



Ordinary Council Meeting

19th November 2019



Papers Relating

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13.3.2	Information Statement - Freedom of Information Act 1992
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13.1.1

Development Application – Shade House and Dome Shelter

APPENDIX II - FORM OF APPLICATION FOR PLANNING CONSENT

TOWN PLANNING AND DEVELOPMENT ACT 1928 (AS AMENDED)

SHIRE OF DUNDAS

FORM OF APPLICATION FOR PLANNING CONSENT

1. Surname of Applicant BRADY
 Given names JOHN DOUGLAS
 Address 75 ROBERTS STR
2. Surname of Landowner (if different from above).....
 Given names.....
 Address.....
3. Submitted by JOHN BRADY
4. Address for correspondence 75 ROBERTS STR
NORSEMAN WA 6443
5. Locality of Development DUNDAS SHIRE
6. Title Details of Land.....
7. Name of road serving Property ROBERTS STREET
8. State Type of Development CONSTRUCTION OF GREENHOUSE / SHADE HOUSE
~~ERECTOR OF ROOF SHEET~~
 Nature and size of all Buildings proposed.....

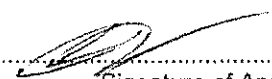
Materials to be used on external surfaces of Buildings ON GREENHOUSE TRANSLUCENT WHITE PLASTIC AND SHADE CLOTH
COLOURBOND ON SIDES OF ROOF SHEET
 General treatment of open portions of the site WITH WHITE RIBBON CANVAS
ON ROOF

Details of car parking and landscaping proposals N/A

Approximate cost of Proposed Development \$ 7000

Estimated time for construction 90 DAYS


 Signature of Owner


 Signature of Applicant or Agent

(Both signatures are required if applicant is not the owner).

8/10/2019
 Date

.....
 Date

NOTE:

This form should be completed and forwarded to the Dundas Shire Council together with two copies of detailed plans showing complete details of the development including a site plan showing the relationship of the land to the area generally. In areas where close development exists, or is in the course of construction, plans shall show the siting of buildings and uses on lots immediately adjoining the subject land.

All applications shall be accompanied by:

- (a) a location plan showing the land the subject of the application and its relationship to surrounding lots and streets; and in the case of an application for the erection of new buildings:
- (b) a site plan or plans showing:
 - (i) the position, type and use of all existing buildings and improvements on the land indicating those to be removed as part of the proposal;
 - (ii) the position, type and use of any new buildings and improvements proposed on the land;
 - (iii) the position of any trees on the site showing those to be removed and those to be retained;
 - (iv) areas to be landscaped, surfaced for parking or developed for any other purpose within the site;
 - (v) contours and any earthworks to be undertaken as a part of the development;
NO EARTHWORKS REQUIRED
 - (vi) the location and description of any existing buildings;
 - (vii) location of water tanks and their capacity;
 - (viii) location of effluent disposal system;or in the case of an application for a change in the use of land and/or buildings;
- (c) a site plan and, where applicable, floor plan(s) of the existing building(s) indicating the uses to be made of the land and the respective building(s) or portions of the building(s).

