



Minutes
Ordinary Council Meeting
21st June 2016

MINUTES for the ORDINARY Meeting of the Council held in the Council Chambers at the Shire Administration Office – Prinsep Street Norseman on the 21st June 2016 commencing at 6.00pm.

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1 Declaration of Opening and Announcement of Visitors.

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

This Council meeting is being 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.

The Chief Executive Officer read aloud the disclaimer that is on the front page of the agenda.

The Deputy Shire President read aloud the following Affirmation of Civic Duty and Responsibility.

I make this affirmation in good faith on behalf of Elected Members and Officers of the Shire of Dundas. We collectively declare that we will duly, faithfully, honestly, and with integrity fulfil the duties of our respective office and positions for all the people in the district according to the best of our judgement and ability. We will observe the Shire's Code of Conduct and Standing Orders to ensure the efficient, effective and orderly decision making within this forum.

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

Financial Interests:

Cr Patupis – Item 10.1.4 Development Application – Department of Agriculture Units Eucla

Proximity Interests:

Nil

Impartiality Interests:

Nil

Gifts Received by Councillors:

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

Nil

3 Record of Attendance of Councillors / Officers and Apologies.

Cr LW Webb	Deputy Shire President
Cr JEP Hogan	
Cr YH Vicensoni	
Cr AR Patupis	
Cr LG Bonza	

Doug Stead	Chief Executive Officer
Gihan Kohobange	Deputy Chief Executive Officer
Jon Fry	Manager of Works & Services
Pania Turner	Community Development Officer
Sonya Ellison	Senior Administration Officer

Apologies	
Cr J Best	Shire President

Public Gallery

Robyn Szczecinski and Claye Poletti

4 Response to Previous Public Questions Taken on Notice.

Nil

5 Public Question Time.

Nil

6 Applications for Leave of Absence.

Nil

7 Confirmation of Minutes of Previous Meeting.

- 7.1 Minutes of the Ordinary Meeting of Council held on 17th May 2016 be confirmed as a true and accurate record.

Recommendation

That the minutes of the Ordinary Council Meeting held on 17th May 2016 be confirmed as a true and accurate record

Moved Cr Patupis
Seconded Cr Bonza

Resolution

That the minutes of the Ordinary Council Meeting held on 17th May 2016 be confirmed as a true and accurate record

Carried by: Simple Majority For: 5 Against: 0

8 Petitions, Deputations or Presentations.

Robyn Szczecinski on behalf of the local business precinct made a statement regarding the following topics: proposed agenda item 10.4.5 Community Grant, public toilet facilities for tourists on weekends, the closure of the school canteen, positive comments from tourists regarding the aesthetically pleasing look of the town, positive comments regarding the airstrip upgrade, possible priority list from a local business point of view is public toilets, laundromat, car wash, visitor centre closer to business precinct and a tourist attraction in the town centre.

9 Announcements by Presiding Member without Discussion.

The Presiding Member Cr Webb announced that agenda item 10.4.5 Community Grant is withdrawn from the agenda as the application does not comply with the Council's existing policy for providing community grants.

The Presiding Member read aloud the following statement: The Shire of Dundas is proposing to prepare a "Shire of Dundas Activities on Thoroughfares and Public Places and Trading Amendment Local Law 2016" in accordance with Section 3.12(2) of the Local Government Act with the purpose to amend the existing trading local law by removing anti-competitive clauses and the effect will be to comply with the Joint Standing Committee on Delegated Legislation requirements relating to competition principals.

10 Reports of Officers.**10.1 Planning, Development, Health and Building**

Agenda Reference & Subject	
10.1.1 – Application for Clearing Permit 7084/1	
Location / Address	Shire of Dundas
File Reference	RV.VA.2
Author	Doug Stead
Date of Report	13 th June 2016
Disclosure of Interest	Nil

Summary

For the Council of the Shire of Dundas to consider the application received on behalf of Central Norseman Gold Corporation Pty Ltd.

Background

The Department of Mines and Petroleum has received an application for a permit to clear native vegetation under the Environmental Protection Act 1986. Refer to Papers Relating.

Statutory Environment

The Environmental Protection Act 1986

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

The Shire's Strategic Plan encourages business growth.

Consultation

WM, Mining Registrar.

Comment

The area in question is to the east of Mt Henry and there would appear to be no obvious reason to decline this application.

Voting Requirements

Simple Majority

Officer Recommendation

That the Council of the Shire of Dundas approve the application for a Clearing Permit 7084/1.

Moved Cr Hogan

Seconded Cr Bonza

Resolution

That the Council of the Shire of Dundas approve the application for a Clearing Permit 7084/1.

Carried by: Simple Majority

For: 5

Against 0

Agenda Reference & Subject	
10.1.2 – Application for Miscellaneous Licence 63/74	
Location / Address	Shire of Dundas
File Reference	RV.VA.2
Author	Doug Stead
Date of Report	13 th June 2016
Disclosure of Interest	Nil

Summary

That the Council of the Shire of Dundas consider the application made on behalf of Central Norseman Gold Corporation Pty Ltd for a Miscellaneous Licence 63/74.

Background

In accordance to requirements set out in the Western Australian Mining Act, notification must be forwarded to the appropriate local government authority affected by the application. Refer to Papers Relating.

Statutory Environment

WA Mining Act

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

The Shire's Strategic Plan encourages business growth.

Consultation

WM, Mining Registrar

Comment

The area in question is recorded as being a "protected road" running adjacent the main road. As can be seen by the photographs attached the road is not in use and would appear to run from Norseman to the old Dundas Townsite. There would appear to be no reason to deny the application.

Voting Requirements

Simple Majority

Officer Recommendation

That the CEO be instructed to submit an objection to the granting of the application on the grounds of insufficient detail on the environmental implications involved.

Moved Cr Bonza
Seconded Cr Hogan

Resolution

That the CEO be instructed to submit an objection to the granting of the application on the grounds of insufficient detail on the environmental implications involved.

Carried by: Simple Majority For: 5 Against 0

Deane Szczecinski entered the Council Chambers at 6:20pm.

Agenda Reference & Subject	
10.1.3 – Application for Prospecting Licence 63/2032 to 2037	
Location / Address	Shire of Dundas
File Reference	RV.VA.2
Author	Doug Stead
Date of Report	13 th June 2016
Disclosure of Interest	Nil

Summary

For the Council of the Shire of Dundas to consider the application for Prospecting Licences 63/2032 to 2037.

Background

Black Eagle (WA) Pty Ltd have applied for the above Prospecting Licences and in term of Section 33(1a) of the Mining Act are obliged to advise the local government of this application. The local government is entitled to lodge an objection to the granting of the licence if so decided. Refer to Papers Relating.

Statutory Environment

Section 33(1a) of the Mining Act.

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

The granting of Prospecting Licences falls within the ambit of the Strategic Plans.

Consultation

WM, Mining Registrar

Comment

There does not appear to be any reason to decline the application.

Voting Requirements

Simple Majority

Officer Recommendation

That the Council of the Shire of Dundas approve the application for Prospecting licences 63/2032 to 2037.

Moved Cr Bonza
Seconded Cr Hogan

Resolution

That the Council of the Shire of Dundas approve the application for Prospecting licences 63/2032 to 2037.

