



Norseman Woodlands to Eucla Coast

Minutes Certification

I certify that the Minutes of the 23rd November 2021 Ordinary Council Meeting were presented to the Council and confirmed at the 21st December 2021 Ordinary Council Meeting

A handwritten signature in blue ink, appearing to be "L Bonza", is written above a horizontal line.

Cr L Bonza
President

21.12.2021

Date



**Minutes of the
Ordinary Council Meeting
23 November 2021**

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UNCONFIRMED MINUTES for the ORDINARY Meeting of Council
held in the Council Chambers at the Shire Administration Office – Prinsep
Street Norseman on the 23 November 2021 commencing at 6.00pm

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1. Declaration of Opening and Announcement of Visitors.

The Shire President welcomed all in attendance and declared the meeting open at 6:01pm

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:

Item 10.3.6 Cr Wyatt
Item 10.1.2 Cr Patupis
Item 10.3.6 Peter Fitchat, Chief Executive Officer
Item 10.3.6 Pania Turner, Manager of Corporate and Community Services
Item 10.3.6 Joe Hodges, Manager of Works and Services
Item 10.3.6 Linda Hodges, Records Officer

Proximity Interests:

Item 10.1.2 Cr AR Patupis

Impartiality Interests:

Gifts Received by Councillors:

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

Competition results: Cr Laurene Bonza (gold nugget value \$475 – to be used by the Shire for fundraising/raffle etc.)
CEO Peter Fitchat (gold nugget value \$100 – to be raffled)
Cr Warner (bottle of wine – donated to P&C raffle.

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 JF Maloney	

Peter Fitchat	Chief Executive Officer
Pania Turner	Manager of Corporate and Community Services
Joe Hodges	Manager of Works and Services
Linda Hodges	Records Officer

Public Gallery

Mr D McColl
Mrs J Hindmarsh
Mr L Webb

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

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

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

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

Mr D McColl of 34 Brockman Street, Norseman WA 6443

Topic: Mosquitos

Response: Chief Executive Officer

The Shire engaged Anthony Summers (Director, Summers Consulting) to conduct an investigation. The report has been now received and submitted to Council for review. As a result, work has begun on installing a water capture tank on the corner of Allsopp and Simon Street, clearing excess vegetation around water collection dams, and the grey pond at the rear of the caravan park has been sprayed. The investigation detected no viruses in the mosquitos trapped.

Topic: Traffic Speed Roberts Street

Response: Chief Executive Officer

Due to constraints on the council, no action has been taken but council will be addressing that issue soon.

7. Confirmation of Minutes of Previous Meeting.

Minutes of the Ordinary Meeting of Council held on 19th October 2021 be confirmed as a true and accurate record.

Recommendation

That the minutes of the Ordinary Council Meeting held on 19th October 2021 be confirmed as a true and accurate record.

Moved: Cr. Hogan

Seconded: Cr. Wyatt

Resolution

Amendments requested:

Financial Interest for item 17.3.1 declared by Cr. Wyatt, Works Manager Joe Hodges, Communications and Tourism Officer Hannah Turner and Records Officer Linda Hodges. Note that Cr. Wyatt left the room for item 17.3.1