385000 m



Blue Cadastral Boundary

75 Roberts Street

Shadehouse 17m by 8m

Shadehouse setback 1.5 m

12m by 6m Dome Shelter

3m Setback

1.8m Coloumbond Fence

3.75m Set

385000 m

385000 m

385000 m

385000 m

Blue Cadastral Boundary

75 Roberts Street

3.75m Setback

12m by 6m Dome Shelter

3m Setback

1.8m Colourbond Ferje

House

Shadehouse 17m by 8m

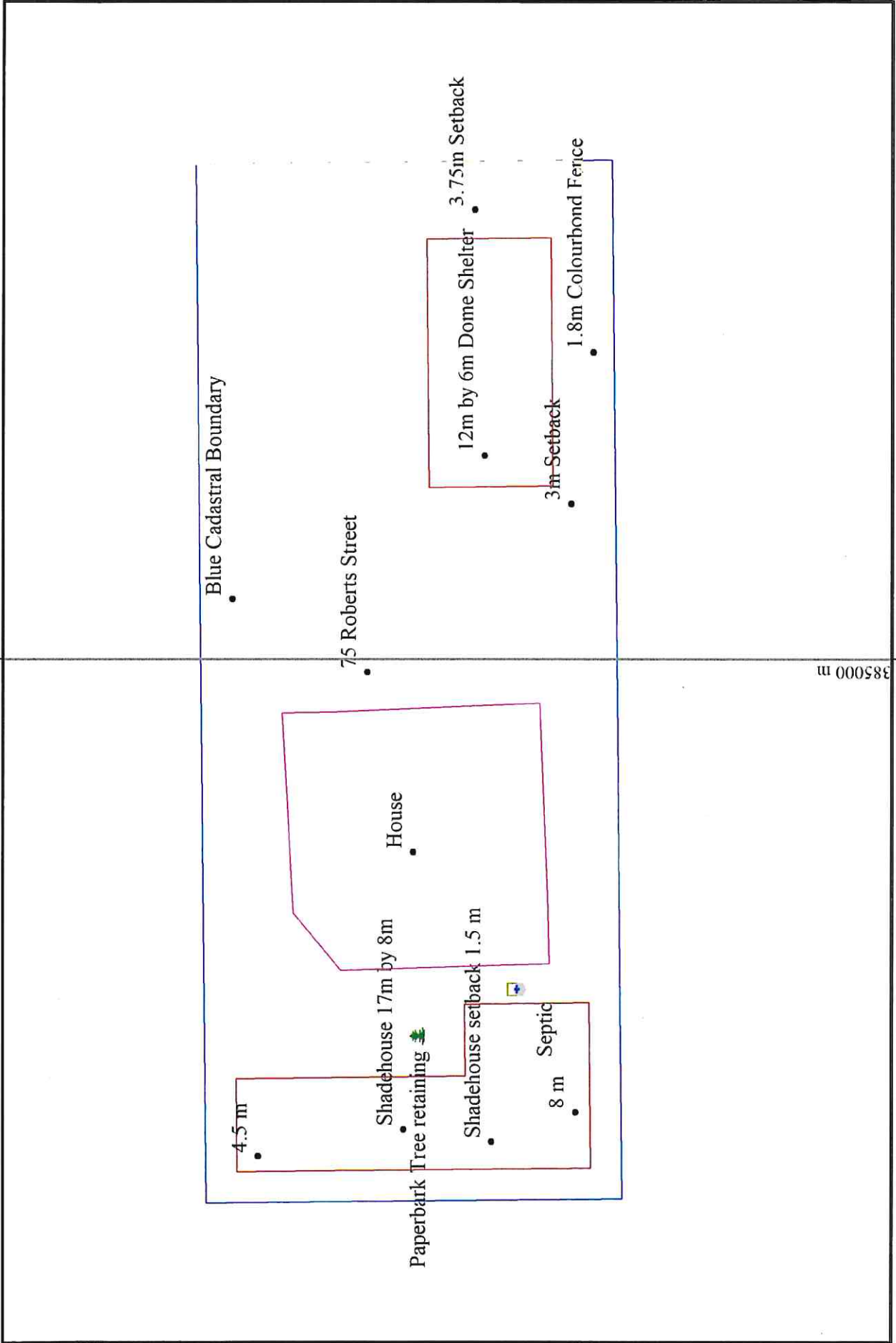
Shadehouse setback 1.5 m

Septic

8 m

4.5 m

Paperbark Tree retaining





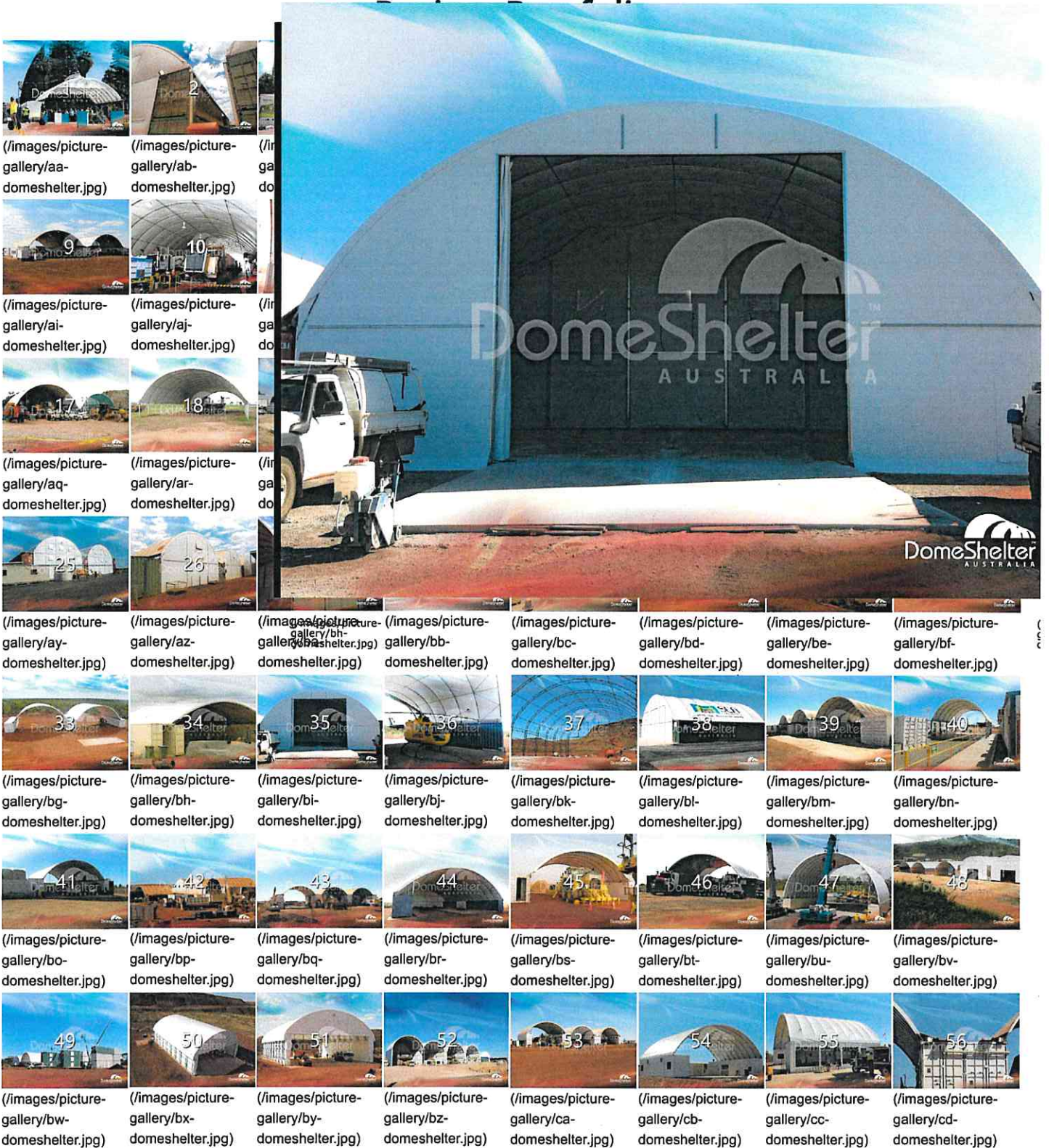
FREECALL

1-800-653-351 (tel:1800653351)

OR

+61 8 9690 1100 (tel:+61896901100)

Navigate





(/images/picture-gallery/ce-domeshelter.jpg)



(/images/picture-gallery/cf-domeshelter.jpg)



(/images/picture-gallery/cg-domeshelter.jpg)



(/images/picture-gallery/ch-domeshelter.jpg)



(/images/picture-gallery/ci-domeshelter.jpg)



(/images/picture-gallery/cj-domeshelter.jpg)



(/images/picture-gallery/ck-domeshelter.jpg)



13.1.2

Development Application - Home Occupation

A572./DB.BD
IBA 2019115539

APPENDIX II - FORM OF APPLICATION FOR PLANNING CONSENT

**TOWN PLANNING AND DEVELOPMENT ACT 1928 (AS AMENDED)
SHIRE OF DUNDAS
FORM OF APPLICATION FOR PLANNING CONSENT**

1. Surname of Applicant Lean
 Given names Gavin Troy
 Address 22 Prinsepp St Norseman

2. Surname of Landowner (if different from above) Lean
 Given names Lynette
 Address 17 Limbee glade huntingdale

3. Submitted by Gavin Troy Lean

4. Address for correspondence 22 Prinsep St

5. Locality of Development as above

6. Title Details of Land residential

7. Name of road serving Property Prinsep

8. State Type of Development POST CONTROL
 Nature and size of all Buildings proposed garage (existing)

Materials to be used on external surfaces of Buildings.....

General treatment of open portions of the site.....

Details of car parking and landscaping proposals.....

Approximate cost of Proposed Development.....

Estimated time for construction.....

Signature of Owner _____ Signature of Applicant or Agent [Signature]

(Both signatures are required if applicant is not the owner).

..... Date 12/11/19 Date

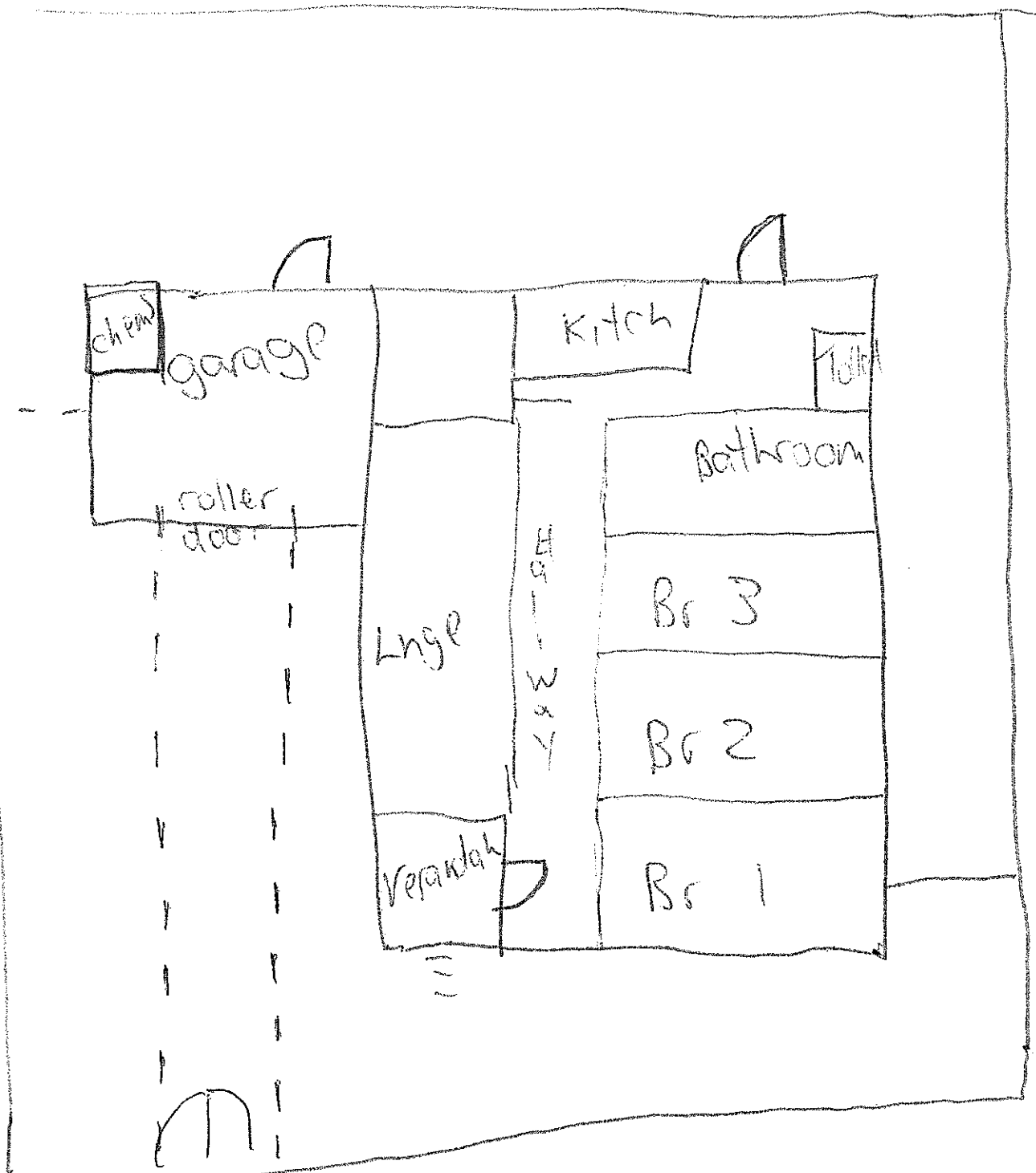
SPoke TO
LYNETTE LEAN
417 632535
HAPPY WITH
THE APPLICATION
BY GAVIN.