Carried by: Simple Majority For: 5 Against 0

Cr Patupis left the Council Chambers at 6:22pm.

Agenda Reference & Subject	
10.1.4 – Development Application – Department of Agriculture Units Eucla	
Location / Address	Lot 196 Cnr Gurney & Patupis Street Eucla
File Reference	Lot 196
Author	CEO Doug Stead
Date of Report	16th June 2016
Disclosure of Interest	Nil

Summary

For the Council to consider reduced setbacks for the proposed development of 3 units to be constructed in Eucla.

Background

The Shire of Dundas has received a development application from HH Architects on the behalf of the Department of Finance to construct 3 x 2 bedroom units on Lot 196 the corner of Gurney Street and Patupis Street in Eucla. The units are to house Department of Agriculture staff operating the Quarantine Checkpoint at the WA - SA border.

The lot is 1111m² in area and zoned residential pursuant to the Shire of Dundas Town Planning Scheme No 2. The planning scheme stipulates minimum setbacks in accordance with the Residential Design Codes.

The minimum lot area and setbacks for a grouped dwelling is:

- 1000 m²
- 7.5m from the primary street and
- 3m from the secondary street

In relation to setbacks the following apply:

Design principles - Development demonstrates compliance with the following design principles

Buildings set back from street boundaries an appropriate distance to ensure they:

- contribute to, and are consistent with, an established streetscape;
- provide adequate privacy and open space for dwellings;
- accommodate site planning requirements such as parking, landscape and utilities; and
- allow safety clearances for easements for essential service corridors.

The setbacks in the proposed development application are:

- 2.5m Gurney Way – primary street
- 4m Patupis Street – secondary street

Where an application is made for planning approval, or other approval process as used by the decision-maker which presents:

(a) a proposal against one or more design principles of the R-Codes; and

(b) a possible impact on the amenity of adjoining owners and occupiers;

then there may be grounds for the decision-maker to advertise the proposal to these owners and occupiers.

The lot as all lots in Eucla is not serviced by sewer and therefor an onsite effluent disposal system is required. This system which is a proposed aerobic treatment unit will need Health Department of WA approval.

Statutory Environment

Shire of Dundas Town Planning Scheme No 2
Health Department Country Sewerage Policy

Policy Implications

N/A

Financial Implications

There are no financial implications for the Shire.

Strategic Implications

The development proposal impacts on 2 themes of the Community Strategic Plan as follows:

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
2.3 Future Growth and sustainability	Our Shire will maintain the existing population and provide opportunities for future growth for continued	Population levels are stable or increasing to maintain a viable Community.	Medium

	sustainability of the Community.		
2.4 Provide infrastructure that stimulates growth	To assist in the provision of infrastructure that encourages development of existing and new business opportunities.	Increased level of infrastructure that is beneficial to business and industry.	High

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
3.5 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

Alan Richard - Environmental Health Officer Department of Health
Julie DE Jong - HH Architects

Comment

This development hinges on two interconnecting issues;

- The requirement of an onsite effluent disposal system which needs approval from the Department of Health; and
- A reduced setback from the front boundary to enable sufficient room to allow for a sufficient on site effluent disposal system.

Discussions with the Health Department indicate that the policies relating on site effluent disposal in non sewered areas may need some justification for relaxation to accommodate the development. The Department of Agriculture have provided a letter in this regard. A copy is included in the papers relating. The issue of setbacks from boundaries is a Shire issue and the Council would need to be satisfied that the development would not pose a detrimental impact on the neighbours or amenity of the area.

The Council may choose to advertise the proposal if considered necessary.

The Shire has contacted adjoining land owners. At the date of this report no objections have been expressed and with the development being located on a corner the setbacks do not appear to have any negative implications.

The development would have a positive impact on Eucla by providing excellent accommodation for Department of Agriculture employees.

The soil conditions in Eucla lend themselves to effective on site effluent disposal and the development is not of such a substantial nature that would normally cause issues in this regard as long as an appropriately designed apparatus is designed and installed.

Overall the proposed development would be a positive outcome for Eucla

Voting Requirements

Simple Majority

Officer Recommendation

That the Council of the Shire of Dundas approve the proposed development by the Department of Finance to construct 3 x 2 bedroom units for the Department of Agriculture and Food on Lot 196 cnr Gurney and Patupis St Eucla with reduced setbacks to the street boundaries.

Moved Cr Hogan

Seconded Cr Bonza

Resolution

That the Council of the Shire of Dundas approve the proposed development by the Department of Finance to construct 3 x 2 bedroom units for the Department of Agriculture and Food on Lot 196 cnr Gurney and Patupis St Eucla with reduced setbacks to the street boundaries.

Carried by: Simple Majority

For: 4

Against 0

Cr Patupis returned to the Council Chambers at 6:24pm.

10.2 Engineering and Works

Nil.

10.3 Members and Policy

Agenda Reference & Subject	
10.3.1 – Local Law Amendment	
Location / Address	Shire of Dundas
File Reference	LE.LO
Author	Doug Stead
Date of Report	24 th May 2016
Disclosure of Interest	Nil

Summary

For the Council to consider an amendment to the Shire of Dundas Activities on Thoroughfares and Public Places and Trading Local Law 2013

Background

The Shire of Dundas Activities on Thoroughfares and Public Places and Trading Local Law 2013 has been reviewed by the joint standing committee on delegated legislation and one of the clauses has been found not to comply with the competition principles agreement signed by each state and territory.

The joint standing committee have requested that an amendment to the local law be initiated or they intend to place a “protective” notice of motion in the legislative council to disallow the local law.

This matter has been raised and considered by the Council in the past however a previous attempt to amend the local law was considered unsatisfactory by the Department of Local Government.

Statutory Environment

Joint Standing Committee on Delegated Legislation

Department of Local Government

Policy Implications

N/A

Financial Implications

N/A

Strategic Implications

The “protective” notice of motion in the legislative council to disallow the local law would make the local law ineffective and unable to be utilised by the Shire.

Consultation

Joint Standing Committee on Delegated Legislation
Department of Local Government

Comment

The offending clause which is a consideration that the Shire may give states “that the needs of the district, or the part for which the permit is sought, are adequately catered for by established shops or by persons who have valid permits to carry on trading or to conduct a stall”

This clause is considered anticompetitive and should not be a consideration when determining an approval or refusal.

Shire Officers have had a number of discussions with the advisory officer from the Legislative Council and the department of Local Government and have prepared an amendment local law to resolve the issue.

The proposed amendment will remove the offending clause from the current local law. A copy of the amendment local law is included in the papers relating.

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas adopt the Shire of Dundas Activities on Thoroughfares and Public Places and Trading Amendment Local Law 2016 which removes clause 6.5(2)(d) from the Shire of Dundas Activities on Thoroughfares and Public Places and Trading Local Law 2013;

Moved Cr Bonza
Seconded Cr Vicensoni

Resolution

That the Shire of Dundas adopt the Shire of Dundas Activities on Thoroughfares and Public Places and Trading Amendment Local Law 2016 which removes clause 6.5(2)(d) from the Shire of Dundas Activities on Thoroughfares and Public Places and Trading Local Law 2013;

Carried by: Simple Majority For: 5 Against 0

Agenda Reference & Subject	
10.3.2 – Adoption of the 2016-2017 Fire Break Notice	
Location / Address	Shire of Dundas
File Reference	ES.LE
Author	Doug Stead
Date of Report	14 th June 2016
Disclosure of Interest	Nil

Summary

For the Council to consider the adoption of the Firebreak notice for the forthcoming 2016-17 fire season.