Resolution

That the amended minutes of the Ordinary Council Meeting held on 19th October 2021 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 meeting held Friday 19th November to discuss the WALGA State Council agenda for the meeting to be held on Wednesday 1st December. Some of main topics covered included:
- Support for a submission to the Fair Work Commission for paid Family Violence leave.
- Support for WALGA lobbying to address issues raised at the 2021 AGM including the cost of regional development, regional telecommunications project and review of the environmental regulations for mining.
- Support for advocacy on positions relating to the Building Act and Regs and Building Surveyors code of conduct.
- That GVROC note the WALGA submission to the National Climate Resilience & Adaptation Strategy. Also, note that GVROC are having trouble attracting a suitable candidate for our Climate Alliance Coordinator position and will need to advertise more widely.
- That GVROC note the submission to the Senate enquiry into Provision of General Practitioner and related primary health services to outer metro, rural and regional Australians. And to note that there were no submissions from any of the GVROC LGs.
- To note the WALGA submission to Infrastructure WA in response to the draft strategy. Dundas and Esperance were the only GVROV LGs that made a submission to the draft, noting, in our case, that there was no mention of our entire Shire area in any part of the document, even though we are the main gateway into WA.
- GVROC will finalise their submission to the Regional Telecommunications Review at our meeting on 26th November.
- State Govt is currently taking submissions on the proposed reform to the Local Government legislation. Submission period closes 4th Feb, and no extension will be considered.
- There are still many questions around the new WHS legislation that still require answers. The legislation is very complex and the Regs are yet to be finalised.
- Next GVROC meeting will be held on Friday 26th November.

8.1.2. WALGA – Cr Bonza/Cr Patupis

- Next WALGA State Council will be held on Wednesday 1st December.
- Most of the current advocacy positions have been outlined above in the consideration of the State Council agenda by GVROC.
- WALGA held a New Councillor seminar which was attended by President Bonza and Cr Maloney. It was a very informative day with some good insights into Local Govt and plenty of good information. Recordings of the session will be made available if any Councillors would like to have a look.
- President Bonza has nominated to be the Goldfields Esperance representative on the State Council.

8.1.3. Regional Roads Group – Cr Bonza/Cr Wyatt

- RRG meeting held on Friday 19th November.
- Discussed the finalisation of the 2022/23 Local Road programme
- Final discussion to balance Applications to Indicative Budget
- Update on Black Spot funding and Commodity Route Funding

- Receive reports from WALGA, RoadWise, (new RoadWise liaison, Phil Taylor), and MRWA
- WALGA – condition assessments needed for ROSI to assist with disaster relief funding if required.
- LG road research programme to provide practical ideas for innovative infrastructure improvements.
- RoadWise in the process of refreshing Road Safety programmes
- MRWA – will request input into new funding agreement to improve delivery of road funding programmes, size of funding pool and social dividend in programmes.

8.1.4. Roadwise – Cr Wyatt/Cr Warner

Cr Wyatt reported that there were no Roadwise meetings. A toolkit has been ordered and received from WALGA

9. Announcements by Presiding Member without Discussion.

- President Bonza and CEO, Peter Fitchat attended the SEGRA (Sustainable Economic Growth for Regional Australia). Some really good speakers and plenty of information provided on a number of diverse topics.
- Speakers included the Hon Nola Marino, Fed Member for Forrest, Assistant Minister for Regional Development and Territories and the Hon Alannah MacTiernan, State Minister for Regional Development; Agriculture and Food; Hydrogen Industry.
- Event included presentations from our GVROC area, from Shire of Coolgardie about collaboration between LG and mining companies. Shire of Laverton presented on the Outback Way project.
- There was a challenge at the event where, in a group of 5, you had to pitch a 'good idea'. It was called the 'Super Pit Challenge' in deference to the sponsors being Northern Star Resources, owners of the Super Pit project. We were named the winners of the challenge. For being the 'Pitcher', I received a 5.88g gold nugget. It will go to Council and we will come up with a suitable plan, possibly to raise some money for one of our community projects but, that will be decided some time soon.

10. Reports of Officers.

10.1 Planning, Development, Health and Building

Agenda Reference & Subject	
10.1.1 - Purchase Request for consideration, Reserve 3548 Shire of Dundas - Case 2101897 Dept Mines Industry Regulation & Safety (DMIRS) Norseman Outstation	
Location / Address	Lot 7 (LR3149-513) and Lot 8 (LR3149-514) on Deposited Plan 2322908
File Reference	LP.PL.1
Author	Chief Executive Officer – Peter Fitchat
Date of Report	13 th November 2021
Disclosure of Interest	Nil

Summary

The Shire of Dundas requested the Department of Lands and Heritage to assist in obtaining the Current Unimproved Market Valuation on the DMIRS building, for consideration as Freehold Land.

