



Minutes
Ordinary Council Meeting
20th February 2018

MINUTES of the ORDINARY Meeting of Council held
in the Council Chambers at the Shire Administration
Office – Prinsep Street Norseman on the 20th February
2018 commencing at 6.00pm

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1 Declaration of Opening and Announcement of Visitors.

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

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

This Council meeting was held on the traditional lands of the Ngadju people and the Shire President acknowledged them as traditional owners and paid her 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 Shire President read aloud the Affirmation of Civic Duty and Responsibility.

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

Financial Interests:

Nil

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.

3 Record of Attendance of Councillors / Officers and Apologies.

Cr L Bonza	Shire President
Cr R Patupis	Deputy Shire President
Cr B Bayley	
Cr JEP Hogan	
Cr S Warner	
Cr V Wyatt	

Gihan Kohobange	Deputy Chief Executive Officer
Tracy Dixon	Administration Officer
Margaret McEwan	Youth Services and Events Officer

Apologies

Peter Crawford	Manager of Works & Services
Pania Turner	Manager of Community Development
Doug Stead	Chief Executive Officer

Public Gallery

Ray Marcon, Janine Thornton, Peter Ladewig, Mark Crick, Steven Borsi, Lynn Webb

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 19th December 2017 be confirmed as a true and accurate record.

Recommendation

The minutes of the Ordinary Council meeting held on 19th December 2017 confirmed as a true and accurate record.

Moved Cr: P Hogan
Seconded Cr: B Bayley

Resolution

The minutes of the Ordinary Council meeting held on 19th December 2017 confirmed as a true and accurate record.

Carried by: Simple Majority For: 6 Against: 0

- 7.2 Minutes of the Special Meeting of Council held on the 23rd January 2018 be confirmed as a true and accurate record.

Recommendation

That the minutes of the Special Council Meeting held on 23rd January 2018 be confirmed as a true and accurate record.

Moved Cr: P Hogan
Seconded Cr: V Wyatt

Resolution

That the minutes of the Special Council Meeting held on 23rd January 2018 be confirmed as a true and accurate record

Carried by: Simple Majority For: 6 Against: 0

8 Petitions, Deputations or Presentations.

Presentation by the Shire President on behalf of the Council in recognition of tireless efforts of Ray Marcon, Peter Ladewig, Mark Crick and Steven Borsi in managing a number of fires reported between October 17 to January 18.

9 Announcements by Presiding Member without Discussion.

President read aloud a letter from the Craft Ladies Group, thanking the Shire of Dundas for all support given over the past years, including upgrades to the Old Scout Hall and use of the Community Bus and Swimming Pool.

10 Reports of Officers.

10.1 Planning, Development, Health and Building

Agenda Reference & Subject	
10.1.1 – Development Application Ngadju Conservation Office	
Location / Address	Lot No 29-30 (90-92 Angove Street)
File Reference	A25
Author	Doug Stead
Date of Report	15 th January 2018
Disclosure of Interest	Nil

Summary

For the Council to consider an application for planning consent in relation to establishing an office for the Ngadju Conservation Rangers at the existing premises at 90-92 Angove Street Norseman.

Background

The Shire has received a development application from Ngadju Conservation to establish an office in the existing building at 90-92 Angove Street in Norseman.

The subject lots are zoned residential pursuant to the Shire of Dundas Town Planning Scheme No 2.

An office is classed as an AA use in the scheme meaning that the Council may, at its discretion, permit the use.

A copy of the application is included in papers relating.

Statutory Environment

Shire of Dundas Town Planning Scheme No 2

Policy Implications

Nil

Financial Implications

There are no financial implications for the Shire.

Strategic Implications

The Community strategic plan mentions educational establishments as follows

Theme 1 – A vibrant, active and healthy socially connected Community			
A strong, healthy, educated and connected Community that is actively engaged and involved.			
Strategy 1	Goal	Measure	Priority
1.4 Highly developed educational facilities	A Shire which has highly developed educational opportunities and facilities available to the Community	An increased level of course and career selection available to the Community.	Medium

Consultation

Richard Brookes - Health, Building and Town Planning Consultant

Comment

The building located on the subject lots has been used for the past number of years as a dwelling however previously was utilised by the St John Ambulance service.

The intended use by the applicant is for the Ngadju Conservation land management office and a ranger base for education and skills training.

The use of the premises as an educational establishment has some implications in relation to the town planning scheme where that particular use is an SA use, meaning that the Council may, at its discretion, permit the use after notice of application has been given in accordance with Clause 7.2. This entails advertising the application/proposal in accordance with the scheme.

The proposed use as an office and training establishment would not appear to be detrimental to the amenity of the area and considering its previous uses, the proposed use is not inconsistent with the residential zoning.

The application has been advertised in accordance with the scheme and no objections have been received.

Voting Requirements

Simple Majority

Officer Recommendation

That the Council of the Shire of Dundas approve the application for planning consent to establish an office and educational establishment at 90-92 Angove Street Norseman by Ngadju Conservation Pty Ltd.

Moved Cr: V Wyatt

Seconded Cr: B Bayley

Resolution

That the Council of the Shire of Dundas approve the application for planning consent to establish an office and educational establishment at 90-92 Angove Street Norseman by Ngadju Conservation Pty Ltd.

Carried by: Simple Majority

For: 6

Against: 0

Agenda Reference & Subject	
10.1.2 – Eucla Community Hall	
Location / Address	Lot 227 Yurkla Way Eucla
File Reference	A2636
Author	Gihan Kohobange
Date of Report	1 st February 2018
Disclosure of Interest	Nil

Summary

For the Council to consider the development application for the construction of a new community hall in Eucla.

Background

Members will be aware that the Community Hall in Eucla burnt down in 2017 and that architects have been engaged to prepare plans for a new community centre. Lauren Sullivan from H & H Architects in Kalgoorlie has prepared a plan for the Councils consideration. A copy is included in the papers relating. Also included is a covering letter from the architects with a design statement clarifying various elements of the proposal.

Statutory Environment

Town Planning Scheme No 2
Building Codes of Australia

Policy Implications

Policy T.17 Development on Shire of Dundas controlled land

Financial Implications

The Shire has budgeted \$725,000 for the project. Initial quotes from a builder put the building costs at around \$700,000. The estimated cost of the development by the architect is \$700,000 however a more accurate cost will only be available following a tender process. In a project of this nature and due to the isolation of the area, it would be beneficial to include a generous contingency to meet unexpected issues plus furnishings etc.

Strategic Implications

The proposal meets two of the themes of the Community Strategic Plan

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 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
3.3 Enhanced transport access and infrastructure.	Improved infrastructure within the Shire and good transport access to and around Norseman.	Existing infrastructure that meets Community expectations and requirements. A measurable improvement in levels of infrastructure.	High

Consultation

Councillor Rasa Patupis has briefed the Architects on the Communities expectations.

Comment

The design submitted by the architect appears to meet the requirements for a remote community bearing in mind the location and restrictive budget.

The ablution facility requirements will be met by the existing toilet block located to the rear of the proposed building.

There is potential for future expansion if required and as funds become available.