22 prinsep 54

Norseman

for storage of
chems in garage

Rear



gate

Front

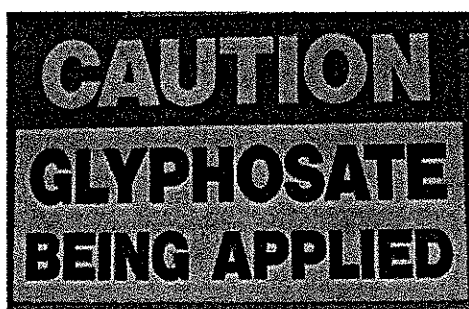


Health (Pesticides) Regulations 2011 - Signage Requirements

Verge spraying using a moving vehicle

It is a requirement under Regulation 89 of the *Health (Pesticides) Regulations 2011* that where spraying of a registered pesticide on a verge is conducted from a moving vehicle, the vehicle must display a warning sign fixed in a prominent position which can be seen by road users. The sign is to have the words 'CAUTION: (NAME OF CHEMICAL) BEING APPLIED, in capital letters not less than 50mm in height. Trade name or active constituent(s) is acceptable. In addition, a flashing yellow warning light is to be fitted and activated while the vehicle is used in the spraying operation.

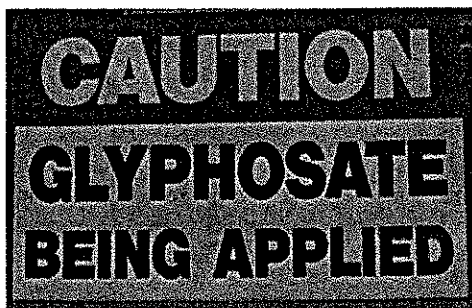
On the Vehicle



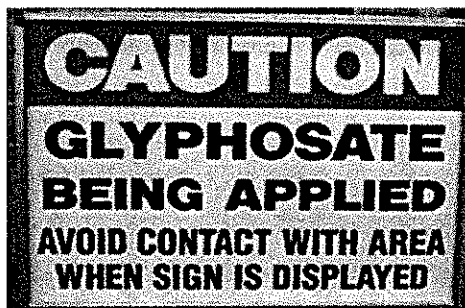
Park spraying using a moving vehicle

Regulation 89A also requires that where spraying of a registered pesticide occurs on a park from a moving vehicle a warning sign as outlined above is fixed to the vehicle in a prominent position. A flashing yellow light is also required and is to be activated while the vehicle is used in the spraying operation. In addition, stand-alone warning signs must be displayed. Warning sign(s) are to have the words 'CAUTION: (NAME OF CHEMICAL) BEING APPLIED. AVOID CONTACT WITH AREA WHEN SIGN IS DISPLAYED' in capital letters not less than 50mm in height. Trade name or active constituent(s) may be used. Warning signs must be prominently displayed so that they are clearly visible to persons approaching the spraying operation and are at a distance from spraying operation to provide adequate warning of the pesticide being applied. Warning signs are to remain in place until the surface where the pesticide was applied has dried.

On the Vehicle



Stand-alone in a park or verge



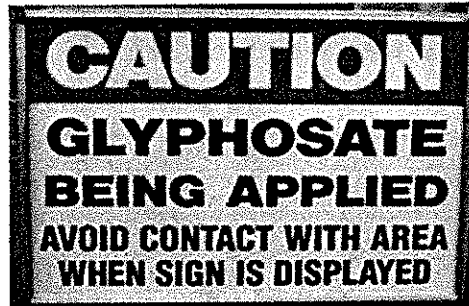
Verge or park spraying using a stationary vehicle

Regulation 89B refers to verge or park spraying where the vehicle is stationary. The same requirements for signage as in regulation 89A outlined above are required.

Spraying in public place other than verge or park spraying

Regulation 89C applies to the spraying of a registered pesticide in a public place other than on a verge or in a park. Stand-alone signs as outlined above are required to be displayed at sufficient intervals to provide adequate warning while the pesticide is being applied and kept in place until all surfaces where the pesticide was applied has dried.

In a Public Place

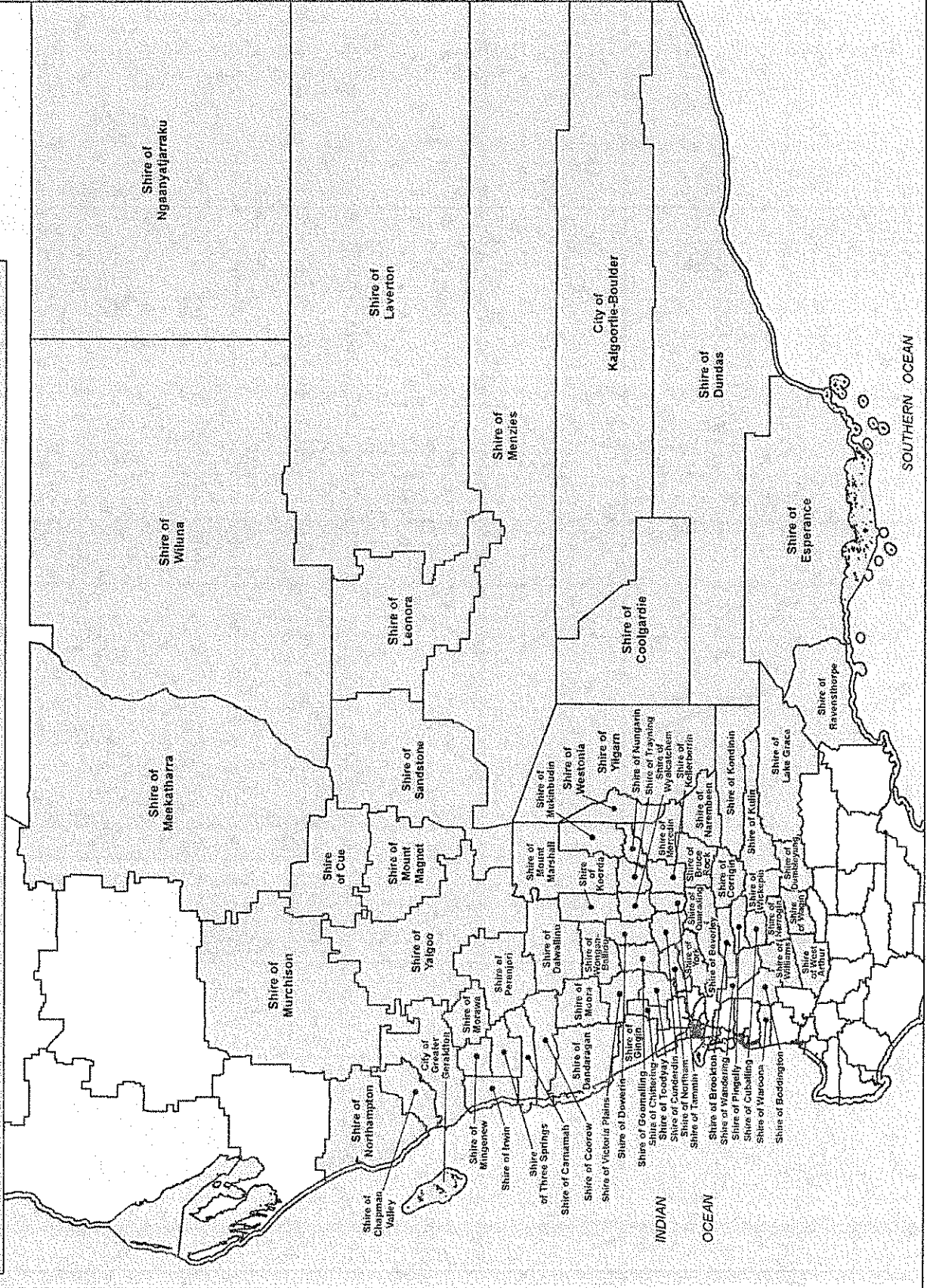




13.1.3

Development Assessment Panels – Member Nomination

Mid-West/Wheatbelt Joint Development Assessment Panel



Produced by GeoSpatial Research and Modelling,
Department of Planning, Lands and Heritage,
in support of the Western Australian Planning Commission
Copyright © July 2017
Subproject: 02/Products/SpatialInformation
Development: user: user/P: world/LocalGovPlan1
A: JHP_MidWest_Wheatbelt.mxd
Base information supplied by
Western Australian Land Information Authority
11802-2016-1

