



Norseman Woodlands to Eucla Coast

**Minutes of Meeting
Ordinary Council Meeting
17th November 2020**

Minutes of the ORDINARY Meeting of the Council be
held in the Council Chambers at the Shire
Administration Office – Prinsep Street Norseman on
the 17th November 2020 commencing at 6.00pm

Table of Contents

| | | |
|--------|---|----|
| 1 | Declaration of Opening and Announcement of Visitors. | 3 |
| 2 | Declarations of Financial, Proximity, Impartiality Interests & Gifts Received..... | 3 |
| 3 | Record of Attendance of Councillors / Officers and Apologies. | 3 |
| 4 | Applications for Leave of Absence. | 4 |
| 5 | Response to Previous Public Questions Taken on Notice. | 4 |
| 6 | Public Question Time. | 4 |
| 7 | Confirmation of Minutes of Previous Meeting..... | 5 |
| 8 | Petitions, Deputations or Presentations. | 5 |
| 8.1 | Reports of Committees..... | 5 |
| 8.1.1 | GVROC – Cr Bonza/Cr Warner | 5 |
| 8.1.2 | WALGA – Cr Bonza/Cr Patupis | 6 |
| 8.1.3 | Regional Roads Group – Cr Bonza/Cr Wyatt..... | 6 |
| 8.1.4 | Roadwise – Cr Wyatt/Cr Warner..... | 7 |
| 9 | Announcements by Presiding Member without Discussion..... | 7 |
| 10 | Reports of Officers..... | 7 |
| 10.1 | Planning, Development, Health and Building..... | 7 |
| 10.1.1 | – Men’s Shed Lease Amendment to Sub-Lease | 7 |
| 10.2 | Engineering and Works | 9 |
| 10.3 | Members and Policy | 9 |
| 10.3.1 | – Receive the Information Bulletin..... | 9 |
| 10.3.2 | – Policy Review - Use of Shire Vehicles..... | 10 |
| 10.3.3 | - Proposed A.15 Citizenship Policy | 12 |
| 10.4 | Administration, Finance and Community Service | 14 |
| 10.4.1 | – Accounts Paid 1/10/2020 to 31/10/2020..... | 14 |
| 10.4.2 | – Financial Statements for the Period Ending 31 st October 2020..... | 20 |
| 10.4.3 | – CRC Management Report & Financial Statements to 31 st October 2020 | 21 |
| 10.4.4 | – Officers Reports | 22 |
| 10.4.5 | – Appointment of Moore Australia as Accountants | 23 |
| 10.4.6 | – 2021 Australia Day WA, Community Citizen of the Year Awards Nominations..... | 24 |
| 10.4.7 | – Christmas Closure 2020/21 | 26 |
| 11 | Elected Members Motions of Which Previous Notice Has Been Given | 27 |
| 12 | New Business of an Urgent Nature Introduced by the President or by a decision of the Meeting... | 27 |
| 13 | Next Meeting | 27 |
| 14 | Closure of Meeting | 27 |

1 Declaration of Opening and Announcement of Visitors.

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

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.

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

Financial Interests:

- Peter Fitchat - 11.4.1 – Accounts Paid 1/10/2020 to 31/10/2020, Indirect Financial - his wife, as the owner of Stitch and Gift, received payment for goods supplied to the Shire.

Proximity Interests:

Nil

Impartiality Interests:

- Sharon Warner - Item 10.1.1 - Men's Shed Amendment to Sub-lease - President of the Norseman District High School P&C Association, they are in talks with Kambalda regarding the Containers for WA Scheme and have a scheme ID.
- Sharon Warner - 10.4.6 - 2021 Australia Day WA Community Citizen of the Year Award Nominations - Member of nominated Committee.
- Veronica Wyatt - 10.1.1 - Men's Shed Amendment to Sub-lease - Member of the Norseman District High School P&C Association, they are in talks with Kambalda regarding the Containers for WA Scheme and have a scheme ID.

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.

Nil

3 Record of Attendance of Councillors / Officers and Apologies.

| | |
|---------------|--------------------------------|
| Cr LG Bonza | Shire President |
| Cr AR Patupis | Deputy Shire President |
| Cr JEP Hogan | |
| Cr SM Warner | |
| Cr VL Wyatt | |
| Cr VJ Schultz | |
| Peter Fitchat | Chief Executive Officer |
| Joe Hodges | Manager of Works and Services |
| Tracy Dixon | Records/Administration Officer |

Apologies

Pania Turner Manager of Community Development

Public Gallery

Des McColl

Michelle Hindmarsh

Lynn Webb

4 Applications for Leave of Absence.

Nil

5 Response to Previous Public Questions Taken on Notice.

CEO through the Chair:

Update on question from Judy Fleming at October Ordinary Meeting regarding footpaths and lack of lighting along West side of Prinsep Street:

- Manager of Works and Services has inspected footpaths – issues have been identified.
- To be put on backlog for Council to consider during budget review or in the next financial year.
- Lighting is an ongoing issue and considering our current rates, Council putting in extra lighting would be something that Council would need to consider during next budget.

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.

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

Des McColl, 34 Brockman Street:

Has anything been done about the mosquito problem? Des offered some possible solutions that the Shire could look at for mosquito control.

Requested permission to cut down and remove two trees in the property next door at 36 Brockman Street. In danger of falling on neighbouring fences, house or power lines.

CEO, through the Chair:

- 36 Brockman Street is a property earmarked for disposal by Council and are currently going through that process.
- Recommended that Shire drop the trees as they unable to give permission to anyone to do so, as they do not own the property.
- Works team will investigate cost associated with this and Council can then recover the cost during the disposal process.
- If Council grants permission to others, they may be liable for any injuries caused during the operation.
- Manager of Works and Services will assess, and feedback will be given. The issue was highlighted during the clean-up of the block, so Council are aware of it.
- Regarding the mosquito issue, Council is looking into options for control and talking to various councils.
- There are still underlying issues with some methods used, even though they might be classified as environmentally friendly.

- Shire is starting a campaign using various channels such as the Facebook page and website, to raise awareness and highlight of the importance of mosquito control around properties – asking people to empty out stagnant water and clean out gutters.
- As part of the new mine camp development, Council is in discussions with company regarding plans to bypass catchment dam behind school and instead use new mine's proposed treatment plant. Shire will then be able to fill the dam back in, removing this as possible mosquito breeding ground.

7 Confirmation of Minutes of Previous Meeting.

- 7.1 Minutes of the Ordinary Meeting of Council held on 20th October 2020 be confirmed as a true and accurate record.

Recommendation

That the minutes of the Ordinary Council Meeting held on 20th October 2020 be confirmed as a true and accurate record.

Moved Cr: Wyatt
Seconded Cr: Hogan

Resolution

That the minutes of the Ordinary Council Meeting held on 20th October 2020 be confirmed as a true and accurate record.

