



## Notice of Meeting and Agenda Ordinary Council Meeting 19<sup>th</sup> March 2019

### **NOTICE OF MEETING**

The next Ordinary Meeting of the Council will be held on 19<sup>th</sup> March 2019 in the Council Chambers at Prinsep Street Norseman, commencing at 6:00pm to consider and resolve on the matters set out in the attached agenda.

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

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

Peter Fitchat  
Chief Executive Officer  
14<sup>th</sup> March 2019

## Notes to Agenda

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Any person or entity who has an application before the Shire must obtain, and should only rely on, written notice of the Shires decision and any conditions attaching to the decision, and cannot treat as an approval anything said or done at a Council or Committee meeting.

Any advice provided by an employee of the Shire on the operation of written law, or the performance of a function by the Shire, is provided in the capacity of an employee, and to the best of that person's knowledge and ability. It does not constitute, and should not be relied upon, as a legal advice or representation by the Shire. Any advice on a matter of law, or anything sought to be relied upon as representation by the Shire should be sought in writing and should make clear the purpose of the request.

AGENDA for the ORDINARY Meeting of the Council to  
be held in the Council Chambers at the Shire  
Administration Office – Prinsep Street Norseman on  
the 19<sup>th</sup> March 2019 commencing at 6.00pm

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## 1 Declaration of Opening and Announcement of Visitors.

The Shire President welcomed all in attendance and declared the meeting open at

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

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

### 1.1 Attendance at meeting by Councillor AR Patupis.

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

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

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

#### **Recommendation**

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

Moved: Cr  
Seconded: Cr

#### **Resolution**

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

Carried by: Absolute Majority                      For:                      Against:

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

Financial Interests:

Proximity Interests:

Impartiality Interests:

Gifts Received by Councillors:

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

**3 Record of Attendance of Councillors / Officers and Apologies.**

Cr LG Bonza	Shire President
Cr AR Patupis	Deputy Shire President
Cr JEP Hogan	
Cr BN Bayley	
Cr SM Warner	
Cr VL Wyatt	
Peter Fitchat	Chief Executive Officer
Gihan Kohobange	Deputy Chief Executive Officer
Pania Turner	Manager of Community Development
Peter Crawford	Manager of Works and Services
Tracy Dixon	Administration Officer

**4 Applications for Leave of Absence.****5 Response to Previous Public Questions Taken on Notice.****6 Public Question Time.**

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

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

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

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

7.1 Minutes of the Special Meeting of Council held on 29<sup>th</sup> January 2019 be confirmed as a true and accurate record.

**Recommendation**

**That the minutes of the Special Council Meeting held on 29<sup>th</sup> January 2019 be confirmed as a true and accurate record.**

Moved Cr:  
Seconded Cr:

**Resolution**

Carried by: Simple Majority For: Against

7.2 Minutes of the Ordinary Meeting of Council held on 19<sup>th</sup> February 2019 be confirmed as a true and accurate record.

**Recommendation**

**That the minutes of the Ordinary Council Meeting held on 19<sup>th</sup> February 2019 be confirmed as a true and accurate record.**

Moved Cr:  
Seconded Cr:

**Resolution**

Carried by: Simple Majority For: Against

**8 Petitions, Deputations or Presentations.**

**8.1 Reports of Committees**

8.1.1 GVROC – Cr Bonza/Cr Bayley

8.1.2 WALGA – Cr Bonza/Cr Patupis

8.1.3 Woodlands Centre Construction Project – Cr Wyatt/Cr Warner

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

8.1.5 Goldfields Tourism Network Association – Cr Warner/Cr Patupis

8.1.6 Regional Roads Group – Cr Bonza/Cr Wyatt

8.1.7 Roadwise – Cr Wyatt/Cr Warner

**9 Announcements by Presiding Member without Discussion.**

## 10 Reports of Officers.

### 10.1 Planning, Development, Health and Building

<b>Agenda Reference &amp; Subject</b>	
<b>10.1.1– Management Order over Reserve 4508</b>	
Location / Address	Shire of Dundas
File Reference	Reserve 4508
Author	Peter Fitchat
Date of Report	14 <sup>th</sup> March 2019
Disclosure of Interest	Nil

#### Summary

For the Council of the Shire of Dundas to consider taking over the Management Order currently held by the State Department of Western Australia over Reserve 4508 for the Purpose of Water. (See Papers Relating).

