reference	LE.LO
Author	Richard Brookes
Date of Report	13 th November 2018
Disclosure of Interest	Nil

Summary

For the Council to adopt the Shire of Dundas Standing Orders Amendment Local Law 2018

Background

The Joint Standing Committee on Delegated Legislation wrote to the Shire requesting that the Council respond by resolution to a number of issues to ensure that the Shire of Dundas Standing Orders Local Law 2018 remains in force and not be disallowed.

The Council considered the Joint Standing Committee on Delegated Legislation's letter at its Ordinary Council meeting held on the 21st August 2018 and resolved the following:

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

1. Within 6 months, amend the Local Law to:

- Delete clauses 15.1 to 15.6
- Incorporate the content of clause 15.6(2) and 15.6(3) into clause 14.10
- Make all necessary consequential amendments

2. Until the Local Law is amended in accordance with undertaking 1:

- Not to enforce the Local Law in a manner contrary to undertaking 1.
- Where the Local Law is made publicly available, whether in hard copy or electronic form (including on the Shire's website), ensure that it is accompanied by a copy of these undertakings.

At its meeting held 18th September 2018 the Council resolved:

That the Council of the Shire of Dundas resolve to:

- 1 advertise the Shire of Dundas Standing Orders Amendment Local Law 2018 pursuant to the requirements of the Local Government Act 1995; and**
- 2 consider the adoption of the local law after submissions have been received.**

Statutory Environment

Joint Standing Committee on Delegated Legislation & the Department of Local Government Sport and Cultural Industries, Local Government Act 1995

Policy Implications

N/A

Financial Implications

There are no additional costs to the Shire other than the required statutory advertising process.

Strategic Implications

The Standing Orders Amendment Local Law 2018 is necessary to amend the current local law as required by the Joint Standing Committee on Delegated Legislation. Failure to do so may result in the local law being disallowed, making the local law ineffective and unable to be utilised by the Shire.

Consultation

Joint Standing Committee on Delegated Legislation, the Department of Local Government and general advertising of the proposed change as required by the Local Government Act 1995. No submissions other than from the Department of Local Government requesting some minor changes to format have been received.

Comment

The Shire has undertaken the process of drafting the Shire of Dundas Standing Orders Amendment Local Law 2018 to ensure that clauses meet the requirements of the Joint Standing Committee on Delegated Legislation by:

- Deleting clauses 15.1 to 15.6;
- Incorporating the content of clause 15.6(2) and 15.6(3) into clause 14.10;
- Making all the necessary consequential amendments; and making the formatting change as suggested by the Department of Local Government

A copy of the amended Standing Orders Amendment Local Law 2018 is included in the papers relating.

Voting Requirements

Absolute Majority

Officer Recommendation

That the Council following advertising and consideration of the submissions received adopt the Shire of Dundas Standing Orders Amendment Local Law 2018

Moved Cr:
Seconded Cr:

Resolution

Carried by: Absolute Majority

For:

Against

Agenda Reference & Subject	
10.3.3 – Shire of Dundas Roadwise Committee	
Location / Address	Shire of Dundas
File Reference	RD.PR.4
Author	Manager Works and Services
Date of Report	13 November 2018
Disclosure of Interest	The author has an interest to the extent that he will be a member of this committee

Summary

For Council to consider the reforming of a Roadwise Committee to represent the Shire of Dundas
Background

There was a Roadwise Committee for Norseman formed previously but it appears to have been inactive for some time

Statutory Environment

Local Government Act 1995

Policy Implications

Council has no Policies in relation to this matter

Financial Implications

Nil, unless by Council Resolution

Strategic Implications

Will assist in making roads safer for the public in the Shire of Dundas area.

Consultation

Council Forum

Comment

Roadwise Committees are found in most local government regions in Western Australia and are usually formed in one of two ways:

- A direct Committee of Council, subject to all regulations relating to the appointment and operation of Committees under the *Local Government Act 1995*
- A Community based Committee consisting of Members and staff of the local government (to provide administrative duties) as well as emergency services and community members, reporting back to Council.

There is evidence that Norseman did have a Roadwise Committee in the past but for whatever reasons, it has not operated as a committee for some time.

The creation of a Council appointed Committee is not desirable unless there is a lack of community members prepared to volunteer for that committee. That type of committee is too cumbersome, is somewhat restrictive in its operation and does not involve the community to the extent that a community based committee would.

A typical community based committee would include one or two Local Government Members, the Manager Works and Services, Manager Community Development, a member from each of the WA Police, St John, DFAS, Roadwise WA, MR WA, Norseman district High School and a number of community representatives. It is proposed that the new Committee would resemble a similar makeup.

While Council appointed staff to that Committee would provide administrative support, Minutes of all the Committee's Meetings would be referred to an Ordinary Meeting of Council for consideration.

Roadwise Committees do, when operated efficiently, provide many safety initiatives in the promotion of safer standards on our roads. There is no reason why a Shire of Dundas Roadwise Committee should be any different.

Voting Requirements

Simple Majority

Officer Recommendation

That Council:

1. **Resolve to support the creation of a new Roadwise Committee for the Shire of Dundas,**
2. **Appoint Cr _____ and Cr _____, the Manager Works and Services and Manager Community Development to that Committee,**
3. **Invite representatives from WA Police, DFAS, St John, Roadwise WA, Main Roads WA, Norseman District High School to that Committee,**
4. **Invite applications from interested local community members to fill three places on that Committee, and,**
5. **Minutes of all that Committee Meetings would be presented to Council for consideration.**

Moved Cr:

Seconded Cr:

Resolution

Carried by: Simple Majority

For:

Against

10.4 Administration, Finance and Community Service

Agenda Reference & Subject	
10.4.1 – Accounts Paid 1/10/2018 – 31/10/2018	
Location / Address	Shire of Dundas
File Reference	FM.CR
Author	Accounts Payable Officer
Date of Report	07/11/2018
Disclosure of Interest	Nil

Trust Payments

Chq/EFT	Date	Name	Description	Amount
EFT3123	05/10/2018	Mike Griffiths	REFUND GYM KEY DEPOSIT VIA BANK TRANSFER	50.00

EFT3142	15/10/2018	Norseman Hardware	12 X KEY TAGS, 3 X PADLOCKS, 1 X HANDLE KNOB COMBO SET	175.90
EFT3143	16/10/2018	Norseman Community Resource Centre	1 X OPPO A57 MOBILE PHONE & 1 X MICRO MINI SD	279.95
EFT3144	17/10/2018	Norseman Community Resource Centre	2 X ETOUCH TABLETS & 1 X OPPO A57	508.90
EFT3190	26/10/2018	Shire of Dundas	RECOUP TOY LIBRARY FEES	2309.71
				\$3'324.46

Municipal Cheques

Cheque	Date	Name	Description	Amount
26345	12/10/2018	Horizon Power	Street Light Usage 01.09.2018 - 30.09.2018	3634.94
26346	12/10/2018	Telstra Corporation Limited	Telstra Mobile Usage 17.09.2018 - 16.10.2018 \$592.96 Telstra Satellite Usage 16.09.2018 - 15.10.2018 \$155.25	748.21
26349	19/10/2018	Telstra Corporation Limited	Home Bundles for MOW & DCEO 26.08.2018 - 25.09.2018	201.22
26350	19/10/2018	Water Corporation	Various Water Accounts (01.09.2018 - 31.10.2018)	10461.42
26351	26/10/2018	Horizon Power	Various Power Usage Accounts 15.08.2018 - 16.10.2018	7690.07
26352	26/10/2018	Telstra Corporation Limited	Landlines and Internet Usage 05.10.2018 - 04.11.2018	820.98
				\$23'556.84

Municipal Account EFT's

EFT	Date	Name	Description	Amount
EFT3 112	05/10/2018	Concrete World	Supply 1x Septic Tank and 1x Septic Lid for Bromus Dam Toilets	1113.00
EFT3 113	05/10/2018	Shire of Dundas Municipal Fund	Payroll deductions	470.00
EFT3 114	05/10/2018	Esperance Tree Lopping Pty Ltd	Remove palm trees and grind stumps around admin building	3850.00
EFT3 115	05/10/2018	A.D. Engineering International	Town clock quarterly service (03.09.2018 - 02.12.2018)	132.00
EFT3 116	05/10/2018	GENESIS MINERALS LIMITED	Rates refund for assessment A3244 LOT EL 63-1172 NORSEMAN 6443 \$742.22 Rates refund for assessment A3379 LOT EL 63-1086 NORSEMAN 6443 \$249.87 Rates refund for assessment A3380 LOT EL 63-1087 NORSEMAN 6443 \$268.55	1242.64
EFT3 117	05/10/2018	KBuilt Construction Pty Ltd	Eucla Community Hall - Progress Claim 3	162169.43
EFT3 118	05/10/2018	Star Track Credit	Freight (Able Sales, Shenton Pumps and Jason Signmakers)	1106.67
EFT3 119	05/10/2018	Navman Wireless Australia Pty Ltd	Monthly satellite service (05.09.2018 - 04.10.2018)	65.89
EFT3 120	05/10/2018	Norseman General Practice	Pre-employment medical examination - Robert Young	132.00