Carried by: Simple Majority For: 6 Against: 0

8 Petitions, Deputations or Presentations.

8.1 Reports of Committees

8.1.1 GVROC – Cr Bonza/Cr Warner

GVROC MOU Workshop

- GVROC meeting held Friday the 13th in Coolgardie Shire at the Kambalda Rec centre
- Prior to the meeting a workshop was held to discuss the make-up of the group and to consider whether the MOU between the Shires and Councils making up the GVROC group as still relevant and still required.
- There was a good discussion on the Group and its' objectives and expected outcomes
- The general consensus was that the GVROC was a body capable of providing benefit to the region as a whole and also as a support mechanism for individual councils.
- The view of the workshop was that the GVROC continue to advocate on behalf of the region and to foster and support projects that will benefit the region and also individual councils.
- The recommendation arising from the workshop was that the MOU in its' current form remain and that individual councils should execute the MOU and have paid their annual subscriptions to fully participate and vote on GVROC decisions and discussions.
- Shire of Dundas has paid their annual subscription.
- The group will consider a possible review of the subscription level at a budget review as it has been at the same level for some years.

GVROC Meeting

- Member for Kalgoorlie, Kyran O'Donnell spoke to the meeting. Requested councils to consider proposals and projects for the upcoming election. Is keen to get Royalties for Regions funding returned to its' original purpose
- Coolgardie gave a presentation on the progress of their proposed waste facility
- Update on Goldfields Records Storage Facility – there was some minor issue with the strata title which has been resolved and the property is on the market
- An update was provided on the camel industry and a working group will be established to progress the initiative. A funding request from Camel Solutions Australia will be considered following the working group meeting scheduled for 23/11/20.
- Update on drought relief is not particularly encouraging. Request for feedback to be forwarded to June Bell of the National Drought & North Queensland Flood Response and Recovery Agency.
- The meeting considered the issue of lack of suitable, Government public housing in the region. All councils to compile issues in their area and GEDC will assist in collating the regional view to present to the State for consideration and prioritising.
- Local Government Financial Ratios are currently being addressed by a Sector Reference Group. The GVROC area is represented by Coolgardie CEO, James Trail. The update was noted, and discussion was held around how best to address the inequity of the requirements which are particularly onerous for smaller, less well-resourced, LGs, compared to much larger, metro councils. Possible solution may be to consider how to set the ratios as per the current 'band' system for LGs.
- Changes are proposed by Main Roads in relation to the setting up of RRGs and the criteria for funding of significant Local Govt roads. The proposed changes could have a major impact on our road funding, and we will be providing feedback to Main Roads on the effects of those proposed changes.
- The withdrawal of the Shire of Ravensthorpe from the GVROC group has been finalised. They will now align themselves with Jerramungup as having more common ground with that area.

8.1.2 WALGA – Cr Bonza/Cr Patupis

- WALGA continuing work on the LG Act review and reviewing the City of Perth report and will prepare information that will concentrate on the key issues as identified from those reports
- They are preparing an election campaign on LG issues such as economic recovery and legislative reform
- Draft Regs for the Code of Conduct and CEO appointment have been released and feedback/comment is required by 6th December.
- The State Govt is currently running a jobs campaign, however, has the State closed off so workers can't get here
- Tender Regs which were increased in the early part of the year to assist during COVID crisis, have now been made permanent
- WALGA State Council meeting to be held 2nd December. This meeting will consider key issues from inquiries into Local Government, registration of building engineers in WA, the role of LG in relation to family and domestic violence and underground power.

8.1.3 Regional Roads Group – Cr Bonza/Cr Wyatt

- Meeting will be held on Friday 20/11/20.
- Agenda will discuss Local Road programme for 2020/21 – Black Spot funding, projects unlikely to be delivered, return of surplus from projects not being completed or rolled over and surplus funding for additional projects
- Reports to be tabled from WALGA, RoadWise, DOT & Main Roads.

8.1.4 Roadwise – Cr Wyatt/Cr Warner

Nil

9 Announcements by Presiding Member without Discussion.

- WA/SA border opened and quickly shut again due to the Covid-19 outbreak in SA.
- Quite a lot of media attention in town.
- Council asked questions in relation to the preparedness of the hospital – had the Health Department contacted them to offer assistance and support?
- Sent an email to WA Country Health to ask, with the testing requirements of people now coming through, had the hospital been notified?
- Response was that they had been notified and they were asked to prepare the previous day and that the stocks of PPE were at planned levels.
- Also asked if the G2G app notification would be sufficient to notify the people staying on the Hyden-Norseman road during the overnight period before the border was re-closed.
- Police were contacting everyone that crossed the border.
- Checked with people at RV park and they had all been contacted. Some suggested that they could stay there as a self-isolation point if they were fully self-contained, however this was not possible due to the issue of toilet cannisters not able to last 14 days.
- A plan had been put in place during the previous border closure to allocate a specific time for self-isolating people that had nowhere else to go, and under strict conditions to go to the dump point, empty cassettes and then have these facilities thoroughly cleaned after.
- Asked about fatigue management of travellers, but they did not consider this a priority but could deal with it if the situation arose.
- Asked at the beginning of the pandemic regarding disposal of waste from truck stops and motels etc but did not receive a clear answer and still have not – normal hygiene precautions are to be followed.
- According to the Senior Policy Officer at the office of Roger Cook (WA Health Minister), our hospital has increased their staffing levels with additional staff every day this week.
- Hospital is well set up to handle the situation and they already have a successful system to test people without requiring them to enter the hospital building.

10 Reports of Officers.

10.1 Planning, Development, Health and Building

Cr Sharon Warner also declared an Impartiality interest in the following Item 10.1.1 - Men's Shed Amendment to Sub-lease as she is President of the Norseman District High School P&C Association and they are in talks with Kambalda regarding the Containers for WA Scheme and have a scheme ID.

Cr Veronica Wyatt also declared an Impartiality interest in the following item 10.1.1 - Men's Shed Amendment to Sub-lease as she is a member of the Norseman District High School P&C Association and they are in talks with Kambalda regarding the Containers for WA Scheme and have a scheme ID.

| Agenda Reference & Subject | |
|---|--|
| 10.1.1 – Men's Shed Lease Amendment to Sub-Lease | |
| Location / Address | Lot 37 (104) Prinsep Street Norseman |
| File Reference | LEASES & A31 |
| Author | Chief Executive Officer - Peter Fitchat |
| Date of Report | 12 th November 2020 |
| Disclosure of Interest | Impartiality - Member of the Norseman Men Shed |

Summary

For the Council to consider renewing the Men's Shed lease agreement.

Background

In October 2020, the Shire of Dundas renewed the lease agreement with the Norseman Men's Shed Association to lease the premises at Lot 37 No 104 Prinsep Street Norseman for another 5-year period.

Since then the Men Shed has been approached by the WA Container Deposit Scheme contractor to lease a section of the grounds to house their infrastructure.