Background

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

Statutory Environment

Section 33 of Bushfires Act.

Policy Implications

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

Financial Implications

N/A

Strategic Implications

N/A

Consultation

N/A

Comment

The proposed Firebreak notice is shown below, and will be produced as a double sided notice. In addition to sending this notice with each rate notice it will also be distributed to all letterboxes and post boxes.

The contents of the notice will read as follows:

**2016-17 FIREBREAK NOTICE
BUSH FIRES ACT 1954
SHIRE OF DUNDAS**

NOTICE TO ALL OWNERS AND/OR OCCUPIERS OF LAND SITUATED IN THE SHIRE OF DUNDAS.

TAKE NOTICE that pursuant to Section 33(4) of the Bush Fires Act, where the owner or occupier of land who has received notice fails or neglects to comply with the requisitions of the notice within the time specified, the Shire of Dundas may by its officers and with such servants, workmen and contractors, vehicles and machinery as the officers deem fit, enter upon the land and carry out the requisitions of the notice which have not been complied with and pursuant to Section 33(5) of the Bush Fires Act the amount of any costs and expenses incurred may be recovered from you as the owner or occupier of the land.

FIREBREAKS

Pursuant to the powers contained in Section 33 of the Bush Fires Act 1954, you are hereby required to clear of flammable material firebreaks not less than 3 metres in width immediately inside all external boundaries of any lot owned or occupied by you and situated within the Shire of Dundas. Such firebreaks may be constructed by one or more of the following methods:

PLOUGHING, CULTIVATING, SCARIFYING, RAKING, BURNING, CHEMICAL SPRAYING OR OTHER APPROVED METHOD, and are to be cleared to the satisfaction of an Authorised Officer of the Shire. In addition, you may be required to carry out further works which are considered necessary by an Authorised Officer of the Shire and specified by way of a separate written notice forwarded to the address as shown on the Shire of Dundas rates record for the relevant land. In some instances, naturally occurring features such as rocky outcrops, natural watercourses or landscaping such as reticulated gardens, lawns or driveways may be an acceptable substitute for cleared firebreaks. This option must first be discussed with an Authorised Officer of the Shire and approved by the Authorised Officer in writing.

On any lot having an area of less than 3,000m² with a dwelling constructed on it, where the lot is substantially developed (i.e. at least 75% cleared of bush), the keeping of grass on the lot at all times covered by this notice to a height less than 5 centimetres will be accepted in lieu of clearing a firebreak. For the purpose of this notice grass kept at a height of less than 5 centimetres will be deemed not to be flammable material. All firebreaks and other alternative arrangements allowed by the preceding parts of this notice must be established by the 30th day of November each year (or within 14 days of you becoming the owner or occupier should this occur after that date) and maintained clear of flammable material up to and including the 31st day of March each year.

APPLICATION TO VARY THE ABOVE REQUIREMENTS

If it is considered impracticable for any reason whatsoever to clear firebreaks or establish other arrangements as required by this notice, you may apply in writing to the Shire of Dundas not later than the 15th day of November each year for permission to provide firebreaks in alternative positions on the land. If permission is not granted by the Shire you must comply with the requirements of this notice. If the requirements of this notice are carried out by burning, such burning must be in accordance with the relevant provisions of the Bush Fires Act.

THE PENALTY FOR FAILING TO COMPLY with this notice is a fine not exceeding \$1,000 and a person in default is also liable whether prosecuted or not to pay the costs of performing the work directed by this notice if it is not carried out by the owner and/or occupier by the date required by this notice.

Any alternatives to firebreaks as described in the Firebreak Notice must be submitted in writing to the Shire of Dundas by November 15th 2015. The responsibility for ensuring the protection of your property is yours. Proper preparedness for the fire season will enhance the capacity for you, your family and property to survive a wildfire should one occur. Fire preparedness measures are a defensive method of ensuring survivability from within your property boundary. This may be achieved by a variety of measures which include:

Cleared firebreaks and driveways: have the capacity to slow the progress and contain fires as well as provide access for emergency services.

Hazard reduction: burning, slashing, mowing and chemical treatment have the capacity to reduce the amount of flammable material on your property. The less fuel available to burn during a wildfire, the less intense the fire.

Natural features: such as rock outcrops usually have little flammable material on them. Natural features may be used in conjunction with other firebreak installation methods, such as linking them with constructed firebreaks and driveways, and as containment zones for hazard reduction burns.

Reticulation: Where specialized pastures are established under reticulation (e.g. for stud properties), this may, on application, be accepted in lieu of firebreaks provided the pasture is kept green.

Grazing: This is a very effective method of fuel reduction, however other firebreak conditions must be met.

DATES TO REMEMBER 2016-2017

RESTRICTED BURNING PERIOD 1 OCTOBER 1ST TO NOVEMBER 30TH (INCLUSIVE)

Permits to burn are required during this period for hazard reduction burning.

Alternative firebreak applications to be submitted by November 15th, 2016.

Firebreaks **must** be installed by November 30th 2016.

Please note that penalties apply where burning regulations are contravened or permit conditions are not complied with.

PROHIBITED BURNING PERIOD DECEMBER 1ST TO MARCH 31ST (INCLUSIVE)

All burning, including garden refuse is prohibited during this period.

Firebreaks to be maintained clear of flammable material until March 31st, 2017.

RESTRICTED BURNING PERIOD 2 APRIL 1ST TO MAY 31ST (INCLUSIVE)

Permits to burn are required during this period for hazard reduction burning.

Please note that penalties apply where burning regulations are contravened or permit conditions are not complied with.

Certain climate or weather conditions may cause these periods to be extended or shortened. You must check the press for details or call the Shire Office on **9039 1205** before commencing to burn.

TO REPORT ALL FIRES RING 000

By order of the Council
Doug Stead
Chief Executive Officer

REGULATORY INFORMATION

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FIRE DANGER RATING

No fires may be lit on a day when the forecast Fire Danger Rating for the District is Very High to Catastrophic. This information is available on the information hotline **08 9039 1205** and is also displayed on the Information Board on Eyre Highway, Esperance Highway, Coolgardie Highway

BARBECUES

Solid fuel barbecues, spit roasts, hungis, webbers, pizza ovens and the like are not permitted on days of very high or extreme fire danger ratings. Many recreation sites within the Shire of Dundas have gas or electric barbecues installed, which may be used at these times. Gas or electric barbecues at home are also permitted.

PERMITS

Permits are required to burn bush or grass at any time between October 1st and November 30th inclusive and April 1st to May 31st inclusive. Permits are available from the Shire of Dundas Administration Office.

STACKS OR PILES OF TIMBER OR VEGETATION

The Department of Environment and Conservation prohibits the burning of vegetation material on a development site of greater than 2000 square metres. This includes residential and construction lots. Vegetation must be mulched or removed from the site. During any construction phase, material that is cleared from the site should be moved to the front of the block to facilitate easy removal. Very High or Extreme Fire Danger Ratings will also affect burning activities. Check with the Shire of Dundas **08 9039 1205**.