EFT3 121	05/10/2018	Shenton Pumps	Repairs to Wave 300 (Norseman Pool Equipment)	1748.93
EFT3 122	05/10/2018	Wilson's Diesel & Auto Repairs	Repair Damage to front diff driveshaft - Fit new parts to machine and test operational on Kubota Mower DS3181 \$1813.40 Supply and fit new tyre to Tip Truck DS26 \$545.80	2359.20
EFT3 124	12/10/2018	Australasian Performing Right Association Limited	Licence Renewal Fees (01.10.2018 - 31.12.2018)	201.92
EFT3 125	12/10/2018	Austral Mercantile Collections	Rates Debt Collection - September 2018	198.00
EFT3 126	12/10/2018	Officemax	Supply 25 Reams of White Paper	121.28
EFT3 127	12/10/2018	DHL Express Australia Pty Ltd	Freight - ADB Safe gate (Bollards for Airstrip)	575.50
EFT3 128	12/10/2018	Engenuity Engineering Pty Ltd	Woodlands Cultural Community and Visitor Centre - Design and Documentation, Progress Draw 2 \$3300.00 Woodlands Cultural Community and Visitor Centre – Geotechnical Testing Consultant Fee \$935.00	4235.00
EFT3 129	12/10/2018	Department of Fire & Emergency Services	ESL (September 2018)	12766.35
EFT3 130	12/10/2018	Threat Protect	Alarm Monitoring (Admin)	234.75
EFT3 131	12/10/2018	Goldfields Records Storage	Member Contribution Goldfields Records Facility 2018/2019 - 01.07.2018 - 30.06.2019	17600.00
EFT3 132	12/10/2018	H+ H Architects	Architectural Services - Eucla Community Hall Contract Administration to 25% Complete	2669.10
EFT3 133	12/10/2018	Star Track Credit	Freight (Jason Signmakers)	263.51
EFT3 134	12/10/2018	LGIS	LGIS Workcare Insurance - Instalment No2 (30.06.2018 - 30.06.2019) \$26173.13 Property Insurance Instalment No2 30.06.2018 – 30.06.2019 \$32065.32 Liability Insurance Instalment No2 30.06.2018 – 30.06.2019 \$14817.48 2018/19 Contributions Credit Note Instalment No2 -\$4740.80	68315.13
EFT3 135	12/10/2018	MARRAK GROUP SAFETY SUPPLIES AND APPAREL	Uniforms - Fenn Martin, Alex Campbell, Steven Borsi, Craig Coulson, Peter Ladewig, Garth Butler, Mark Crick, Nigel Clark, Trevor Snell, Raymond Marcon, David McEwan and Harold Reeves	6036.32
EFT3 136	12/10/2018	Norseman Community Resource Centre	Printing of the Norseman Today Vol35 No9 400x Copies	1440.00
EFT3 137	12/10/2018	Online Business Equipment	Monthly Service Agreement No17649	71.50
EFT3 138	12/10/2018	Solutions IT (invoice S)	Agreement - Cloud Backup (Monthly Billing for October 2018)	180.68

EFT3 139	12/10/2018	Solutions IT (invoice A&B)	Monthly Billing for Managed Support (October 2018)	1479.50
EFT3 140	12/10/2018	Visimax Safety Products	Supply 8x Dangerous Dog Signs, 2x Dangerous Dog Collars and 2x Dog Muzzles plus Postage	337.40
EFT3 141	12/10/2018	Wilsons Diesel & Auto Repairs	Carry out 500hr service and degrease engine bay on Bomag Roller DS25	748.20
EFT3 145	19/10/2018	Australian Taxation Office	BAS (September 2018)	27522.00
EFT3 146	19/10/2018	Able Sales	Purchase 1x Compressor Diesel 11HP 160L 42CFM 125PSI for Hino 500 DS19 (1 year warranty)	1990.00
EFT3 147	19/10/2018	Bennett's Batteries Bennett Lubricants	6 x Ctns of grease for tube grease gun	693.00
EFT3 148	19/10/2018	Laurene Bonza	Claim (Council Meeting 18.09.18, Woodlands Centre 13.09.18, Council Forum 17.09.18 plus fuel purchased for Wiluna Opening Trip 5-7.09.2018)	726.65
EFT3 149	19/10/2018	Barry Bayley	Claim - Ordinary Meeting 18.09.18, Woodlands Centre 13.09.18 and Council Forum 17.09.18	320.00
EFT3 150	19/10/2018	BOC Limited	Container Service Fee (29.08.2018 - 27.09.2018)	43.97
EFT3 151	19/10/2018	Courier Australia	Freight (Cutting Edges)	1061.31
EFT3 152	19/10/2018	Cuten Guneder Machinery	Hire of Truck 03.09.2018 - 28.09.2018 (total 141.50 hours) \$12027.50 Pick up Grader from Hyden, Take to depot (service) the return to Hyden (10hours total) \$1700.00	13727.50
EFT3 153	19/10/2018	Shire of Dundas Municipal Fund	Payroll deductions	470.00
EFT3 154	19/10/2018	Dundas Fencing & Building Maintenance	Pump out toilet at Breakaways and pump out toilets at McDermind Rocks - Including disposal fees, labour and travel \$2015.75 Pump out 2x septic tanks at Welcome Park \$1321.65	3337.40
EFT3 155	19/10/2018	David Thiel	Modifications to existing Museum Structure (final payment)	4754.80
EFT3 156	19/10/2018	Elite Gym Hire	Hire of Weights, Treadmill and Cross Trainer 12.09.2018 - 12.10.2018	1011.35
EFT3 157	19/10/2018	GRAHAM GATH SURVEYS	Survey work extending Eucla Waste Facility (including travel, accommodation and meals) \$7640.49 The re-establishment survey for the Eucla Community Hall \$2378.97	10019.46
EFT3 158	19/10/2018	JEP Hogan	Claim (Council Meeting 18.09.2018)	160.00
EFT3 159	19/10/2018	JR & A Hersey Pty Ltd	Supply Botanical Cream, PVC Tape, Cut-off Disc, Duct Tape, Gaffa Tape, Hacksaw Blades, Thread Tape and 20x Miscellaneous Items \$524.92 Supply 2x Sprayers, 4x cable ties and 24x cans of repellent \$1025.97	2480.01

			Supply side cutters, drill bit set, magic trees, fuse kit, pin kit, safety glasses, ear plugs and gloves \$663.25 Supply grease couplers, grease gun, Stanley blades and flagging tape \$265.87	
EFT3 160	19/10/2018	Landgate	Mining Tenement Schedule M2018/9 07.08.2018 - 05.09.2018	39.00
EFT3 161	19/10/2018	Star Track Credit	Freight (Jason Signmakers)	78.94
EFT3 162	19/10/2018	Marketforce	Advertising - RFT 01, 02 & 03-18 (The West Australian 22/09/2018) \$585.12 Advertising Local Laws – Property and Standing Orders Amendment (the WA 25.09.18) \$426.42 May 2018 Early Settlement Discount - \$127.63	883.91
EFT3 163	19/10/2018	Ngadju Charitable Trust No2	Refund cleaning and damage deposits	530.00
EFT3 164	19/10/2018	New World Cobalt Limited	Rates refund for assessment A3740 LOT EL 63-1528 NORSEMAN 6443	60.99
EFT3 165	19/10/2018	Protector Pest Control	Annual Termite Program and Complimentary Spider and Cockroach Treatment (Shire housing and Infrastructure)	9631.60
EFT3 166	19/10/2018	Trophy Kings	Purchase 1x Desk Plate (Peter Fitchat CEO), 1x CEO Honour Board Plate (Peter Fitchat 2018 -)1x CEO Honour Board Year (D Stead 2015-2018)	152.75
EFT3 167	19/10/2018	Veronica Wyatt	Claim - Ordinary Meeting 18.09.018, Woodlands Centre 13.09.18 and Council Forum 17.09.18	320.00
EFT3 168	19/10/2018	Sharon Warner	Claim (Council Meeting 18.09.18, GTNA Meeting 14.09.18, Woodlands Centre 13.09.18 and Council Forum 17.09.18)	400.00
EFT3 169	26/10/2018	Advertiser Print	3x 250 Business Cards (Peter Fitchat, Stephen Bowyer and Ranger)	309.00
EFT3 170	26/10/2018	ZircoDATA Pty Ltd	Storage of Registers 26.08.2018 - 25.09.2018	160.24
EFT3 171	26/10/2018	BP Norseman	Diesel and Unleaded Fuel Purchases 02.09.2018 - 27.09.2018	726.25
EFT3 172	26/10/2018	Bunnings Warehouse Kalgoorlie	Supply PVC Pipes, Fittings and Tap Assembly w/key for Admin Gardens	295.63
EFT3 173	26/10/2018	Cutting Edges Pty Ltd	Supply various Plowbolts, Nuts, Washers and Cutting edges for Loader 910K	1321.88
EFT3 174	26/10/2018	Courier Australia	Fright - SLWA, Advertiser Print, Goldfields Locksmith and Drizign	185.68
EFT3 175	26/10/2018	Coyles Mower & Chainsaw Centre	Service Brush cutter (stihl FS94) \$234.00 Minimum labour charge Hedge trimmer – to be replaced \$27.50	454.40