Voting Requirements

Simple Majority

Officer Recommendation

That the Council of the Shire of Dundas:

- 1 approve the development application for the construction of a new community hall on lot 227 Yurkla Way Eucla**
- 2 endorse the plans for the Eucla Community Hall as included in the papers relating;**
- 3 prepare final plans and tender documentation for the project; and**
- 4 undertake a public tender process to construct the hall in accordance with the plans and specifications**

Moved Cr: R Patupis

Seconded Cr: P Hogan

Resolution

That the Council of the Shire of Dundas:

- 1 approve the development application for the construction of a new community hall on lot 227 Yurkla Way Eucla**
- 2 endorse the plans for the Eucla Community Hall as included in the papers relating;**
- 3 prepare final plans and tender documentation for the project; and**
- 4 undertake a public tender process to construct the hall in accordance with the plans and specifications**

Carried by: Simple Majority

For: 6

Against: 0

10.3 Members and Policy

Agenda Reference & Subject	
10.3.1 – Review of the Register of Delegations	
Location / Address	Shire of Dundas
File Reference	GV.AU.2
Author	Deputy CEO
Date of Report	13/02/2018
Disclosure of Interest	Nil

Summary

For the Council of the Shire of Dundas to review and approve the updates to the Register of Delegations.

Background

The Local Government Act of 1995 S 5.42 sets out certain delegations of power to the CEO, S5.44 further sets out delegations by the CEO to other staff members.

The Act requires local governments to keep a register of its delegations and review it once every financial year.

Statutory Environment

Local Governments Act 1995 S5.42 and S5.44

Policy Implications

Updating the current delegations

Financial Implications

Delegate the authority to approve purchase orders and payments

Strategic Implications

Consistent with the Shire's Strategic Community Plan and Corporate Business Plan

Consultation

CEO and other senior staff

Comment

The aim of delegated authority is to assist with improving the time taken to make decisions within the constraints allowed by relevant legislation. Without delegated authority, most decisions of the Shire would need to be made by Council at its ordinary meetings. Having appropriate delegations in place allow day to day decisions to be made by the Chief Executive Officer, who in turn can sub-delegate these to other staff if appropriate.

There are 6 amendments being brought before Council for approval. These amendments are summarised below and a full list of the proposals is included in Papers relating.

	Delegated Authority	Change Proposed
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1	F04	Donations	Increase in value from \$200 to \$1,000 in line with the Council's policy C.6 Community Grants Program
2	F14	Purchase order authorisation	Record of use, Office copy of the purchase order to be handed over to Account Officer along with details of quotations received
3	A17	Tenders	Increase tender limit to \$150,000 in line with Local Government (Functions and General) Regulations 1996 (correcting a clerical error in previous version)
4	E10	Street tree removal	Delegating authority to Manager Projects in addition to Manager of Works
5	E19	Private works	Delegating authority to Manager Projects in addition to Manager of Works
6	H08	Appointment of authorised officers – Health (Asbestos) Regulations 1992	New delegation in accordance with Health (Asbestos) Regulations 1992, Section 15(d) (5)

Voting Requirements

Absolute majority

Officer Recommendation

That the Council of the Shire of Dundas approve the additional delegations and Delegated Officers now included in the Register of Delegations.

Moved Cr: R Patupis
Seconded Cr: P Hogan

Resolution

That the Council of the Shire of Dundas approve the additional delegations and Delegated Officers now included in the Register of Delegations.

Carried by: Simple Majority

For: 6

Against: 0

10.4 Administration, Finance and Community Service

Agenda Reference & Subject	
10.4.1 – Accounts Paid 01/12/2017 – 31/12/2017	
Location / Address	Shire of Dundas
File Reference	FM.CR
Author	Accounts Payable Officer
Date of Report	08/02/2018
Disclosure of Interest	Nil

Trust Cheques

Chq/EFT	Date	Name	Description	Amount
				0.00

Municipal Cheques

Cheque	Date	Name	Description	Amount
26287	08/12/2017	Australian Communications & Media Authority	Licence Renewal Fee 14.12.2017 - 13.12.2018	112.00
26288	08/12/2017	Telstra Corporation Limited	Mobile Phone Usage and Satellite Service 17.11.2017 - 16.12.2017	908.81
26289	15/12/2017	Horizon Power	Street Light Usage 01.11.17 - 30.11.17	3566.20
26290	15/12/2017	Telstra Corporation Limited	ADSL Usage 20.11.2017 - 19.12.2017	59.95
26291	15/12/2017	Water Corporation	Various Water Accounts (26.09.2017 - 27.11.2017)	17228.39
26292	19/12/2017	Jessica Schultz	Artist Agreement - Norseman Town Centre Heritage Project	350.00
				\$22'225.35

Municipal Account EFT's

EFT	Date	Name	Description	Amount
EFT2178	08/12/2017	Australia Post	Postage for October 2017	722.83
EFT2179	08/12/2017	Officemax	Various Stationery Items	197.07
EFT2180	08/12/2017	Barry Bayley	Reimburse fuel for GVROC meeting	70.80
EFT2181	08/12/2017	Courier Australia	Freight (Total Eden)	13.00
EFT2182	08/12/2017	Cartman Designs	Additional Design Work and research for Alternative concept design from 13.09.2017 - 19.11.2017	12070.85
EFT2183	08/12/2017	Shire of Dundas Municipal Fund	Payroll deductions	710.00
EFT2184	08/12/2017	Dundas Fencing & Building Maintenance	Supply and Install new solid core door to front (aged care unit 3) \$424.05 Repair deadlock at pool kiosk \$82.50 Dig out post at doctors residence near gates and concrete, replace front wall panel to 11 Roberts \$383.74	890.29
EFT2185	08/12/2017	David Thiel	Deposit payable for re-roof of aged care units	12000.00
EFT2186	08/12/2017	Elite Gym Hire	Hire of Weights and treadmill 12.11.17 - 12.12.17	885.18
EFT2187	08/12/2017	Esperance Plumbing Service	Install Supplied Drink Fountain, Modify existing pipework for drain in kids pool and replace faulty shower heads	4374.90
EFT2188	08/12/2017	Department of Fire & Emergency Services	ESL (October 2017)	2769.45
EFT2189	08/12/2017	Full Moon Cafe	Supply of Lunches (Jon Ashby and crew) 31.10.17 - 02.11.2017 \$155.00 Assorted sandwiches and hot foods for LEMC meeting \$135.00	290.00
EFT2190	08/12/2017	Madura Pass Oasis Motel	Accommodation x 6 + Meals and Fuel (Bushfire)	1105.20
EFT2191	08/12/2017	G2IT	StorageCraft & ShadowProtect Licence for October 2017	140.00
EFT2192	08/12/2017	Tipsy Jipsy's	Entertainment for Norseman Town Christmas Fayre	1000.00
EFT2193	08/12/2017	City of Kalgoorlie-Boulder	Regional Record Facility (RRF) Contribution 01/01/18 - 30/06/18 \$8800.00 User charges for 01.10.17 - 31.10.17 \$202.40	9209.86