Legend

- Local Government boundary
- Extent of joint development assessment panel



Mid-West/Wheatbelt Joint Development Assessment Panel - Local Government Members - Until 26 January 2020

Mid-West/Wheatbelt JDAP	Local Member 1	Local Member 2	Alternate Local Member 1	Alternate Local Member 2
Shire of Beverley	Cr Lewis Shaw	Cr Christopher Pepper	Cr Donald Davis	Cr David White
Shire of Boddington			Cr David Smart	
Shire of Brookton				
Shire of Bruce Rock	Cr Stephen Strange	Cr Merredith Thornton		Cr Phillip Negri
Shire of Carnamah	Cr Merle Isbister	Cr Dwayne Woolforton	Cr Con Kikeros	Cr Ian Strling
Shire of Chapman Valley	Cr Anthony Farrell	Cr Pauline Forrester	Cr Kirrilee Warr	Cr Peter Humphrey
Shire of Chittering	Cr Gordon Houston	Cr Peter Osborn	Cr Carmel Ross	Cr Mary Angus
Shire of Coolgardie	Cr Tracey Raifbone	Cr Sherryl Botting		
Shire of Coorow	Cr Michael Bothe	Cr Bruce Jack		Cr Guy Sims
Shire of Corrigin	Cr Lynette Baker	Cr Des Hickey	Cr Janeane Mason	Cr Matt Dickinson
Shire of Cuballing	Cr Mark Conley	Cr Dawson Bradford	Cr Scott Ballantyne	Cr Roger Newman
Shire of Cue	Cr Fred Spindler	Cr Ian Dennis	Cr Ron Hogben	Cr Les Price
Shire of Cunderdin	Cr Alison Harris	Cr Bernie Daly	Cr Dennis Whisson	Cr Doug Kelly
Shire of Dalwallinu				
Shire of Dandaragan	Cr Peter Scharf	Cr Annette Eye	Cr Kaye McGlew	Cr Dahlia Richardson
Shire of Dowerin				
Shire of Dumbelyung	Cr Pat O'Neill	Cr Nicholas Green	Cr Bevan Doney	Cr Jacqueline Ball
Shire of Dundas				
Shire of Esperance	Cr Natalie Bowman	Cr Lara McIntyre	Cr John Parsons	Cr Basil Parker
City of Greater Geraldton	Mayor Shane Van Slyn	Cr Neil McIlwaine	Cr Rob Hall	Cr Stevn Douglas
Shire of Gingin	Cr Janice Court	Cr John Elgin	Cr Frank Johnson	Cr Kim Rule
Shire of Goomalling	Cr Barry Haywood	Cr Roland Van Gelderen	Cr Julie Chester	Cr Raymond Bowen
Shire of Irwin	Cr Ian West	Cr Mark Leonard	Cr Isabelle Scott	Cr Mike Smith
City of Kalgoorlie-Boulder	Cr Lisa Malicky	Cr Allan Pental	Cr Gary Brown	Cr Glenn Wilson
Shire of Kellerberrin	Cr Rodney Forsyth	Cr David Leake		
Shire of Kondinin	Cr Allen Smoker	Cr Rex Growden	Cr Bruce Browning	Cr Murray James
Shire of Koorda				
Shire of Kulin	Cr Barry West	Cr Rodney Duckworth		
Shire of Lake Grace	Cr Ross Chappell	Cr Jeanette De Landgraft	Cr Debbie Clarke	Cr Peter Stoffberg
Shire of Laverton	Cr Rex Ryles	Cr Shaneane Weldon	Cr Deanne Ross	
Shire of Leonora	Cr Larnie Petersen	Cr Ross Norrie	Cr Peter Craig	
Shire of Meekatharra	Cr Peter Clancy	Cr Harvey Nichols	Cr Norm Trenfield	
Shire of Menzies	Cr Jill Dwyer	Cr Justin Lee		
Shire of Merredin	Cr Ken Hooper	Cr Mark Crees	Cr Mal Willis	
Shire of Mingenew	Cr Gary Cosgrove	Cr Leah Eardley		



13.3.2

Information Statement - Freedom of Information Act
1992



Freedom of Information

Information Statement

Freedom of Information Act 1992

Adopted by the Council in November 2019

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Preliminary

Information statements are an important part of FOI legislation. They assist members of the public to exercise their rights under the FOI Act, by describing the information and records available, together with a summary of the responsibilities and functions carried out by each agency. The provisions in the FOI Act concerning information statements require that republishing of the information statement occurs at intervals of not more than 12 months. The Shire of Dundas reviews its policies on an annual basis.

General details

The Shire of Dundas is the local government authority that covers an area of 92,725 km² and includes the town of Norseman and the locality of Eucla. Norseman is located 724km from Perth and the nearest regional centres are located at Kalgoorlie 190km to the north and Esperance 210km to the south. The Shire is approximately 900km in length with the major population centres of Norseman and Eucla at each end of the Shire. The Shire is located in the south eastern corner of Western Australia and is bounded by the South Australian border, the Shires of Esperance, Ravensthorpe, Kondinin and Coolgardie and the City of Kalgoorlie - Boulder.

Mission Statement

Our Vision

"That the local Community has collectively become financially, socially and environmentally sustainable in a safe and cooperative society."

Contact Details

Address The Shire of Dundas administration building and the Council chambers are located at:

88-92 Prinsep Street Norseman WA 6443.

Postal Address The postal address for the Shire of Dundas is:

PO Box 163
Norseman WA 6443

Office Hours Office hours are 8:00am to 4:00pm Monday to Friday

Email: Members of the public are encouraged to make enquiries by email. The email address is shire@dundas.wa.gov.au

Phone: Telephone enquiries can be made by calling the Shire's administration building on (08) 9039 1205 during office hours

Facsimile: (08) 9039 1359

In Person: Generally an officer will be available to assist with enquiries, however, members of the public are encouraged to make an appointment to avoid any undue delays if specific staff members are not available.

Website: A variety of information is available on the Shire's website www.dundas.wa.gov.au

Legislation & regulations administered by the Shire

The Shire of Dundas is wholly or partly responsible for administering the following legislation and regulations within the Shire. Though it may not be an exhaustive list it is a good guideline of what is used.