The Valuation was determined at \$27,500.00 (Twenty-Seven Thousand, Five Hundred Dollars) Inclusive of GST.

This land will be subject to a document preparation fee \$1,356.00 and Landgate registration fees of \$181.30.

Background

DMIRS has advised the permanent closure of their Norseman Office. This has led to the Magistrates' Court not having what they consider, a suitable venue and since February 2021 all Court sittings for

Norseman were withdrawn by the Dept of the Attorney General. All Norseman matters are now heard at the Kalgoorlie Court House.

Statutory Environment

Local Government Act 1995

Policy Implications

N/A

Financial Implications

Valuation for consideration:

\$27,500.00 (Twenty-Seven Thousand, Five Hundred Dollars) Inclusive of GST.

This land will be subject to a document preparation fee \$1,356.00 and Landgate registration fees of \$181.30.

This purchase was not included into the 2021-22 Financial Years Budget.

This will need to be amended in the Mid-Year Financial Review if considered to purchase with \$29,037.30.

Strategic Implications

The purchase and development of this land for commercial purposes meets several of the objectives of the Strategic Community Plan as follows:

Theme 2 – A thriving local economy and economic base

A strong, diversified economy with a number of commercial businesses and industries providing new and varied employment opportunities for all age groups.

Strategy 2	Goal	Measure	Priority
2.1 Opportunity for Economic Diversification	A vibrant economy that includes opportunities for mining, industry, tourism, shopping, and business.	The level and diversity of businesses, including mining, industry, tourism, and commercial activity is increasing.	Medium
2.2 Attracting new businesses	New businesses are attracted to the area and existing ones encouraged to grow through promotion of the area as an attractive place to work and live.		
2.4 Provide infrastructure that stimulates growth	To assist in the provision of infrastructure that encourages development of existing and new business opportunities.	Increased level of infrastructure that is beneficial to business and industry.	High

Theme 3 – Natural & Built Environment			
A protected and enhanced environment that is aesthetically pleasing and provides benefits for the Community for generations to come.			
Strategy 3	Goal	Measure	Priority
3.3 Enhanced transport access and infrastructure.	Improved infrastructure within the Shire and good transport access to and around Norseman.	Existing infrastructure that meets Community expectations and requirements. A measurable improvement in levels of infrastructure.	High
3.5 Improved streetscape.	To improve the streetscape for the town sites of Norseman and Eucla.	That the town sites in the Shire are attractive, well presented and encourage people to work, live and visit the Shire.	Medium

Consultation

Councillors
The Department of Planning, Lands and Heritage
Senior staff

Comment

From September 2020 the Department of the Attorney General was unable to establish an ongoing user agreement with DMIRS and what followed was the withdrawal of Magistrates' Court services in Norseman, effective February 2021.

The Shire of Dundas has several concerns surrounding the closure of this DMIRS office and subsequent withdrawal of the Magistrates' court services.

- It has effectively removed another two State Govt dept services from our small community.
- The withdrawal puts added pressure on people needing to attend Court with no regular public transport services and a 400km round trip to undertake.
- It transfers pressure to the local Police to deal with arrests and transport, as well as assisting in other places short of staff and dealing with the Covid-19 response.
- A purpose-built facility will now be empty adding to the empty buildings in Norseman's town centre.
- With the increase of population due to a new mining boom looking at bringing an additional three hundred plus workers to our community in the first stage, with the potential of more to follow, there is some community concern that we are without local Court services to effectively deal with any issues that may arise.

The Shire of Dundas has worked with staff from the Department of Lands and Heritage to get a valuation on Lot 7 and 8 on Deposited Plan 222908 for \$29,037.30 all inclusive.

