



Norseman Woodlands to Eucla Coast

26th October 2023
Ordinary Council Meeting

Papers Relating

PAPERS RELATING

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7.1 That the minutes of the Ordinary Meeting of Council held on 28th September 2023 be confirmed as a true and accurate record.

Attachment 1: Unconfirmed Minutes Ordinary Council Meeting 28 September 2023

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10.2.2 Administration, Finance and Community Development

Attachment 2: Financial Statements for the period ending 31st August 2023

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10.3.4 Officers reports

Corporate Services – Finance & Administration

Reporting Officer: Pania Turner

Reporting Period: September 22- 23 October

Local Government Elections

The Shire of Dundas Administration was the polling place on Saturday 21st October, with Returning Officer Eric Plet conducting the counts, and supervising the full process. The newly introduced preferential system saw the central counting draw out, with many local governments unable to declare the results during the following days. Sunday 22nd October the Returning Officer declared the result for Dundas.

Congratulations to the successful candidates:

- Laurene Bonza
- Sharon Brown
- Chantelle McLeod

I look forward to working with the new look Council to achieve the goals identified in the Strategic Community Plan 2023-2032.

Well done to all candidates who nominated for Council. Towns require people who are willing to be engaged and active in building thriving sustainable communities where people want to call their home. Although not elected there are many ways to help grow your community.

I would also like to acknowledge the work of Rasa Patupis, and Veronica Wyatt who while serving on Council contributed to the decisions that assisted in turning a deficit into a surplus. They were also a part of the Council who supported Norseman & Eucla communities through a pandemic. Thank you both for your service to the residents and ratepayers of Dundas.

Feedback given to the WA Electoral Commission

Electoral Officers noted a number of complaints from people wanting to vote in the local government elections.

- Postal Packages not being received.
People were able to obtain a replacement voting packages direct from the Shire of Dundas for lost, damaged, or not received packages.
- Paperwork required to obtain a replacement package.
Only one incident was reported where a person was unhappy with being required to sign for a new postal package. One person felt the form required too much information or was too much to complete.
Paperwork is a requirement of the WA Electoral Commission, all packages issued must be allocated to a specific voter, with the previous assigned package then removed from their name. This ensure one ballot only is allocated to each voter.
- Not on the Electoral Role.

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Different from the Referendum, to vote in the WA Local Government Elections people must be registered by the **25th August, 2023**. This is due to the Electoral Role being uploaded to an independent system from the actual local government, that is the Shire of Dundas

Council will participate in Councillor Induction Workshop on the Tuesday 25 October.

Human Resources

Shire employees are a critical and valued resource for the Shire. Importantly staff contribute back to the community as they live and work within the Shire.

Site	Staff numbers (Fulltime, Parttime and Casual)
Administration	9
Works Depot	23
Visitor Centre/ CRC/ Youth	4
Laundromat	6
IGA/Post Office	15
Total	57

The IGA staff have worked together to adjust to the transition from a privately owned business to a Shire of business. The Shire was assisted by King Wood Mallesons in the process. All Shire employees work under the Local Government Award 2020 under the WA State Industrial Agreement.

Recruitment

Employment Opportunities are still available for the IGA Norseman. People are encouraged to complete an application form and submit with their CV, and/or cover letter.

Recruitment for a Technical Officer to join the Works team is now underway.

Executive Assistant

After an extended recruitment period the Executive Assistant position has now been filled and we would like to welcome you to Lizette Landsberg to the Corporate Services team.

Audit

The administration team has been busy with auditors this on site for a week conducting the final audit 2022/23. External auditors assist the Shire to conduct its business with transparency and thoroughness.

Auditors Dry Kirkness expressed their appreciation for the Shire's finance team's professionalism, attention to detail, and dedication to supporting the process.

The audit cover reviews samples from across the Shire's activities including financial transactions such as purchasing, disposal of assets and grants, recruitment, employee payments, property, plant, equipment, and Infrastructure, related party disclosures, significant events, and a number of other areas.

The final audit process is scheduled to be formally presented to Council in December. There are sometimes delays to the scheduled date as Dry Kirkness works with the Shire's external accountants Moore Australia to ensure the audit is comprehensive and captures all areas.