Statutory Environment

Local Government Act 1996

Policy Implications

There are no Shire of Dundas policies that relate to this issue.

Financial Implications

Possible disabled access into the facility, Works department will cost this and present it at the mid-year budget review.

Strategic Implications

There are no strategic implications that relate to themes in the Community Strategic Plan

Consultation

Norseman Men's Shed Association
CEO, Manager Community Development

Comment

The Men's Shed Association have been operating from the premises for over 5 years this has some significant benefits to our community, this will assist with their fund raising efforts and allowing this to occur will have the added benefit to the community to have a drop off their recyclables to get their deposits back.

The Association has grown in membership over the years and is in negotiations with this organisation based in Kambalda, and it seems that they are confident that they would be able to staff this facility for at least 2 days a week to provide the container return in Norseman a base.

The Men's Shed is requesting a change in their agreement to allow them to sublease the facility for the next 5 year.

That all the changes to the facility be approved by Council and that staff ensure it meets the required regulation and safety standards.

Voting Requirements

Simple Majority

Officer Recommendation

That the Council of the Shire of Dundas:

1. Consider the amendment to the lease agreement with the Men's Shed premises at Lot 37 (104) Prinsep Street Norseman for the next 5 years until 2025 and offer to amend the lease to allow this facility to be sub leased.
2. Delegate the CEO to make the required amendments, and
3. Delegate the President Laurene Bonza and the CEO Peter Fitchat to sign the amended lease with the Councils Common Seal.

Moved Cr: Patupis
 Seconded Cr: Wyatt

Resolution

That the Council of the Shire of Dundas:

1. Consider the amendment to the lease agreement with the Men's Shed premises at Lot 37 (104) Prinsep Street Norseman for the next 5 years until 2025 and offer to amend the lease to allow this facility to be sub leased.
2. Delegate the CEO to make the required amendments, and
3. Delegate the President Laurene Bonza and the CEO Peter Fitchat to sign the amended lease with the Councils Common Seal.

Carried by: Simple Majority For: 6 Against: 0

10.2 Engineering and Works

Nil

10.3 Members and Policy

| Agenda Reference & Subject | |
|--|---|
| 10.3.1 – Receive the Information Bulletin | |
| Location / Address | Shire of Dundas |
| File Reference | PE.ME.2 |
| Author | Chief Executive Officer - Peter Fitchat |
| Date of Report | 12 th November 2020 |
| Disclosure of Interest | Nil |

Summary

For Council to consider receiving the Information Bulletin for the period ending 31st October 2020.

Background

The Councillors' Information Bulletin for the period ending 31st October 2020 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 monthly Councillors' Information Bulletin for the period ending 31st October 2020, as included in confidential papers relating.

Moved Cr: Wyatt
Seconded Cr: Hogan

Resolution

That Council receive the monthly Councillors' Information Bulletin for the period ending 31st October 2020, as included in confidential papers relating.

Carried by: Simple Majority

For: 6

Against: 0

| Agenda Reference & Subject | |
|---|--|
| 10.3.2 – Policy Review - Use of Shire Vehicles | |
| Location / Address | Shire of Dundas |
| File Reference | CM.PO.1 |
| Author | Development Services Officer – Richard Brookes |
| Date of Report | 28 th October 2020 |
| Disclosure of Interest | Nil |

Summary

For the Council to review Council policies T6 & T7 in relation to the use of the Community loan vehicle

Background

The Council at its ordinary meeting held on the 15th September considered the report relating to the Community loan vehicle and resolved the following:

That the Council of the Shire of Dundas:

- 1. approve in principal the use of P282 Colorado ute as a community loan vehicle to be used by community groups for community purposes;**
- 2. invite expressions of interest from community groups to enable them to be considered to use the community loan vehicle for community purposes;**
- 3. require that usage of the community loan vehicle will be in accordance with the terms of the “Application to Use the Community Vehicle” as included in the papers relating;**
- 4. advise the Chief Executive Officer to prepare changes to the plant and equipment policies to reflect conditions relating to the proposed community loan vehicle**

Statutory Environment

Local Government (Miscellaneous Provisions) Act 1960
Local Government Act 1995 and associated regulations

Policy Implications

There are 2 policies in the policy manual that relate to the use of Shire plant:

T.6 – Shire Plant and Equipment – After Hours Use

The Chief Executive Officer is authorised to permit the after-hour's use of the Shires plant and equipment at no cost provided that the plant and equipment:

- Is used to facilitate works for a local community organisation or sporting body.
- Is operated by appropriately trained and authorised Shire employees only.
- Does not leave the Shire of Dundas.
- Is available at the depot and does not involve unnecessary transportation.
- Is returned to the depot in time for normal Shire operations.

T.7.- Operation of Shire Plant

That all Shire plant and equipment is to be operated only by authorised personnel, and that the Chief Executive Officer and/or Manager of Works are the only persons permitted to provide that authorisation.

Changes to existing policies and introduction of new policies.

Financial Implications

There are no financial implications in relation to the review of the policy.

Strategic Implications

The proposed policy has been assessed in relation to its implications to the Strategic Community Plan and there do not appear to be any inconsistencies or conflicts.

Consultation

Executive Management Team

Comment

As directed by the Council, the existing policies relating to shire plant and equipment have been reviewed. The existing policies T.6 – Shire Plant and Equipment – After Hours Use and T.7.- Operation of Shire Plant have been combined, reworded and now includes reference to the Community Bus and the Community loan vehicle.

A copy of the proposed policy T18 - Operation of Shire Plant and Equipment is included in the papers relating.

Voting Requirements

Absolute Majority

Officer Recommendation

That the Council of the Shire of Dundas in relation to the Shire of Dundas Policy Manual:

- 1. delete policy T.6 – Shire Plant and Equipment – After Hours Use and policy T.7 - Operation of Shire Plant; and**
- 2. adopt policy T.18 - Operation of Shire Plant and Equipment as included in the papers relating.**

Moved Cr: Wyatt
Seconded Cr: Warner

Resolution

That the Council of the Shire of Dundas in relation to the Shire of Dundas Policy Manual:

- 1. delete policy T.6 – Shire Plant and Equipment – After Hours Use and policy T.7 - Operation of Shire Plant; and**
- 2. adopt policy T.18 - Operation of Shire Plant and Equipment as included in the papers relating.**

Carried by: Absolute Majority

For: 6

Against: 0

| Agenda Reference & Subject | |
|--|---|
| 10.3.3 - Proposed A.15 Citizenship Policy | |
| Location / Address | Shire of Dundas |
| File Reference | CM.PO.1 |
| Author | Manager of Community Development – Pania Turner |
| Date of Report | 12 November 2020 |
| Disclosure of Interest | Nil |

Summary

For the Shire of Dundas Council to review and consider the Draft Australian Citizenship Ceremony Policy for adoption.