INCINERATORS

Incinerators must not be lit during the Prohibited Burning period of December 1st to March 31st inclusive. Incinerators may be lit at other times provided the Fire Danger Rating is not Very High to Catastrophic. Incinerators must be properly constructed and designed to prevent the escape of any sparks or burning material. They must be located at least 2 metres away from any building or fence and from which all flammable material has been removed and kept cleared.

WELDING/CUTTING APPARATUS

If you are using a welder or operating a power operated abrasive cutting and or grinding disc of any kind, you must have at least one fire extinguisher present and be surrounded by a five metre firebreak.

FIREBREAKS

Firebreaks must be installed and maintained from the **November 30th to March 31st** inclusive.

FIREBREAK INSPECTIONS

Firebreak inspections are carried out during the period **December 1st to March 31st** inclusive

GARDEN REFUSE

During the Prohibited Period (December 1st 2016 to March 31st 2017 inclusive), garden refuse must **not** be burnt at any time. These dates are also subject to change according to seasonal conditions.

During the Restricted Period (October 1st 2016 to November 30th 2016 inclusive and April 1st 2017 to May 31st 2017 inclusive), garden refuse may be burnt during the day before 6 pm with a permit, subject to conditions.

Garden refuse may also be burnt without a permit after 6 pm during the Restricted Period provided certain criteria are met. Set out below are legislative requirements from the Bush Fire Act 1954 and the Health Act 1911 in relation to burning together with a number of helpful suggestions. The legislative requirements have been prefixed with an asterix. These as a minimum that must be followed.

- * The pile of refuse does not exceed 1 cubic metre
- * An area 5 metres wide is cleared around the pile. (Lawn, driveways, paths etc. may be considered as cleared area)
- * The fire is only lit between 6:00 p.m. and 11:00 pm
- * Only 1 pile is alight at one time
- * The fire is completely extinguished by midnight
- * At least 1 person is in attendance at all times.
- * There is a means of extinguishing the fire available at all times. (e.g. garden hose, knapsack spray or fire unit)
- * You notify your neighbours of your intention to burn
- * The Fire Danger Rating is not Very High to Catastrophic. (Check the information hotline 9039 1205)
- * The smoke from your fire does not cause a nuisance to neighbours and or traffic
- * Do not burn plastics, other household or commercial waste
- * Do not burn wet or green piles of material at any time as this will cause excessive smoke.

During other than the Restricted or Prohibited Periods, garden refuse may be burnt. For safety reasons you are encouraged to follow the same requirements stipulated above.

PENALTIES

Section	Offence Penalty	
33(3)	Failure to maintain a firebreak as per firebreak notice	\$250.00
25	Offences relating to lighting a fire in the open air	\$250.00
17(12)	Setting fire to bush during prohibited burning period	\$250.00
28(1)	Failure of an occupier to extinguish a bush fire during the restricted or prohibited burning times	\$250.00
24(G)	Burning garden refuse contrary to Ministerial or Local Government prohibition or restriction.	\$250.00
56(3)	Refusal to state name and abode or stating false name or abode	\$100.00
24B(3)(a)	Failure to produce permit to burn	\$100.00

Major offences may result in court action with penalties ranging from \$1,000 to \$250,000 and/or imprisonment.

Voting Requirements

Simple Majority

Officer Recommendation

That Council adopt the Firebreak Notice for the 2016-2017 fire season as shown in the body of this report.

Moved Cr Hogan
 Seconded Cr Patupis

Resolution

That Council adopt the Firebreak Notice for the 2016-2017 fire season as shown in the body of this report.

Carried by: Simple Majority For: 5 Against 0

Agenda Reference & Subject	
10.3.3 – Relocation of the Norseman Community Resource Centre	
Location / Address	88 Prinsep Street Norseman
File Reference	CS.SP.8
Author	Doug Stead
Date of Report	16 th June 2016
Disclosure of Interest	Nil

Summary

For the Council of the Shire of Dundas to consider and approve entering into a lease agreement for alternative premises for the Norseman Community Resource Centre.

Background

With the increase in services now being offered to the community by the Shire it has become apparent that both the CEO and CDO need to be more accessible to the community at large; the present layout of the administration building does not permit this. In addition, the CEO needs an appropriate area in which to hold confidential and other meetings with senior staff, councillors and the community which is not always possible under the current structure.

An opportunity has arisen whereby the CRC is able to relocate to a main street position, thereby freeing up much needed office space. The old ANZ Bank building is available and suitable. The CEO has negotiated an initial lease of 3 years with options to renew. The owners are prepared to sell the building outright, however the current asking price is neither attractive nor realistic.

Statutory Environment

Sec 5.43(ha) and Sec 9.49A (4) of the Local Government Act 1995

Policy Implications

Nil

Financial Implications

The costs of removal and the monthly lease cost is covered by the Norseman Community Resource Centre.

The costs of refurbishment for the Shire are covered in the 2016/17 budget.

Strategic Implications

This relocation will enable the CRC to be more available to the public and will boost the level of service being offered. The Community Strategic planning is directed at assisting the growth of local business.

Consultation

Shire President, CDO, DCEO, Department of Regional Development, Coordinator of CRC, Secretary of Association of WA Community Resource Centres Inc.

Comment

The structure of the CRC is complex in that it is now regarded by the Department of Regional Development as being part of the Shire. Because the Shire provides an administrative function to the CRC as well as controlling their finances, assisting with budgets, business plans and provides assistance with projects, the CRC no longer has a "constitution" and exists in a state where it is partially independent yet operates with the assistance of the Shire.

However, the CRC has its own financing and is not dependant on the Shire for any funding, but cannot represent itself to outsiders as being independent. Hence the need for the Lease Agreement to be signed by the Shire. All costs will be paid by the CRC.

What this also means is that the Shire is able to include the CRC's results into our monthly and annual reporting. As the CRC is "cash rich" (having a current bank balance of approximately \$200,000) this would be a welcome boost to our ratios.

Voting Requirements

Simple Majority

Officer Recommendation

That the Council of the Shire of Dundas authorise the CEO and the Deputy Shire President to enter into a lease agreement for the rental of the building at 81 Roberts Street, Norseman on behalf of the Norseman Community Resource Centre.

Moved Cr Vicensoni
Seconded Cr Webb

Resolution

That the Council of the Shire of Dundas authorise the CEO and the Deputy Shire President to enter into a lease agreement for the rental of the building at 81 Roberts Street, Norseman on behalf of the Norseman Community Resource Centre.