The Shire plans to offer the use of this facility again to the Dept of the Attorney General. Should the Dept choose not to take up this offer, into the future with the Shire of Dundas, then it is proposed to conduct community consultation to determine an appropriate use for this facility.

Voting Requirements

Absolute Majority

Officer Recommendation

That the Council of the Shire of Dundas:

1. Accept the offer from the Department of Lands and Heritage to purchase Lot 7 and 8 on Deposited Plan 222908 for \$29,037.30 all inclusive.
2. That this will form part of the mid-year budget review to our 2021-22 financial budget and that the budget will be adjusted to include \$29,037.30.
3. To delegate the CEO to finalise the purchase of the Norseman DMIRS building and write to the Hon. Minister John Quigley to re-establish the Norseman Court sittings with a lease agreement or a MOU with the Shire of Dundas.
4. Authorise the use of the Common Seal by the CEO and President in relation to the purchase documentation.

Moved: Cr. Patupis

Seconded: Cr. Wyatt

Resolution

That the Council of the Shire of Dundas:

1. Accept the offer from the Department of Lands and Heritage to purchase Lot 7 and 8 on Deposited Plan 222908 for \$29,037.30 all inclusive.
2. That this will form part of the mid-year budget review to our 2021-22 financial budget and that the budget will be adjusted to include \$29,037.30.
3. To delegate the CEO to finalise the purchase of the Norseman DMIRS building and write to the Hon. Minister John Quigley to re-establish the Norseman Court sittings with a lease agreement or a MOU with the Shire of Dundas.
4. Authorise the use of the Common Seal by the CEO and President in relation to the purchase documentation.

Carried by: Simple Majority

For: 6 Against: 0

Agenda Reference & Subject	
10.1.2 - Fishing and Squatter Sites along the Eucla coastline (UCL PIN 993221) - Shire of Dundas (Case 2100759 File 00093-2021)	
Location / Address	Shire of Dundas
File Reference	LP.PL.1
Author	Chief Executive Officer - Peter Fitchat
Date of Report	13 th November 2021
Disclosure of Interest	Financial and Proximity Cr Patupis

Summary

The Department Lands and Heritage has proposed to create a new reserve over these portions of UCL for the purpose of "Access, Professional Fishing Leases and Letting of Squatter Cottages thereon on 19 March 2005" to transfer the management order with power to lease or licence in favour of the Shire of Dundas.

Background

The Department of Planning, Land and Heritage has asked for comment on the Proposed Reserve Lease change and the management order to be granted to the Shire of Dundas (as per papers relating).

Statutory Environment

Planning and Development Act 2005
Shire of Dundas Local Planning Scheme No 2

State Planning Policy 3.1 – Residential Design Codes as published by the Western Australian Planning Commission applies to the proposed management order.

Noting that the Shire's *Local Planning Scheme (LPS) 2* includes all the existing shack sites within a designated (but notional) '**coastal planning area**' for which the Shire is presently required to prepare detailed policy statements and management strategies (but which it is yet to do), this will need to be discussed with the State Lands to support 'in principle the creation of such development nodes if they result in the rationalisation of the existing shacks as well as provide for recreational and tourism opportunities (subject of course to carrying out detailed land analysis, scenario planning, stakeholder and community engagement etc in the creation of these)

Policy Implications

1. Firstly, we will need a dedicated public road access, or an access easement to be created to access the proposed new reserves.
2. Dedicated road with permission from the Department will need to be obtained to allow legally travel over the UCL to access the new sites (it appears from the maps provided that all shack sites appear to be 'landlocked' with no legal or formal access shown to them).
3. Local public roads are usually vested in and maintained by the Shire. If an access easement is to be provided, Council will be responsible for controlling and maintaining these. The *Land Access Act 1997* provides for the creation of a public access route (PAR) which usually accommodates a track through Crown land, which doesn't need to be maintained by the Local government.
4. The current *State Land Policy for Professional Fisher Shack Tenure* provides for the creation of 'development nodes'. It implied that the creation of a 'development node' to accommodate living quarters for a group of professional fishers will be preferable to providing living quarters via a series of separate discrete reserves strung out along a coastline.