Reporting

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The following reports and plans are under development:

2022/23 Annual Report

Norseman Community Resource Centre Report

Equal Employment Opportunity Plan

Workforce Diversity Action Plan

Long-term Financial Plan

Corporate Business Plan

Community Citizenship Awards 2024

Each year across Australia local people making a significant difference in their local communities are nominated for a citizenship awards. areas such as; education, health, fund-raising, charitable and voluntary services, business, sport, arts, the environment, social inclusion or any other area that contributes to the advancement and wellbeing of a community. You can learn more about the award or make a nomination online by heading to <https://www.citizenshipawards.com.au/nominate/>.

Works and Services

Manager of Works and Services: Barry Hemopo

TOWN WORKS

- Plumbing and solar lighting connected up to the toilets at the airstrip.
- Fencing at the airstrip has stopped for a time to let the ground dry out so machinery can carry on with the task.

- Planes in Monday, Tuesday, and every second Wednesday.
- Dog park septic tanks pumped out.
- Electrical testing and tagging completed.
- Fire extinguisher test and tagging completed.
- Grade Beacon Hill Look out road.
- Remove fallen tree and rubbish in laneway behind Town Hall.

- Barricade verandah at 95 Roberts Street (Vehicles have reversed into support poles.)
- Inspections of all parks.
- Grade golf course road.
- Clean up graffiti in front of administration building.
- Clean up rubbish that was pulled out of IGA bins and spread around the back access lane behind the administration building.
- Marks Park lighting has been replaced with LED lighting.
- Water line to Eucla town hall repaired by contractor.
- Repairs to rear door of Diggers ice cream shop.
- Install filtration system to waste water at the laundry.
- Repair water leak at Dodd House.
- Repair water leak at Welcome Park men's toilets.

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- Remove fallen tree limb corner of Ramsay and Angove Street.
- Repair pothole in road outside the RV Park Mildura Street.
- Installation of Perspex windows to replace smashed glass windows on corner shop next to IGA.
- Pick up and clean IGA trolleys and return to IGA.
- Remove burnt out car from Mort Harslett.
- Fencing going up behind IGA for extra security at night.
- Installation of speed humps in laneway behind admin building and IGA.
- Reinstate flashing on roof at Men's Shed
- Repair water pipe leak on pipe going to airport.

GARDEN CREW

- Mow, snip and weed rear yard of Woodlands and garden beds.
- Mow and snip playgroup.
- Cleaning up storm drains ongoing.
- Ongoing rubbish being picked up around the community.
- Verge slashing continuing.
- Gardeners spraying aphids on roses,
- Mow snip John Street Park.
- Mow snip and weed Rotunda and Admin.

ROAD CREW

- Road crew now working in town with town crew.

PLANT

- Shire UD prime mover being utilised to tow IGA grocery trailer to Perth due to the IGA truck having mechanical issues.
- Iveco Powerstar (IGA) Prime mover in at Goldfields Truck power having mechanical repairs carried out. Should get truck back this week.
- SUV vehicle purchased for the Woodlands Centre, about 5 weeks away from receiving it.
- P347 IGA Forklift service carried out.
- P342 Ford Everest service carried out.
- P348 Postie bike front tyre flat new tube fitted.
- P324 Kubota Excavator engine oil and filters replaced.
- P283 Fuso truck service carried out.

Norseman Landfill

- Pump out number 1 holding tank to number 2 tank and onto the drying bed.
- Clean out rubbish catcher screen in the number 1 holding tank.
- Start cutting new slot for domestic waste.

OCCUPATIONAL SAFETY AND HEALTH

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- Ongoing JHA and SWP procedures being added to our system.
- All crews carrying out Take 5 precheck start sheets before commencing work.
- Rectify faults found on the risk assessment audit to all machines (WIP)
- Fatigue Management in place for the drivers transporting the post and supplies.

BUILDING MAINTENANCE

- New gas stove fitted to 36 Angove Street by qualified plumber.
- Medical Centre renovation works completed.
- 139 Prinsep Street painting of interior walls and ceilings, new gutters to be fitted to exterior.