Carried by: Simple Majority For: 5 Against 0

10.4 Administration, Finance and Community Service

Agenda Reference & Subject	
10.4.1 – Accounts Paid (01.05.2016 – 31.05.2016)	
Location / Address	Shire of Dundas
File Reference	FM.CR
Author	Senior Administration Officer
Date of Report	13/06/2016
Disclosure of Interest	Nil

Trust Cheques

Chq/EFT	Date	Name	Description	Amount
507	31/05/2016	Shire of Dundas Petty Cash	RECOUP TO PETTY CASH	250.00

				250.00
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Municipal Cheques

Cheque	Date	Name	Description	Amount
26131	06/05/2016	Horizon Power	Various Accounts 19.02.16 - 14.04.16	12290.99
26132	06/05/2016	Southern Phone Company Limited	Phone Service - D Stead (08.03.16 - 07.04.16)	95.82
26133	06/05/2016	Telstra Corporation Limited	Various Telephone Accounts 05.04.16 - 04.05.16	2342.94
26134	18/05/2016	RCW Traders	Lunch for 3-4 workers 02.04.16 - 15.04.16	1519.70
26135	18/05/2016	Southern Phone Company Limited	Phone Service - D Stead (08.04.16 - 07.05.16)	94.99
26136	27/05/2016	Telstra Corporation Limited	Various Phone Accounts 05.05.16 - 04.06.16	2034.98
26137	31/05/2016	Shire of Dundas Petty Cash	Recoup to petty cash 2.5.16 - 25.5.16	879.15
				19258.57

Municipal Account EFT's

EFT	Date	Name	Description	Amount
EFT494	04/05/2016	John A Ackermans	Manufacture 3x steel gates, modify 2 street signs, Weld Chains to road entrance, Modify and fit steel scraping blade, cut and weld 23 sign fixing stakes.	1710.00
EFT495	06/05/2016	Bell Fire Equipment Company Pty Ltd	8x Slip on Type fire control units, 2x 1000 heatseakers (Progree payment 33%)	43088.10
EFT496	06/05/2016	Cuten Guneder Machinery	Truck hire for Hyden Road 01.03.16 - 22.03.16	7820.00
EFT497	06/05/2016	Esperance Communications	Network install/repair - install computer at Police Station to monitor town CCTV	3259.00
EFT498	06/05/2016	Threat Protect	Alarm Monitoring (01.05.16 - 31.05.16) for admin and youth centre	148.27
EFT499	06/05/2016	Goodchild Enterprises Batteries & Battery Accessories	BAC12-20 Bosch 12V AGM 20AH DC	176.00
EFT500	06/05/2016	Local Government Managers Australia	Non Member Workshop Registration - Finance for Non-Finance (cissy)	270.00
EFT501	06/05/2016	Moore Stephens (WA) Pty Ltd	FBT & GST Trainign help on 12.4.16	1320.00
EFT502	06/05/2016	Marketforce	Advertising (General Electors Meeting) Kal Miner 29.02.2016	133.34
EFT503	06/05/2016	Norseman Visitor Centre	Second half grant for 2015/16	33000.00
EFT504	06/05/2016	Navman Wireless Australia Pty Ltd	Monthly Satellite Service 05.02.16 - 04.03.16	65.89
EFT505	06/05/2016	Puzzel Consulting	Final Payment NSRF application 2016	8470.00
EFT506	06/05/2016	SJR Civil Consulting Pty Ltd	Design & Drafting Total 11 Hours	1210.00
EFT507	06/05/2016	Western Australia Cricket Association	Participant Registration - Packs x3	225.00

EFT508	12/05/2016	J Best	Claim (Council Meeting 19.4.16)	283.00
EFT509	12/05/2016	BITUTEK PTY LTD	Supply & Spray Bitumen	225938.84
EFT510	12/05/2016	Laurene Bonza	Claim (Council Meeting 19.4.16)	160.00
EFT511	12/05/2016	Castledex Pty Ltd	Shelving, Racks, Mobile Units for Records Room, labels for files.	6567.53
EFT512	12/05/2016	GRAHAM GATH SURVEYS	Re-Establishment Survey Lots 143 & 144 Re-Establishment Survey lots 49 & 50 Re-Establishment Survey lots 13 & 14	7640.60
EFT513	12/05/2016	JEP Hogan	Claim (Council Meeting 19.4.16)	160.00
EFT514	12/05/2016	YH Vicensoni	Claim (Council Meeting 19.4.16)	160.00
EFT515	12/05/2016	WesTrac Pty Ltd	Purchase of Wheel Loader 910k	188100.00
EFT516	12/05/2016	LW Webb	Travel Eucla Meeting 19.3.16	1424.48
EFT517	16/05/2016	All Safety Products	2x Fire Extinguisher	173.95
EFT518	16/05/2016	Butler Settineri (Audit) Pty Ltd	Fee in relation to the final 12/13 country LG fund grant acquittal	880.00
EFT519	16/05/2016	Courier Australia	Freight (Shenton Pump & STS Health), Sigma Chemicals, Esperance Rural Supplies, State Library.	567.98
EFT520	16/05/2016	Concrete World	12x 375 Class & 4x 375 Head Walls	4250.80
EFT521	16/05/2016	Caterlink	Ice Cube Maker	2640.00
EFT522	16/05/2016	Esperance Rural Supplies	Roundup, Wetter & Kamba	2136.86
EFT523	16/05/2016	Esperance Freight Lines	Freight (contek communication)	121.00
EFT524	16/05/2016	Esperance Earthworks Pty Ltd	Mobilisation of Excavator, Box out for concrete at tip	3124.00
EFT525	16/05/2016	Elite Gym Hire	Hire of, Lat pull down, Row station, leg extension, bench press, FID bench, Squat rack, multi-functional, barbells, treadmill 12.4.16 – 12.5.16	885.18
EFT526	16/05/2016	Great Western Motel	Meals for John Ashby & workers 30.3.16 - 31.3.16 Non Cancellation fee S Conkilyn (18.8.15), Accommodation J. Ashby 07.03.16 Non cancellation fee R Patupis 19.4.16	597.50
EFT527	16/05/2016	Goldfields-Esperance Development Commission	Unspent portion of CCF Grant funding received for Norseman Gym program project	133.19
EFT528	16/05/2016	Scientific Technical Services (Australia) Pty Ltd trading as STS Health	Service Siltex 9-175A	444.40
EFT529	16/05/2016	Hornsey Plumbing & Gasfitting	Repair damaged water pipe	240.00
EFT530	16/05/2016	FAJ IT Services Unit Trust	Monthly Service Agreement (may 2016)	2548.18
EFT531	16/05/2016	Jason Signmakers	Assorted Signs for info bay north	5427.18
EFT532	16/05/2016	Kalgoorlie Furniture Restored	2x Corner Desks, 2x Mobile Pedistals & 1x Table	3095.00
EFT533	16/05/2016	Star Track Credit	Freight (JR & A Hersey, Jason Signmakers), Archivewise, jason signmakers	2336.98