			User Charges for 01.11.17 – 30.11.17 \$207.46	
EFT2194	08/12/2017	Star Track Credit	Freight (Bunzl)	200.74
EFT2195	08/12/2017	Moore Stephens (WA) Pty Ltd	Calculation of PAYG on termination of Cissy Ellison	385.00
EFT2196	08/12/2017	MARRAK GROUP SAFETY SUPPLIES AND APPAREL	Clothing - Peter Ladewig (pants x3)	159.79
EFT2197	08/12/2017	Norseman District High School	Donation-Presentation award night 2017	150.00
EFT2198	08/12/2017	Norseman Eyre Motel	Accommodation and Meals for Jon Ashby and Workers (31.10.17 - 01.11.17)	947.00
EFT2199	08/12/2017	Navman Wireless Australia Pty Ltd	Monthly Satellite Service 05.11.17 - 04.12.17	65.89
EFT2200	08/12/2017	O'Dwyer Electrical	Disconnect electricity supply to evap a/c system on Art Gallery roof	242.00
EFT2201	08/12/2017	The Railway Motel	Accommodation and Meals for S Warner (15.11.2017)	186.50
EFT2202	08/12/2017	Retech Rubber	Supply and install Softfall + travel, freight and accommodation	23796.30
EFT2203	08/12/2017	South East Petroleum	Diesel 7000lts \$8688.68 Ad Blue \$748.00 Diesel and Unleaded card sales 24.09.17 – 28.10.17 \$1536.33	10973.01
EFT2204	08/12/2017	South Coast Foodservice	Supply of 2x Disinfectant 5lt, 1x Hand soap 5lt, 5x Ctn's of Toilet Paper and 5x Ctns of Paper Towel \$524.62 Purchase 2x Cakes for Seniors Xmas Dinner \$103.21	627.83
EFT2205	08/12/2017	Solutions IT (invoice S)	Monthly billing for November 2017 (Managed support) \$1479.50 Cloud back-up agreement (shadow protect) \$180.68	1660.18
EFT2206	08/12/2017	Norseman Hardware	Hardware items for October 2017	541.90
EFT2207	08/12/2017	Wilson's Diesel & Auto Repairs	Please fit 2 new tyres to R/H Rear of Service Truck \$1060.80 Check A/C Problem and repair on Hino 500 \$89.80 Repair control safety switch on Excavator \$150.00 Carry out repair to Doctors Vehicle \$40.00 Purchase 5x Fittings for Tip Truck \$67.60	1408.20
EFT2208	08/12/2017	Western Australian Local Government Association	Councillor Training - Serving on Council 15/11/2017 Kalgoorlie Barry Bayley & S Warner \$1030.00 Councillor Training – Meeting procedures and debating 16/11/2017 for B Bayley, S Warner and L Bonza \$1545	2575.00
EFT2209	12/12/2017	Ngadju Dancers	Norseman Christmas Fayre - Carols in the Town Centre Singer	350.00
EFT2210	15/12/2017	Advertiser Print	Supply 5000x Letterhead Paper	568.00
EFT2211	15/12/2017	Austral Mercantile Collections	Rates debt collection (November 2017)	9772.16

EFT2212	15/12/2017	Laurene Bonza	Claim (Council Meeting 21.11.2017 and Briefing 20.11.2017)	363.00
EFT2213	15/12/2017	Barry Bayley	Claim - Council Meeting 21.11.2017, Briefing 20.11.2017 and Meals Purchased 15.11.2017 \$267.78 Reimburse Fuel Purchased (elected member training 15+16 Nov) \$72.12	339.90
EFT2214	15/12/2017	Shire of Dundas Municipal Fund	Payroll deductions	660.00
EFT2215	15/12/2017	JEP Hogan	Claim (Council Meeting 21.11.2017 and Briefing 20.11.2017)	240.00
EFT2216	15/12/2017	The Leisure Institute of Western Australia Aquatics (Inc)	LIWA Aquatics Membership for S Murphy (2017/18)	120.00
EFT2217	15/12/2017	Star Track Credit	Freight (Jason Signmakers)	434.66
EFT2218	15/12/2017	Golden Flame Nominees Pty Ltd	Refreshments for Seniors Christmas Dinner 2017	324.00
EFT2219	15/12/2017	Norseman Concrete	Supply 2 tonne blue metal ballast	55.00
EFT2220	15/12/2017	South Coast Foodservice	4 x 5L Disinfectant & 1x Carton of 120L garbage bags	94.42
EFT2221	15/12/2017	Veronica Wyatt	Claim (Council Meeting 21.11.2017 and Briefing 20.11.2017)	240.00
EFT2222	15/12/2017	Sharon Warner	Claim (Council Meeting 21.11.2017 and Briefing 20.11.2017)	240.00
EFT2223	18/12/2017	Tri Nation Steel (WA) Pty Limited	Progress Payment No1 - Shade Structure over Toddlers Pool (all structural steel work complete)	21010.00
EFT2224	22/12/2017	ZircoDATA Pty Ltd	Storage of Minute & Rate books (November 2017)	172.07
EFT2225	22/12/2017	BP Norseman	Diesel and Unleaded fuel sales for November 2017	1047.78
EFT2226	22/12/2017	Laurene Bonza	President Allowance (November & December)	2000.00
EFT2227	22/12/2017	BOC Limited	Container Service Fee (29/10/2017-27/11/2017)	32.93
EFT2228	22/12/2017	Courier Australia	Freight (Advertiser Print & Water Lab)	79.97
EFT2229	22/12/2017	Cuten Guneder Machinery	Truck Hire for Norseman-Hyden Road (3/11/2017-7/12/2017) \$15760.00 Float Hire (3.11.17 - 7.12.17) transport grader to pit 14 and return \$2400.00	18160.00
EFT2230	22/12/2017	Darren Wallace	Project Supervisor - Upgrade of Norseman Airport, Travel, Strategic Document Review and Vehicle Mileage	4818.00
EFT2231	22/12/2017	Esperance Freight Lines	Freight (Colas)	255.55
EFT2232	22/12/2017	Department of Fire & Emergency Services	ESL (November 2017)	17420.58
EFT2233	22/12/2017	Goldfields Image Works	Record, edit and supply on disc ordinary council meeting for October & November 2017 \$528.00 Team photos for player and coach for 2017 netball season \$110.00	638.00
EFT2234	22/12/2017	P & L Hogan Transport Services	Supply 2x 45kg Gas Bottles to Doctors Residence (Mildura St) 23.10.2017 \$314.00	785.00

			Supply 1x 45kg Gas Bottle for J Fry (Roberts) 24.10.2017 \$157.00 Supple 2x 45kg Gas Bottles for S Bowyer (Robert St) 15.10.2017 \$314.00	
EFT2235	22/12/2017	Instant Weighing	Calibration for Case 721 Loader	2569.05
EFT2236	22/12/2017	Jason Signmakers	9 x Gum Leaves Contour Cut to Shape, 1x Mural artwork and signage + freight	2404.71
EFT2237	22/12/2017	Local Government Professionals Australia WA	2017-2018 Council Corporate Membership	938.00
EFT2238	22/12/2017	Star Track Credit	Freight (WesTrac)	166.29
EFT2239	22/12/2017	Malcolm Thompson Pumps	Disconnect Davey pump and motor and re-install customer supplied reconditioned unit - including travel	2178.00
EFT2240	22/12/2017	Marketforce	Advertising – Manager of Works & Services (The West Australian 04/11/2017) \$709.95 ATTPP Amendment of Local Law 2017 (KM 27.10.2017) \$228.16 Manager of Works & Services (WA 28.10.2017) \$663.82 Electors General Meeting (KM 28.11.2017) \$85.93 Notification of Gratuity Payment (KM 27.11.2017) \$ 85.93	1773.79
EFT2241	22/12/2017	Norseman Community Markets	Reimbursement for Fuel Vouchers (Norseman Town Christmas Fayre - Community Markets)	50.00
EFT2243	22/12/2017	Online Business Equipment	Monthly Service Agreement No17649	71.50
EFT2244	22/12/2017	Rasa Patupis	Deputy President Allowance (November & December)	500.00
EFT2245	22/12/2017	Psychologic Cognitive Therapy Services Pty Ltd	Patient Consults between July 2017 - December 2017 (168 Consults)	3000.00
EFT2246	22/12/2017	Party Tricks Kalgoorlie	2 x Artists for Norseman Town Christmas Fayre (Balloon Sculptures, Glitter tattoos and Airbrush body art)	1200.00
EFT2247	22/12/2017	Colas	Supply 2 x 200L drums of Emulsion	473.00
EFT2248	22/12/2017	Sigma Companies Group Pty Ltd	Purchase 1 x Digital Commercial Thermometer	69.95
EFT2249	22/12/2017	Visimax Safety Products	Supply and deliver 2 x Collars, 3 x Warning Signs and 2 x Muzzles (Dangerous Dog goods)	186.80
EFT2250	22/12/2017	Norseman Hardware	Various hardware items (November 2017)	507.93
EFT2251	22/12/2017	Wilson's Diesel & Auto Repairs	Repair/Replace hoses, centre bearing and tail shaft overhaul on Case Loader \$6868.00 Repair and refit grader tyre \$105.00 Repair tyre for grader \$105.00 Service Water Truck \$1508.70 Service the Service truck \$1489.90 Service grader \$1272.50 Service doctors car \$402.00 Wheel balance doctors car \$220.00 Tyre patch repair on Gardeners Car \$40.00 Service works managers car \$659.20 Service supervisors car \$363.70	17509.90