#### Background

Reserve 4508 is currently registered to the State of Western Australia (Management Order Water Corporation) this area is also known as 3 Mile Rocks.

As discussed previously to see if there is an opportunity to acquire this Reserve for the purpose of Tourism as it is in close proximity to the old Dundas Townsite and this will add to the current tourist attraction along the Heritage Trail.

#### Statutory Environment

Land Administration Act 1997

#### Policy Implications

Nil

#### Financial Implications

The Shire may have to incur costs to transfer Management Order and Native Title Clearances, with the possibility of a contribution towards associated costs.

#### Strategic Implications

The Reserve provides an opportunity to form part of the Shire of Dundas Site Development Plan and future tourist attractions.

#### Consultation

CEO, Water Corporation and Councillors.

#### Comment

With discussion with Tony Snell it appears that there may be an opportunity to acquire this management order over the Reserve and Water Corporation are willing to assist the Shire of Dundas in taking the Management Order over the Reserve.

Once the Department of Planning, Lands and Heritage receive a request from Water Corporation, they will look at all the options to transfer this Management Order over this Reserve to the Shire of Dundas. With Council permission we will investigate the options available and cost associated with all the relevant required clearances, before bringing this back for a formal decision.

#### Voting Requirements

Simple majority

#### Officer Recommendation

**That the Council of the Shire of Dundas delegate the CEO to investigate the associated cost required for all clearances associated to obtain the Management Order from the Water Corporation before bringing this back for a formal decision to accept Reserve 4508 Management Order to fall under Shire of Dundas.**

Moved Cr:  
Seconded Cr:

#### Resolution

Carried by: Simple Majority For: Against

### 10.2 Engineering and Works

Nil

### 10.3 Members and Policy

<b>Agenda Reference &amp; Subject</b>	
<b>10.3.1 – Receive the Information Bulletin</b>	
Location / Address	Shire of Dundas
File Reference	CM.CI.2
Author	Peter Fitchat – Chief Executive Officer
Date of Report	1 <sup>st</sup> March 2019
Disclosure of Interest	Nil

#### Summary

For Council to consider receiving the Information Bulletin for the period ending 28<sup>th</sup> February 2019

#### Background

The Councillors' Information Bulletin for the period ending 28<sup>th</sup> February 2019 was completed and circulated to Councillors.

#### Statutory Environment

##### *Local Government Act 1995*

- Section 2.7(2) - Provides that Council is to oversee the allocation of local government finances and resources and to determine the local government policies.



- Section 3.1 – Provides that the general function of the local government is to provide for the good governance of persons in its district.

#### Policy Implications

Council has no policies in relation to this matter

#### Financial Implications

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

#### Strategic Implications

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

#### Consultation

Nil.

#### Comment

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

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

#### Voting Requirements

Simple Majority

#### Officer Recommendation

**That Council receive the March Councillors' Information Bulletin for the period ending 28<sup>th</sup> February 2019 as included in confidential papers relating.**

Moved Cr:  
Seconded Cr:

#### Resolution

Carried by: Simple Majority

For:

Against

### 10.4 Administration, Finance and Community Service

<b>Agenda Reference &amp; Subject</b>	
<b>10.4.1 – Accounts Paid 1/02/2019 to 28/02/2019</b>	
Location / Address	Shire of Dundas
File Reference	FM.CR
Author	Accounts Payable Officer
Date of Report	13/03/2019
Disclosure of Interest	Nil

**Trust Payments**

Chq/EFT	Date	Name	Description	Amount
541	01/02/2019	Shire of Dundas Petty Cash	RECOUP PETTY CASH 7.12.18 - 29.1.19	550.00
				<b>\$550.00</b>

**Municipal Cheques**

Cheque	Date	Name	Description	Amount
26368	01/02/2019	Shire of Dundas Petty Cash	Recoup to petty cash 07.12.2018 - 29.01.2019	572.70
				<b>\$572.70</b>