- Agriculture and Related Resources Protection Act 1976
- Building Act 2011
- Building Regulations 2012
- Bush Fires Act 1954
- Bush Fires Regulations 1954
- Caravan Parks and Camping Grounds Act 1995
- Caravan Parks and Camping Grounds Regulations 1997
- Cat Act 2011
- Disability Services Act 1993
- Dog Act 1976
- Dog Regulations 1976
- Emergency Management Act 2005
- Environmental Protection (Noise) Regulations 1997
- Environmental Protection (Unauthorised Discharges) Regulations 2004
- Environmental Protection Act 1986
- Food Act 2008
- Food Regulations 2009
- Freedom of Information Act 1992
- Freedom of Information Regulations 1993
- Hairdressing Establishment Regulations 1972
- Health (Air Handling and Water Systems) Regulations 1994
- Health (Aquatic Facilities) Regulations 2007
- Health (Asbestos) Regulations 1992
- Health (Cloth Materials) Regulations 1985
- Health (Garden Soil) Regulations 1998
- Health (Pesticides) Regulations 1956
- Health (Poultry Manure) Regulations 2001
- Health (Public Buildings) Regulations 1992
- Health (Skin Penetration Procedure) Regulations 1998
- Health (Temporary Sanitary Conveniences) Regulations 1997
- Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974
- Health Act (Carbon Monoxide) Regulations 1975
- Health Act (Laundries and Bathrooms) Regulations
- Health Act 1911
- Heritage of Western Australia Act 1990
- Land Administration Act 1997
- Liquor Control Act 1988
- Liquor Control Regulations 1989
- Litter Act 1979
- Local Government (Miscellaneous Provisions) Act 1960
- Local Government Act 1995
- Local Government (Administration) Regulation 1996
- Local Government (Financial Management) Regulation 1996
- Local Government (Audit) Regulations 1996
- Local Government Legislation Amendment Act 2019
- Local Government Grants Act 1978
- Local Government Regulations
- Main Roads Act 1930

- Parks and Reserves Act 1895
- Planning and Development Act 2005
- Planning and Development Regulations 2009
- Radiation Safety Act 1975
- Radiation Safety Regulations
- Rates and Charges (Rebates and Deferments) Act 1992
- Residential Design Codes of WA 2002
- Road Traffic Act 1974
- Strata Titles Act 1985
- Telecommunications (Low Impact Facilities) Determination 1997
- Telecommunications Act 1997
- Transfer of Land Act 1893
- Valuation of Land Act 1978

For current legislation please refer to the State Law Publisher for authorised versions or access Western Australian legislation and regulations at www.slp.wa.gov.au

The Shire of Dundas is wholly responsible for administering the following Shire of Dundas Local Laws within the Shire:

- Dogs Local Law
- Health Local Law
- Cemeteries Local Law
- Local Government Property Local Law
- Standing Orders Local Law
- Activities on Thoroughfares and Public Places and Trading Local Law

Other legislation affecting the Shire of Dundas

The following legislation and regulations also affect the functions and operations of the Shire of Dundas:

- Builders Registration Act 1939
- Criminal Code Act 1913
- Control of Vehicles (Off-road Areas) Act 1978
- Corruption and Crime Commission Act 2003
- Electronic Transactions Act 2003
- Environmental Protection (Clearing of Native Vegetation) Regulations 2004
- Environmental Protection Regulations 1987
- Environment Protection and Biodiversity Conservation Act 1999
- Equal Opportunity Act 1984
- Evidence Act
- Forests Act 1919
- Industrial Awards
- Industrial Relations Acts (State and Federal)
- Interpretation Act 1918
- Library Board of Western Australia Act 1951
- Limitation Act 1935
- Occupational Safety and Health Act 1984
- Occupational Safety & Health Regulations 1996
- Parliamentary Commissioner Act 1971
- Rights in Water and Irrigation Act 1914
- State Records Act 2000
- State Records (Consequential provisions) Act 2000

- State Records Commission Principles & Standards 2002
- Workers Compensation and Assistance Act 1981
- Valuation of Land Act 1978

Standards & codes of practice affecting the Shire of Dundas

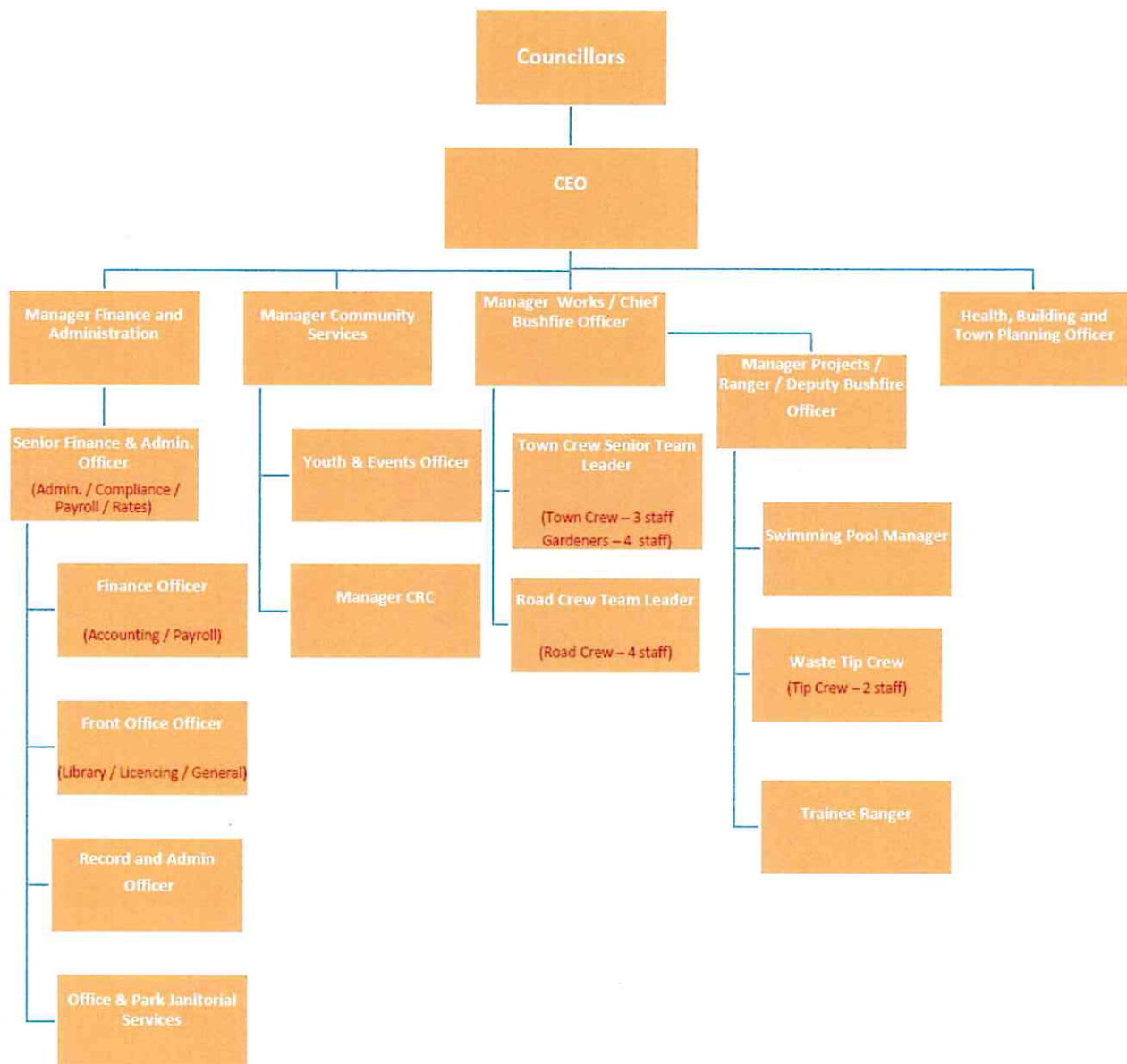
The following government and industry standards and codes of practice have been imposed upon or adopted by the Shire of Dundas:

- Australian Accounting Standards
- Australian Records Management Standard ISO/AS 15489-2002 Parts 1 & 2
- General Disposal Authority for Local Government Records RD 99004
- National Competition Policy
- Environmental Code of Practice
- Telecommunications Code of Practice
- Skin Penetration Code of Practice
- Timber Plantation Code of Practice
- Building Code of Australia

Structure & functions of the Shire

Current Organisational Structure

There are four main services streams within the Shire of Dundas as illustrated in the organisational chart below.