			Minimum Labour Charge Hedge Trimmer – Cannot be repaired \$27.50 Service mini boss chainsaw \$141.00 Purchase 2x air filters and 1x oil cap (Small Plant) \$24.40	
EFT3 176	26/10/2018	Cuten Guneder Machinery	Truck Hire 01.10.2018 - 16.10.2018 (45hrs) Hyden Road \$3825.00 Transport loader to pit 14 Hyden Road (5 Hours), Pick up grader from Hyden road to Norseman Shire Yard \$1700.00	5525.00
EFT3 177	26/10/2018	Department of Fire & Emergency Services	2018/2019 ESL for Shire of Dundas owned properties	2131.32
EFT3 178	26/10/2018	Glen Flood Group Pty Ltd T/A GFG Consulting	Project Managed Support for the Development of the Woodlands Centre (01.09.2018 - 30.09.2018)	5778.87
EFT3 179	26/10/2018	Jason Signmakers	2x Custom made signs 1800mm X 1200mm Road Conditions and 12x Custom made signs 400mm X 150mm Road Conditions \$1537.84 Waste facility stickers x4 \$55.00 4x Quadruped Stands and signs \$423.30 1x Pool Sticker Aluminographic \$1221.00	3246.14
EFT3 180	26/10/2018	Landgate	Certificate of Title searches - Lot's 297, 298, 299 & 300 Angove Street, Lot's 289, 290 & 280 Prinsep Street (Council Meeting 21/08/2018 item 10.4.6) \$179.90 Property Interest Report 106 Angove Street \$59.00 Certificate of title search Lot 290 Prinsep Street \$25.70	264.60
EFT3 181	26/10/2018	Star Track Credit	Freight - Pathwest	69.61
EFT3 182	26/10/2018	MARRAK GROUP SAFETY SUPPLIES AND APPAREL	Purchase 2x XL Safety Vests and 9x Chemical Gloves	100.00
EFT3 183	26/10/2018	Norseman IGA	Various IGA Purchases for September 2018	1198.16
EFT3 184	26/10/2018	O'Dwyer Electrical	Repair External Security Lights at Sports Complex, Repair Damage to Electrical conduct at Phoenix Park, Fault find on BBQ's at Phoenix Park, Check 3 phase at Men's Shed, Replace oyster light at 18 Mildura St (doctors) plus Travel and Labour	1595.00
EFT3 185	26/10/2018	Ricoh Australia	Printer cartridge for Department of Transport printer	143.00
EFT3 186	26/10/2018	South East Petroleum	Diesel 7800LTS \$11786.35 Diesel \$7624.65 Fuel Purchases 30.09.2018 – 27.09.2018 \$587.01	19998.01

EFT3 187	26/10/2018	South Coast Foodservice	Supply 4x 5LT Disinfectant, 32x Universal Roll Towel, 1x Ctn of Garbage Bags, 5x Ctns of Toilet Paper and 5x Ctns of Hand Towel	678.52
EFT3 188	26/10/2018	SGS Australia	Carry out soil tests on Eucla airstrip (particle size distribution and atterberg limits)	363.00
EFT3 189	26/10/2018	Wilsons Diesel & Auto Repairs	Carry out 80'000km Service, Replace front steer tyres, Replace 2x Trailer Plugs and Replace wipers on DS10 Tip Truck \$2422.15 Replace damaged fuel tank strip on DS174 Tip Truck \$577.20 replace female hydraulic fitting on Trailer DS433 (float) \$236.30 Purchase 2x 6.5tonne bow shackles for Tip Truck DS26 \$150.80	3386.45
PAY	02/10/2018	Payroll	Direct Debit of Net Pays	55532.35
4905	03/10/2018	Adena McEwan	Reimbursement of Steel Cap Boots as per Council Policy	160.00
4914	11/10/2018	Pania Turner	2018 People and Culture Seminar WALGA 11 th – 13 th October 2018 (Meals Accommodation and Incidentals)	641.80
PAY	16/10/2018	Payroll	Direct Debit of Net Pays	54566.95
4921	17/10/2018	Margaret McEwan	Wesley Mission Suicide Prevention QLD 14 th – 20 th October 2018 (Meals and Incidentals)	393.65
4927	26/10/2018	Fennwell Martin, Craig Coulson, Ellana Risk and Stephen Bowyer	Snake Management Course 26 th October 2018 (Meals and Incidentals) (S Bowyer did not attend, Allowance was returned back to the Shire)	191.40
4933	30/10/2018	Ellana Risk and Richard Brookes	Richard – Meals, Travel and Incidentals 21 st – 21 th October 2018 (Health Inspections) Ellana – ANZ rejected payment on 26.10.2018 *Account Closed* Payment re submitted 30.10.2018	1405.11
PAY	30/10/2018	Payroll	Direct Debit of Net Pays	61938.06
				\$601'483.29

Municipal Account Direct Debts

Chq/EFT	Date	Name	Description	Amount
4896	01/10/2018	ANZ	BPAY Transaction Fees	100.65
4896	01/10/2018	ANZ	Merchant Fees	383.47
4897	01/10/2018	Equipment Rents	Sharp Interactive Board	256.30
DD9758	04/10/2018	SuperChoice	Superannuation 19.09.2018 – 02.10.2018	11987.43
4917	15/10/2018	3E Advantage Pty Limited	CRC photocopier, Shire photocopier & Printer meter readings – September 2018	3649.14
DD9774	18/10/2018	SuperChoice	Superannuation 03.10.2018 – 16.10.2018	11983.34
				\$17'571.33

Municipal Account Credit Cards

Chq/EFT	Date	Name	Description	Amount
No new transactions for the month to be reported 23.07.2018 – 23.09.2018. All transactions reported in last month's council meeting.				

Summary of account totals

Trust EFT's / Cheques	\$3'324.46
Municipal Cheques	\$23'556.84
Municipal EFT's	\$601'483.29
Municipal Direct Debit's	\$17'571.33
Municipal Credit Cards	\$0.00
Grand Total for October 2018	\$645'935.92

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas monthly accounts paid from 1/10/2018 to 31/10/2018 be noted.

Moved Cr:
Seconded Cr:

Resolution

Carried by: Simple Majority For: Against

Agenda Reference & Subject	
10.4.2 – Financial Statements for the Period Ending 31st October 2018	
Location / Address	Shire of Dundas
File Reference	FM.FI
Author	Deputy CEO
Date of Report	
Disclosure of Interest	Nil

Officer Recommendation

That the Shire of Dundas Financial Statements for the period ending 31st October 2018 be accepted.

Moved Cr:
Seconded Cr:

Resolution

Carried by: Simple Majority For: Against

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

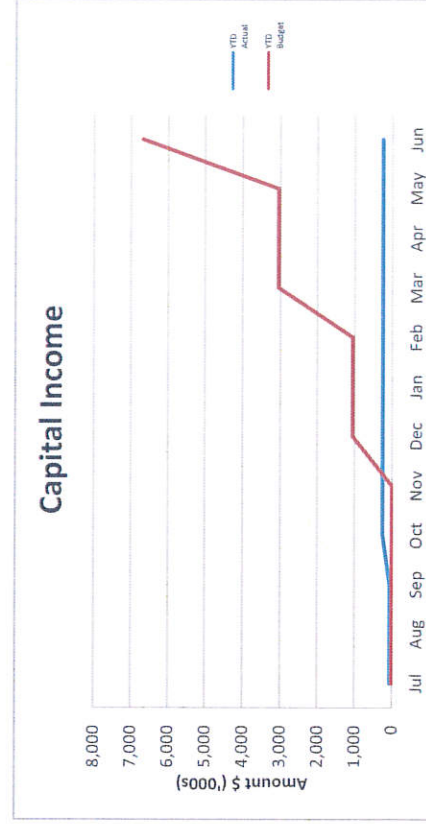
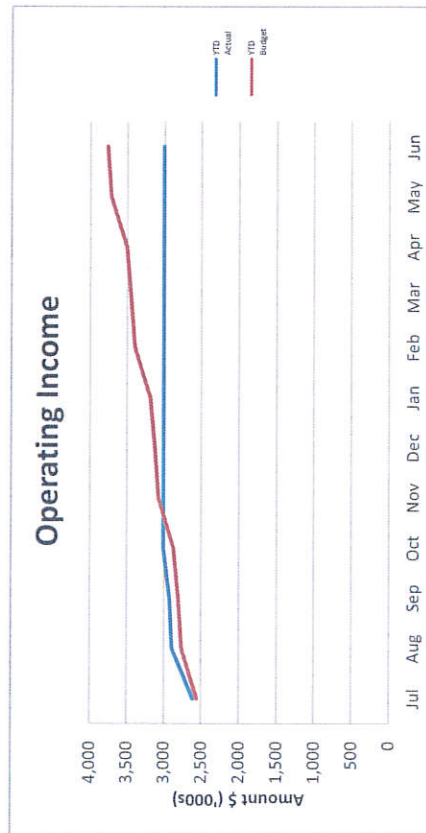
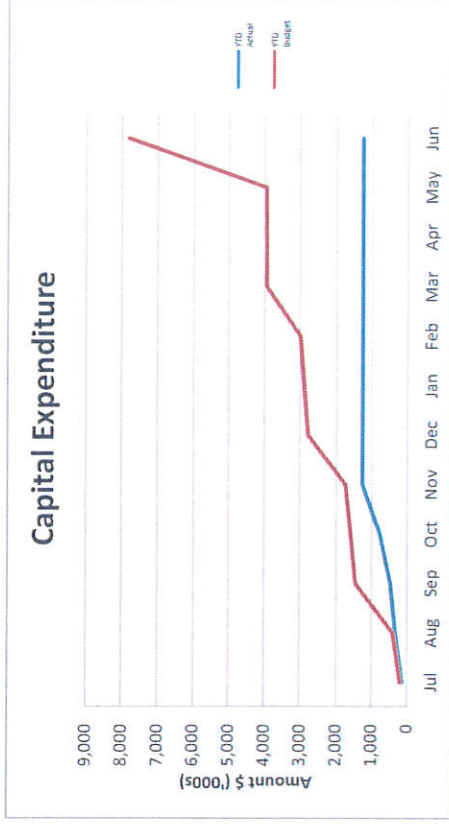
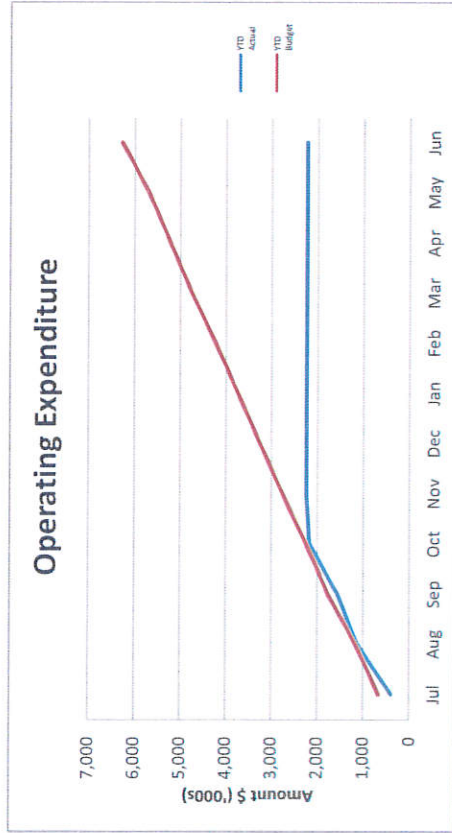