Financial Implications

There will be financial implications resulting from the recommendation of this report, and it depends on the expectations of community consultation to determine the cost.

Strategic Implications

Strategic Community Plan:

- 2.1 Opportunity for Economic Diversification 2021 SHIRE OF DUNDAS Page 26-
A vibrant economy that includes and supports opportunities for mining industry, creative and cultural industries, tourism shopping and business.

Theme:

3: Natural & Built Environment.

Consultation

- Elected Members
- Executive Management Team
- Department of Planning, Lands and Heritage
- To be included into the draft SCP

Agenda Reference & Subject	
10.1.3 - Section 38A. (4) FES Commissioner may designate person employed in Department as Chief Bush Fire Control Officer	
Location / Address	Shire of Dundas
File Reference	ES.SP
Author	Manager Works and Services – Joe Hodges
Date of Report	November 2021
Disclosure of Interest	Nil

Summary

For Council to consider the appointment of the Chief Bush Fire Control Officer

Background

It has been customary in the past for Council to appoint a senior member of staff to the position of Chief Bush Fire Control Officer.

This role normally is carried out by the Manager Works and Services.

As part of efforts to get resources to assist general operational works it is extremely hard to manage our requirements under the Bush Fires Act 1954.

"The current Bushfire management arrangements are prescribed in the State Hazard Plan - Bushfire. These place an extensive range of responsibilities on Council across prevention, preparedness response and recovery. Of course, these responsibilities extend to other hazards also in other hazard plans. The nature of preparedness and response are particularly interconnected and relevant to the decisions of the PCBU. The requirements of the State Hazard plan may form the basis of a reasonable expectation of the PCBU.

Broadly our understanding is that Council CEO (PCBU) through its Chief Bushfire Control Officer (CBCO) is responsible for responding to level 1 and 2 bushfires on all land in the Council area that is not managed by the Parks and Wildlife. Occupiers may have a shared responsibility to undertake all possible measures to extinguish a fire burning on their land.

Other planning, administration and recovery arrangements for bushfire may not be undertaken under the auspice of the CBCO and will require clarification in the process of any agreement."

Statutory Environment

Local Government Act 1995

Bush Fires Act 1954

38A. FES Commissioner may designate person employed in Department as Chief Bush Fire Control Officer

- (1) At the request of a local government the FES Commissioner may designate a person employed in the Department as the Chief Bush Fire Control Officer for the district of that local government.
- (2) Where a Chief Bush Fire Control Officer has been designated under subsection (1) for a district the local government is not to appoint a Chief Bush Fire Control Officer under section 38(1).
- (3) The provisions of this Act, other than section 38(3) to (5C) apply to and in relation to the Chief Bush Fire Control Officer designated under this section as if he or she were a Chief Bush Fire Control Officer appointed under section 38 by the local government.

Policy Implications

T.1 Bushfire Control

Financial Implications

There are no implications because of this recommendation

Strategic Implications

None

Consultation

Councillors, CEO & Senior Staff – Shire of Dundas

Comment

With the Shire of Dundas Manager Corporate and Community Services Pania Turner, Manager Works and Services, Joseph Hodges as the CFO and the CEO Peter Fitchat operating as the Person Conducting Business on behalf of the community, have had many meetings regarding this issue with all stakeholders, we question the current legislation below before we can confidently assume our responsibilities under the Act, we are waiting on answers on the following questions asked before we can make an informed decision since the legislation has changed regarding workplace health and safety and mental health.