RANGER SERVICES

- Recreational Vehicle counts ongoing.
- Bromus/Dunda's rubbish run 2 x a week and inspections.
- 1 x monthly inspection of Hyden Road camping areas.
- Conduct security checks of all buildings 2 x a week at night.
- New trainee Ranger has started and working with the Ranger.
- Fire inspections around town.
- Dog and feral cat catching ongoing.

CEMETERY

- Cemetery sprayed and weeded.

MWS WORKING ITEMS

- Quote to have a hot water cylinder fitted into the IGA so staff can wash their hands and dishes.
- Fit M5 locks to Town Hall, Community Health, Playgroup and Sports Complex, these will be all fob keys to electronically open. \$10,373.00 to complete the task.
- Quote to connect water at Eucla Town Hall via our own connection has been requested.

SWIMMING POOL

- Lawns mowed.
- Pumps checked.

PRIVATE WORKS

- Quote sent to Pantoro to help with resheeting the jump up to Beacon Hill lookout.

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Woodlands Cultural, Community & Visitor Centre Report

Reporting Officer: Tourism and Events-Margaret McEwan

Reporting Period: September – October 2023

Norseman Community Resource Course

Room Hire - 8

Digital Assistance - 11

TransWA Bookings - 3

Photocopying - 9

Printing - 8

Scanning/Email – 2

The CRC and Norseman Youth Services have worked together to revamp Kidz Klub program, which is held fortnightly on Saturdays, running out of the Woodlands Centre. Ages 6-12 years enjoy a morning craft activity, healthy snack and a movie.

Tiny Tots runs every Wednesday from 10am – 11.30am for ages 0-5 years, come along and join the fun where we have singing, reading, craft activity and a healthy morning tea. attendance of 15 - 20 people per session.

Services Australia 17 customers accessed Services Australia 17 self service 0 needed assistances with their claim 0 needed to be referred to a Services Australia Centre	Service Provider Visits Centrecare, Kalgoorlie – Financial Counselling. Centrecare, Esperance Cam Can Carers WA
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Photographic Competition

Head down to the Woodlands centre to view this year's entries for the Dundas photographic competition. The public are invited to vote for their favourite image in the people's Choice award.

Winners will be announced during at the October Council Meeting.

Workshops/ Services

Priscilla Pop-up. The team from Carers WA arrived in their Priscilla community engagement van to meet with Norseman residents. We look forward to having them visiting again.

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Day in the Park- raising awareness for mental health. It was excellent to partner with Norseman District High School to hold another community event to promote the importance of supporting good mental health and wellbeing.

Army Reserve Community Engagement Tour visited the Woodlands Centre meeting with residents explain what their role is and giving our information for those interested in an army career.

- Protect yourself against scams- Wednesday, 6 December 12 - 1pm
- Hairdresser- time and date TBC

Upcoming Events

- Tai Chi every Friday-1:30-2:30pm
- Paint & Sip workshop – Saturday, 28th October, Woodlands Centre 11am – 1pm
- Happy Seed Yoga Session- contact the CRC now, once we have enough bookings the session with Olenna can be booked.
- Evans Ayres
- Trick or Treat at the Woodlands Centre- 31st October 2023
- Senior's Outing Shire of Coolgardie Christmas Luncheon
- Senior's Christmas Dinner- 1st December, Norseman Town Hall 6pm- late
- Community Markets- Saturday 18 December Norseman Town Centre

Norseman Visitor Centre

From 29th September – 17th October, a total of eight hundred and two (802) patrons have been through the Woodlands Centre (excluding CRC customers).

RV Park receipts collected 1st – 16th October \$3454.55. The VC team is encouraging tourists submit their receipts to show assist in capturing the tourism spend in Norseman.

Public Toilets in Norseman

The Shire has been required to close 24hour access to the Welcome Park, Phoenix Park and Norseman Town Toilets due to an increase in petty vandalism causing damage. Public toilets are open 7:30am - 4:30-5pm. Council will review the opening hours as it works to address the vandalism with community stakeholders.

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Youth & Recreation Services

Youth & Recreation Officer: Brad Turner

Period of reporting: 30th August to 28th September 2023

Norseman Youth Centre Attendance and Activities

The Norseman Youth Centre has been bustling with activity throughout the last month, and extra busy with the school holidays.