"Norseman" The Horse that found Gold and created a Town

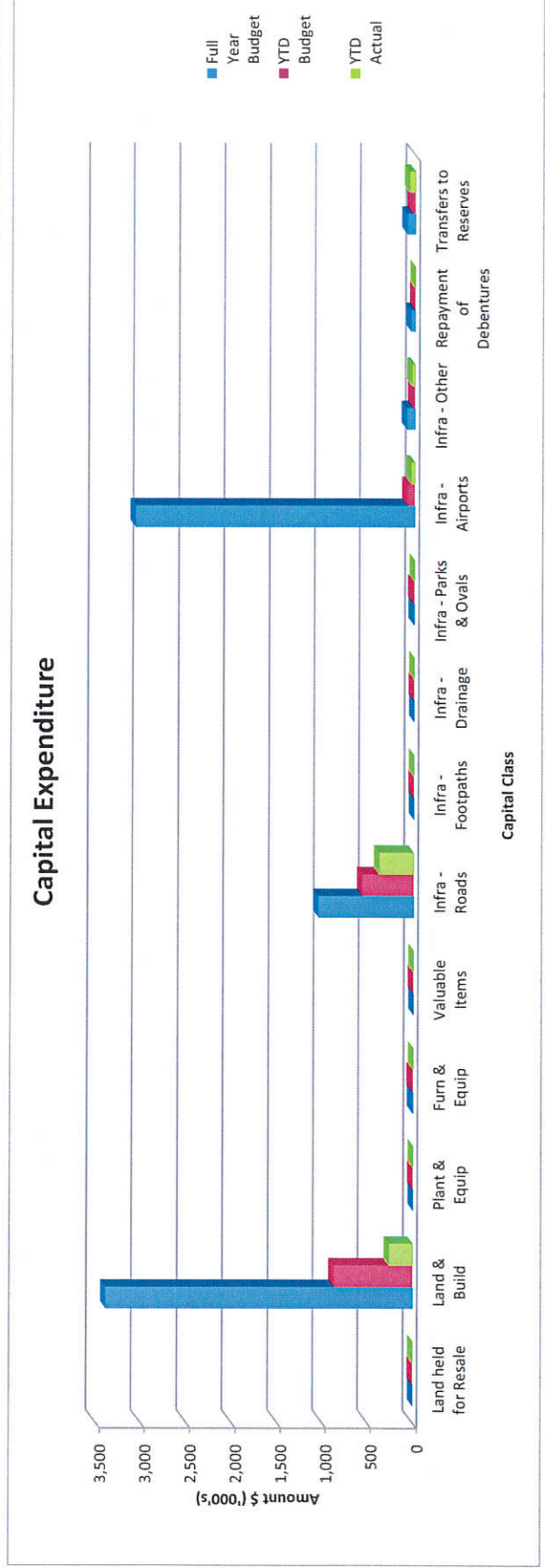
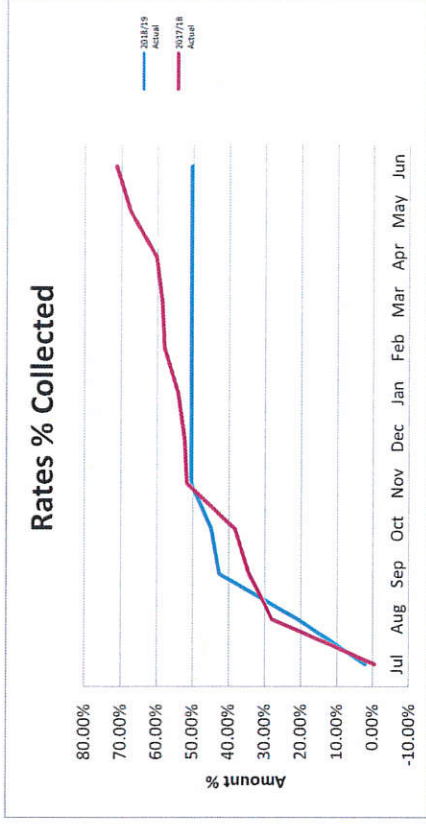
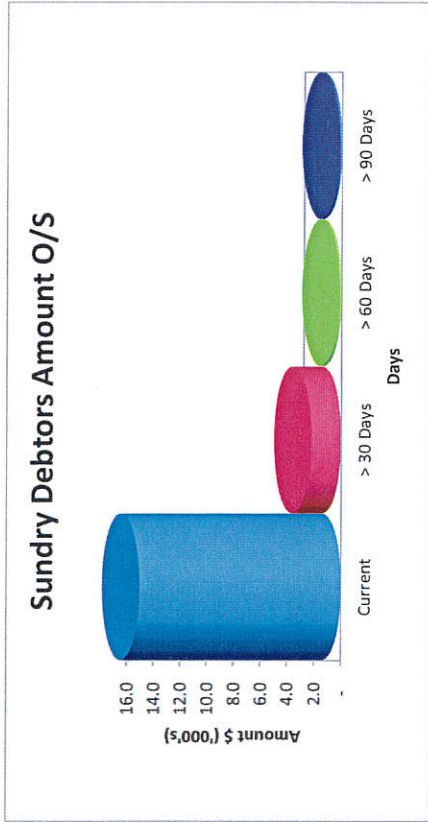
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Income and Expenditure Graphs for the Period 01 July 2018 to 31 October 2018