EFT534	16/05/2016	Novus Auto Glass Esperance	Supply & Fit Windscreen to isuzu truck	514.40
EFT535	16/05/2016	O'Dwyer Electrical	Test Smoke Detectors at Various Sites	1100.00
EFT536	16/05/2016	Powerplant Motorcycles Pty Ltd	1 x Stihl Blower 503454061	389.50
EFT537	16/05/2016	Skipper Transport Parts	Air Compressor & Freight	247.16
EFT538	18/05/2016	ARCHIVEWISE	Storage of Rates & Minute Books 01.04.16 - 30.04.16	155.38
EFT539	18/05/2016	BOC Limited	Container Service Fee (29.3.16 - 27.4.16)	43.42
EFT540	18/05/2016	Cuten Guneder Machinery	Truck Hire 126 Hours & Travel 20 Hours	11610.00
EFT541	18/05/2016	Child Support Agency	Payroll deductions	500.00
EFT542	18/05/2016	Cuso Flooring Pty Ltd	Supply & Install Carpet Grass at Marks Park Horse	528.00
EFT543	18/05/2016	Child Support	Payroll deductions	175.58
EFT544	18/05/2016	Shire of Dundas Municipal Fund	Payroll deductions	1100.00
EFT545	18/05/2016	Dundas Fencing & Building Maintenance	Works at sports complex, installl door (14.4.16) paint doors (27.4.16), Works at town hall unblock toilets, works at crc install new front sign. Pump out dump point at welcome park, locate and pump out septic tank at depot.	1760.98
EFT546	18/05/2016	Esperance Rural Supplies	Swissmex Knapsack 15LTR	371.40
EFT547	18/05/2016	Esperance Freight Lines	Freight (colas 2xpallet of drums)	135.30
EFT548	18/05/2016	Future Security Solutions Pty Ltd	Supply & Install of Access Control System for Gymnasium	6431.70
EFT549	18/05/2016	Fairfax Media	Advertising Tenders for P224 & P234 6.4.16 & 13.4.16	237.86
EFT550	18/05/2016	Golden West Lubricants	Rubia 208L, Azolla 208l, Blue heeler 20l & Bar oil 20l	1926.98
EFT551	18/05/2016	JR & A Hersey Pty Ltd	Various Work Clothing - Pants, Boots & Jackets, assorted tools, tape, Clamps, magic trees, shire logo embroidery.	9097.70
EFT552	18/05/2016	J & K Ashby Concreting	Supply Materials for Liquid waste facility ponds & Construct	101519.00
EFT553	18/05/2016	Marketforce	Appointment of Authorised Officers notice in Kal Miner 11.04.16, development application in kal miner 02.04.16, proposed permanent road closure notice in kal miner 08.04.16	668.75
EFT554	18/05/2016	Golden Flame Nominees Pty Ltd	Accommodation & evening meals (John Ashby & 2 x workers) 13th & 14th April 2016	411.00
EFT555	18/05/2016	Norseman Eyre Motel	Accommodation & Meals for Phil Taylor & Steve o'dwyer	332.00
EFT556	18/05/2016	Norseman Concrete	Supply 37.2m3 Concrete 02.04.16 - 12.04.16, single side tipper day hire 26.4.16 – 29.04.16	29076.52
EFT557	18/05/2016	Norseman Community Resource Centre	Printing of the Norseman Today Vol 32 No 3 420x Copies, photocopying	4676.90

			G.E.T.S, printing of the norseman today vol32 No4 420x copies, conference room hire 16 th & 23 rd Feb 16	
EFT558	18/05/2016	Navman Wireless Australia Pty Ltd	Monthly Satellite Service 05.04.16 - 04.05.16 & monthly service fee 05.05.16 – 04.06.16	131.78
EFT559	18/05/2016	Powerplant Motorcycles Pty Ltd	Service & Check Stihl FS360	89.40
EFT560	18/05/2016	Puzzel Consulting	2016 EOI for Revitalisation Fund Application	5632.00
EFT561	18/05/2016	Colas	Emulsion Supply	473.00
EFT562	18/05/2016	Records Archives Historical Management	DMP Preparation 17th, 18th & 22nd April 16, 5 th & 8 th May DMP Procedures	981.75
EFT563	18/05/2016	RJ Brookes	Health & Building Inspection Services 20.03.16 - 15.04.16	2090.00
EFT564	18/05/2016	South East Petroleum	7100L Diesel Fuel, 7000l Diesel, 7000l Diesel, Unleaded & Diesel fuel sales 31.3.16 – 23.04.16	23359.49
EFT565	18/05/2016	St John Ambulance Australia	First Aid Kits	820.03
EFT566	18/05/2016	Signet Pty Ltd	Wypall Ror x50, line marking paint, linemarking trolley & mask wheels.	1132.92
EFT567	18/05/2016	Telford Industries	April 2016 IBC Hire	132.00
EFT568	18/05/2016	Western Australian Local Government Association	Short Course for Ciara - Financial Management Fundamentals (31.5.16)	544.50
EFT569	18/05/2016	WA Hino	Purchase 1 x Hino 500 series 1124 crew	90320.65
EFT570	18/05/2016	West Australian Newspapers Limited	Tender Advert for P234 2.4.16 & 9.4.16	636.66
EFT571	18/05/2016	Bob Waddell Consultant	Assistance with balancing of the asset register & interal control procedures, assistance with correction of 14/15 fair value, assistance with asset transactions/adjustments and balancing	4323.00
EFT572	25/05/2016	Bell Fire Equipment Company Pty Ltd	1000 Heatseaker & 600 Spacesaver Slip-on (34% final payment), 1000 heatseaker & 600spacesaver 33% progressive payment, 1000 heatseaker & 600 spacesaver progressive payment.	25466.10
EFT573	27/05/2016	Australia Post	Postage & Freight (11.04.16 - 27.04.16)	190.80
EFT574	27/05/2016	Austral Mercantile Collections	Rates debt collection fees	1771.00
EFT575	27/05/2016	Officemax	Tablecloths & Various Stationary Items, office chair & freight, labels and boxes	372.74
EFT576	27/05/2016	BP Norseman	Diesel & Unleaded Fuel Purchases 06.04.16 - 29.04.16	908.76

EFT577	27/05/2016	Butler Settineri (Audit) Pty Ltd	Interim Fee for Audit year ending 30 June 2016 & Disbursements	6639.82
EFT578	27/05/2016	Bell Fire Equipment Company Pty Ltd	Fuel cost to deliver 1000 Heatseaker and 600 Spacesaver to bushfire meeting at Caiguna	395.19
EFT579	27/05/2016	JP Crawley Building	Inspection of Norseman Post Office	1474.00
EFT580	27/05/2016	Central Regional TAFE	Cert III in Agriculture for Cherie, Alex, Leonard, Fennwell & Craig	1834.65
EFT581	27/05/2016	Eremorum Pty Ltd	Accommodation & Meals for Worths Kerbing (04.05.16 - 06.05.16(& (09.05.16 - 10.05.16)	527.50
EFT582	27/05/2016	Elite Gym Hire	Hire of Row Station, curl Station, Bench Press, FID Bench, Squat Rack, Multi Functional Trainer 12.5.16 - 12.6.16, hire of treadmill	885.18
EFT583	27/05/2016	Esperance Treated Timbers	60x 125-150mm X 3m Rails	1339.80
EFT584	27/05/2016	Department of Fire & Emergency Services	ESL (April 2016)	1470.63
EFT585	27/05/2016	Griffin Valuation Advisory	Specific Land, Building Assets for Potential Acquisition, Insurance & Financial Reporting Purposes	6600.00
EFT586	27/05/2016	Instant Weighing	Tested & Recalibrated the Compuload & Travel	1903.00
EFT587	27/05/2016	Landgate	Rural UV General Revaluation 2015/2016, mining tenement 2015/2 04.3.16 – 07.04.16, certificate of title A33	873.60
EFT588	27/05/2016	Norseman News & Health	Stationary & Newspapers	321.70
EFT589	27/05/2016	Norseman Concrete	Single Side Tipper Hire for Hyden Road 02.05.16 - 05.05.16, supply kerb mix 04.05.16 – 10.05.16, supply & deliver 47.25 tonne of Cracker dust	25918.20
EFT590	27/05/2016	Norseman IGA	Various Goods 09.04.2016 - 24.04.2016	669.67
EFT591	27/05/2016	Psychologic Cognitive Therapy Services Pty Ltd	Psychological Services July 2015 - May 2016 (as per council meeting 15.09.2015 item 12.2)	6000.00
EFT592	27/05/2016	E & MJ Rosher	Bolts & Locking Blade, Spring Plate, blade-b, bolts & locking blade, spring plate	2047.30
EFT593	27/05/2016	Sigma Companies Group Pty Ltd	Recalibration of Swimming Pool Equipment	341.00
EFT594	27/05/2016	South Coast Foodservice	Window Cleaner, Disinfectant, Paper Towel & Toilet Paper	692.87
EFT595	27/05/2016	Norseman Hardware	Various hardware items (01.04.16 - 29.04.16) & various hardware items 15.3.16 – 23.3.16	2436.28
EFT596	27/05/2016	Worth Kerbing	Lay Semi-Mountable Kerbing & Rockpath Slipways	11121.00
EFT597	27/05/2016	Wedgetail Inn Cocklebidy	Accommodation & Meals for Jon Fry & Peter Ladewig	313.00
EFT598	30/05/2016	Fencemakers	Supply 20m of slats and gates	10164.00