Background

Since the early 1950s, local government Councils have conducted most citizenship ceremonies on behalf of the Department responsible for citizenship. Councils are well placed for this welcoming role as the arm of government closest to new citizens and the communities to which they belong.

The Shire of Dundas Council performs Australia Citizenship Ceremonies as required. To be eligible to attend a citizenship ceremony at the Shire of Dundas, the conferee must have completed their application process with the Department of Home Affairs.

Policy Scope

This policy applies to:

- the Council of the Shire of Dundas.
- Shire Officers, and
- all people participating in an Australian Citizenship Ceremony hosted by the Shire of Dundas.

Statutory Environment

Australian Citizenship Act 2007

Australian Citizenship Regulation 2016

The ceremony is performed in accordance with the Australian Citizenship Ceremonies Code which sets out the legal and other requirements for conducting citizenship ceremonies as well as the roles and responsibilities for those involved in citizenship ceremonies.

Policy Implications

Introduction of new policy

Financial Implications

There are no financial implications in relation to the adoption of this policy.

Strategic Implications

Nil

Consultation

CEO

Department of Home Affairs

Comment

Citizenship ceremonies provide an important opportunity to formally welcome new citizens as full members of the Australian community. They are a significant event in a person's life. A policy will ensure that the ceremony reflects the importance of the occasion and assist all those participating in the ceremony to understand and meet their obligations pertaining to the citizenship ceremony.

Voting Requirements

Absolute Majority

Officer Recommendation

That the Council of the Shire of Dundas:

- 1. review the draft policy presented in the papers relating, and**
- 2. approve and adopt the new policy to be added to the Shire of Dundas Policy Manual.**

Moved Cr: Wyatt

Seconded Cr: Hogan

Resolution

That the Council of the Shire of Dundas:

1. review the draft policy presented in the papers relating, and
2. approve and adopt the new policy to be added to the Shire of Dundas Policy Manual.

Carried by: Absolute Majority

For: 6

Against: 0

The CEO, Peter Fitchat declared an Indirect Financial Interest in the following item 11.4.1 – Accounts Paid 1/10/2020 to 31/10/2020 as his wife is the owner of Stitch and Gift.

10.4 Administration, Finance and Community Service

| Agenda Reference & Subject | |
|---|--|
| 10.4.1 – Accounts Paid 1/10/2020 to 31/10/2020 | |
| Location / Address | Shire of Dundas |
| File Reference | FM.CR |
| Author | Acting Senior Finance & Administration Officer – Ciara Stewart |
| Date of Report | 12 th November 2020 |
| Disclosure of Interest | Nil |

Trust Payments

| Chq/EFT | Date | Name | Description | Amount |
|---------|------------|----------------------------|---------------------------|-----------------|
| 554 | 29/10/2020 | Shire of Dundas Petty Cash | RECOUP PETTY CASH 23.9.20 | 150.00 |
| | | | | \$150.00 |

Municipal Cheques

| Cheque | Date | Name | Description | Amount |
|--------|------------|----------------------------|--|------------------|
| 26388 | 29/10/2020 | Alan McGrath | 1st Prize Winner 2020/2021 (Early Payment Rates Incentive) | 750.00 |
| 26389 | 29/10/2020 | Shire of Dundas Petty Cash | Recoup to petty cash 05.08.2020 - 16.10.2020 | 941.75 |
| | | | | \$1691.75 |

Municipal Account EFT's

| EFT | Date | Name | Description | Amount |
|---------|------------|---|--|----------|
| EFT4978 | 02/10/2020 | Bonza Constructions Pty Ltd | Replace steel shower door jambs at Swimming Pool Norseman, replace damaged lasolite sheet to Depot roof, replace louvres on Shire admin building \$9125.60 Construct access ramp unit 4/100 Prinsep St \$299.84 | 9425.44 |
| EFT4979 | 02/10/2020 | EAGLE PETROLEUM (WA) PTY LTD | 1 x Renolin B Plus 68 - 250L, 2 x Renolit XTB 2 - 20kg | 1215.50 |
| EFT4980 | 02/10/2020 | Goldfields Voluntary Regional Organisation of Council | Annual Subscription 2019/2020 | 11000.00 |
| EFT4981 | 02/10/2020 | RGSMW PTY LTD T/AS PACK & SEND EAST PERTH | Freight (ITR Pacific Pty Ltd) \$943.11 Freight – Coastline Mowers \$119.23 | 1062.34 |
| EFT4982 | 02/10/2020 | Receptive Security | Replace security system back up battery, programmed daily timer tests at the old Visitor Centre. | 1149.50 |
| EFT4983 | 02/10/2020 | Valma Joy Schultz | Community artist for the education banners project at the Woodlands Centre. | 350.00 |

| | | | | |
|---------|------------|---|--|----------|
| EFT4984 | 02/10/2020 | Coastline Mower world | 1 x TSA 230 Cordless cut off Machine, 4 x GTA Pruning battery charger, 1 x B10 230mm Concrete Diamond wheel, 1 x X100 230mm Universal Diamond Wheel + Postage \$1703.20 1x MSA Chainsaw Battery 16" & 14" \$1414.40 1x chain breaker, 1x rivet spinner, 1x picco full chisel, 4x GTA chain loop, 12: picco Micro \$1314.40 | 4432.00 |
| EFT4985 | 05/10/2020 | Australia Post | Postage for August 2020 | 274.32 |
| EFT4986 | 05/10/2020 | Australia Day Council of Western Australia | Gold Associate 2020 -2021 - Membership Awards | 594.00 |
| EFT4987 | 05/10/2020 | ZircoDATA Pty Ltd | Storage of Registers (26.07.2020 - 25.08.2020) | 160.24 |
| EFT4988 | 05/10/2020 | Aquatic Services WA Pty Ltd | Service two sand filters at Norseman swimming pool \$17985.00 1x wilo pump and 1x diaphragm assemble Norseman Swimming Pool \$1303.50 Service work – perform quarterly service to pool filtration system at Swimming Pool \$1958.00 | 21246.50 |
| EFT4989 | 05/10/2020 | Bunnings Warehouse Kalgoorlie | 4 x Power boards, 8 x Epoxy putty Selleys, 2x Tape flame retardant 10 pack for the Norseman Depot \$347.41 1x Side table steel marquee \$25.98 | 373.39 |
| EFT4990 | 05/10/2020 | BOC Limited | Container Service Fee (29.07.2020 - 28.08.2020) | 40.51 |
| EFT4991 | 05/10/2020 | Shire of Dundas Municipal Fund | Payroll deductions | 745.00 |
| EFT4992 | 05/10/2020 | Elite Gym Hire | Hire of Weights (12.09.2020 - 12.10.2020) \$568.85 Hire of Treadmill, Bike, Rower & Cross Trainer 12.09.2020 – 12.10.2020 \$442.70 | 1011.55 |
| EFT4993 | 05/10/2020 | A.D. Engineering International Pty Ltd | Town clock quarterly service (03.09.2020 - 12.12.2020) | 132.00 |
| EFT4994 | 05/10/2020 | Future Security Solutions Pty Ltd | Replaced system battery at Art Centre. | 190.30 |
| EFT4995 | 05/10/2020 | FULL MOON CAFE | Catering for council workshop - sandwiches, fruits, lights snacks for 10 people | 150.00 |
| EFT4996 | 05/10/2020 | Stitch and Gift | Gift Certificate for Garden Show | 25.00 |
| EFT4997 | 05/10/2020 | Institute of Public Works Engineering Australasia Limited | NAMS Subscription Fee (01.07.2020 - 30.06.2021) | 935.00 |
| EFT4998 | 05/10/2020 | Jason Signmakers | 24 x Custom floor Vinyl Stickers for Norseman Swimming Pool | 1022.00 |
| EFT4999 | 05/10/2020 | J + M Asphalt Pty Ltd | Lay additional Asphalt due to base undulations - Footpath at Robert Street | 26773.78 |
| EFT5000 | 05/10/2020 | McLeods Barristers & Solicitors | Gravel Extraction: Legal Processes | 231.31 |
| EFT5001 | 05/10/2020 | Norseman Concrete | Loader & Truck Hire (3.08.2020 - 11.08.2020) \$12457.50 Float shire grader for roadwork purposes 4,7 & 12 August \$3168.00 | 26405.50 |