Other Graphs for the Period 01 July 2018 to 31 October 2018



SHIRE OF DUNDAS

STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 31 OCTOBER 2018

	NOTE	2018/19 Adopted Budget \$	2018/19 October Y-T-D Budget \$	2018/19 October Actual \$	Variations Actuals to Budget \$	Variations Actual Budget to Y-T-D %	
Operating							
Revenues/Sources							
Governance		21,000	6,996	42,819	35,823	512.05%	▲
General Purpose Funding		688,878	201,243	191,502	-9,741	(4.84%)	
Law, Order, Public Safety		15,800	4,135	2,169	-1,966	(47.55%)	
Health		4,000	1,332	4,080	2,748	206.31%	
Education and Welfare		90,000	40,000	40,867	867	2.17%	
Housing		26,600	6,192	7,218	1,026	16.57%	
Community Amenities		171,935	155,619	164,260	8,641	5.55%	
Recreation and Culture		199,500	3,156	196,199	193,043	6116.70%	▲
Transport		3,695,777	92,584	185,584	93,000	100.45%	▲
Economic Services		1,457,718	58,968	50,455	-8,513	(14.44%)	▼
Other Property and Services		30,000	9,996	10,390	394	3.94%	
		<u>6,401,207</u>	<u>580,221</u>	<u>895,543</u>	<u>315,322</u>	<u>54.35%</u>	
(Expenses)/(Applications)							
Governance		(655,115)	(299,230)	(265,814)	33,416	11.17%	▼
General Purpose Funding		(419,861)	(107,900)	(117,975)	-10,075	(9.34%)	
Law, Order, Public Safety		(128,141)	(44,802)	(57,180)	-12,378	(27.63%)	▲
Health		(187,248)	(64,868)	(57,204)	7,664	11.81%	▼
Education and Welfare		(260,297)	(90,330)	(61,311)	29,019	32.13%	▼
Housing		(110,664)	(40,360)	(34,487)	5,873	14.55%	▼
Community Amenities		(567,113)	(191,968)	(179,413)	12,555	6.54%	
Recreation & Culture		(1,279,144)	(438,541)	(456,044)	-17,503	(3.99%)	
Transport		(2,045,293)	(722,727)	(774,552)	-51,825	(7.17%)	
Economic Services		(417,491)	(119,996)	(99,456)	20,540	17.12%	▼
Other Property and Services		(196,351)	(114,386)	(68,898)	45,488	39.77%	▼
		<u>(6,266,718)</u>	<u>(2,235,108)</u>	<u>(2,172,334)</u>	<u>62,774</u>	<u>(2.81%)</u>	
Net Operating Result Excluding Rates		134,489	(1,654,887)	(1,276,791)	378,096	(22.85%)	
Adjustments for Non-Cash							
(Revenue) and Expenditure							
(Profit)/Loss on Asset Disposals	2	0	0	0	0	0.00%	
Depreciation on Assets		2,384,778	794,572	949,745	155,173	(19.53%)	▲
Capital Revenue and (Expenditure)							
Purchase of Land and Buildings	1	(3,388,860)	(869,705)	(259,489)	610,216	70.16%	▼
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)	(562,921)	(375,305)	187,616	33.33%	▼
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)	(38,551)	39,053	50.32%	▼
Purchase of Infrastructure Assets - Other	1	(140,000)	(18,331)	(32,434)	-14,103	(76.94%)	▲
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)	(29,988)	(64,506)	-34,518	(115.11%)	▲
Transfers from Restricted Asset (Reserves)	4	1,742,000	0	0	0	0.00%	
Transfers to Restricted Assets (Other)		0	0	0	0	#DIV/0!	
Transfers from Restricted Asset (Other)		0	0	0	0	#DIV/0!	
ADD Net Current Assets July 1 B/Fwd	5	1,241,788	1,241,788	1,229,111	-12,677	1.02%	
LESS Net Current Assets Year to Date	5	0	1,096,250	2,488,037	1,391,787	(126.96%)	
Amount Raised from Rates		<u>(2,311,860)</u>	<u>(2,293,326)</u>	<u>(2,356,257)</u>	<u>(62,931)</u>	<u>2.74%</u>	

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

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

	2018/19 Budget	2018/19 YTD Budget	2018/19 YTD Actual	Variance		
GENERAL PURPOSE FUNDING						
Operating Income						
8363 Interest On Investment - Reserves	-90,000	-29,988	-64,506	-34,518	Permanent	Timing of maturity of term deposits, 2017/18 income accounted in 2018/19
Operating Expenditure						
0111 Rates Written Off/Adjusted	5,000	0	11,274	11,274	Permanent	Write offs from Sept council meeting
GOVERNANCE						
Operating Income						
0453 Reimbursements	-10,000	-3,332	-39,254	-35,922	Permanent	FBT 2017/18 refund of \$21k
Operating Expenditure						
0352 Administration - Salaries	505,000	168,264	209,457	41,193	Timing	Former CEO's termination payment
0452 Office Gardening Maintenance	15,000	4,992	10,697	5,705	Timing	Timesheet postings to be reviewed
0632 Software Subscriptions	40,000	40,000	31,637	-8,363	Timing	Timing of invoices
0782 Records Archive Facility Expenses	15,000	4,996	21,770	16,774	Permanent	Need to make reimbursement claim to CKB
LAW, ORDER AND PUBLIC SAFETY						
Operating Expenditure						
0742 Council Bushfire Fighting Expenses	10,000	3,328	9,166	5,838	Permanent	Bushfire expenses to be reimbursed by DFES
EDUCATION & WELFARE						
Operating Expenditure						
2062 Youth - Activities Costs	17,500	5,828	343	-5,485	Timing	Timing of planned youth activities e.g. Youth excursion activities
COMMUNITY AMENITIES						
Operating Income						
2643 Other/Bulk Collection	-15,000	-4,996	-16,347	-11,351	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
Operating Expenditure						
2602 Domestic Refuse Collect	50,000	16,652	23,611	6,959	Timing	Timing of allocated expenses
2682 Town Cleanup	20,000	6,640	738	-5,902	Timing	Scheduled for December 2018
2882 Storm Drain Maintenance	32,000	17,316	4,906	-12,410	Timing	Timing of invoices
Capital Expenditure						
2364 Cemetery Upgrade & Gates	10,000	10,000	0	-10,000	Timing	Timing of Ngadju survey
2614 Rubbish Tip Infrastructure	90,000	18,331	30,822	12,491	Timing	Timing of installation of fence
RECREATION & CULTURE						
Operating Expenditure						
3042 Arts Acquisition/Exhib	20,000	13,332	4,869	-8,463	Timing	More projects to come
3472 Swim Pool - Chemicals	10,000	1,428	8,191	6,763	Timing	Timing of invoices
3482 Swim Pool - Insurance	11,350	11,350	17,328	5,978	Permanent	Increase in insurance premium
3512 Swim Pool - Dep'N	10,000	3,332	45,289	41,957	Permanent	Revaluation of other infrastructure assets
Capital Income						
3356 Grants - Eucla Town Hall Building Improv	-190,000	0	-190,000	-190,000	Timing	Lotterywest payment received in Oct not Dec
Capital Expenditure						
3084 School Of Mines Building Renovations	30,000	29,990	9,707	-20,283	Timing	Timing of invoices - certification and painting
3324 Eucla Town Hall Building Improvements	870,000	217,500	187,165	-30,335	Timing	Timing of invoices
3386 Woodland Cultural And Visitor Centre	2,488,860	622,215	62,617	-559,598	Timing	Timing of invoices
TRANSPORT						
Operating Income						
4613 Roads Financial Assistance Grant	-161,513	-40,378	-48,235	-7,857	Permanent	Increase to 2018/19 funding
6025 Mrd Direct Grant	-52,206	-52,206	-84,849	-32,643	Permanent	Increase to 2018/19 funding
Operating Expenditure						
4602 Norseman St Maintenance	188,000	62,580	27,231	-35,349	Timing	Timing of invoices
4622 Eucla St Maintenance	10,000	3,324	9,047	5,723	Timing	Timing of invoices
6072 Street Trees & Watering	65,000	21,644	7,443	-14,201	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	18,872	81,939	63,067	Permanent	Revaluation of other infrastructure assets
6532 Aerodrome Insurance	2,000	2,000	13,700	11,700	Permanent	Increase in insurance premium
Capital Income						
6510 Dirs - Raap Grants (Airstrip Funding)	0	0	-52,500	-52,500	Permanent	Timing of receipt of airport upgrade grant funding
Capital Expenditure						
6504 Aerodrome Upgrade	77,617	77,604	38,551	-39,053	Timing	Timing of invoices
ECONOMIC SERVICES						
Operating Expenditure						
6902 Building Control-Salaries	20,000	6,664	11,918	5,254	Timing	Timing of expenses
OTHER PROPERTY & SERVICES						
Operating Expenditure						
7842 Insurance & Licenses	41,000	40,998	30,476	-10,522	Permanent	Increase in insurance premium

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

	2018/19 Adopted Budget \$	2018/19 October Budget \$	2018/19 October Actual \$
1. ACQUISITION OF ASSETS			
The following assets have been acquired during the period under review:			
By Program			
Governance			
<u>Governance</u>			
Servers / Computers	10,000	10,000	0
Community Amenities			
<u>Sanitation - Household Refuse</u>			
Waste Facility			
Waste Facility Fence	90,000	18,331	30,822
Expansion Of Norseman Tip	35,000	0	10,430
	55,000	18,331	20,392
<u>Other Community Amenities</u>			
Norseman Cemetery			
Expansion Survey/Design	10,000	10,000	0
Recreation and Culture			
<u>Public Halls & Civic Centres</u>			
New Community Hall - Eucla			
Eucla Town Hall Building Improvements	870,000	217,500	187,165
<u>Other Culture</u>			
Museum Gazebo	30,000	29,990	9,707
Transport			
<u>Construction - Roads, Bridges, Depots</u>			
RRG Road Projects			
Rrg Hyden Noresman Rd Slk 140-182	0	0	365,864
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
RRG Black Spot Projects			
Black Spot - Mort Harslet Drive	184,754	184,745	0
Road to Recovery Projects			
Hyden Road - Slk 150-167	607,994	118,474	8,582
R2R 2018/19 Projects	355,464	118,474	6,034
Hyden Norseman Rd Slk 8-60	252,530	0	2,023
	0	0	525