**Municipal Account EFT's**

EFT	Date	Name	Description	Amount
EFT3424	01/02/2019	Australia Post	Postage (December 2018)	217.98
EFT3425	01/02/2019	Darren Wallace	Norseman Airstrip - Consultancy Services 02.07.18 - 27.07.18 \$2904.00 Preparation of Goods and Services Tender \$1980.00	4884.00
EFT3426	01/02/2019	FULL MOON CAFE	Catering for 10 people on Tuesday 15th January 2019 (Council Meeting)	250.00
EFT3427	01/02/2019	McLeod's Barristers & Solicitors	Fees for outstanding rates - Iragul Aboriginal Corporation plus disbursements	3735.05
EFT3428	01/02/2019	Navman Wireless Australia Pty Ltd	Monthly satellite service (05.01.2019 - 04.02.2019)	65.89
EFT3429	01/02/2019	RENEE PETERSEN	Rates refund for assessment A754 36 CORNELL STREET NORSEMAN 6443	200.00
EFT3430	01/02/2019	Waterman Irrigation Australia	Standpipe Remote Access Charge (01.01.19 - 30.06.19) and Annual Cloud Server Access (01.01.19 - 30.06.19)	639.65
EFT3431	01/02/2019	Telstra Corporation Limited	Landline and Internet Usage 05.01.2019 - 04.02.2019 \$791.44 Mobile Phone Usage 17.01.2019 - 16.02.2019 \$569.58	1361.02
EFT3432	08/02/2019	Eucla Motor Hotel	Accommodation for Peter Fitchat and Peter Crawford on 24/01/2019	250.00
EFT3433	08/02/2019	Shire of Dundas Municipal Fund	Payroll deductions	475.00
EFT3434	08/02/2019	Elite Gym Hire	Hire of Weights 12.01.19 - 12.02.19 \$568.65 Hire of Treadmill 12.01.19 - 12.02.19 \$442.70	1011.35
EFT3435	08/02/2019	H+ H Architects	Architectural Services - Eucla Community Hall + Disbursements 90% Complete	1334.55
EFT3436	08/02/2019	IRIS Consulting Pty Ltd	Record management pre-paid hours - 10 hrs Iris consulting	1540.00
EFT3437	08/02/2019	Modus Australia	Supply 1x Burton Toilet Building plus freight (Bromus Dam Toilets)	26385.70
EFT3438	08/02/2019	Norseman Community Resource Centre	Printing of the Norseman Today Vol36 No11 (December) 400x Copies	1200.00
EFT3439	08/02/2019	Online Business Equipment	Monthly Service Agreement No17649	71.50
EFT3440	08/02/2019	Public Libraries Western Australia	PLWA Membership 2018/2019	110.00