- If training volunteers to fight fires on unmanaged state-owned crown land is conducted by DFES on behalf of the Shire of Dundas community as the brigade is registered to Shire of Dundas, placing questions on who the person is conducting business on behalf of who and what department?
- 99% of the lands around us are UCL with multiple occupiers and titleholders ranging from Native title, mining tenements, and reserves and none of the land managed by the Shire of Dundas. If we are the PCBU for the Shire of Dundas, I question how we can then provide safe access to the 93,000 square kilometres of land at risk of possible fires and have workplace health and safety issues addressed across the potential risk area?
- The risk areas on UCL have no mobile coverage, as the Council does not manage this area at all, not for bush fire mitigation or mobile phone coverage provision. Who will bear the cost to provide sat phones to all volunteers to work fires on unmanaged state land, as this is a WHS requirement under the new legislation?
- Pastoral leaseholders go on a DFES preferred supplier list to fight fires on State land under DFES procurement processes. This concern raises questions regarding WHS and bush fire mitigation works and who the PCBU will be for the unmanaged Crown land and made this the Shires responsibility under the Bush Fires Act 1954?
- Are volunteers on a Rural Bush Fire Brigade who are being paid by an external organisation to perform their duties as Rural Bush Fire Brigade members still considered volunteers and come under the Shire as the PCBU? Or is the PCBU the employer who is paying them to perform their duties as the Rural Bush Fire Brigade?
- As the PCBU, neither myself nor my staff has been inducted or provided a safe plan for the UCL making it extremely difficult to perform due diligence to provide safe access to our volunteers or a safe plan for the area in question. As we don't manage any of these outcomes or the land, are we putting the Shire of Dundas and its senior staff at risk?

The Shire has received funding through the State Government which is managed through the Commissioner's office and DFES. This funding will provide us with a Mitigation Strategy for State-Owned Crown Land and all its stakeholders.

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas delegate the CEO to write to the Commissioner and establish the following outcomes:

1. Under section 38A, ask the FES Commissioner to designate a person employed in DFES as the Chief Bush Fire Control Officer for the Shire of Dundas.
2. For the period of two years, or
3. We have clear answers from DMIRS, LGIS, WALGA and DFES regarding the new changes to the legislation to the questions in the body of this report before reconsidering having a Bush Fire Brigade under the Shire of Dundas management, and
4. For both item 1 and 2 we can establish a detailed partnership with all stakeholders regarding revenue to fund the appropriate staff numbers to manage this risk effectively on UCL land that is not managed by the Shire of Dundas.

Moved: Cr. Wyatt
Seconded: Cr. Warner

Resolution

That the Shire of Dundas delegate the CEO to write to the Commissioner and establish the following outcomes:

1. Under section 38A, ask the FES Commissioner to designate a person employed in DFES as the Chief Bush Fire Control Officer for the Shire of Dundas.
2. For the period of two years, or
3. We have clear answers from DMIRS, LGIS, WALGA and DFES regarding the new changes to the legislation to the questions in the body of this report before reconsidering having a Bush Fire Brigade under the Shire of Dundas management, and
4. For both item 1 and 2 we can establish a detailed partnership with all stakeholders regarding revenue to fund the appropriate staff numbers to manage this risk effectively on UCL land that is not managed by the Shire of Dundas.

Carried by: Simple Majority For: 6 Against: 0

Agenda Reference & Subject	
10.1.4 – Christmas Closure 2021/22	
Location / Address	Shire of Dundas
File Reference	PE.LE
Author	Chief Executive Officer - Peter Fitchat
Date of Report	15 th November 2021
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 2021/22 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 2021 and Boxing Day 2021 fall on Saturday and Sunday

AGENDA ITEMS 10.1.5 AND 10.1.6 WERE DISCUSSED EN BLOC.