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

	2018/19 Adopted Budget \$	2018/19 October Budget \$	2018/19 October Actual \$
By Program (Continued)			
Transport (Continued)			
<i>Aerodromes</i>			
Norseman Aerodrome Upgrade			
Norseman Upgrade - Surface Upgrade - Stage 2	77,617	77,604	38,551
Eucla Aerodrome Upgrade			
Eucla Airstrip Upgrade	3,000,000	0	0
	0	0	0
<i>Other Economic Services</i>			
Woodland Cultural And Visitor Centre			
Woodland Cultural And Visitor Centre - Upgrade	2,488,860	622,215	62,617
Bromus Dam Toilets	50,000	0	1,612
	<u>7,678,931</u>	<u>1,548,561</u>	<u>705,780</u>
By Class			
Buildings	3,388,860	869,705	259,489
Furniture & Equipment	10,000	10,000	0
Infrastructure - Roads	1,052,454	562,921	375,305
Infrastructure - Parks & Ovals	10,000	10,000	0
Infrastructure - Airports	3,077,617	77,604	38,551
Infrastructure - Other	140,000	18,331	32,434
	<u>7,678,931</u>	<u>1,548,561</u>	<u>705,780</u>

SHIRE OF DUNDAS

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2018 TO 31 OCTOBER 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 October Actual \$
0	0
0	0
<u>0</u>	<u>0</u>

SHIRE OF DUNDAS

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 31 OCTOBER 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 31 OCTOBER 2018

	2018/19 Adopted Budget \$	2018/19 October Actual \$
4. RESERVES		
Cash Backed Reserves		
(a) Leave Reserve		
Opening Balance	354,693	354,693
Amount Set Aside / Transfer to Reserve	5,295	3,795
Amount Used / Transfer from Reserve	0	0
	<u>359,988</u>	<u>358,488</u>
(b) Plant Reserve		
Opening Balance	775,710	775,710
Amount Set Aside / Transfer to Reserve	11,581	8,300
Amount Used / Transfer from Reserve	0	0
	<u>787,291</u>	<u>784,010</u>
(c) Aerodrome Reserve		
Opening Balance	142,247	142,247
Amount Set Aside / Transfer to Reserve	2,124	1,522
Amount Used / Transfer from Reserve	0	0
	<u>144,371</u>	<u>143,769</u>
(d) Unspent Grant Reserve		
Opening Balance	1,200,166	1,200,166
Amount Set Aside / Transfer to Reserve	17,917	12,842
Amount Used / Transfer from Reserve	(1,200,000)	0
	<u>18,084</u>	<u>1,213,008</u>
(e) IT Reserve		
Opening Balance	93,351	93,351
Amount Set Aside / Transfer to Reserve	1,394	999
Amount Used / Transfer from Reserve	0	0
	<u>94,744</u>	<u>94,350</u>
(f) Transport Reserve		
Opening Balance	1,743,591	1,743,591
Amount Set Aside / Transfer to Reserve	26,030	18,657
Amount Used / Transfer from Reserve	0	0
	<u>1,769,621</u>	<u>1,762,248</u>
(g) Land Development Reserve		
Opening Balance	1,718,721	1,718,721
Amount Set Aside / Transfer to Reserve	25,659	18,391
Amount Used / Transfer from Reserve	(542,000)	0
	<u>1,202,380</u>	<u>1,737,112</u>
Total Cash Backed Reserves	<u><u>4,376,478</u></u>	<u><u>6,092,985</u></u>

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

SHIRE OF DUNDAS

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 31 OCTOBER 2018

	2018/19 Adopted Budget \$	2018/19 October Actual \$
4. RESERVES (Continued)		
Cash Backed Reserves (Continued)		
Summary of Transfers To Cash Backed Reserves		
Transfers to Reserves		
Leave Reserve	5,295	3,795
Plant Reserve	11,581	8,300
Aerodrome Reserve	2,124	1,522
Unspent Grant Reserve	17,917	12,842
IT Reserve	1,394	999
Transport Reserve	26,030	18,657
Land Development Reserve	25,659	18,391
	<u>90,000</u>	<u>64,506</u>
Transfers from Reserves		
Leave Reserve	0	0
Plant Reserve	0	0
Aerodrome Reserve	0	0
Unspent Grant Reserve	(1,200,000)	0
IT Reserve	0	0
Transport Reserve	0	0
Land Development Reserve	(542,000)	0
	<u>(1,742,000)</u>	<u>0</u>
Total Transfer to/(from) Reserves	<u>(1,652,000)</u>	<u>64,506</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 31 OCTOBER 2018

	2017/18 C/Fwd Per Adopted Budget \$	2017/18 C/Fwd Per Financial Report \$	2018/19 October Actual \$
NET CURRENT ASSETS			
Composition of Estimated Net Current Asset Position			
CURRENT ASSETS			
Cash - Unrestricted	1,630,934	1,630,934	1,613,419
Cash - Restricted Unspent Grants	0	0	0
Cash - Restricted Unspent Loans	0	0	0
Cash - Restricted Reserves	6,028,479	6,028,479	6,092,985
Rates Outstanding	837,432	837,432	1,794,453
Sundry Debtors	174,666	174,666	18,682
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>9,121,539</u>
LESS: CURRENT LIABILITIES			
Sundry Creditors	(628,786)	(642,140)	(130,801)
Accrued Interest On Loans	0	0	0
Accrued Salaries & Wages	0	0	0
Income In Advance	0	0	0
Gst Payable	0	3,714	(39,634)
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>(586,500)</u>
NET CURRENT ASSET POSITION	7,224,284	7,211,607	8,535,039
Less: Cash - Reserves - Restricted	(6,028,479)	(6,028,479)	(6,092,985)
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
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD	<u>1,241,788</u>	<u>1,229,111</u>	<u>2,488,037</u>

SHIRE OF DUNDAS

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 31 OCTOBER 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 \$
General Rate								
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	354	8,391,973	1,280,464	0	0	1,280,464	1,252,324
Non - Rateable		1,729	260,827	0	0	0	0	0
Sub-Totals		2,637	15,085,175	2,242,860	0	0	2,242,860	2,201,828
Minimum Rates								
GRV	349	150	66,927	52,350			52,350	52,350
UV	349	118	140,131	41,182	1,667	28	42,876	41,182
UV - Prospecting Leases	300	55	72,738	16,500	2,033	109	18,642	16,500
Non - Rateable								
Sub-Totals		323	279,796	110,032	3,699	137	113,869	110,032
Discounts							2,356,729	2,311,860
Rate Adjustments							0	0
Movement in Excess Rates							0	0
Total Amount of General Rates							2,356,729	2,311,860
Specified Area Rates							0	0
Total Rates							2,356,729	2,311,860

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

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

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

SHIRE OF DUNDAS

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 31 OCTOBER 2018

7. TRUST FUNDS

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

Detail	Balance 01-Jul-18 \$	Amounts Received \$	Amounts Paid (\$)	Balance 31-Oct-18 \$
BUILDERS REGISTRATION (I)	(52)	62	(10)	0
CHAMBER OF COMMERCE	0	0	0	0
DEMOLITION DEPOSITS	500	0	0	500
EXCESS (OVERPAID) RATES	1,932	60	(323)	1,669
GYM KEY DEPOSITS	4,200	1,250	(2,100)	3,350
TENNIS KEY DEPOSIT	600	0	0	600
BCITF (BUIL CON INDU TRAI FUN)	548	0	(486)	62
LIBRARY (TOY)	483	0	(483)	0
COMMUNITY GARDEN	2,539	0	0	2,539
NGADJU WOMENS CARING	23,616	60	(12,829)	10,847
LICENSING (TRANSPORT)	11,303	455	0	11,758
NOMINATION DEPOSITS	0	0	0	0
BANK INTEREST	292	12	0	304
	<u>45,961</u>	<u>1,899</u>	<u>(16,231)</u>	<u>31,629</u>

SHIRE OF DUNDAS

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 31 OCTOBER 2018

8. OPERATING STATEMENT

	2018/19 October Actual \$	2018/19 Adopted Budget \$	2017/18 Actual \$
OPERATING REVENUES			
Governance	42,819	21,000	64,088
General Purpose Funding	2,548,231	3,000,738	3,390,814
Law, Order, Public Safety	2,169	15,800	109,044
Health	4,080	4,000	3,765
Education and Welfare	40,867	90,000	82,160
Housing	7,218	26,600	18,603
Community Amenities	164,260	171,935	173,890
Recreation and Culture	196,199	199,500	140,409
Transport	185,584	3,695,777	2,103,742
Economic Services	50,455	1,457,718	1,378,259
Other Property and Services	10,390	30,000	61,880
TOTAL OPERATING REVENUE	<u>3,252,272</u>	<u>8,713,067</u>	<u>7,526,653</u>
OPERATING EXPENSES			
Governance	265,814	655,115	624,077
General Purpose Funding	117,975	419,861	315,505
Law, Order, Public Safety	57,180	128,141	234,350
Health	57,204	187,248	177,347
Education and Welfare	61,311	260,297	218,658
Housing	34,487	110,664	86,296
Community Amenities	179,413	567,113	486,005
Recreation & Culture	456,044	1,279,144	1,178,447
Transport	774,552	2,045,293	1,822,987
Economic Services	99,456	417,491	374,052
Other Property and Services	68,898	196,351	166,531
TOTAL OPERATING EXPENSE	<u>2,172,334</u>	<u>6,266,719</u>	<u>5,684,256</u>
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS	<u>1,079,938</u>	<u>2,446,349</u>	<u>1,842,397</u>