EFT3441	08/02/2019	SEEK LIMITED	Advertising - Manager of Works & Services	308.00
EFT3442	08/02/2019	South Coast Foodservice	Supply 5x Ctns of toilet paper and 5x Ctns of paper towel	488.68
EFT3443	08/02/2019	WA Tyre Recovery	Collection of 476x Various tyres from Waste Facility	3457.26
EFT3444	08/02/2019	Telstra Corporation Limited	Co - Location Services and Youth 20.10.2018 - 19.11.2018 \$224.95 Home Bundles 26.12.2018 – 25.01.2019 \$199.00 Co-Location 20.01.2019 – 19.02.2019 \$209.95	633.90
EFT3445	11/02/2019	Water Corporation	Various Water Accounts (01/01/19 - 28/02/19)	11761.51
EFT3446	15/02/2019	Advertiser Print	Purchase 1000x 2019 Community Calendars and 10x Plant Defect Report Books	5568.00
EFT3447	15/02/2019	Officemax	Purchase various stationery items	204.92
EFT3448	15/02/2019	BE Stearne & Co Pty Ltd	Camlock fittings for P266 Hino Water Truck	358.40
EFT3449	15/02/2019	Bunnings Warehouse Kalgoorlie	1 pallet of Rapid Set Concrete (60 bags) and 20 Meters of shade cloth	928.38
EFT3450	15/02/2019	BAH Henneker Pty Ltd	Travel to site, assess and report A/C units at Shire Admin Building \$1485.00 Assess current A/C at Scout Hall – Quote for replacement \$251.98 Assess nonoperational unit at 11 Roberts and Report Findings \$425.92 Service and clean 2x A/C units at CEO & CDO Offices \$1485.00	3421.00
EFT3451	15/02/2019	Laurene Bonza	Claim (Council Meeting 15.01.19 and Workshop 08.01.19)	363.00
EFT3452	15/02/2019	Barry Bayley	Claim (Council Meeting 15.01.19 and Workshop 08.01.19)	240.00
EFT3453	15/02/2019	BOC Limited	Container Service Fee (29.12.2018 - 28.01.2019)	45.45
EFT3454	15/02/2019	Courier Australia	Freight (State Library and Advertiser Print)	293.19
EFT3455	15/02/2019	Dundas Fencing & Building Maintenance	Unblock Male Urinal at Welcome Park Toilets	180.86
EFT3456	15/02/2019	Department of Fire & Emergency Services	ESL (January 2019)	2828.44
EFT3457	15/02/2019	JEP Hogan	Claim (Council Meeting 15.01.19 and Workshop 08.01.19)	240.00
EFT3458	15/02/2019	Horizon Power	Street Light Usage 01.01.19 - 31.01.19	3761.91
EFT3459	15/02/2019	IRIS Consulting Pty Ltd	Digitisation Program and Records Disposal 21-22 Feb 2019 (Tracy Dixon)	970.00
EFT3460	15/02/2019	Landgate	Management Order document G103287 \$25.70 Copy of Certificate of Title – Reserve 4058 \$25.70	51.40
EFT3461	15/02/2019	CS Legal Lawyers	Rates Debt Collection	523.80
EFT3462	15/02/2019	Norseman Visitor Centre	Purchase 10x 2019 Main Link telephone books	55.00
EFT3463	15/02/2019	Rasa Patupis	Claim (Council Meeting 15.01.19 and Workshop 08.01.19)	240.00

EFT3464	15/02/2019	SEEK LIMITED	Readvertised - Manager of Works & Services	308.00
EFT3465	15/02/2019	Town Planning Innovations Pty Ltd	Review of Town Planning Scheme \$11000.00 Town planning scheme No2 Lot 3 Roberts Street \$495.00	11495.00
EFT3466	15/02/2019	IT Vision	Changes to Office Copy purchase order template	242.00
EFT3467	15/02/2019	Veronica Wyatt	Claim (Council Meeting 15.01.19 and Workshop 08.01.19)	240.00
EFT3468	15/02/2019	Wilsons Diesel & Auto Repairs	Carry out 30-month service on Subaru Forrester 38DS \$342.80 Degrease and tighten fittings on Hydraulic Hose Rubbish Truck \$88.80 Carry out welding repairs on locking lungs for DS174 \$140.00	571.60
EFT3469	15/02/2019	Sharon Warner	Claim (Council Meeting 15.01.19 and Workshop 08.01.19)	240.00
EFT3470	15/02/2019	Telstra Corporation Limited	Installation Fee - Mobile Device Managed Services	749.23
EFT3471	22/02/2019	Australian Taxation Office	BAS (January 2019)	39593.00
EFT3472	22/02/2019	BAH Henneker Pty Ltd	Inspect and Report Admin A/C, Parts in A/C require replacement (includes travel)	1595.00
EFT3473	22/02/2019	Calypso Creative	Renew domain name for Jungjungka Festival	44.00
EFT3474	22/02/2019	Shire of Dundas Municipal Fund	Payroll deductions	475.00
EFT3475	22/02/2019	H+ H Architects	Architectural Services - Eucla Community Hall, Contract Administration 100% Complete	1334.54
EFT3476	22/02/2019	KBuilt Construction Pty Ltd	Progress Claim 7 - Eucla Community Hall	42042.17
EFT3477	22/02/2019	Landgate	Mining Tenement Chargeable M2019/1 06.12.2018 - 24.01.2019	62.40
EFT3478	22/02/2019	Mega Phones	Remaining balance of transfer of new telephone system	5371.50
EFT3479	22/02/2019	Ozowned Supplies & Services	Clean retic flooding in MCD office and clean 11 meeting room chairs	99.00
EFT3480	22/02/2019	Sigma Companies Group Pty Ltd	Purchase 4x Drums of Hydrochloric Acid, 4x 20lt DG Drum Poly and 1x Drum 45kg pool stabiliser	247.72
EFT3481	22/02/2019	Wilsons Diesel & Auto Repairs	Carry out 210'000km Service, Service air brake system and replace switch for data control on DS174 Tip Truck \$2726.10 Supply lockable fuel cap for Hino DS17 (06.11.2018) \$269.70 Replace damaged CV shaft and test on Navara 21DS \$646.60 Repair winch mount and fit to frame, replace faulty switch on dash, service air system and replace cabin lights on DS26 \$1554.00 Fit new windscreen, repair cracks in frame and fit new winch, replace globes in cabin on DS174 Tip Truck \$1560.10	8035.40