Operational areas

Finance and Administration

The finance and administration staff undertake the following key operational areas:

- Elected Members of Council
- Governance

- Human Services
- Strategic Planning
- Corporate Reporting
- Library
- Shire Buildings
- Community Resource Centre
- Audit and Grant Management
- Asset Management
- Long Term Financial Planning
- Communications
- Information Technology
- Records Management
- Statutory Reporting
- Administration / Leasing
- Occupational Safety and Health

Community Services

The staff undertake the following key operational areas:

- Community Events
- Community Engagement
- Youth Services
- Education and Welfare
- Sport and Recreation Activities
- Tourism Promotion
- Economic Development
- Media and Communications
- Town Hall / Public Halls
- Community Resource Centre
- Community Development Funds

Works

The Works Department comprises the following key operational areas:

- Infrastructure and property services, local roads, bridges, footpaths, drainage
- Airport
- Waste Collection and Recycling
- Refuse Site
- Cemeteries
- Recreation Reserves and Playgrounds
- Environmental Services

Projects

- Major Projects
- Building & Asset Maintenance
- Law, Order and Public Safety (Rangers)
- Animal Control
- Emergency Services
- Health Services
- Building Services
- Planning and development approval

Community input opportunities

Meetings

Members of the public have a number of opportunities to participate in the formulation of the Shire's plans, policies and strategies as well as comment on the performance of the Shire's functions.

Ordinary Council meetings

The Council meets on the third Tuesday of every month in Norseman at the Shire of Dundas Council Chambers located at 88-92 Prinsep Street Norseman, with the exception of March where the meeting is held in Eucla at the community centre on the following Saturday. Any changes to meeting dates, times and places will be advertised pursuant to the Local Government Act 1995

The Council agenda is available on the website: www.dundas.wa.gov.au

Ordinary Council meetings are held in the Council Chambers, commencing at 6.00pm and are open to the public. At the commencement of the meeting there is an opportunity for questions to be raised during public question time, the public has the opportunity for questions or enquiries to be raised and answered by the Shire President.

Standing committees

There is one Audit Committee which meets as required.

Annual general meeting of electors

The Annual Meeting of Electors is generally held in November.

Written requests

A member of the public can write to the Shire on any Council matter, policy, activity, function or service at any time.

Elected Members

Members of the public can contact the elected members of the Council of the Shire of Dundas to discuss any issue relevant to the Shire.

Councillor contact details are available on the Shire's website www.dundas.wa.gov.au.

Access to Shire documents

Documents that are available under S5.94 of the Local Government Act. Examples of Documents available outside the FOI Act 1992

The following documents are available for public inspection at the Shire Administrative Office.

Please note the limitations that apply to some documents (as per the table next page).

- Annual Budget
- Annual Report/Annual Financial Statements
- Building Permit document
- Code of Conduct
- Development Applications
- Development Forms and Information Sheets

- Documents released for public comment
- Freedom of Information Statement
- Gift Register
- Local Laws
- Local Planning Scheme Amendments
- Minutes of Committee Meetings and Council Meetings (including agendas, reports etc. that relate to the meeting)
- Minutes of Elector's Meetings
- Policy Manual
- Rates record
- Register of Debentures
- Register of Delegations
- Register of Financial Interests
- Register of Owners & Occupiers of land
- Register of Tenders
- Road Closures
- Schedule of Fees & Charges
- Shire of Dundas Local Planning Schemes/Strategies
- Statutory Notices
- Strategic Plan
- Town Planning Policies

Some of the above documents are available from the Shire website: www.dundas.wa.gov.au.

The website is continually updated with documents relating to the local government.

Fees may apply for printed copies.

Some of the documents have limitations of access as set by legislation

DOCUMENT	LIMITATIONS
Building Licence document	<p>Only the owner or mortgagee of a building, or their authorised representative, may inspect any plan or other document relating to that building.</p> <p>A non-owner may inspect or obtain a copy SUBJECT to written approval by the Owner</p>
Development Applications	<p>Information relating to an approval (or refusal) for development approval under the Shire of Dundas Town Planning Scheme is available without the requirement to access documents under the <i>FOI Act 1992</i>.</p> <p>This applies to decisions made by the Council or any officer acting under Delegated Authority.</p>
Documents released for public comment	<p>These can generally be accessed at the Shire Administration Office or Library</p>

Minutes of Committee Meetings and Council Meetings (including Agendas, Reports etc. that relate to the meeting)

A person's right to inspect information does not extend to the inspection of information where a meeting of Council or Committee, or a part of such a meeting, to which the information refers, is likely to be closed to members of the public

A person's right to inspect information does not extend where it relates to any debt owed to the Shire

Statutory Notices

Statutory notices are placed on Public Notice Boards located at Shire Administration Office and Public Library

Documents available under FOI Act 1992

Access to documents other than those listed above, not available from the website at www.dundas.wa.gov.au or the Shire library must be via a Freedom of Information Application

Freedom of information procedures & access arrangements

Access to information

It is the aim of the Shire of Dundas to make commonly available information, easily accessible, to do so promptly and at the least possible cost. Where possible, documents will be provided outside the FOI process.

If information is not routinely available, the Freedom of Information Act 1992 provides the right to apply for documents held by the Shire.

Freedom of information applications

Access applications have to –

- be in writing;
- give enough information so that the documents requested can be identified;
- give an Australian address to which notices can be sent; and
- be lodged at the Shire with any application fee payable.

Applications and enquiries should be addressed to the Chief Executive Officer:

By post addressed to:

Chief Executive Officer
Shire of Dundas
PO Box 163
Norseman WA 6443

In person at the front counter:

Shire of Dundas
88-92 Prinsep Street
Norseman WA 6443

See Attachment 1 for a copy of an FOI Application Form.

Please note that the use of this form is optional but recommended.

Applications will be acknowledged in writing and you will be notified of the decision within 45 days.

Access arrangements

Access to documents can be granted by way of inspection, a copy of a document, a copy of an audio or video tape, a computer disk, a transcript of a recorded, shorthand or encoded document from which words can be reproduced.

Notice of decision

As soon as possible but in any case within 45 days you will be provided with a notice of decision which will include details such as –

- the date which the decision was made
- the name and the designation of the officer who made the decision
- if the document is an exempt document the reasons for classifying the matter exempt; or the fact that access is given to an edited document
- information on the right to review and the procedures to be followed to exercise those rights

Refusal of access

Applicants who are dissatisfied with a decision of the Shire of Dundas are entitled to ask for an **internal review** by the Shire.

Application should be made in writing within 30 days of receiving the notice of decision.

You will be notified of the outcome of the review within 15 days.

If you disagree with the result you then can apply to the Information Commissioner for an **external review**, and details would be advised to applicants when the internal review decision is issued.

External review rights

If you are not satisfied with the internal review decision, you have the right to lodge a complaint with the Information Commissioner seeking external review of that decision. You are required to lodge your complaint with the Information Commissioner's office within 60 days of receiving this notice.

A complaint to the Information Commissioner must –

- be in writing;
- have attached to it a copy of this decision; and
- give an address in Australia.

There is no charge for lodging a complaint with the Information Commissioner's office.

The address of the Information Commissioner is:

Office of the Information Commissioner
Albert Facey House 469 Wellington Street
PERTH WA 6000

Email: info@foi.wa.gov.au
Phone (08) 6551 7888 or
Free call (WA country landline callers only) 1800 621 244
Fax (08) 6551 7889
Website: www.oic.wa.gov.au

Should you have any further queries or require any further information about your review rights at this stage, you may contact the Office of the Information Commissioner on **(08) 6551 7888**.

Freedom of information charges

A scale of fees and charges set under the FOI Act Regulations. Apart from the application fee for non-personal information all charges are discretionary.

The charges are as follows.

• Personal information about the applicant	No fee
• Application fee (for non-personal information)	\$30.00
• Charge for time dealing with the application (per hour, or pro rata)	\$30.00
• Access time supervised by staff (per hour, or pro rata)	\$30.00
• Photocopying staff time (per hour, or pro rata)	\$30.00
• Per photocopy	\$ 0.20
• Transcribing from tape, film or computer (per hour, or pro rata)	\$30.00
• Duplicating a tape, film or computer information	Actual Cost
• Delivery, packaging and postage	Actual Cost

Deposits

- Advance deposit may be required of the estimated charges 25%
- Further advance deposit may be required to meet the charges for dealing with the application. 75%

For financially disadvantaged applicants or those issued with prescribed pensioner concession cards, the charge payable is reduced by 25%.