			Service project managers car \$793.40 Repair tailgate and a/c on tip truck \$518.80 Purchase cable ties \$28.80 Repair fuel tank on tip truck \$532.50 Service Volvo rubbish truck \$1431.40 Repair clutch on Water Truck \$785.40 Repair A/C on road roller \$385.60	
4220	01/12/2017	Kilima Pty Ltd	Rent for 81 Roberts Street – Norseman CRC (cost recovered from CRC)	1100.00
4419	01/12/2017	WA Treasury Corporation	New Doctors Residence – Loan Repayment plus Interest	28708.29
4426	06/12/2017	RSPCA WA Inc	Invoice 7324 Payment – Inspectorate Assistance	5500.00
4430	06/12/2017	HW and Associates	Invoice 4537 Payment – Quantity Surveying Service – Eucla Community Hall	1980.00
4431	07/12/2017	P Turner	Meals, Travel and Incidental Allowance – Goldfields Tourism Board Meeting in Laverton on 07.12.2017 – 08.12.2017	1025.30
PAY	12/12/2017	Payroll	Payroll Direct Debit of Net Pays (includes Christmas bonus)	74217.78
4447	19/12/2017	A Simpson & B Smith	Artist Agreement Fee for Town Heritage Project	1400.00
PAY	26/12/2017	Payroll	Direct Debit of Net Pays	55935.76
4458	29/12/2017	ANZ	Set Up Fee for Direct Debit Option with ANZ	220.00
				\$374'275.84

Municipal Account Direct Debts

Chq/EFT	Date	Name	Description	Amount
4415	01/12/2017	ANZ Bank	ANZ Bank Merchant Fees	151.45
4417	01/12/2017	3E Advantage	Rental Agreement – Sharp Interactive Board	256.30
4440	14/12/2017	3E Advantage	Photocopier Lease Payment for November 2017	5951.32
DD9486/ 9500	05/12/2017	ClickSuper	Superannuation 15.11.2017 – 28.11.2017	15354.42
DD9511	14/12/2017	ClickSuper	Superannuation 29.11.2017 – 12.12.2017	17700.29
				\$39'413.78

Municipal Account Credit Cards

Chq/EFT	Date	Name	Description	Amount
4446	18/12/2017	Chief Executive Officer		276.11
	25/10/2017	State Law Publisher	Advertisement Local Law in Government Gazette	146.50
	28/10/2017	Goldfields Tyre Kalgoorlie	Tyre Repair for Toyota Prado	20.00
	05/11/2017	Puma Guildford	Diesel for Toyota Prado	109.61
4446	18/12/2017	Deputy Chief Executive Officer		2799.06
	18/10/2017	Flight Centre	Flight for P Turner – Perth Airport Tourism Awards	530.70
	24/10/2017	123RF	Stock Images	99.25

	30/10/2017	Fremantle Village	Accommodation for P Ladewig and S Borsi (13 + 14 November)	480.00
	31/10/2017	Bunnings	Pot for Town Heritage Upgrade – P Turner	131.88
	01/11/2017	Local Government Managers	LG Professionals Annual State Conference 2017 for G Kohobange	440.00
	02/11/2017	Virgin Australia	Flights for G Kohobange – LG Conference	234.00
	09/11/2017	Ingogo	Taxi Fare for G Kohobange – LG Conference	25.62
	09/11/2017	City Kalgoorlie-Boulder	Parking at Kalgoorlie Airport for G Kohobange – LG Conference	10.00
	09/11/2017	Swan Taxis	Taxi Fare for G Kohobange – LG Conference	13.23
	10/11/2017	Aloft Perth	Accommodation for G Kohobange – LG Conference	191.08
	10/11/2017	Swan Taxis	Taxi Fare for G Kohobange – LG Conference	35.39
	10/11/2017	GM Cabs	Taxi Fare for G Kohobange – LG Conference	10.19
	14/11/2017	Qantas	Change of Flight Fee – P Turner	99.00
	14/11/2017	Harvey Norman	Safeguard UPS	298.00
	17/11/2017	CabFare	Taxi Fare for P Turner – Jason Signmakers Meeting 17.11.2017	35.69
	17/11/2017	Taxi Epay	Taxi Fare Taxi Fare for P Turner – Jason Signmakers Meeting 17.11.2017	42.03
	20/11/2017	Total Eden	Reticulation	123.00
		Adobe Export	PDF Credit	136.50
		CREDIT	Refund of Accommodation for T Dixon	-281.30
		CREDIT	Credit Refund – Bank Fees and Interest Charges	-1216.94
		CREDIT	Caltex Refund – Purchased to many fuel vouchers	-400.00
		CREDIT	Redeem Credit Card Point – Points for Pay	-900.00
		ANZ Credit Card	Credit Card Purchases for 23.10.2017 – 21.11.2017	\$413.43

Summary of account totals

Trust EFT's / Cheques	0.00
Municipal Cheques	\$22'225.35
Municipal EFT's	\$374'275.84
Municipal Direct Debit's	\$39'413.78
Municipal Credit Cards	\$413.43
Grand total for December 2017	\$436'328.40

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas monthly accounts paid from 01/12/2017 to 31/12/2017 be noted

Moved Cr: B Bayley
Seconded Cr: S Warner

Resolution

That the Shire of Dundas monthly accounts paid from 01/12/2017 to 31/12/2017 be noted

Carried by: Simple Majority For: 6 Against 0

Agenda Reference & Subject	
10.4.1 – Accounts Paid 01/01/2018 – 31/01/2018	
Location / Address	Shire of Dundas
File Reference	FM.CR
Author	Accounts Payable Officer
Date of Report	08/02/2018
Disclosure of Interest	Nil

Trust Cheques

Chq/EFT	Date	Name	Description	Amount
EFT2274	05/01/2018	Kalgoorlie Salvage & Demolition	RETURN DEMOLITION DEPOSIT	500.00
EFT2310	19/01/2018	Department of Mines, Industry Regulation and Safety	RECOUP BUILDING APPLICATIONS	113.30
EFT2311	19/01/2018	Shire of Dundas	COMMISSIONS BRB LEVY	10.00
				\$623.30

Municipal Cheques

Cheque	Date	Name	Description	Amount
26293	05/01/2018	Horizon Power	Electricity Supply – Various Accounts	11380.66
26296	25/01/2018	Telstra Corporation Limited	Landline & Internet Usage 05.01.18 - 04.02.18	1284.34
				\$12'665.00