			Repair tool box on low loader DS4399 \$140.00 Supply and fit new windscreen to Hino 500 Service Truck \$640.00 Replace bearing and 2x belts on Kubota Mower \$498.90	
EFT3511	28/02/2019	Australia Post	Postage (January 2019)	216.32
EFT3512	28/02/2019	BAH Henneker Pty Ltd	Supply and install 1x Braemar RAC and GPO circuit to suit at old Scout Hall	3245.00
EFT3513	28/02/2019	Laurene Bonza	Claim (Workshop and Special Meeting 29.01.2019)	283.00
EFT3514	28/02/2019	Barry Bayley	Claim (Workshop and Special Meeting 28.01.2019)	160.00
EFT3515	28/02/2019	Bills Doors & Servicing	Servicing Admin electronic doors	600.00
EFT3516	28/02/2019	Glen Flood Group Pty Ltd T/A GFG Consulting	Project Managed Support for the development of the Woodlands Centre, Including Travel (01.01.19 - 31.01.19)	8511.87
EFT3517	28/02/2019	JEP Hogan	Claim (Workshop and Special Meeting 29.01.2019)	160.00
EFT3518	28/02/2019	Norseman IGA	Various IGA Purchases for January 2019	992.35
EFT3519	28/02/2019	Rasa Patupis	Claim (Special Council Meeting 29.01.2019)	160.00
EFT3520	28/02/2019	South East Petroleum	Diesel 5000LTS \$6844.20 Diesel and Unleaded fuel sales 31.12.2019 – 28.01.2019 \$1138.33	7982.53
EFT3521	28/02/2019	Veronica Wyatt	Claim (Workshop and Special Meeting 29.01.2019)	160.00
EFT3522	28/02/2019	Wilsons Diesel & Auto Repairs	Supply and fit new tyre to Grader, repair spare tyre and replace o'ring and fit \$1878.00 Repair park brakes and test on loader DS16 \$1075.50 Carry out 2500hr service on DS3300 Roller \$1117.10 Supply and fit new battery to CDO Vehicle 22DS \$336.80 Supply and fit new tyre to rim for CEO Toyota Prado \$257.60	4665.00
EFT3523	28/02/2019	Sharon Warner	Claim (Workshop and Special Meeting 29.01.2019)	160.00
EFT3524	28/02/2019	Horizon Power	Design Fee for Woodlands Centre Project at 80 Prinsep Street	6195.00
EFT3525	28/02/2019	Telstra Corporation Limited	Landline and Internet Usage for 05.02.2019 - 04.03.2019	1105.49
PAY	05/02/2019	Payroll	Direct Debit of Net Pays	60881.85
5093	13/02/2019	Margaret McEwan	Meals and Incidentals for Response Training (13 <sup>th</sup> & 14 <sup>th</sup> February 2019)	200.10
PAY	19/02/2019	Payroll	Direct Debit of Net Pays	59102.18
5099	20/02/2019	Tracy Dixon	Meals and Incidentals for Records Management Workshops (20 <sup>th</sup> - 23 <sup>rd</sup> February 2019)	443.85
5106	26/02/2019	Centrepay	Deduction Fees	4.95
5108	26/02/2019	Centrepay	Deduction Fees	1.98
				<b>\$348'631.82</b>