Agenda Reference	
10.1.5 - Proposed Weather Monitoring Mast (WGEH01) – Mundrabilla District	
Location / Address	Unallocated Crown land (UCL) within the district of Mundrabilla (coordinates Lat: -31.456552 Long: 128.713819)
File Reference	DB 1/2021
Author	Anthony Dowling, Dowling Giudici + Associates (DG+A) - Town Planning Consultant
Date of Report	17 November 2021
Disclosure of Interest	DG+A receives consulting fees from the Shire of Dundas

Summary

An application for **temporary** development approval has been received by the Shire for the installation of a weather monitoring mast (WGEH01) upon unallocated Crown land within the Mundrabilla district and Mirning Country (**coordinates Lat: -31.456552 Long: 128.713819**) for the purpose of collecting a range of data to guide and inform the future design and development of a planned renewable energy ('green hydrogen') within the land district and near Eucla.

It is recommended that temporary development approval for a period of 5 years be granted for the aforementioned purpose only.

Background

At its April 2021 Ordinary Meeting Council unanimously resolved to support an application by Intercontinental Energy to the Department of Planning, Lands and Heritage (DPLH) for a licence to occupy unallocated Crown land (UCL) within the Mundrabilla Land District to conduct geotechnical and feasibility studies to inform the potential development of a renewable energy ('green hydrogen') hub within the land district and near Eucla.

Since then, the DPLH have granted a licence to a consortium known as Western Green Energy Hub (WGEH) Pty Ltd for non-exclusive use of the UCL within the Mundrabilla Land District denoted as Licence Area A and Licence Area B on the map provided at **10.1.5 Annex 1** to the agenda for the aforementioned purpose. The granting of the licence is subject to, among other things, WGEH P/L obtaining applicable approvals to install infrastructure upon the licence areas deemed necessary to support the carrying out of the geotechnical and feasibility studies.

The licence granted by DPLH (Lic 00036/2021_A11294467) is valid for 5 years (expiring **July 2026**).

WGEH P/L (the section 91 licensee) now seek the granting of development approval by Council to install two (2) weather monitoring masts within the aforementioned licence areas to collect a range of data to guide the future design and development of the planned renewable energy ('green hydrogen') hub.

WGEH P/L is a consortium comprising the entities Intercontinental Energy and CWP Global, and the Mirning People (traditional custodians of Mirning Country and the native title holders in which the development site is to be located).

It is understood that WGEH P/L have previously briefed Council on the planned hub. A synopsis on the planned hub (extracted from Intercontinental Energy's website on 17 November 2021) is provided at **10.1.6 Annex 2** to the agenda.

This agenda item reports on the development application (DB 1/2021 – WGEH01) for a proposed mast to be installed within Licence Area A, approximately 30 kilometres north-west of the Eucla townsite and approximately 175 metres north east of the Eucla – Reid track.

The agenda item immediately following this item reports on the development application (DB 2/2021 – WGEH02) for a proposed mast to be installed also within Licence Area A, approximately 45 kilometres almost due south of the Forrest townsite (which lies within the City of Kalgoorlie-Boulder district) and

approximately 6 kilometres due east of the Forrest–Mundrabilla Road.

An aviation impact assessment report on the two proposed masts accompanied both applications but is not reproduced in the agenda due to the large size of the document (a copy of the report can be provided to Councillors on request).

Preliminary consultation by the applicant with the Department of Defence, the Civil Aviation Safety Authority (CASA), and Airservices Australia revealed no objection to the proposed masts. However, Airservices Australia recommended that marker balls be installed on the guy-wires for added visibility for mast WGEH 02 (given its proximity to the Forrest aerodrome). The applicant has indicated that the proposed masts may also be painted red and white for further visibility.

Proposal Overview

Development application DB 1/2021 (WGEH01) proposes a 160 metre high guyed-latticed mast (up to 165 metres high with additional sensors and lightning protection) in the location shown in **Annex 2** of the agenda (**Proposed Mast Location Overview – WGEH01** map).

A profile drawing of the mast is provided at **10.1.5 Annex 3** to the agenda whilst a photograph of a similar mast indicating the likely appearance of the proposed mast is provided at **10.1.5 Annex 4** of the agenda.