| | | | | |
|---------|------------|---|---|----------|
| | | | Loader and Truck Hire 24.08.2020 – 31.08.2020 \$10780.00 | |
| EFT5002 | 05/10/2020 | Navman Wireless Australia Pty Ltd | Monthly satellite service (05.09.2020 - 04.10.2020) | 65.89 |
| EFT5003 | 05/10/2020 | Office National Kalgoorlie | Assorted Stationary | 202.58 |
| EFT5004 | 05/10/2020 | WESFARMERS INDUSTRIAL AND SAFETY | Assorted Uniform for Mathew Morgan | 124.21 |
| EFT5005 | 05/10/2020 | Pet Tags Australia | 25 X DOG TAGS YELLOW, 25 X DOG TAGS WHITE, 15 X CAT TAGS YELLOW, 15 X CAT TAGS WHITE | 240.90 |
| EFT5006 | 05/10/2020 | PUZZLE CONSULTING PTY LTD | RADS Application for Eucla Airstrip - 2020 | 1500.00 |
| EFT5007 | 05/10/2020 | South Coast Foodservice | 5 x Revive Citrus Disinfectant 5L | 84.15 |
| EFT5008 | 05/10/2020 | Solutions IT (invoice S + B) | Managed Support - Maintain (Monthly Billing for September) \$1478.50 Agreement – Cloud Backup September \$180.68 | 1660.18 |
| EFT5009 | 05/10/2020 | Town Planning Innovations Pty Ltd | General Planning Advice - Lot 3 Eyre Highway, Norseman. | 1608.75 |
| EFT5010 | 05/10/2020 | Waterman Irrigation Australia | Cloud access and phone support for 01.07.2020 - 30.06.2020 | 1002.10 |
| EFT5011 | 06/10/2020 | Kilima (WA) Pty Ltd | Rent for the month of September - 81 Robert Street, Norseman. | 220.00 |
| EFT5012 | 06/10/2020 | Kyle Stanely Wicker | 19.2m of wall charged per sqm, Materials required for mural, food and accommodation, Travel and freight. | 5950.00 |
| EFT5013 | 07/10/2020 | Bonza Constructions Pty Ltd | Dig various footings, groundwork for fencing, apply trim deck to extend roof by toilets, Erect fencing, erect block walls plus Travel & freight \$19977.34 Visitor centre slat board display hanging \$1214.40 | 21191.74 |
| EFT5014 | 13/10/2020 | Bonza Constructions Pty Ltd | Misc. repairs to interior and exterior of 13 Roberts street \$7001.50 Replace entrance lock at scout hall and install vertical blind at Gym \$220.45 Replace damaged lock at woodlands centre \$264.07 | 7486.02 |
| EFT5015 | 13/10/2020 | Bunnings Warehouse Kalgoorlie | Assorted items for the Woodlands Centre, garden blocks, linseed oil, sanding items, painting items. \$670.76 4x abrasive ORB all surf and 1x abrasive belt cloth flexovit for Woodlands Centre \$28.99 | 699.75 |
| EFT5016 | 13/10/2020 | BOC Limited | Container Service Fee (29.08.2020 - 27.09.2020) | 39.22 |
| EFT5017 | 13/10/2020 | Department of Fire & Emergency Services | ESL (SEPTEMBER 2020) | 31169.15 |
| EFT5018 | 13/10/2020 | Threat Protect | Alarm Monitoring (Admin) \$234.75 Alarm Monitoring Visitor Centre \$115.50 Alarm Monitoring Youth Centre \$111.00 | 461.25 |
| EFT5019 | 13/10/2020 | Horizon Power | Streetlights Usage (01.09.2020 - 30.09.2020) | 4695.97 |
| EFT5020 | 13/10/2020 | Landgate | Mining Tenement Chargeable, Schedule NO. M2020/19 (12.08.2020 to 18.09.2020) | 49.20 |