Municipal Account EFT's

EFT	Date	Name	Description	Amount
EFT2252	05/01/2018	Australia Post	Postage (November 2017)	385.33
EFT2253	05/01/2018	Austral Mercantile Collections	Rates Debt Collection (December 2017)	1994.96
EFT2254	05/01/2018	Officemax	Various stationery	145.57
EFT2255	05/01/2018	Shire of Dundas Municipal Fund	Payroll deductions	660.00
EFT2256	05/01/2018	Elite Gym Hire	Hire of weights and Treadmill (12.12.2017-12.01.2017)	885.18
EFT2257	05/01/2018	A.D. Engineering International	Town clock quarterly service (03.12.2017 - 02.03.2018)	132.00

EFT2258	05/01/2018	Esperance IT Services	Work during November 2017 (Purchase 3x CDM PC's with 24 Screens)"	3982.00
EFT2259	05/01/2018	H+ H Architects	Eucla Town Hall Building Improvements	2578.13
EFT2260	05/01/2018	Landgate	Certificate of Title & Sketch search and Management Order - Reserve 4798	50.60
EFT2261	05/01/2018	Star Track Credit	Freight (Jason Signmakers)	811.04
EFT2262	05/01/2018	Malcolm Thompson Pumps	Travel to Norseman and repair 2x Davey ISO pumps at swimming pool	7505.90
EFT2263	05/01/2018	Norseman Concrete	Supply concrete 25MPA 4m3-5m3 01.11.17 - 03.11.17	7057.60
EFT2264	05/01/2018	Norseman IGA	Various goods (November 2017)	640.83
EFT2265	05/01/2018	Norseman Community Resource Centre	Printing of December Norseman Today	2000.00
EFT2266	05/01/2018	Navman Wireless Australia Pty Ltd	Monthly satellite service 05.12.2017 - 04.01.2018	65.89
EFT2267	05/01/2018	Novus Auto Glass Esperance	Supply and Fit 1x new windscreen to Toyota Hilux	350.00
EFT2268	05/01/2018	South East Petroleum	Diesel 8000lts \$10291.60 Diesel 7000lts \$8833.44 Diesel & Unleaded fuel sales \$983.98	20109.02
EFT2269	05/01/2018	South Coast Foodservice	Supply 32x Rolls of Hand Towels (Rolls), 5x Ctn's of Toilet Paper and 5x Ctn's of Hand Towel	562.22
EFT2270	05/01/2018	Tennant Australia Pty Ltd	Purchase new Scrubber 5700 walk behind for town streets	16294.30
EFT2271	05/01/2018	Wilson's Diesel & Auto Repairs	Front end loader tyre repair	207.80
EFT2272	05/01/2018	WesTrac Pty Ltd	Supply of 2 x brush AS gutter wire x 2 \$615.10 Supply of 1 x brush AS gutter wire \$307.55	922.65
EFT2273	05/01/2018	WML Consultants Pty Ltd	Claim 6 - Norseman Airport Project Management	6378.08
EFT2275	12/01/2018	Norseman All Terrain Survey's	Norseman Air-Strip Upgrade Survey Works (30/11/2017-21/12/2017)	2836.80
EFT2276	12/01/2018	Appliance Testing Supplies	Electronic Equipment Log Books (four)	88.00
EFT2277	12/01/2018	BOC Limited	Container Service Fee (28/11/2017-28/12/2017)	34.04
EFT2278	12/01/2018	Courier Australia	Freight (Advertiser Print & S Ellison)	248.76
EFT2279	12/01/2018	Commander Australia Limited	COMMANDER PHONE SERVICE	284.16
EFT2280	12/01/2018	Shire of Dundas Municipal Fund	Payroll deductions	660.00
EFT2281	12/01/2018	Goldfields Image Works	Norseman Town Precinct Heritage Project Images \$3542 Photographic Consult Heritage Images and Design \$3102 Consultation Research and Collaboration with Norseman Historical Society \$2310 Activity Cave Photographic Consult \$2156 Banners Iragul Artwork – High Resolution \$1540	12650.00

EFT2282	12/01/2018	Goldfields Voluntary Regional Organisation of Council	Attendance of 2 people at GVROC dinner 30/11/2017	119.02
EFT2283	12/01/2018	City of Kalgoorlie-Boulder	User charges for Records storage (1/12/2017-31/12/2017)	7.04
EFT2284	12/01/2018	Matthews Smash Repairs	Excess due on Insurance Claim	300.00
EFT2285	12/01/2018	Norseman Eyre Motel	Accommodation and meals for contractors (pool shade structure)	1364.00
EFT2286	12/01/2018	Ngadju Conservation Aboriginal Corporation	Ngadju Rangers Camera Training plus Equipment	2498.00
EFT2287	12/01/2018	RJ Brookes	Health Inspections x14, BP x5.5, TP Enquiries x8, Local Law Reviews x42 + Meals (21.10.2017 - 01.12.2017)	6662.00
EFT2288	12/01/2018	Signet Pty Ltd	Supply 5 x boxes of Wypall Wipes (20 rolls)	629.97
EFT2289	12/01/2018	Wilson's Diesel & Auto Repairs	Wheel Alignment, 2 New Tyres, Service at 27,950 Tighten front bulbar \$1388.40 Service Gardeners Ute \$480.90 Service Gardeners Ute \$480.90 Service and fit 2 new tyres to Supervisors Ute \$927.70 Replace back tyre to CD managers car \$255	3532.90
EFT2290	12/01/2018	Sharon Warner	Stand-in pool manager 20/12/2017-31/12/2017	1306.50
EFT2291	19/01/2018	Australasian Performing Right Association Limited	Licence Renewal Fees (1/01/2018-31/01/2018)	198.36
EFT2292	19/01/2018	Advertiser Print	Supply of 1000x Community Calendars 2018	5385.00
EFT2293	19/01/2018	Laurene Bonza	Claim (Council Meeting & Electors General Meeting 19/12/2017, Local Government Act Review Workshop 30/11/2017, GVROC Meeting 1/12/2017)	523.00
EFT2294	19/01/2018	Barry Bayley	Claim (Council meeting & Electors General Meeting 19/12/2017, GVROC 1/12/2017)	320.00
EFT2295	19/01/2018	Dundas Fencing & Building Maintenance	Maintenance work on Phoenix Park toilets and materials	91.85
EFT2296	19/01/2018	Department of Fire & Emergency Services	ESL (December 2017)	910.83
EFT2297	19/01/2018	Threat Protect	Alarm Monitoring	444.81
EFT2298	19/01/2018	JEP Hogan	Claim (Council Meeting & Electors General Meeting 19/12/2017)	240.00
EFT2299	19/01/2018	Golden Flame Nominees Pty Ltd	Christmas BBQ for Shire Staff, Partners and Councillors	2748.00
EFT2300	19/01/2018	Norseman Historical Museum Association	Norseman Town Precinct Heritage Walk: Images and Research	1500.00
EFT2301	19/01/2018	Online Business Equipment	Monthly Service Agreement No 17649	71.50
EFT2302	19/01/2018	Office National Kalgoorlie	1 x 1500mm x 900mm white Board 1 x 900mm x 600mm White Board	195.46
EFT2303	19/01/2018	Rasa Patupis	Claim (Council Meeting & Electors General Meeting 19/12/2017)	240.00
EFT2304	19/01/2018	Valma Schultz	Artist Agreement - Norseman Town Centre Heritage Project	700.00
EFT2305	19/01/2018	Solutions IT (invoice S)	Cloud back-up agreement December 2017	180.68
EFT2306	19/01/2018	Solutions IT (invoice A&B)	Monthly billing for January 2018 (Managed Support)	1479.50

