

8 March 2021

To the President of the Shire of Dundas

It was recently identified during the final completion of construction of the Woodlands Cultural and Visitor Centre that a roof walkway is required for safety reasons. These safety reasons being the ability to safely install signage and to maintain the lighting in the long term. The signage is to be installed before the official opening on the 26th March 2021, and to complete this safely, this roof walkway would need to be installed as soon as possible to prevent injury or death.

The Norseman Cup was not held to full capacity this financial year which resulted in surplus funds in the Events Budget. These surplus funds could assist in funding the above safety requirement as the Woodlands Cultural and Visitor Centre Capital Budget is under tight constraints.

Can you please authorise the following budget amendment so that an emergency purchase order can be raised to a supplier to fabricate and install the roof walkway at the Woodlands Cultural and Visitor Centre?

Current Budget		Amend Budget to:	
Budget Item	Amount	Budget Item	Amount
OC40 – Norseman Races	\$23,000	OC40 – Norseman Races	\$5,000
HP63 – Woodlands Cultural and Visitor Centre	\$521,003	HP63 – Woodlands Cultural and Visitor Centre	\$539,003

This amendment will be reported to the Council at the March 2021 Ordinary Council Meeting, should you approve.

Kind regards,

Peter Fitchat
Chief Executive Officer

Authorised by the Shire of Dundas President, Laurene Bonza

Date:


 8/3/21