| | | | | |
|---------|------------|---|--|----------|
| EFT5021 | 13/10/2020 | The Leisure Institute of Western Australia Aquatics (Inc) | Regional WA Aquatic Recreation Seminar (Northam) 7 October 2020 - Sandra Murphy. | 99.00 |
| EFT5022 | 13/10/2020 | Debbie Lynn Ice Cream & Cafe | 25x \$5 Vouchers for Flower and Garden Show | 125.00 |
| EFT5023 | 13/10/2020 | LGIS Broking | LGIS Motor Vehicle Insurance Adjustment 2019/20 | 2238.93 |
| EFT5024 | 13/10/2020 | Moore Australia (WA) Pty Ltd | Rates processing & management assistance for September 2020 | 1870.00 |
| EFT5025 | 13/10/2020 | Norseman Concrete | Loader and Truck Hire (13.08.2020 - 21.08.2020) | 12801.25 |
| EFT5026 | 13/10/2020 | Norseman IGA | Various IGA Purchases for August 2020 | 1670.03 |
| EFT5027 | 13/10/2020 | Online Business Equipment | Monthly Service Agreement No 17649 | 71.50 |
| EFT5028 | 13/10/2020 | Office National Kalgoorlie | 1 x Multi-purpose address labels, 4 x diaries, 4 x whiteboard marking tape \$261.63 1x plastic binding combos box \$21.78 | 283.41 |
| EFT5029 | 13/10/2020 | O'Dwyer Electrical | Replace lights at 13 Roberts Street, Electrical fixings and sundries plus travel cost \$2695.00 Electrical inspection for 11 Roberts st, install two double power point s at Woodlands centre plus travel \$1787.50 | 4482.50 |
| EFT5030 | 13/10/2020 | South East Petroleum | Diesel 7500 Litres \$8300.33 Diesel and unleaded fuel purchases 663.15 | 8963.48 |
| EFT5031 | 13/10/2020 | Solutions IT (invoice S + B) | Managed support - Maintain (Monthly billing for October) \$1479.50 Offsite backup – Cloud October \$180.68 Office365: 14 Licenses Monthly Subscription \$560.22 | 2220.40 |
| EFT5033 | 13/10/2020 | TAPS Industries Pty Ltd | Cleared drain blockage, performed sewer camera inspection to locate septic tanks, identified large amount of roots, return travel from Kambalda to Norseman. | 1000.00 |
| EFT5034 | 13/10/2020 | Visimax Safety Products | 6 x Dangerous Dog Collar, 3 x Dog Muzzle, 6 x Dangerous dog breed sign plus freight and handling. | 332.85 |
| EFT5035 | 13/10/2020 | Water Corporation | Various Water Accounts (28.07.2020 - 22.09.2020) | 10872.57 |
| EFT5036 | 13/10/2020 | Wilson's Diesel & Auto Repairs | Replace 2 new tyres and check wheel alignment to Holden Colorado 37DS \$552.80 24'000km service Holden Colorado DS232 \$520.30 | 1073.10 |
| EFT5037 | 15/10/2020 | WorkCover Queensland | Work Cover for Richard Brookes Plus Stamp Duty (14.10.2020 - 30.06.2021) | 929.16 |
| EFT5038 | 23/10/2020 | Australian Taxation Office | BAS (SEPTEMBER 2020) | 51278.00 |
| EFT5039 | 23/10/2020 | ZircoDATA Pty Ltd | Storage of Registers (26.08.2020 - 25.09.2020) | 160.24 |
| EFT5040 | 23/10/2020 | Bunnings Warehouse Kalgoorlie | 180 x Block terralite splitface, 50 block cap terralite splitface | 865.90 |
| EFT5041 | 23/10/2020 | Laurene Bonza | Claim (Council Meeting - 20.10.2020), Council Workshop - 06.10.2020 , Policy Workshop - 13.10.2020 | 576.00 |

| | | | | |
|---------|------------|---|---|----------|
| EFT5042 | 23/10/2020 | Coastline Mower world | STIHL Grinder Assembled and delivered \$863.20 1x Grinding wheel, 1 picco micro for Chainsaws \$180.00 | 1043.20 |
| EFT5043 | 23/10/2020 | THE FUTURES GROUP PTY LTD | Performance Management - Aruna Rodrigo \$1980.00 Performance Management – Peter Ladewig \$1485.00 | 3465.00 |
| EFT5044 | 23/10/2020 | Goldfields Ice Works | 40 x Bags of Ice | 104.00 |
| EFT5045 | 23/10/2020 | John Edward Patrick Hogan | Claim (Council Meeting - 20.10.2020), Council Workshop - 06.10.2020 , Policy Workshop - 13.10.2020 | 416.00 |
| EFT5046 | 23/10/2020 | Kilima (WA) Pty Ltd | Rent for the Month October 2020, 81 Robert Street Norseman | 220.00 |
| EFT5047 | 23/10/2020 | LG Assist ANZ Pty Ltd | LG - Bushfire risk planning coordinator | 330.00 |
| EFT5048 | 23/10/2020 | Star Track Credit | Freight (SIGMA) | 194.77 |
| EFT5049 | 23/10/2020 | LGIS | LGIS WorkCare Insurance - Instalment No. 2 - 31.10.2020 - 30.06.2021 \$29106.45 LGIS Property Insurance – Instalment No2 31.10.2020 – 30.06.2021 \$36672.50 LGIS Liability Insurance 31.10.2020 – 30.06.2021 \$16533 2020/2021 Contribution Credit Note - \$3697.34 | 78614.61 |
| EFT5050 | 23/10/2020 | Norseman Community Resource Centre | Printing of the Norseman Today vol38 No8 300 (4 x A4 Colour), (12 x A4 B+W) | 900.00 |
| EFT5051 | 23/10/2020 | Office National Kalgoorlie | 3 x Oxley Ironstone Desk for Woodlands Centre \$1143.91 2x Oxley Bookcase 3 shelf for Woodlands Centre \$491.19 | 1635.10 |
| EFT5052 | 23/10/2020 | O'Dwyer Electrical | Wire in Airconditioning old CRC Building, Replace RCD safety switch to pool switchboard, relocate three PowerPoint to kitchen area of men's shed, repair HWS at old CRC building | 1820.50 |
| EFT5053 | 23/10/2020 | RGSMW PTY LTD T/AS PACK & SEND EAST PERTH | Freight - Coastline Mowers | 36.26 |
| EFT5054 | 23/10/2020 | THE RAILWAY MOTEL AND WOODLANDS GUESTHOUSE | 1 x night accommodation for John Philips (27.08.2020 - 28.08.2020) | 125.00 |
| EFT5055 | 23/10/2020 | Toll Transport Pty Ltd | Freight - WA Library Supplies \$200.56 Freight – Online Business 25.03 Freight Online Business and state library \$50.18 | 275.77 |
| EFT5056 | 23/10/2020 | Veronica Wyatt | Claim (Council Meeting - 20.10.2020), Council Workshop - 06.10.2020 , Policy Workshop - 13.10.2020 | 416.00 |
| EFT5057 | 23/10/2020 | Western Australian Local Government Association | Laurene Bonza - Breakfast with Paul Hasleby Peter Fitchat - Breakfast with Paul Hasleby | 180.00 |
| EFT5058 | 23/10/2020 | WA Tyre Recovery | Various Tyres Collected from Norseman Waste Facility | 3978.40 |
| EFT5059 | 23/10/2020 | Sharon Warner | Claim (Council Meeting - 20.10.2020), Council Workshop - 06.10.2020 , Policy Workshop - 13.10.2020 | 416.00 |
| EFT5060 | 23/10/2020 | Winc Australia Pty Ltd | Winc A5 DTP Wiro Dry Blue 2021 | 10.88 |

| | | | | |
|---------|------------|--------------------------------------|---|--------------|
| EFT5061 | 23/10/2020 | YETI'S RECORD MANAGEMENT CONSULTANCY | 2 x days Records Management Consultancy, Travel & Expenses, Recommendation Report. | 1960.00 |
| 6174 | 06/10/2020 | Centrepay Fees | Fees for A629 & A698 | 1.98 |
| PAY | 13/10/2020 | Payroll | Direct Debit of Net Pays | 62207.41 |
| 6169 | 13/10/2020 | Joseph Hodges | Reimbursement of Hardware Items & Stationery Items for Woodlands Centre | 253.18 |
| 6181 | 19/10/2020 | Macka Enterprises Pty Ltd. | HC Truck Driving Test for Craig Coulson, Nigel Clark & Clinton Redfern (19-21 October 2020) | 5085.00 |
| 6192 | 19/10/2020 | Centrepay Fees | Fees for A771 | 0.99 |
| 6182 | 20/10/2020 | Joseph Hodges | Reimbursement for purchase of Microwave for Council Kitchen | 248.00 |
| 6186 | 20/10/2020 | Joseph Hodges | Reimbursement for coffee capsules, depot hardware items and safety items. | 618.99 |
| 6190 | 20/10/2020 | Centrepay Fees | Fees for A629 & A698 | 1.98 |
| 6196 | 22/10/2020 | Craig Coulson | Reimbursement for HC Licence replacement card | 28.50 |
| PAY | 27/10/2020 | Payroll | Direct Debit of Net Pays | 66858.42 |
| | | | | \$520'755.50 |