SHIRE OF DUNDAS

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 31 OCTOBER 2018

9. STATEMENT OF FINANCIAL POSITION

	2018/19 Actual \$	2017/18 Actual \$
CURRENT ASSETS		
Cash and Cash Equivalents	7,706,404	7,659,413
Trade and Other Receivables	1,415,134	614,098
Work In Progress	0	0
Inventories	0	0
TOTAL CURRENT ASSETS	<u>9,121,538</u>	<u>8,273,511</u>
NON-CURRENT ASSETS		
Other Receivables	47,861	47,861
Inventories	0	0
Property, Plant and Equipment	12,610,106	12,641,442
Infrastructure	53,046,338	53,258,963
Work in Progress	0	0
TOTAL NON-CURRENT ASSETS	<u>65,704,305</u>	<u>65,948,266</u>
TOTAL ASSETS	<u>74,825,843</u>	<u>74,221,777</u>
CURRENT LIABILITIES		
Trade and Other Payables	174,736	650,140
Long Term Borrowings	45,983	45,983
Provisions	365,781	365,781
TOTAL CURRENT LIABILITIES	<u>586,500</u>	<u>1,061,904</u>
NON-CURRENT LIABILITIES		
Trade and Other Payables	0	0
Long Term Borrowings	387,321	387,321
Provisions	18,849	18,849
TOTAL NON-CURRENT LIABILITIES	<u>406,170</u>	<u>406,170</u>
TOTAL LIABILITIES	<u>992,670</u>	<u>1,468,074</u>
NET ASSETS	<u>73,833,173</u>	<u>72,753,703</u>
EQUITY		
Trust Imbalance	0	0
Retained Surplus	32,083,340	31,068,376
Reserves - Cash Backed	6,092,985	6,028,479
Revaluation Surplus	35,656,848	35,656,848
TOTAL EQUITY	<u>73,833,173</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 31 OCTOBER 2018

10. FINANCIAL RATIOS

	Benchmark	2018/19 YTD	2017/18 YE	2016/17 YE	2015/16 YE
Current Ratio	>1	5.16	3.16	4.15	2.41
Operating Surplus Ratio	>0.01	0.32	(0.40)	0.01	(0.60)
Operating Surplus Ratio - excluding Dep		0.69	0.47	N/A	N/A
Own Source Revenue Coverage Ratio	>0.40	1.20	0.49	0.52	0.51
Debt Service Cover Ratio	>2	1,139.80	21.70	72.96	N/A
Asset Consumption Ratio	>0.50	0.97	0.73	0.80	0.81
Asset Sustainability Ratio	>0.90	0.70	0.35	0.74	1.72
Asset Renewal Funding Ratio	>0.75	Calculate only at the YE	0.64	0.78	0.96

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

Comment

Current Ratio

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

Operating Surplus Ratio \ Own Source Revenue Coverage Ratio

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

SHIRE OF DUNDAS

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 31 OCTOBER 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	13/01/2019	2.30%	377,910
Term deposit	Goldfields Money	ADI	3 months	3/01/2019	2.65%	549,614
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>6,092,985</u>
Reserve wise						
IT Reserve						94,350
Aerodrome Reserve						143,769
Leave Reserve						358,488
Plant Reserve						784,010
Land Development Reserve						1,737,112
Transport Reserve						1,762,248
Unspent Grant Reserve						1,213,008
						<u>6,092,985</u>



MANAGEMENT REPORT

Prepared by: Angie Hogan
01/10/2018-31/10/2018

Norseman Community Resource Centre

Membership and patronage details:

Total Number of memberships: 08

New memberships this reporting period: 0

Patronage per opening hour: 16.2

October was a busy month with the Heart Foundation Walking group and "My Marathon" walk we completed 42.2 kms throughout the month of October which is the start to the CRC's healthy workshops that will be starting mid November.

Halloween Movie night was held on the 13th October, we had 2 x movies, one for the little kids and one for the adults, was a great night with a few in attendance.

The Annual Kidz Klub Halloween Disco which is run by the CRC/Youth Centre was a great success, the kids had a great time, the costumes were amazing, it gets bigger every year. 30 in attendance.

Online week was the 15th-21st October where the community was encouraged to come into the CRC and #try1thing. For those who have little or no skills on computers it was a great opportunity to come into the CRC and have a go, unfortunately no one took advantage of the FREE week.

Light the Night BBQ was held at Marks Park, Saturday 6th October for the Leukaemia Foundation which the CRC holds every year, community spirit really gets behind these fundraising events another event that seems to get bigger every year.

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

Events/courses investigated for future succession planning

All year we will be running Free Basic computer classes

Professional development and training opportunities

I am currently studying Cert III in Tourism

Professional development opportunities undertaken within reporting period

Currently studying Cert III in Tourism

Professional development opportunities identified for future reporting periods

Norseman Community Resource Centre

PO Box 206
86 Prinsep Street
NORSEMAN WA 6443

Reconciliation Report

5/11/2018
10:16:12 AM

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ID#	Date	Payee	Deposit	Withdrawal
Cheque Account:		1-1110	Cheque Account	
Date of Bank Statement:		31/10/2018		
Last Reconciled:		30/09/2018		
Last Reconciled Balance:		\$103,208.69		
Cleared Cheques				
DD011018	1/10/2018	Westnet		\$109.95
DD752855	3/10/2018	Kilima WA Pty Ltd		\$1,121.41
DD051018	5/10/2018	Ezypay		\$3.00
DD984221	5/10/2018	Norseman Hardware		\$27.00
DD984221	5/10/2018	Clever Patch		\$252.21
DD984221	5/10/2018	ANGELA HOGAN		\$36.30
SC311018	5/10/2018	Bank Fee		\$10.00
DD081018	8/10/2018	Canon Finance		\$233.57
DD101018	10/10/2018	National Kiosk		\$51.50
DD151018	15/10/2018	Telstra		\$161.24
SC311018	17/10/2018	Bank Fee - Trust account		\$10.00
DD417010	19/10/2018	C Direct		\$1,258.45
DD416660	22/10/2018	Water Corporation		\$46.14
DD351409	26/10/2018	Kilima WA Pty Ltd		\$2,252.29
DD351409	26/10/2018	Norseman Today		\$235.00
DD351409	26/10/2018	Norseman Today		\$75.00
DD351409	26/10/2018	Norseman IGA		\$62.99
DD351559	29/10/2018	Australian Tax Office		\$2,497.00
Total:			\$0.00	\$8,443.05

Cleared Deposits

CR002758	5/10/2018	Services Funding (Oct - Dec 2	\$27,711.88	
CR002776	5/10/2018	Bank Deposit 05.10.18	\$450.15	
CR002760	12/10/2018	Payment; Shire of Dundas	\$1,440.00	
CR002759	15/10/2018	Centrelink	\$2,124.46	
CR002761	16/10/2018	Payment; Independence Nova	\$279.95	
CR002762	17/10/2018	Payment; Independence Nova	\$508.90	
Total:			\$32,515.34	\$0.00

Outstanding Cheques

1790	26/10/2018	Shire of Dundas - Insurance 81		\$846.35
1790	26/10/2018	Shire of Dundas - Photocopier		\$3,787.11
1790	26/10/2018	Shire of Dundas - Wages & Su		\$20,914.52
Total:			\$0.00	\$25,547.98

Reconciliation

BusinessBasics Balance on 31/10/2018:	\$101,733.00
Add: Outstanding Cheques:	\$25,547.98
Subtotal:	\$127,280.98
Deduct: Outstanding Deposits:	\$0.00
Expected Balance on Statement:	\$127,280.98

Norseman Community Resource Centre

Reconciliation Report

5/11/2018
10:16:12 AM

Page 2

ID#	Date	Payee	Deposit	Withdrawal
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Cheque Account:	1-1110	Cheque Account		
Date of Bank Statement:	31/10/2018			
Last Reconciled:	30/09/2018			
Last Reconciled Balance:	\$103,208.69			

Outstanding Cheques

Norseman Community Resource Centre

PO Box 206
86 Prinsep Street
NORSEMAN WA 6443

Profit & Loss [With Year to Date]