## Municipal Account Direct Debts

Chq/EFT	Date	Name	Description	Amount
5075	01/02/2019	ANZ	BPAY Transaction Fees	28.88
5075	01/02/2019	ANZ	Merchant Fees	172.63
5075	01/02/2019	Equipment Rents	Sharp Interactive Board	256.30
DD9859	01/02/2019	SuperChoice	Superannuation 09.01.2019 – 22.01.2019	13142.91
DD9872	08/02/2019	SuperChoice	Superannuation 23.01.2019 – 05.02.2019	12829.05
5096	14/02/2019	3E Advantage Pty Limited	CRC photocopier, Shire photocopier & Printer meter readings – January 2019	3065.79
DD9885	21/02/2019	SuperChoice	Superannuation 06.02.2019 – 19.02.2019	13196.20
				<b>42691.76</b>

**Municipal Account Credit Cards**

Chq/EFT	Date	Name	Description	Amount
<b>5098</b>	<b>15/02/2019</b>	<b>Deputy Chief Executive Officer</b>	<b>ANZ Credit Card Purchases 22/11/2018 – 23/12/2018</b>	<b>\$1782.76</b>
	05/01/2019	BP Kalgoorlie	Fuel Purchased – 38DS DCEO	66.65
	08/01/2019	Expedia	The Jetty Resort - Accommodation for C Reynolds (GFG Consulting)	142.00
	12/01/2019	Canning Pool Kalgoorlie	Plumbing Parts for Doctors Residence Reticulation	69.95
	12/01/2019	Reece Kalgoorlie	Plumbing Parts for Doctors Residence Reticulation	37.66
	18/01/2019	State Law Publisher	Gazettal of Property Local Law 2018	1466.50
<b>5098</b>	<b>15/02/2019</b>	<b>Chief Executive Officer</b>	<b>ANZ Credit Card Purchases 22/11/2018 – 23/12/2018</b>	<b>\$607.94</b>
	09/01/2019	Eva's Flowers	Wreath for Funeral (Tina Wilson)	150.00
	18/01/2019	ACCA	Membership Fee	457.94
			<b>Total Credit Card Purchases for 22/11/2018 – 23/12/2018</b>	<b>2390.70</b>

**Summary of Account Totals**

Trust EFT's / Cheques	\$550.00
Municipal Cheques	\$572.70
Municipal EFT's	\$348'631.82
Municipal Direct Debit's	\$42'691.76
Municipal Credit Cards	\$2'390.70
<b>Grand Total for February 2019</b>	<b>\$394'836.98</b>

**Voting Requirements**

Simple Majority

**Officer Recommendation**

That the Shire of Dundas monthly accounts paid from 1/02/2019 to 28/02/2019 be noted.

Moved Cr:  
 Seconded Cr:

**Resolution**

Carried by: Simple Majority

For:

Against

<b>Agenda Reference &amp; Subject</b>	
<b>10.4.2 – Financial Statements for the Period Ending 28th February 2019.</b>	
Location / Address	Shire of Dundas
File Reference	FM.FI
Author	Deputy CEO
Date of Report	13 <sup>th</sup> March 2019
Disclosure of Interest	Nil

**Officer Recommendation**

**That the Shire of Dundas Financial Statements for the period ending 28th February 2019 be accepted.**

Moved Cr:  
Seconded Cr:

**Resolution**

Carried by: Simple Majority

For:

Against

<b>Agenda Reference &amp; Subject</b>	
<b>10.4.3 – CRC Management Report &amp; Financial Statements to 28th February 2019.</b>	
Location / Address	Shire of Dundas
File Reference	CS.SP.8
Author	Deputy CEO
Date of Report	1 <sup>st</sup> March 2019
Disclosure of Interest	Nil



**Management Report & Monthly Statement of Financial Activity  
For the period ending 28th February 2019.**

**Officer Recommendation**

**That the Norseman Community Resource Centre Management Report and Financial Statements for the period ending 28th February 2019 be accepted.**

Moved      Cr:  
Seconded   Cr:

**Resolution**

Carried by:    Simple Majority

For:

Against



<b>Agenda Reference &amp; Subject</b>	
<b>10.4.4 – Officers Reports</b>	
Location / Address	Shire of Dundas
File Reference	CM.PL.1
Author	Chief Executive Officer
Date of Report	14 <sup>th</sup> March 2019
Disclosure of Interest	Nil