Municipal Account Direct Debts

| | Date | Name | Description | Amount |
|---------|------------|--------------------------|--|--------------------|
| 6145 | 01/10/2020 | ANZ | Merchant Fees | 470.78 |
| 6149 | 01/10/2020 | Equipment Rents | Sharp Interactive Board | 256.30 |
| 6150 | 02/10/2020 | ANZ | BPAY Transaction Fee | 146.03 |
| 6173 | 14/10/2020 | 3E Advantage Pty Limited | CRC photocopier, Shire photocopier & Printer meter readings – September 2020 | 2789.06 |
| DD10474 | 16/10/2020 | SuperChoice | Superannuation 16.09.2020 – 29.09.2020 | 13833.30 |
| DD10491 | 16/10/2020 | SuperChoice | Superannuation 30.09.2020 - 13.10.2020 | 15145.18 |
| | | | | \$32'640.65 |

Municipal Account Credit Cards

| Chq/EFT | Date | Name | Description | Amount |
|-------------|-------------------|--------------------------------------|--|--------|
| 6188 | 16/10/2020 | Chief Executive Officer | ANZ Credit Card Purchases | |
| | 21/08/2020 | Crown Metropol Perth Burswood | Accommodation for CR. Patupis 24.09 – 25.09 | 777.22 |
| | 21/08/2020 | Crown Metropol Perth Burswood | Accommodation for President 23.09 – 25.09 | 777.22 |
| | 21/08/2020 | Crown Metropol Perth Burswood | Accommodation for CEO 23.09 – 25.09 | 777.22 |
| | 27/08/2020 | Doodle Enterprises | Monthly Subscription | 98.05 |
| | 28/08/2020 | Custom Made Stamps | Stamps for Accounts Payable and CEO | 214.05 |
| | 03/09/2020 | Woolworths Kalgoorlie | Stationery Supplies for Woodlands Centre | 19.00 |
| | 03/09/2020 | Kmart Kalgoorlie | Kitchen Items for Woodlands Centre | 332.00 |
| | 03/09/2020 | Black Crow Studio | Art Supplies – Woodlands Banners | 99.00 |
| | 03/09/2020 | Red Dot Stores Kalgoorlie | Dustpan, Broom & Paintbrushes for Woodlands Centre | 65.44 |
| | 03/09/2020 | Bunnings Kalgoorlie | Garden Show Vouchers & Plant | 869.50 |
| | 09/09/2020 | Local Government Managers East Perth | 2020 – 2021 Membership for CEO Peter Fitchat | 531.00 |
| | 10/09/2020 | Black Crow Studio | Art Supplies | 45.00 |
| | 12/09/2020 | Adobe | Monthly Subscription | 25.74 |
| | 12/09/2020 | Norseman IGA | Garden Hose for 82 Angove | 36.10 |
| | 15/09/2020 | Webjet | Flights for Ali Sherifi – DOT Training | 539.37 |

| | | | | |
|--|------------|----------------|--|-------------------|
| | 16/09/2020 | MYOB Australia | Visitor Centre MYOB Monthly Subscription | 26.88 |
| | | | Total Credit Card Payment for Purchases 24.08.2020 – 21.09.2020 | \$5'233.24 |

Summary of Account Totals

| | |
|---------------------------------------|---------------------|
| Trust EFT's / Cheques | \$150.00 |
| Municipal Cheques | \$1'691.75 |
| Municipal EFT's | \$520'755.50 |
| Municipal Direct Debit's | \$32'640.65 |
| Municipal Credit Card's | \$5'233.24 |
| Grand Total for September 2020 | \$560'471.14 |

Voting Requirements

Simple Majority

Officer Recommendation**That the Shire of Dundas monthly accounts paid from 1/10/2020 to 31/10/2020 be noted.**

Moved Cr: Wyatt
 Seconded Cr: Hogan

Resolution**That the Shire of Dundas monthly accounts paid from 1/10/2020 to 31/10/2020 be noted.**

Carried by: Simple Majority For: 6 Against: 0

| | |
|---|--------------------------------|
| Agenda Reference & Subject | |
| 10.4.2 – Financial Statements for the Period Ending 31st October 2020 | |
| Location / Address | Shire of Dundas |
| File Reference | FM.FI |
| Author | Moore Australia |
| Date of Report | 12 th November 2020 |
| Disclosure of Interest | Nil |

Officer Recommendation**That the Shire of Dundas Financial Statements for the period ending 31st October 2020 be accepted.**

Moved Cr: Hogan
 Seconded Cr: Wyatt

Resolution**That the Shire of Dundas Financial Statements for the period ending 31st October 2020 be accepted.**

Carried by: Simple Majority For: 6 Against: 0

The CEO spoke to the report.

| | |
|--|--|
| Agenda Reference & Subject | |
| 10.4.3 – CRC Management Report & Financial Statements to 31st October 2020 | |
| Location / Address | Shire of Dundas |
| File Reference | CS.SP.8 |
| Author | CRC Manager & Accounts Payable Officer |
| Date of Report | 9 th November 2020 |
| Disclosure of Interest | Nil |



**Management Report & Monthly Statement of Financial Activity
For the period ending 31st October 2020**

Officer Recommendation

That the Norseman Community Resource Centre Management Report and Financial Statements for the period ending 31st October 2020 be accepted.

Moved Cr: Wyatt
Seconded Cr: Hogan

Resolution

That the Norseman Community Resource Centre Management Report and Financial Statements for the period ending 31st October 2020 be accepted.

Carried by: Simple Majority

For: 6

Against: 0

| | |
|---------------------------------------|---|
| Agenda Reference & Subject | |
| 10.4.4 – Officers Reports | |
| Location / Address | Shire of Dundas |
| File Reference | CM.PL.1 |
| Author | Chief Executive Officer – Peter Fitchat |
| Date of Report | 12 th November 2020 |
| Disclosure of Interest | Nil |

Summary

For Council to note the reports received from the Manager of Works and Services, Manager of Community Development, Youth and Events Officer and Visitors and Administration Services 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
 Youth and Events Officer
 Visitors Centre

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 and the Visitors and Administration Services Officer.