October 2018

5/11/2018
10:17:02 AM

	Selected Period	% of Sales	Year to Date	% of YTD Sales
Income				
Sales				
1 Computer Usage	\$27.27	0.1%	\$386.64	0.5%
3 Photocopying/Printing	\$1,336.82	4.4%	\$7,989.13	10.9%
Fax Services	\$0.45	0.0%	\$27.54	0.0%
Scanning	\$7.27	0.0%	\$136.94	0.2%
Binding	\$0.00	0.0%	\$21.82	0.0%
Secretarial Services	\$0.00	0.0%	\$196.35	0.3%
Laminating	\$0.00	0.0%	\$75.45	0.1%
Kids Klub	\$0.00	0.0%	\$99.09	0.1%
Events	\$0.00	0.0%	\$109.08	0.1%
Computer Goods - Sales	\$254.63	0.8%	\$445.27	0.6%
Phones & Credit - Sales	\$470.92	1.6%	\$2,290.97	3.1%
4 Drinks - Sales	\$1.82	0.0%	\$38.18	0.1%
Express Yourself - Sales	\$0.00	0.0%	\$139.46	0.2%
Photo Express kiosk	\$0.00	0.0%	\$43.05	0.1%
Conference Room Hire	\$900.00	3.0%	\$3,000.00	4.1%
Contract Services	\$1,931.33	6.4%	\$7,725.32	10.6%
Grant Income	\$25,192.62	83.6%	\$50,385.24	68.9%
Miscellaneous Income	\$0.00	0.0%	\$18.18	0.0%
Total Income	\$30,123.13	100.0%	\$73,127.71	100.0%
Cost of Sales				
Purchases				
Purchases - Express Yourself	\$0.00	0.0%	\$187.71	0.3%
Photocopier Meter Reading	\$3,442.83	11.4%	\$7,487.11	10.2%
Computer & Phone Goods	\$1,170.23	3.9%	\$2,951.77	4.0%
Total Cost of Sales	\$4,613.06	15.3%	\$10,626.59	14.5%
Gross Profit	\$25,510.07	84.7%	\$62,501.12	85.5%
Expenses				
Events	\$342.07	1.1%	\$1,135.12	1.6%
Bank Fees	\$18.18	0.1%	\$76.36	0.1%
Advertising	\$310.00	1.0%	\$847.27	1.2%
Dues & Subscriptions	\$0.00	0.0%	\$2,836.53	3.9%
Insurance	\$2,816.95	9.4%	\$3,759.55	5.1%
Repairs & Maintenance	\$0.00	0.0%	\$170.00	0.2%
Cleaning Supplies	\$4.99	0.0%	\$12.28	0.0%
Security	\$0.00	0.0%	\$136.50	0.2%
Photo Express Kiosk	\$261.89	0.9%	\$1,367.90	1.9%
Computer Repairs & Maintenance	\$0.00	0.0%	\$270.00	0.4%
Postage & Shipping	\$0.00	0.0%	\$11.09	0.0%
Rent	\$1,019.46	3.4%	\$4,189.34	5.7%
Telephone	\$146.58	0.5%	\$593.40	0.8%
Stationery	\$0.00	0.0%	\$260.78	0.4%
Employment Expenses				
Superannuation	\$2,803.68	9.3%	\$3,873.51	5.3%
Wages & Salaries	\$18,110.84	60.1%	\$24,602.74	33.6%
Training & Conferences	\$0.00	0.0%	\$2,145.62	2.9%
Total Employment Expenses	\$20,914.52	69.4%	\$30,621.87	41.9%
Services				
Electricity	\$0.00	0.0%	\$789.53	1.1%
Water	\$46.14	0.2%	\$94.58	0.1%
Internet Fees	\$99.95	0.3%	\$399.80	0.5%
Total Expenses	\$25,980.73	86.2%	\$47,571.90	65.1%
Net Profit / (Loss)	-\$470.66	(1.6%)	\$14,929.22	20.4%

Norseman Community Resource Centre

PO Box 206
86 Prinsep Street
NORSEMAN WA 6443

Balance Sheet

As of October 2018

5/11/2018
10:17:26 AM

Assets	
Current Assets	
Cash On Hand	
Cheque Account	\$101,733.00
Petty Cash	\$150.00
Cash Float	\$150.00
Undeposited Funds	\$0.00
Total Cash On Hand	<u>\$102,033.00</u>
Trade Debtors	<u>\$2,607.95</u>
Total Current Assets	\$104,640.95
Other Assets	
Deposits	<u>\$2,000.00</u>
Total Other Assets	\$2,000.00
Fixed Assets	
Furniture & Fixtures	
Furniture & Fixtures at Cost	\$85,598.59
Furniture & Fixtures Accum Dep	<u>-\$43,555.82</u>
Total Assets	<u>\$148,683.72</u>
Liabilities	
Current Liabilities	
GST Liabilities	
GST Collected	\$114,694.44
GST Paid	<u>-\$109,600.90</u>
Total GST Liabilities	\$5,093.54
Other Current Liabilities	
Long Service Leave Provision	\$19,870.73
Annual Leave Provision	<u>\$15,113.62</u>
Total Current Liabilities	<u>\$40,077.89</u>
Total Liabilities	\$40,077.89
Net Assets	<u>\$108,605.83</u>
Equity	
Retained Earnings	\$39,855.06
Current Year Earnings	\$14,929.22
Historical Balancing	<u>\$53,821.55</u>
Total Equity	<u>\$108,605.83</u>

Agenda Reference & Subject	
10.4.4 – Officers Reports	
Location / Address	Shire of Dundas
File Reference	CM.PL.1
Author	Chief Executive Officer
Date of Report	15 th November 2018
Disclosure of Interest	Nil

Summary

For Council to note the reports received from the Manager of Community Development, Youth and Events Officer and the Health, Building and Town Planning 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 Community Development, Youth and Events Officer and Health, Building and Town Planning 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 Community Development, Youth and Events Officer and the Health, Building and Town Planning Officer.

Moved Cr:
Seconded Cr:

Resolution

Carried by: Simple Majority

For:

Against

Agenda Reference & Subject	
10.4.5 – Christmas Closure 2018	
Location / Address	Shire of Dundas
File Reference	PE.LE
Author	Senior Administration Officer
Date of Report	9 th November 2018
Disclosure of Interest	Nil

Summary

For the Council to consider the closure of the Administration Office, Depot, Youth Centre and Community Resource Centre over the 2018/19 Christmas and New Year period.

Background

Traditionally, the Council has closed the Administration Office, Depot, Youth Centre and CRC on the days between Christmas and New Year as generally there is very little activity in Norseman as many people depart for their Christmas & New Year destinations/holidays.

The public holidays for Christmas Day 2018 and Boxing Day 2018 fall on Tuesday and Wednesday respectively. New Year's Day 2019 falls on the following Tuesday.

Statutory Environment

Nil

Policy Implications

ST.6 Public Service Holidays – Extra Leave

Financial Implications

Nil

Strategic Implications

Nil

Consultation

CEO
Deputy CEO
Manager of Works & Services
Manager of Community Development

Comment

It is proposed that the Administration Office, Depot, Youth Centre and CRC will be closed during the period as outlined in the policy however some of the external work force will take additional leave during the Christmas break to reduce overall leave entitlements.

The Centrelink office at the CRC will remain open on days that are not public holidays or weekends as per the contractual agreement.

Staff leave is taken in accordance with the award and Shire policy, however appropriate staffing arrangements will be made to cover emergencies, refuse collection, ranger duties etc. and some staff will be available by mobile telephone as required.

The proposed closure will result in the office being closed for 4 days excluding the public holidays.

Notification from some State Government departments have started to arrive advising of their own Christmas closure period with closure commencing on the 24th December 2018.

Voting Requirements

Simple majority

Officer Recommendation

That Council endorse and advertise the closure of the Shire Administration Office, Depot, Youth Centre and Community Resource Centre during the period from Monday 24th December 2018 until Wednesday 2nd January 2019.

Moved Cr:
Seconded Cr:

Resolution

Carried by: Simple Majority

For:

Against

Agenda Reference & Subject	
10.4.6 – Changes to Fees & Charges Schedule	
Location / Address	Shire of Dundas
File Reference	FM.FE
Author	Senior Administration Officer
Date of Report	13 th November 2018
Disclosure of Interest	Nil

Summary

To increase the fee for Standpipe Water per kilolitre in the fees and charges schedule.

Background

The Water Corporation invoice the Shire for water usage of the standpipe at the concessional rate of \$2.534 per kilolitre. The cost is passed to the external uses at the same rate.

Statutory Environment

Local Government Act 1995 section 6.16 (3) (b)
Local Government Act 1995 section 6.19

Policy Implications

Nil

Financial Implications

An increase to operating income.

Strategic Implications

Nil

Consultation

CEO, Deputy CEO, Manager of Works and Services and Manager of Projects.

Comment

The fee income the Shire receives from the Water Corporation is not sufficient by any means to cover the cost associated with standpipe operations.

The Water Corporation has confirmed that the Shire has every right to on-sell water at its discretion to recoup maintenance and administration costs related with providing this service to the community. However, the Shire has not adjusted the rate as such in the past.

Considering the ongoing administration and maintenance costs, it is recommended to charge an administration fee, equivalent to 20% of the prevailing rate per kilolitre of water consumed through the standpipe.

Voting Requirements

Absolute Majority

Officer Recommendation

That the Council of the Shire of Dundas

- 1) Increase the standpipe water rate per kilolitre by 20%;**
- 2) The amended fee is effective from 1st January 2019; and**
- 3) Give local public notice of its intention to amend the 2018-2019 fees and charges schedule to include the revised standpipe water rate.**

Moved Cr:
Seconded Cr:

Resolution

Carried by: Absolute Majority For: Against

11 Elected Members Motions of Which Previous Notice Has Been Given**12 New Business of an Urgent Nature Introduced by the President or by a decision of the Meeting**

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

Voting Requirement Simple Majority

Recommendation

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

Moved Cr:
Seconded Cr:

Resolution

Carried by: Simple Majority

For:

Against:

13 Next Meeting

The next Ordinary Meeting of the Council is scheduled to be held on the 18th December 2018.

14 Closure of Meeting

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