### Summary

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

### Background

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

### Statutory Environment

Nil

### Policy Implications

Nil

### Financial Implications

Nil

### Strategic Implications

Nil

### Consultation

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

### Comment

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

### Voting Requirements

Simple Majority

### Officer Recommendation

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

Moved Cr:  
Seconded Cr:

### Resolution

Carried by: Simple Majority

For:

Against

<b>Agenda Reference &amp; Subject</b>	
<b>10.4.5 – 2018/2019 Budget Review</b>	
Location / Address	Shire of Dundas
File Reference	FM.AD
Author	Gihan Kohobange
Date of Report	13 <sup>th</sup> March 2019
Disclosure of Interest	Nil

### Summary

For the Council to consider and approve proposed amendments to the 2018/2019 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.

Shire officers have reviewed the 2018/2019 budget in accordance with the provisions of the Local Government Act 1995 and have made some recommendations to ensure that a sustainable financial position is maintained. Details of the revised budget, in management format was presented at the budget review workshop for Councillors' review.

This review is based on performance to 31 January 2019.

### 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 help the Shire to manage anticipated cost overrun in the Woodland Centre project without having to draw down money from reserve accounts.

### 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

Statement of budget review (in statutory reporting format) and other accompanying reports are given in papers relating.

Comments on those items which have a projected variance of over 10% and greater than \$5,000 have been provided under variance analysis section of the budget review report included in papers relating. In some instances, although the variance is outside of these parameters, due to their significant, comments have been provided.

In Summary,

Overall, the revised budget indicates a carry forward surplus of \$79,260 due to various cost savings the Shire has been able to achieve. However, this surplus does not commensurate to depreciation expenses, required reserve transfers for future capital renewal requirements.

### **Operating Expenditure**

Total operating expenditure has increased by \$225,434. This primarily relates to increase in depreciation expenses of the swimming pool and the upgraded Norseman airstrip due to change in valuations. Depreciation expenses of these two assets have increased by \$308,855, offsetting overall cost savings that the Shire is expected to be achieved during this financial year.

### **Operating Income**

An increase of \$192,676 is estimated in relation to operating income mainly due to additional operating grant income and a slight increase in rate revenue due to increase in unimproved valuations.

### **Capital Expenditure**

Delay in securing grant funding for the upgrade work of the Eucla airstrip has resulted in the project (\$3,000,000) being pushed back to 2019/20 financial year. Provision of \$150,000, 50% of the estimated cost overrun of the Woodlands centre project has been factored in to the revised budget.

### **Capital Income**

Delay in grant finding for Eucla airstrip is reflected as a reduction in the capital income.

### Voting Requirements

Absolute Majority

### Officer Recommendation

**That the Council approve the Budget Review showing a carry forward surplus of \$79,260 as shown in the papers relating.**

Moved Cr:  
Seconded Cr:

### **Resolution**

Carried by: Absolute Majority For: Against

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

Moved Cr:  
Seconded Cr:

### **Resolution**

**That the meeting proceed behind closed doors.**

Carried by: Simple Majority For: Against

<b>Agenda Reference &amp; Subject</b>	
<b>10.4.6 – Confidential Item - Gratuity Payment</b>	
Location / Address	Shire of Dundas
File Reference	PE.PR
Author	Gihan Kohobange
Date of Report	8 <sup>th</sup> March 2019
Disclosure of Interest	Nil

### **Council Resolution**

**That the Council come from behind closed doors.**

Moved Cr:  
Seconded Cr:

Carried by: Simple Majority For: Against

### **Council Resolution**

Moved Cr:  
Seconded Cr:

Carried by: Simple Majority For: Against

## **11 Elected Members Motions of Which Previous Notice Has Been Given**

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

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

Voting Requirement Simple Majority

**Recommendation**

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

Moved Cr:  
Seconded Cr:

**Resolution**

Carried by: Simple Majority

For:

Against

**13 Next Meeting**

The next Ordinary Meeting of the Council is scheduled to be held on the 16<sup>th</sup> April 2019.

**14 Closure of Meeting**

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