Attachment 1

Freedom of Information Act 1992
APPLICATION FOR ACCESS TO DOCUMENTS

Detail of Applicant

Surname
Given Name
Postal Address
Telephone Number
Email

I am applying for access to document(s) concerning matters which are:
Personal Non-Personal (circle whichever is appropriate)

These document(s) are:

FORM OF ACCESS (circle whichever is appropriate)

I wish to inspect the document Yes No
I require a copy of the document(s) Yes No
I require access in another form Yes No

Specify form required:

FEES AND CHARGES

Attached is a cheque/cash to the amount of \$ to cover the application fee. I understand that before I obtain access to documents I may be required to pay processing charges in respect of this application and that I will be supplied with a statement of charges if appropriate.

NOTE: In certain cases a reduction in charges may apply. If you consider that you are entitled to a reduction, submit a request with copies of supporting documents with this form.

I am requesting a reduction in charges Yes No

APPLICANT'S SIGNATURE DATE

(Office Use only)

FOI Reference Number Deadline for response
Received on
Acknowledgment sent on

Proof of Identity (if applicable)

Type Signed

NOTES

FOI Applications

- Please provide sufficient information to enable the correct document(s) to be identified.
- The Shire of Dundas may request proof of your identity.
- If you are seeking access to a document(s) on behalf of another person, the Shire of Dundas will require authorisation in writing.
- Your application will be dealt with as soon as practicable (and, in any case, within 45 days) after it is received.
- Further information can be obtained from the Chief Executive Officer

Forms of access

You can request access to documents by way of inspection, a copy of a document, a copy of an audio or video tape, a computer disk, a transcript of a recorded document or of words recorded in shorthand or encoded form, or a written document in the case of a document from which words can be reproduced in written form.

Where the Shire of Dundas is unable to grant access in the form requested, access may be given in a different form.

Fees and charges

- \$30.00 application fee (non-personal information ONLY)
- An applicant who is the holder of a currently valid concession card issued on behalf of the Commonwealth Government under the *Rates and Charges (Rebates and Deferments) Act 1992* may be eligible for a reduction of 25% in the charges associated with the application.
- No reduction is applicable to the application fee.

Lodgement of applications

Applications may be lodged:

By post addressed to:
Chief Executive Officer
Shire of Dundas
PO Box 163
Norseman WA 6443

In person at:
Shire of Dundas
Front Counter
88-92 Prinsep Street
Norseman WA 6443



13.4.4

Officers Reports



REPORT TO COUNCIL
Ordinary Meeting Tuesday 19th November 2019

AREA: Works and Services

OFFICER: Joe Hodges

PERIOD OF REPORTING: October - November 2019

Prioritisation Of Town Works

- Private works slashing UCL blocks for DFES is underway.
- New line marking for Ramsay Street Parking bays, with 2 Disable bays included completed

Sealing Program

- Preparing for sealing works at Eucla. Upgrade of Old Eyre Hwy and the entry/exit to Eucla motel as per council resolution.
- Commence works 12/11/2019
- Additionally while in Eucla do a general clean up.

Hyden Norseman Rd

- 4.5 Km of works to complete on the Hyden-Norseman Road. Ran out of gravel to apply to the road.
- Loader in Pit 2 sourcing a small amount of gravel.
- Intersection of Hyden-Norseman Road damaged by Road Trains turning the corner incorrectly.

Town & Gardening Crews

- Crew repairing damaged sections of paving around the street footpaths.
- Kerbs painted white at the Roberts Street Roundabout and other locations.
- Staff members invited to attend Snake Handling Course conducted by Nova.

Occupational Safety And Health

- Fire season commenced with dry lightning on Sunday 20th Oct causing up to 6 fires. Seek financial assistance from DFES on fires at Southern Hills Station and Frasers Range Station.
- Monitor fire near Zanthus, Lake Cowan, fire to the west of Fraser Range, Cocklebiddy, Caiguna.
- Fraser Range fire out of control on Sunday 10/11/2019, DFES closing Eyre Hwy.
- Also fires being lit at Norseman landfill, extinguished as quickly as possible.

Plant Maintenance

- Quite extensive plant maintenance undertaken during the month of October.

Services To Vehicles

- CEO Prado 130,000 km service.
- Kubota Mower
- Hino watercart with pump issues, service completed the following week.
- FUSO Tipping Truck P284 repaired drive shaft.
- Tyre replacement on several vehicles

Projects

- Purchase 20 new 240 litre wheelie bins for repairs and replacements for damaged bins Ratepayer bins.
- Obtaining quotes for upgrade of septic dump point at Welcome park as Tourists are filling the storage quicker than ever.
- Arrange contractor to dig new slots at the Norseman Landfill. Completed

General

- Received application response from DLPH re access to new gravel pit locations, Shire required to commence ILUA (Indigenous Land Use Agreement) with Native title holders for a land use agreement.
- Additionally, the same with the Eucla Landfill expansion, ILUA also required, in the process of obtaining a in-principle letter of Agreement.

There has been an increase of Road trains driving within the Norseman townsite streets. In the last week 3 have been observed, one spoken to and all reported to MRWA Heavy Vehicle compliance section.

Ranger Services

- Dog Issues - Nothing to be reported
- RV Parking for the month of September:
 - 166 Vehicles counted in the evenings
 - 172 Vehicles counted in the mornings
 - 3 Vehicles asked to move with no notices having to be issued.
- These RV numbers have dropped considerably for the month of October.
- Issues at the Shires dump point at Welcome Park, the storage tank is requiring emptying quite frequently.
- Several options are being looked at, the installation of a bigger tank is one. Quote costings approximately \$13,000
- One thing that possibly could be excessive water usage when tourists are washing out their toilet cassettes, the changing of the water delivery system could be one option to restrict amount of water used.



Report To Council

Ordinary Meeting Tuesday 19th November 2019

AREA: Community Development

OFFICER: Pania Turner

PERIOD OF REPORTING: October-November 2019

Community Event Reminder	Council Meetings Reminder
<p>Community Markets Where: Norseman Town Centre When: Saturday 16th November Time: 5:30pm-10pm Event Host: Shire of Dundas Who: Seniors and Councillors</p>	<p>Shire of Dundas Ordinary Meeting of Council Where: Council Chambers When: Tuesday 19th November Time: 6pm Event Host: Shire of Dundas Who: Council & Community Members</p>
<p>80th Anniversary of the Mission Please see attached information</p>	<p>Shire of Dundas Ordinary Meeting of Council Where: Council Chambers When: Tuesday 17th December Time: 6pm Event Host: Shire of Dundas Who: Council & Community Members</p>
<p>5th Anniversary of Ngadju Native Title Where: Norseman Sports Grounds When: Thursday 21st November Time: TBC Event Host: NNTAC Who: Community</p>	
<p>Senior's Christmas Dinner Where: Norseman Town Hall When: Tuesday 3rd December Time: 5:30pm-10pm Event Host: Shire of Dundas Who: Seniors and Councillors</p>	
<p>Norseman Town Christmas Fayre & Carols in the Park Where: Marks Park When: Saturday 14th December Time: 3:00- 7pm Event Host: Shire of Dundas Who: All Community Refreshments: Free Community BBQ</p>	

Woodlands Centre Update

Construction Report

Interior Works:

- NBN Connection & Telstra rescheduled due to waterproofing and sealing of floor.
- Waterproofing and levelling of the entire original floor has been completed.
- Painting is well underway with second coats and doors and trims ready to be completed.
- Flooring has been ordered, with the floating timber floor already on site. Carpet designs are being reviewed due to availability of stock.
- Internal shelving for storerooms being installed.
- Planning for the photo murals for the reception area have begun with photographer onsite

External Works:

- All the main paving work has been installed with the final touches being completed towards the end of the project. Questions were raised regarding degree of the slope on the paving at the front of the building along Prinsep Street. This has been investigated and has met compliance.
- Lighting bollards have been installed along the entrance pathway
- Discussions have begun for the feature water tree at the side of the building. A call for Ngadju women to participate in the artwork on the tree.
- Main fencing has begun to be installed.
- Concrete aggregate has now been poured. Waiting on a settling in period before it is sealed.
- The steel louvres on the front façade have begun to be installed.

LEMC

- LEMC decided to review the Norseman Airstrip Scenario at the February meeting next year. Officers will proceed with planning.
- LEMA review needs to be submitted at the next LEMC and then presented to Council for adoption.
- Council will call for elected member representatives to sit on the committee now that local government elections have been held.