EFT2307	19/01/2018	Veronica Wyatt	Claim (Council meeting & Electors General Meeting 19/12/2017)	240.00
EFT2308	19/01/2018	Waterman Irrigation Australia	Check operation of Telemetry - Repair control solenoid at standpipe - plus travel & labour	605.00
EFT2309	19/01/2018	Sharon Warner	Claim (Council Meeting and Electors general meeting 19/12/2017, Goldfields tourism Network Association Meeting 7-8/12/2017)	320.00
EFT2312	19/01/2018	Australian Taxation Office	BAS (December 2017)	30140.00
EFT2313	25/01/2018	BP Norseman	Diesel and Unleaded fuel sales for December 2017	886.97
EFT2314	25/01/2018	Coyle's Mower & Chainsaw Centre	2 x Stihl Back Pack Blowers, 2 x 5 ltr Stihl two stroke oil and 3 x vacuum kits	2617.50
EFT2315	25/01/2018	Shire of Dundas Municipal Fund	Payroll deductions	660.00
EFT2316	25/01/2018	Dundas Fencing & Building Maintenance	Pump out septic tank Unit 4/100 Prinsep street (Doll Delamotte)	461.45
EFT2317	25/01/2018	Esperance Rural Supplies	1000 ltr pod of Round Up Ultra Max	7106.00
EFT2318	25/01/2018	Landgate	Mining Tenement Chargeable M2017/117.11.2017 - 5.12.2017	38.35
EFT2319	25/01/2018	Norseman Eyre Motel	Accommodation and meals for 4 x contractors 18/12/2017- swimming pool shade construction \$765.50 Accommodation for Richard Brookes on 19/12/2017 \$135.00	900.50
EFT2320	25/01/2018	Norseman Community Resource Centre	Printing of 19/12/2017 Agenda and Papers Relating	316.00
EFT2321	25/01/2018	Wilson's Diesel & Auto Repairs	Replace all 8 tyres to Water Truck \$4160.80 Purchase 4x Ratchet Straps \$207.60 Repair hydraulic Leak, ABS fault and cabin lift hose to rubbish truck (job done 24.06.2017) \$3681.90 Free up grease point on loader frame - job done 11/08/2017 \$249.90 Service Tractor Mower (job done 19.10.2017) \$1805.70 Replace damaged hydraulic hose (job done 25.11.17) \$502.40 Service Tractor (job done 20.10.17) \$1803.20 Service Loader (job done 21.07.2017) \$727.10 Repair damage cutting deck on Kubota (job done 12.06.17) \$478.90 Repair tyre on loader (job done 19.05.17) \$128.80 Repair sprayer and battery box on to water truck \$529.80 Service loader \$2241.40 Fit 1x tyre to Toyota Hilux \$392.70 Repair A/C in Bomag roller \$596.70	17506.90
EFT2322	25/01/2018	WML Consultants Pty Ltd	Claim 7 - Norseman Airport Project Management	1930.50
4463	02/01/2018	Kilima Pty Ltd	Rent for 81 Roberts Street - January 2018 (Costs recovered from CRC)	1100.00
PAY	09/01/2018	Payroll	Direct Debit of Net Pays (TOIL and RDO Payout and Overtime for Firefighters)	80007.58

4476	12/01/2018	P Turner and M McEwan	Advised from WALGA TAX (Overpaid Tax from Payroll) Returned to Employee's	2050.00
4478	15/01/2018	Horizon Power	BPAY Payment – Electricity Usage 18.10.2017 – 18.12.2017 (Street Lights, Admin, Town Hall, Bowling Clue, 36 Angove)	7018.30
4479	15/01/2018	Telstra Corporation	BPAY Payment – Various Account Payments 05.12.17 – 19.01.18	1265.42
4488	19/01/2018	T Dixon	Travel, Incidentals and Meal Allowance (Preparing Minutes & Agendas Training 22.01.2018)	570.03
4491	23/01/2018	Payroll	Direct Debit of Net Pays (Overtime for Firefighters)	63793.95
4492	23/01/2018	WA Treasury Corporation	Doctors New Residence - WA Treasury Corporation Government Fees	1673.77
				\$343'377.50

Municipal Account Direct Debts

Chq/EFT	Date	Name	Description	Amount
4461	02/01/2018	ANZ Bank	ANZ Bank Merchant Fees	325.28
4462	02/01/2018	3E Advantage	Rental Agreement – Sharp Interactive Board	256.30
4480	15/01/2018	3E Advantage	Photocopier Lease Payment for December 2017	4329.46
DD9521	10/01/2018	ClickSuper	Superannuation 13.12.2017 – 26.12.2017	14272.88
DD9531	16/01/2018	ClickSuper	Superannuation 27.12.2017 – 09.01.2018	15793.25
DD	25/01/2018	ClickSuper	Superannuation 10.01.2018 – 23.01.2018	17132.10
				\$52'109.27

Municipal Account Credit Cards

Chq/EFT	Date	Name	Description	Amount
4481	15/01/2018	Chief Executive Officer		2246.06
	18/11/2017	Fairfax Subscriptions	Magazine Subscription	59.54
	23/11/2017	State Law Publisher	Nova Accommodation Village	131.85
	27/11/2017	Wotif	Accommodation for T Dixon – Sage Hotel Perth	280.80
	28/11/2017	Wotif	Accommodation for D Stead & L Bonza – Tower Hotel Kalgoorlie	288.00
	29/11/2017	Virgin Australia	Change flight fee for T Dixon	80.00
	29/11/2017	Virgin Australia	Flight for T Dixon – 21.01.2018	181.33
	01/12/2017	Tower Hotel Kalgoorlie	Meals and Beverages for D Stead	15.00
	13/12/2017	CPA Australia	2018 Membership Renewal for G Kohobange	850.00
	15/12/2017	Matthews Smash Repairs	Insurance Excess for D Stead	300.00
	18/12/2017	Fairfax Subscriptions	Magazine Subscription	59.54
4481	15/01/2018	Deputy Chief Executive Officer		4998.69
	23/11/2017	Australia Day Council	WA Gold Membership 17-18 for P Turner	550.00
	25/11/2017	Murray Hotel	Credit for T Dixon Accommodation	
	28/11/2017	Red Dot Kalgoorlie	Supplies for Seniors Xmas Dinner	217.00
	28/11/2017	Bunnings Kalgoorlie	Supplies for Seniors Xmas Dinner	218.60
	30/11/2017	Woolworths Kalgoorlie	Supplies for Seniors Xmas Dinner	92.70

	30/11/2017	Woolworths Kalgoorlie	Supplies for Seniors Xmas Dinner	754.19
	30/11/2017	Woolworths Kalgoorlie	Supplies for Seniors Xmas Dinner	51.00
	30/11/2017	KMART Kalgoorlie	Supplies for Seniors Xmas Dinner	453.25
	30/11/2017	Red Dot Kalgoorlie	Supplies for Seniors Xmas Dinner	40.00
	04/12/2017	Bunnings Kalgoorlie	Christmas Events Supplies	97.08
	05/12/2017	Caltex Norseman	Fuel Vouchers for Xmas Fayre	1200.00
	05/12/2017	Caltex Norseman	CREDIT	
	06/12/2017	Clarivate US Tech	Australian Standards 4976	112.93
	07/12/2017	Laverton Caravan Park	Accommodation for P Turner	220.00
	08/12/2017	Woolworths Kalgoorlie	Youth Xmas Activities	10.50
	08/12/2017	Reject Shop Kalgoorlie	Youth Xmas Activities	42.00
	08/12/2017	BCF Kalgoorlie	Pop Up Tents	841.14
	18/12/2017	Reece Plumbing	Back Flow Valve	779.60
CREDIT	03/01/2018	ANZ ADJUSTMENT	Credit Adj.	-279.36
		ANZ Credit Card	Credit Card Purchases for 22.11.2017 - 21.12.2017	\$7646.69

Summary of account totals

Trust EFT's	\$623.30
Municipal Cheques	\$12'665.00
Municipal EFT's	\$343'377.50
Municipal Direct Debit's	\$52'109.27
Municipal Credit Cards	\$7'646.69
Grand total for January 2018	\$416'421.76

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas monthly accounts paid from 01/01/2018 to 31/01/2018 be noted.