The Youth Centre has had **792** visits during the reporting period.

Activities & Events

New Scooters

Youth say a big thank you to the Shire for the new scooters and helmets. We now have 5 scooters, which the youth use for 20minutes, and then another person has a turn. The skate park is very popular. To use the scooters the youth must wear helmets.

Flowerpot Decoration:

Our budding young green thumbs expressed their creativity by designing their own flowerpots. After decorating, the pots were with soil and planted up. This activity not only encouraged artistic expression but also instils a responsibility to look after the plant to watch it grow and then bloom.

Pop Stick Design Creations:

The old-style crafting of using popsicle stick has kept the youth entertained, with a number of creations emerging. This activity promoted attention to detail and patience.

Card and Board Games:

The Youth Centre offered a wide range of card and board games to keep participants entertained and mentally engaged. Popular games included Uno, Monopoly, and Chess. These games encouraged social interaction and strategic thinking, and foster healthy competition, and resilience.

School Holiday Movie trip

During the school holidays, the Youth Centre enjoyed a trip to the movies in Kalgoorlie, to watch "Paw Patrol." All the youth were well behaved and had a fun time enjoying the movie. Thank you to the Shire for sponsoring the movie and lunch.

Barbecues in the Park

The Youth Centre often takes the opportunity when the weather is nice to hold an afternoon BBQ at Marks Park. This allows the kids to have good outdoor play and provides relaxed atmosphere while enjoying a sausage sizzle.

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Upcoming Activities

- Movie & Games Night – 13–17-year-olds Norseman Youth Centre
- Trick or Treat at the Woodlands Centre: 31st October 2023
- Halloween Movie Night Friday 3rd November
- Tiny Tots Esperance Excursion November (day TBC)

Trick or Treat at the Woodlands Centre

Families are invited to kick off their trick-or-treating adventures with a variety of exciting activities at the Woodlands Centre. We have a ghoulishly good time planned for everyone, including:

- Costume Contest: Show off your creativity and come dressed in your most fun and spooky costumes! Prizes will be awarded to the most creative and eerie outfits.
- Crazy Craft Stations
- Free Hotdog and juice box for all children.

5:00 PM - 7:00 PM Tuesday 31st October.

Blue Light Movie Night

Building on from the success of the BLDs, a Blue Light Movie Night at the Town Hall will be held on the 3rd November. Costumes encouraged!

Kids Klub-Tiny Tots

Tiny Tots for 0–5-year-olds is running each Wednesday Morning between 10-11.30. This month we have read a pirate story and created colourful octopuses. More and more children are attending. At the conclusion of the morning, we always finish off with a healthy snack. The Tiny Tots have a great time and so do the parents.

Reporting

Norseman Youth Centre is supported by the Department of Communities as such requires. bi-annual reports. The reporting 6-month period from July-December 2022 pleasingly noted the rise in youth numbers and engagement with the Centre.

The Norseman Youth Centre can support families to connect with family, children, and youth services. Parents and carers re welcome to speak to the Youth Officer if they have questions about what services are available. If you would like to speak to the Youth Officer, please contact the Shire of Dundas on 9039 1205.

Community Markets

This month's Community Markets were brought forward to the 12th of October to coincide with the Day in the Park event There were a variety of different stalls to enjoy as well as various activities for the community to enjoy. We had a Sausage Sizzle for lunch as well as Juice boxes and water bottles.

Tai Chi

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Our Tai Chi classes are being held every Friday afternoon from 1:30 to 2:30 pm through until December. We've had some participants join us already, which is great to see, but we encourage even more people to come and experience the gentle and relaxing energy of Tai Chi. Everyone over the age of eighteen is welcome to join.

Christmas Shopping Trip

The craft group will be heading to Kalgoorlie for their annual Additionally, mark your calendars for our upcoming annual seniors shopping trip to Kalgoorlie on November 16th. It is always a great day out for all who attend.

Seniors Christmas Luncheon Kambalda 22 November (tentative)

Seniors Christmas Dinner 1st December

Mark it in your calendar the Senior's Christmas Dinner. Enjoy a fun evening, and delicious dinner. A small way the community says thank you to all the great work of seniors in our towns.