3580	02/05/2016	Pania Turner	Utilities Allowance April 2016	833.33
PAY	03/05/2016	Shire of Dundas	Payroll 20.04.2016 – 03.05.2016	55987.48
3590	05/05/2016	Pania Turner	Meals & Incidentals allowance (GTNA Meeting Leonora 06.05.16)	191.85
3595	06/05/2016	Horizon Power	BPAY Horizon Power electricity – Bowling Club & Town Hall 19.02.2016 - 18.04.2016	347.70
PAY	17/05/2016	Shire of Dundas	Payroll 04.05.2016 – 17.05.2016	51036.98
3609	19/05/2016	Colonial First State FirstChoice Superannuation Trust	Superannuation payment (A Campbell)	170.97
3610	19/05/2016	ATO	FBT Return ending 31 March 2016	16450.95
3613	30/05/2016	Gihan Kohobange	Meals & Incidentals allowance - 19-20/05/2016 Financial & Management Reporting workshops	286.15
3614	30/05/2016	Pania Turner	Utilities Allowance May 2016	833.33
3615	31/05/2016	Ciara Stewart	Meals, incidentals and travel allowance - Finance Fundamentals workshop 31.05.2016	659.80
PAY	31/05/2016	Shire of Dundas	Payroll 18.05.2016 – 31.05.2016	51894.35
				1155979.64

Municipal Account Direct Debts

Chq/EFT	Date	Name	Description	Amount
3581	02/05/2016	ANZ Bank	Merchant fees	247.28
3587	03/05/2016	ANZ Bank	Overdrawn fee (Licensing account)	0.05
3588	03/05/2016	MacQuarie	Gym leased equipment	599.50
3606	16/05/2016	Investec	Photocopiers lease payment (April 2016)	4275.25
DD8930	16/05/2016	ClickSuper	Superannuation 20.04.2016 – 03.05.2016	14038.86
3608	18/05/2016	ANZ Bank	Overdrawn fee (Licensing account)	37.70
DD8939	19/05/2016	ClickSuper	Superannuation 04.05.2016 – 17.05.2016	13181.82
3611	23/05/2016	ANZ Bank	Overdrawn fee (Licensing account)	37.70
				32418.16

Municipal Account Credit Cards

Chq/EFT	Date	Name	Description	Amount
3603	05/05/2016	Chief Executive Officer	Expenses 22/03/2016 – 21/04/2016: Gardening - Bunnings for 82 Angove St. Flights – D. Stead 12.04.2016. Taxi Fair for D. Stead– 12.04.2016. Membership - Australasian Land & Ground Water Association. Purchase HBR Guide to Negotiating Ebook	658.91
3603	05/05/2016	Deputy Chief Executive Officer	Expenses 22/03/2016 – 21/04/2016: Accommodation for S. Bowyer, P. Ladewig & L. Sullivan - 26.04.2016 – 28.04.2016. Accommodation for T. Ellison - 26.04.2016 – 28.04.2016.	640.00
3603	05/05/2016	ANZ Bank	Credit card fee	54.25
				1353.16

Summary of account totals

Trust Cheques	\$250.00
Municipal Cheques	\$19,258.57
Municipal EFT's	\$1,155,979.64
Municipal Direct Debit's	\$32,418.16
Municipal Credit Cards	\$1,353.16
Grand total for May 2016	\$1,209,259.53

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas monthly accounts paid from 1st May 2016 to 31st May 2016 be noted.

Moved Cr Vicensoni
Seconded Cr Hogan

Resolution

That the Shire of Dundas monthly accounts paid from 1st May 2016 to 31st May 2016 be noted.

Carried by: Simple Majority For: 5 Against 0

Agenda Reference & Subject	
10.4.3 – CRC Management Report & Financial Statements to 31st May 2016	
Location / Address	Shire of Dundas
File Reference	CS.SP.8
Author	Deputy CEO
Date of Report	16 th June 2016
Disclosure of Interest	Nil

Norseman Community Resource Centre



Management Report & Monthly Statement of Financial Activity For the period ending 31st May 2016

Officer Recommendation

That the Norseman Community Resource Centre Management Report and Financial Statements for the period ending 31st May 2016 be accepted.

Moved Cr Hogan
Seconded Cr Patupis

Resolution

That the Norseman Community Resource Centre Management Report and Financial Statements for the period ending 31st May 2016 be accepted.

Carried by: Simple Majority For: 5 Against 0

Agenda Reference & Subject	
10.4.4 – Officer’s Reports	
Location / Address	Shire of Dundas
File Reference	CM.PL.1
Author	Doug Stead
Date of Report	13 th June 2016
Disclosure of Interest	Nil

Summary

For Council to note the reports received from the CEO, Works Manager, Community Development Officer and the Youth 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

WM, CDO, YO.

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 CEO, Works Manager, Community Development Officer and the Youth Officer.

Moved Cr Patupis

Seconded Cr Bonza

Resolution

That Council note the reports of the CEO, Works Manager, Community Development Officer and the Youth Officer.

Carried by: Simple Majority

For: 5

Against 0

Agenda Reference & Subject	
10.4.5 – Community Grant	
Location / Address	Shire of Dundas
File Reference	Lot 40, 41 & 42
Author	Doug Stead
Date of Report	13 th June 2016
Disclosure of Interest	Nil

Withdrawn from Council Meeting.

Agenda Reference & Subject	
10.4.6 – Draft Budget 2016 - 2017	
Location / Address	Shire of Dundas
File Reference	FM.BU.16.17
Author	Doug Stead
Date of Report	13 th June 2016
Disclosure of Interest	Nil

Summary

For the Council to consider and adopt the 2016/17 draft budget as shown in the papers relating.

Background

Council will recall that the Budget was presented to the May 2016 meeting and was accepted pending the approval of the Minister on the issue of Differential Rating. This approval has now been granted and Council are now in a position to approve the 2016 / 2017 Budget.