Moved Cr: Wyatt
 Seconded Cr: Warner

Resolution

That Council note the reports of the Manager of Works and Services, Manager of Community Development and the Visitors and Administration Services Officer.

Carried by: Simple Majority

For: 6

Against: 0

| Agenda Reference & Subject | |
|---|---|
| 10.4.5 – Appointment of Moore Australia as Accountants | |
| Location / Address | Shire of Dundas |
| File Reference | Personal File |
| Author | Chief Executive Officer – Peter Fitchat |
| Date of Report | 11 th November 2020 |
| Disclosure of Interest | Nil |

Summary

For the Council of the Shire of Dundas to note that we have engaged Moore Australia as our Accountants.

Background

Due to the resignation of our Manager Finance and Administration we have engaged Moore Australia to assist us with the following services inline of the duties of our Manager Finance and administration for the nine months remaining in the 2020/21 financial year.

The detailed Scope of their engagement is attached in the Papers relating to this item.

Statutory Environment

Local Government Act 1995

Policy Implications

F3. Purchasing Policy

Financial Implications

There will be no additional cost incurred in relation to this position by engaging a consultancy organisation as our accountants as the Manager Finance and Administration salary will pay for their cost for the remainder of this Financial year.

Strategic Implications

Nil

Consultation

Councillors
CEO
Senior Staff

Comment

This appointment will be assisting us to present our financial requirements in a timely manner assisted by internal and the expertise of Moore Australia in line with all applicable regulations.

We will monitor the progress of Moore Australia for the rest of this financial year and then work determine if this could be a viable option into the future as there are some cost saving factors that would assist us in other areas of our operational needs.

Voting Requirements

Simple Majority

Officer Recommendation

That Council note the appointment of Moore Australia as our Accountants for the rest of this financial year 2020/21.

Moved Cr: Wyatt
Seconded Cr: Hogan

Resolution

That Council note the appointment of Moore Australia as our Accountants for the rest of this financial year 2020/21.

Carried by: Absolute Majority For: 6 Against: 0

Cr Sharon Warner declared an impartiality interest in the following item 10.4.6 - 2021 Australia Day WA Community Citizen of the Year Award Nominations as she is a member of a nominated Committee.

| Agenda Reference and Subject | |
|---|---|
| 10.4.6 – 2021 Australia Day WA, Community Citizen of the Year Awards Nominations | |
| Location / Address | Norseman |
| File Reference | CR.CM |
| Author | Manager of Community Development - Pania Turner |
| Date of Report | 15/11/2020 |
| Disclosure of Interest | Impartiality |

Summary

The Australia Day WA, Community Citizen of the Year Awards recognise individuals, organisations and events making a notable contribution during the current year, and/or to those who have given outstanding service over several years.

Outstanding contribution and community service considering 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

The Shire of Dundas has received two nominations for consideration.

Background

Traditionally on Australia Day each year the Shire of Dundas has supported the presentation of these awards to worthy individuals and/or groups.

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

The Shire of Dundas holds a Gold Membership with the Australian Day Council of WA, this membership has an annual fee of \$550. The membership allows participation in the Australia Day WA, Community Citizen of the Year Awards as well as other events.

The Australia Day activities are budgeted for in the Annual Budget.

Strategic Implications**Theme 1- A vibrant, active and healthy socially connected Community.**

1.3 Engagement of Community: The Community are engaged in constructive activities that encourage social and community development.

Consultation

Shire of Dundas Community
Shire of Dundas Council
Australia Day WA staff.

Comment

These awards are very well received by the whole community and recognise the invaluable role of volunteers and community champions within the Shire of Dundas. The nominees are very deserving and clearly demonstrate their community involvement.

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas Council consider the nominations received, as included in the confidential papers relating, and select the award recipients for the 2021 Australia Day Community Citizen of the Year, and Active Citizenship Awards.

Moved Cr: Wyatt
Seconded Cr: Hogan

Resolution

That the Shire of Dundas Council consider the nominations received, as included in the confidential papers relating, and select the award recipients for the 2021 Australia Day Community Citizen of the Year, and Active Citizenship Awards.

Carried by: Simple Majority

For: 6

Against: 0

| Agenda Reference & Subject | |
|---|---|
| 10.4.7 – Christmas Closure 2020/21 | |
| Location / Address | Shire of Dundas |
| File Reference | PE.LE |
| Author | Chief Executive Officer - Peter Fitchat |
| Date of Report | 11 th November 2020 |
| Disclosure of Interest | Nil |

Summary

For the Council to consider the closure of the Administration Office, Depot, Youth Centre and Community Resource Centre over the 2020/21 Christmas and New Year period.

Background

Traditionally, the Council has closed the Administration Office, Depot, Youth Centre and CRC and now our Visitor Centre on the days between Christmas and New Year as generally there is very little activity in Norseman as many people depart for their Christmas & New Year destinations/holidays.

The public holidays for Christmas Day 2020 and Boxing Day 2020 fall on Friday and Saturday respectively. New Year's Day 2021 falls on the following Friday.

Statutory Environment

Nil

Policy Implications

ST.6 Public Service Holidays – Extra Leave

Financial Implications

Nil

Strategic Implications

Nil

Consultation

CEO
 Manager of Works & Services
 Manager of Community Development

Comment

It is proposed that the Administration Office, Depot, Youth Centre and CRC will be closed during the period as outlined in the policy however some of the external work force will take additional leave during the Christmas break to reduce overall leave entitlements.

Staff leave is taken in accordance with the award and Shire policy, however appropriate staffing arrangements will be made to cover emergencies, refuse collection, ranger duties etc. and some staff will be available by mobile telephone as required.

The proposed closure will result in the office being closed for 5 days excluding the public holidays.

Notification from some State Government departments have started to arrive advising of their own Christmas closure period with closure commencing on the 24th December 2020.

Voting Requirements

Simple majority

Officer Recommendation

That Council endorse and advertise the closure of the Shire Administration Office, Depot, Youth Centre and Community Resource Centre during the period from Monday 21st December 2020 until Monday 4th January 2021.

Moved Cr: Wyatt
Seconded Cr: Hogan

Resolution

That Council endorse and advertise the closure of the Shire Administration Office, Depot, Youth Centre and Community Resource Centre during the period from Monday 21st December 2020 until Monday 4th January 2021.

Carried by: Simple Majority

For: 6

Against: 0

11 Elected Members Motions of Which Previous Notice Has Been Given

Nil

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

Nil

13 Next Meeting

The next Ordinary Meeting of the Council is scheduled to be held on the 15th December 2020.

14 Closure of Meeting

There being no further business the Shire President thanked all those in attendance and declared the meeting closed at 6:30 pm.