Moved Cr: R Patupis
Seconded Cr: B Bayley

Resolution

That the Shire of Dundas monthly accounts paid from 01/01/2018 to 31/01/2018 be noted.

Carried by: Simple Majority For: 6 Against: 0

Ray Marcon, Peter Iadewig, Mark Crick and Steven Borsi exited the Council Chambers at 6:14pm.

Agenda Reference & Subject	
10.4.2 – Financial Statements for the Periods Ending 31st January 2018	
Location / Address	Shire of Dundas
File Reference	FM.FI
Author	Deputy CEO
Date of Report	13/02/2018
Disclosure of Interest	Nil

Officer Recommendation

That the Shire of Dundas Financial Statements for the periods ending 31st January 2018 be accepted.

Moved Cr: S Warner
Seconded Cr: V Wyatt

Resolution

That the Shire of Dundas Financial Statements for the periods ending 31st January 2018 be accepted.

Carried by: Simple Majority

For: 6

Against: 0

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 February 2018
Disclosure of Interest	Nil

Summary

For Council to note the reports received from the CEO, 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

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

Moved Cr: R Patupis
 Seconded Cr: B Bayley

Resolution

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

Carried by: Simple Majority

For: 6

Against: 0

Agenda Reference & Subject	
10.4.5 – 2017/2018 Budget Review	
Location / Address	Shire of Dundas
File Reference	FM.AD
Author	Deputy CEO
Date of Report	13/02/2018
Disclosure of Interest	Nil

Summary

For the Council to note the proposed amendments to the 2017/18 Budget.

Background

The Council is required (by regulation 33A of the Local Government (Financial Management) Regulations 1996) to conduct at least one budget review during the period 1 January to 31 March of each financial year. The review must consider financial performance up to a period no earlier than 31 December. The adoption requires an absolute majority decision of Council and a copy of this review is to be forwarded to the Department of Local Government and Communities within 30 days.

The Department of Local Government and Communities has revised, issued Circular No. 06/2006 to provide local governments with information about the budget review process. The following paragraphs are key points from the circular:

A budget review is a detailed comparison of the year to date actual results with the adopted budget. It establishes whether a local government continues meeting its budget commitments: is in receipt of income and incurs expenditure in accordance with the adopted budget.

It is preferable for budget reviews to be conducted by senior staff. They understand the operations of a local government, the reasons for significant variances and the action required to address the problem. The results of the review and accompanying report from senior staff could be presented to the Audit Committee for consideration and advice to Council.

Regulation 33A (2) and (3) of the FM Regulations requires the results of the budget review to be submitted to Council within 30 days of the review. Council is then to consider a review submitted to it and determine whether or not to adopt the review, any part of the review or any recommendations made in the review.

This review is based on performance to 31 January 2018.

Statutory Environment

The Local Government Act 1995 S6.2 states that local governments are required to prepare an annual budget. The Financial Regulations (r.33A) requires that between 1 January and 31 March in each financial year a local government is to carry out a review of its annual budget.

Policy Implications

Budget commitments need to be managed in line with applicable policies and procedures.

Financial Implications

The proposed amendments will result in an anticipated overall deficit of \$52,791 mainly because of the estimated cost overrun associated with the Norseman airport upgrade project.

Strategic Implications

Meeting of budget commitments are paramount importance in achieving long term strategic objectives of the Shire.

Consultation

CEO, Senior Administration Officer, Manager of Works, Manager Projects and Manger Community Development

Comment

Comments on those items which have a projected variance of over 10% and greater than \$5,000 have been provided below. In some instances although the variance is outside of these parameters, due to their significant value, comments have been provided.

The revised budgeted will be presented to the Council in March for approval.

Item	Adopted Budget	Revised Budget	Variance	Comment
General Purpose Funding				
<u>Income</u>				
Rates Levied	2,000,000	2,065,381	65,381	Increase in rateable value
Rates Non-payment Penalty Interest	50,000	60,000	10,000	Increase in outstanding rates
Financial Assistant Grant (FAG)	534,118	494,531	-39,587	Subsequent reduction in allocated grant
Interest on Reserve Fund	125,000	140,000	15,000	Delay in spending unspent grant of airport upgrade project
Governance				
<u>Expenses</u>				
Consultants	10,000	15,000	5,000	CEO's KPI review
Office Garden Maintenance	30,000	19,000	-11,000	Expected savings
Admin Vehicles Running Costs	13,000	20,000	7,000	Increase in running cots of admin vehicles
Other Consulting Fees	10,000	55,000	45,000	Consultancy fee on infrastructure valuation. Not included in the adopted budget
Travel & Accommodation	15,000	10,000	-5,000	Expected savings
Admin Computer Upgrades	7,000	15,000	8,000	Server upgrade for Altus ready / Synergy soft
<u>Income</u>				
Commission	15,000	10,000	-5,000	Decrease in commission from DOT
Law, Order & Public Safety				
<u>Expenses</u>				

Crime Prevention - CCTV Security	22,000	32,000	10,000	Installation of additional cameras based on the feedback from the Police
Education & Welfare				
<u>Expenses</u>				
Youth - Building Maintenance	10,900	5,000	-5,900	Expected savings
<u>Income</u>				
Other Grant	5,000	0	-5,000	Reduction in kidsport grant
Housing				
<u>Expenses</u>				
Staff Housing Building Maintenance	33,000	18,000	-15,000	Expected savings
New doctor's House Building Maintenance	6,000	15,000	9,000	Additional work carried out at new doc's house
Community Amenities				
<u>Expenses</u>				
Waste Facility Maintenance Norseman	95,000	85,000	-10,000	Expected savings
Expansion Of Norseman Tip	40,000	50,000	10,000	Addition cost for the heritage survey required
Effluent Drainage Scheme	20,000	10,000	-10,000	Expected savings
<u>Income</u>				
Contributions	1,000	7,000	6,000	Insurance claim received via NDHS, damage to community bus
Recreation & Culture				
<u>Expenses</u>				
Swim Pool - Plant Maintenance	17,500	25,000	7,500	Replacement of running pump
Swimming Pool Chemicals	15,000	10,000	-5,000	Expected savings
Parks, Gardens & Reserves Mtce	300,000	282,500	-17,500	Expected savings
Marks Park Upgrade	140,000	120,500	-19,500	Project is complete, actual savings
Eucla Recreational Facilities	24,000	0	-24,000	Little usage of facilities, review in 2018/19
Community Consultation	10,000	5,000	-5,000	Expected savings
Gold Fever Festival	20,000	0	-20,000	Event is not taking place in 2017/18
Transport				
<u>Expenses</u>				
Norseman Block Maintenance	20,000	12,000	-8,000	Expected savings
Stockpiling Gravel	30,000	16,050	-13,950	Actual savings
Footpath Repairs	15,000	10,000	-5,000	Expected savings
Street Trees & Watering	30,000	35,000	5,000	Increase in watering requirements
Street Signs	30,000	22,000	-8,000	Expected savings
Footpath Construction	125,000	98,000	-27,000	Expected savings