Subsequent to the May 2016 meeting Shire staff have made minor adjustments to the budget which do not materially affect the final document.

Staff have prepared a balanced budget to reflect the Corporate Business Plan and its associated strategic planning documents, the Plan Replacement Program and the Council's resolutions and discussions over the past 12 months.

The dominant features of the budget are the upgrading of the Norseman Airstrip, the building of a new residence for the doctor and increased road works thanks to one off grants from Roads to Recovery. The funding for the Airstrip is still incomplete; the project value is \$3.2 million of which \$1.8 million has been secured and there are two separate applications before parliament for the balance. Should this funding not materialise then the Shire has agreed to cover the shortfall by way of raising loan finance. The budget makes provision for this debt. The funding for the doctors house is a mixture of own funding and external loans.

Statutory Environment

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

Policy Implications

Council policies have been considered whilst formulating the 2016 / 2017 draft document.

Financial Implications

The budget formulates the income and expenditure program for both operating and capital works for the Shire of Dundas for the next 12 months.

Strategic Implications

The council's Strategic Community Plan, Corporate business Plan and Long Term Financial Plan have been considered in formulating the 2016/17 draft budget to ensure that strategic directions are being reflected.

Consultation

Councillors, DCEO, Manager of Works, Project Manager, senior Admin Officer and the Community Development Officer.

Comment

Expenditure levels have been set at expected costs, however income levels have been set conservatively. There may be opportunity at the Budget Review stage in early 2017 to consider additional projects with other funding opportunities should they become available.

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

GENERAL PURPOSE FUNDING

The rating model approved by Council shows an increase of 2% over 2016, this is in line with CPI as at March 2016 (CPI Perth 1.1%, CPA National 1.5%).

GOVERNANCE

Includes the final instalment of the current contract with Jesse Brampton, salaries shows the effect of increasing our admin staff by two extra hands, the net rollover cost for replacing the CEO's vehicle is \$17,500 and that of the DCEO \$20,000. Council will note that throughout the budget, depreciation costs will be considerably higher than in previous years; this is a result of having to revalue our infrastructure assets in June 2015. This is an issue that all Local Governments are faced with.

LAW, ORDER and PUBLIC SAFETY

There are no significant projects planned for 2016/17.

HEALTH

The construction of the doctor's house should get underway in 2016/17 and is fully budgeted for. A sum of \$38,000 has been allocated to upgrading the Medical Centre.

EDUCATION and WELFARE

The Child Care Centre will be repainted and new floor covering installed.

HOUSING

There are no significant projects planned for 2016/17

COMMUNITY AMENITIES

An amount of \$40,000 has been set aside for the future expansion of the Norseman Tip. The expansion of the Eucla is included in the budget. An amount of \$25,000 has been included to cover the costs of expanding the Norseman Cemetery.

RECREATION and CULTURE.

An amount of \$48,000 has been allocated to further upgrades at the Town Hall, \$28,000 of this is to cover a new front door entrance. Eucla has been allocated \$225,000 to start the process of upgrading facilities in the township. The intention is to fund this via a grant from Lottery West.

TRANSPORT

The budget for maintaining Norseman streets has been increased by \$30,000 to cover block maintenance; the full impact of the revaluation of infrastructure assets will be seen in the increase in depreciation on roads by some \$800,000. This is a non cash item but will impact on our sustainability ratio. Power connection for the extended depot is budgeted at \$40,000, expenditure on Main roads work has reduced by \$100,000 which has no direct effect on costs, the Roads to Recovery grant has been used to reseal roads in Norseman and Eucla as well as sealing the road to Beacon Hill Lookout. Work on the Airstrip should commence in September / October of this year.

ECONOMIC SERVICES

The budget takes into account the start of the various environmental projects (Jesse Brampton project) and an amount of \$150,000 has been included, however this has been offset by an anticipated grant for a like amount. The acquisition and funding costs for the purchase of the Post Office building have been included (pending Council's decision). Likewise, an amount and grant income from the State Heritage have been included to cater for maintenance issues. It is anticipated that Bendigo Bank will set up in town and \$25,000 has been allowed for infrastructure costs.

OTHER PROPERTY and SERVICES

There are no significant projects planned for 2016/17.

Voting Requirements

Absolute Majority

Officer Recommendation

That the Council approve by an absolute majority the adoption of:

- 1. The 2016/17 draft budget as shown in the papers relating;**
- 2. The approved differential rates in the dollar and minimum rate for all categories as shown in the papers relating;**
- 3. The total valuations as supplied by the Valuer General being GRV \$5,164,353 and UV of \$8,505,745;**
- 4. The early rates payment incentive scheme be offered consisting of three cash payments to the value of \$750, \$500 and \$250 for the first, second and third respectively, with prizes to be allocated by a draw to be held one week after the closing date that rates are due. To be eligible the ratepayer must make payment within 14 days of the date of services as shown on the 2016/17 rate notice;**
- 5. The due dates for payment of rates to be set at 35 days from date of issue, also with the option of payment by the four equal instalments in accordance with the Local Government Act 1995;**

6. The due dates for equal instalments be the 23rd August 2016, 25th October 2016, 16th January 2017 and the 20th March 2017;
7. The interest charges on overdue rates and other monies be charged at 7.5% pa;
8. The charge to apply for rate instalment plans be set at \$7.00 for each of the final three instalments with the interest rate set at 5.5% for each of the final three instalments;
9. That the variance used in the Statement of Financial Activity in accordance with Financial regulation 34 (5) be set at 10% or \$5,000.

Moved Cr Bonza
 Seconded Cr Hogan

Resolution

That the Council approve by an absolute majority the adoption of:

1. The 2016/17 draft budget as shown in the papers relating;
2. The approved differential rates in the dollar and minimum rate for all categories as shown in the papers relating;
3. The total valuations as supplied by the Valuer General being GRV \$5,164,353 and UV of \$8,505,745;
4. The early rates payment incentive scheme be offered consisting of three cash payments to the value of \$750, \$500 and \$250 for the first, second and third respectively, with prizes to be allocated by a draw to be held one week after the closing date that rates are due. To be eligible the ratepayer must make payment within 14 days of the date of services as shown on the 2016/17 rate notice;
5. The due dates for payment of rates to be set at 35 days from date of issue, also with the option of payment by the four equal instalments in accordance with the Local Government Act 1995;
6. The due dates for equal instalments be the 23rd August 2016, 25th October 2016, 16th January 2017 and the 20th March 2017;
7. The interest charges on overdue rates and other monies be charged at 7.5% pa;
8. The charge to apply for rate instalment plans be set at \$7.00 for each of the final three instalments with the interest rate set at 5.5% for each of the final three instalments;
9. That the variance used in the Statement of Financial Activity in accordance with Financial regulation 34 (5) be set at 10% or \$5,000.

Carried by: Absolute Majority For: 5 Against 0

11 Elected Members Motions of Which Previous Notice Has Been Given

Nil

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

Nil

13 Next Meeting

The next Ordinary Meeting of the Council is scheduled to be held on the 19th July 2016.

14 Closure of Meeting

There being no further business the Shire Deputy President thanked all those in attendance and declared the meeting closed at 7:05pm.