Dundas Roadwise Committee

It was good to have the Roadwise committee meet after a nearly 6-month break. Re-focused with priorities for 2020 I believe the Shire has a strong committee to champion road safety and awareness as well as address issues raised by the community. Due to Local Government elections Council will call for representatives from elected members to sit on the committee.

Minutes will be presented by the representing Councillor Roadwise report during the Ordinary Meeting of Council.

Visitor Centre Committee

The Visitor Centre has formally nominated the handover date of 13th January to the Shire of Dundas. The Visitor Centre has also moved to include all retail stock as part of that handover. Congratulations to the committee who have faced some challenges working towards a smooth transition. Before the official handover Shire staff will be participating in training/orientation in the different roles.

Community Health Centre

Project Manager and Community Development Manager met with the Goldfields Esperance Coordinator of Nursing to finalise discussions re MOU for the Community Health Centre. A Draft MOU will be forwarded to Council for discussion at the IB. Shire officers are waiting for final feedback from WACHS before the MOU will be formally presented at the Ordinary Meeting of Council for approval.

Engaging Diversity Our Community Suicide Prevention

The Conference was filled with information that will assist in strengthening our capacity to create a strong network.

Stakeholders from across the country come together to explore the value of diversity and how professionals and volunteers in the field of mental health can use diversity as a resource and strength in supporting communities. Presentations and workshops focused on building broader understandings of the factors impacting many high-risk groups within our communities.

Training also explored ways on how to engage with communities recognising the importance of cultural knowledge and understanding that communities often have the answers themselves.

The impact of lived experience, isolation, perceived lack of opportunity, drugs, and alcohol abuse were identified as significant factors in suicide.

We also spent time looking at how we can work together within our regions and made the first steps to building a strategy to address this issue at a local level. The Western Australian representatives attending were able to meet to share common issues and solutions for our communities. I have established contact with neighbouring networks from Leonora and Esperance and we will be looking to build collaborations where we can see more resourcing come to our regions.

Norseman Mission 80th Anniversary

The Norseman Mission will see activity once again with many past residents of the Mission returning to Norseman for the 80th Anniversary Reunion.

Norseman Missions 80th Anniversary Reunion

Wednesday, 20th November 2019

Sports Complex (Norseman Oval)

10:00am - 4:00pm



Bus Transfer To & From Sports Complex To The Mission:

11:00am 1:00pm 3:00pm

Contact Les Schultz: 0472 506 481

Ngadju Native Title Determination 5-year Anniversary

On 21st November 2014 the Federal Court of Australia granted Ngadju native title rights of their lands. This important date for Ngadju will be celebrated on the 5th anniversary Thursday, 21st November 2019. Please see the attached flyer for activities information hosted by Ngadju Native Title Corporation.

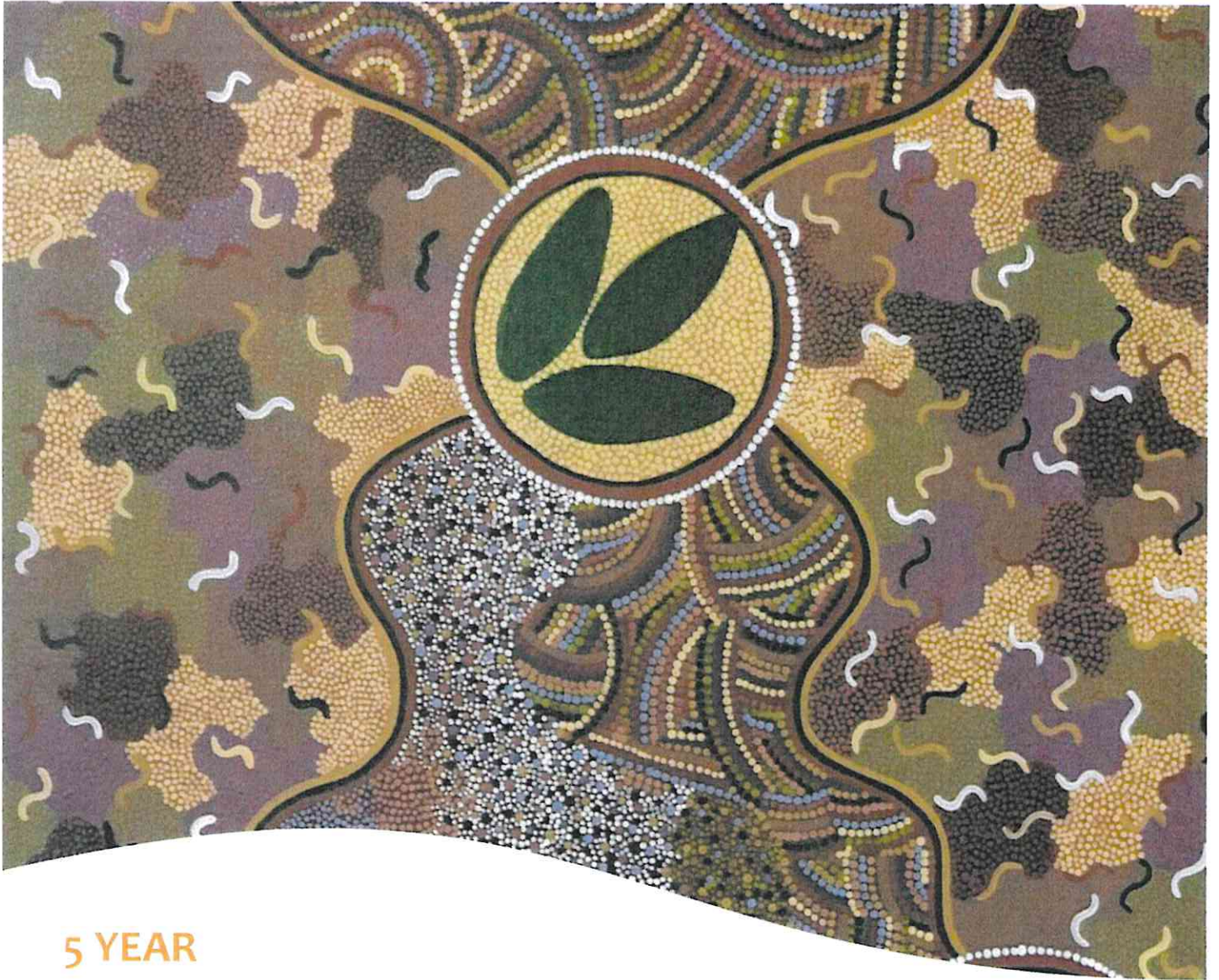
The highest Native Title rights in Australian Law the determination recognises the rights of Ngadju, including exclusive possession in unallocated Crown lands in determined areas. The traditional lands of Ngadju include all lands and waters within the outer boundary of the two native title determinations; including conservation estate of nature reserves and national parks, (information sourced from NNTAC).

Native Title acknowledges through law the vital connection of first nations to their traditional lands and Country. Native Title may include rights and interest to live on the determined land, visit and care for significant sites. Native Title also allows for the gathering of traditional resources such as bush medicines, food, water, cultural resources and wood. The sharing of cultural law and knowledge and participating in other cultural activities such as ceremony is also recognised under native title law.

Christmas Events

The Community Development Team which consists of Events, CRC and CDM are busy with planning the upcoming Christmas events namely the Seniors Christmas Dinner and the Community Fayre. The Senior's dinner is always a special event on the calendar and one that sees the Norseman Town Hall rocking!

The Christmas Fayre also promises to be a great afternoon into the evening with the event once again being held in Marks Park. The shaded environment and grassed areas offer a welcome retreat from the summer warmth and provide a family friendly venue. Activities will include Christmas markets, dress-up competition and parade, Christmas carols, children's entertainment, community barbeque, and of course SANTA!!!



**5 YEAR
NGADJU NATIVE TITLE
DETERMINATION ANNIVERSARY (2014 – 2019)**

Please join in the festivities:

- Tree planting with our Elders
- Commemoration t-shirts
- Photographer
- Band
- YMCA
- Alba Honey
- Sausage Sizzle and fruit platters
- Kids activities



NORSEMAN SPORTS COMPLEX

2pm - 7pm

Thursday 21ST November 2019