Road Plant Purchases	241,000	213,250	27,750	Actual savings
Norseman & Eucla Airfield Maintenance	30,000	10,000	-20,000	Expected savings
Eucla Airstrip Feasibility Study	50,000	65,000	15,000	Additional cost on material testing
Norseman Airport Upgrade	2,300,000	2,800,000	500,000	Due to increase in cost associated with aggregate and crushed rock
Income				
FAG Grants - Roads	157,654	167,158	9,504	Subsequent increase in grant
Transfer from Unspent Grant Reserve	1,492,367	1,596,076	103,709	Remaining balance in unspent grant reserve being used for the airport project
Economic Services				
Expenses				
Area Promotions	15,000	7,500	-7,500	Expected savings
Website Upgrade	15,000	5,000	-10,000	Upgrade will be planned in 2018/18
Other Property & Services				
Expenses				
Tyres	35,000	20,000	-15,000	Expected savings
Overall				
Insurance	158,320	150,770	-7,550	Due to scheme member dividend allocation
Salaries	2,085,965	2,256,374	170,409	\$120k be recovered from DFES for working on bushfire incidents. \$50k overtime and leave payout.
Depreciation (Non cash item)	2,092,189	2,384,544	292,355	Due to increase in building valuation. No cash flow impact.

Voting Requirements

Simple Majority

Officer Recommendation

That the Council of Shire of Dundas note the proposed amendments to the 2017/18 Budget as given in papers relating.

Moved Cr: B Bayley
Seconded Cr: R Patupis

Resolution

That the Council of Shire of Dundas note the proposed amendments to the 2017/18 Budget as given in papers relating.

Carried by: Simple Majority

For: 6

Against: 0

Agenda Reference & Subject	
10.4.6 – Disability Access and Inclusion Plans (DAIP)	
Location / Address	Shire of Dundas
File Reference	CM.PL.3
Author	Manager Community Development
Date of Report	23/01/2018
Disclosure of Interest	Nil

Summary

Disability Access and Inclusion Plans (DAIP) provide an effective framework for meeting the needs of many people in the community. This not only includes people with disability but also families with young children and prams, seniors and people from culturally and linguistically diverse backgrounds. The Shires current DAIP finished at the close of 2017. A new DAIP is now presented to Council for adoption.

Background

The Shire of Dundas adopted its first Disability Service Plan (DSP) in 1996 to address access barriers within the community. Committed to facilitating the improved inclusion of people living with disability the Shire reviewed access to information, facilities and services. Since the adoption of the initial DSP, the Shire has implemented many initiatives and made significant progress towards better access.

Statutory Environment

The Western Australia Disability Services Act 1993 requires all Local Governments to develop and implement a Disability Access and Inclusion Plan (DAIP) to ensure that people with disability have equal access to its facilities and services. Other legislation underpinning access and inclusion includes the *Western Australia Equal Opportunity Act (1984)* and the *Commonwealth Disability Discrimination Act 1992 (DDA)*, both of which make discrimination on the basis of a person's disability unlawful.

Policy Implications

Policies will be updated as and when required.

Financial Implications

Upgrades and development of services and infrastructure are reviewed in the Annual Budget.

Strategic Implications

Strategic Community Plan 2012-2022

Theme 1: A vibrant, active and healthy socially connected Community.
SCP 1.3: The Community are engaged in constructive activities that encourage social and Community development.

Consultation

This DAIP was developed with the consultation of the Shire of Dundas Community, Community stakeholders and services, Department of Communities Disability Services and the in line with the Shire's Strategic Community Plan.

Comment

Nil

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas Council adopt the Shire of Dundas Disability Access and Inclusion Plan 2018-2022.

Moved Cr: R Patupis
Seconded Cr: V Wyatt

Resolution

That the Shire of Dundas Council adopt the Shire of Dundas Disability Access and Inclusion Plan 2018-2022.

Carried by: Simple Majority For: 6 Against: 0

As the following items refer to staff issues it is recommended that the meeting proceed behind closed doors.

Moved Cr: P Hogan
Seconded Cr: R Patupis

Resolution

That the meeting proceed behind closed doors.

Carried by: Simple Majority For: 6 Against: 0

Video recording stopped and Gihan Kohobange, Tracy Dixon, Margaret McEwan, Lynn Webb and Janine Thornton exited the Council Chambers at 6:24pm.

Agenda Reference & Subject	
10.4.7 – Appointment of Recruitment Consultant.	
Location / Address	Shire of Dundas
File Reference	Personal File
Author	CEO
Date of Report	15 th February 2018
Disclosure of Interest	Yes

Resolution

That Council come out from behind closed doors.

Carried by: Simple Majority For: 6 Against: 0

Gihan Kohobange, Tracy Dixon, Margaret McEwan and Lynn Webb re-entered Council Chambers at 6:37pm and video recording started.

Council Recommendation

That Council adopt the following CEO recruitment process:

1. **ESTABLISHES** the Chief Executive Officer Recruitment and Selection Committee in accordance with Section 5.8 and Section 5.9(2)(a) of the Local Government Act;
2. **APPOINTS** all Councillors to the Committee;
3. **AUTHORISES** the CEO Recruitment and Selection Committee to liaise with the appointed independent recruitment consultant under the following Terms of Reference:
 - *The CEO Recruitment and Selection Committee is to be an advisory Committee for the duration of the CEO recruitment process;*
 - *The CEO Recruitment and Selection Committee is to coordinate the recruitment process in an appropriately confidential manner, including working with the appointed recruitment consultant to attract and select appropriate candidates;*
 - *The CEO Recruitment and Selection Committee, with the assistance of the recruitment consultant, is to coordinate the advertising, search for candidates, short listing, development of interview process, conducting interviews, screening, assessing, conducting second round interviews, conducting referee checks, writing reports and contract preparation; and*
 - *The CEO Recruitment and Selection Committee is to report back to Council throughout the process and provide Council with sufficient advice to permit a determining decision to be made at an Ordinary Meeting of Council regarding the final selection, appointment and contracting of the CEO.*

Moved: Cr: P Hogan

Seconded: Cr: V Wyatt

Resolution

That Council adopt the following CEO recruitment process:

1. **ESTABLISHES** the Chief Executive Officer Recruitment and Selection Committee in accordance with Section 5.8 and Section 5.9(2)(a) of the Local Government Act;
2. **APPOINTS** all Councillors to the Committee;
3. **AUTHORISES** the CEO Recruitment and Selection Committee to liaise with the appointed independent recruitment consultant under the following Terms of Reference:
 - *The CEO Recruitment and Selection Committee is to be an advisory Committee for the duration of the CEO recruitment process;*
 - *The CEO Recruitment and Selection Committee is to coordinate the recruitment process in an appropriately confidential manner, including working with the appointed recruitment consultant to attract and select appropriate candidates;*

- *The CEO Recruitment and Selection Committee, with the assistance of the recruitment consultant, is to coordinate the advertising, search for candidates, short listing, development of interview process, conducting interviews, screening, assessing, conducting second round interviews, conducting referee checks, writing reports and contract preparation; and*
- *The CEO Recruitment and Selection Committee is to report back to Council throughout the process and provide Council with sufficient advice to permit a determining decision to be made at an Ordinary Meeting of Council regarding the final selection, appointment and contracting of the CEO.*

Carried by: Absolute Majority

For: 5

Against: 1

Cr. S Warner is recorded as being against the motion.

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 20th March 2018.

14 Closure of Meeting

There being no further business the Shire President thanked all those in attendance and declared the meeting closed at 6:42pm