The applicant (the section 91 licensee) advises that the site is remote, is on level ground, and will require minimal vegetation clearing (clearing of the site is proposed to be undertaken by the Mirning people). Minor excavation works will be required to support the construction of the mast base and guy-wire anchor points. The mast will be brought to the site in sections from Eucla on a flatbed trailer towed by a 4WD vehicle. Installation of the mast will take approximately one week.

Temporary fencing may need to be erected around the mast, but this has yet to be decided.

Access to the site will be along existing tracks.

The mast will record wind speeds, direction, temperature, and humidity continuously.

The mast is intended to remain in place for up to 5 years from the date it is installed and thereafter will be dismantled and removed from the site.

No services will be provided to the site.

Statutory Environment

- *Planning and Development (Local Planning Schemes) Regulations 2015* ('PD Regs')
- *Shire of Dundas Local Planning Scheme No. 2* ('LPS 2')

The PD Regs provide the procedures and processes for making and determining an application for development approval as well as the matters to be considered in determining whether to grant development approval.

LPS 2 provides for the assessment of the permissibility of the proposed land use and applicable development controls and standards that ought to apply to the proposed development.

The subject land is zoned **Rural** under LPS 2.

A mast is not included within any **use class** listed in LPS 2 and therefore, is considered as an '**unlisted use**'.

To this end (*cf* clause 18 (4) in LPS 2), Council can determine whether the proposed use/development is:

- (a) consistent with the objectives of the Rural zone and is therefore a use that may be permitted

subject to conditions imposed by the local government; or

- (b) determine that the use may be consistent with the objectives of the Rural zone and give notice under clause 64 of the deemed provisions (in part 7, Schedule 2 of the PD Regs) before considering and determining an application for development approval for the use of the land; or
- (c) determine that the use is not consistent with the objectives of the Rural zone and is therefore not permitted in the zone.

The objectives of the **Rural** zone are as follows:

- To provide for the maintenance or enhancement of specific local rural character.
- To protect broad acre agricultural activities such as cropping and grazing and intensive uses such as horticulture as primary uses, with other rural pursuits and rural industries as secondary uses in circumstances where they demonstrate compatibility with the primary use.
- To maintain and enhance the environmental qualities of the landscape, vegetation, soils and water bodies, to protect sensitive areas especially the natural valley and watercourse systems from damage.
- To provide for the operation and development of existing, future and potential rural land uses by limiting the introduction of sensitive land uses in the Rural zone.
- To provide for a range of non-rural land uses where they have demonstrated benefit and are compatible with surrounding rural uses.

Arguably, the proposed mast accords with the last listed objective above. Arguably too, neither would the proposed mast detract from or impede the attainment of the other above listed objectives given that no other surrounding rural uses occur or are proposed (as far as can be ascertained) within proximity of the subject site.

Whilst the proposed mast may not be a typical 'rural' use, such infrastructure typically occurs in rural, regional and remote areas. It should be noted that the use class '**telecommunications infrastructure**' – which the proposed use can be deemed similar to, is a **permitted** use class ('P') within the Rural zone.

On this basis, it is recommended that the proposed use/development accords with provision (a) in clause 18(4) of LPS 2 and thus ought to be permitted.

Policy Implications

The Shire has no local planning policies that apply to the proposed development.

Financial Implications

There are no specific financial implications for the Shire of Dundas relating to the proposal.

Strategic Implications

The strategic community plan themes that may link to the proposal are as follows:

Theme 2 – A thriving local economy and economic base			
A strong, diversified economy with a number of commercial businesses and industries providing new and varied employment opportunities for all age groups.			
Strategy 2	Goal	Measure	Priority

2.1 Opportunity for Economic Diversification	A vibrant economy that includes opportunities for mining, industry, tourism, shopping and business.	The level and diversity of businesses, including mining, industry, tourism and commercial activity is increasing.	Medium
2.2 Attracting new businesses	New businesses are attracted to the area and existing ones encouraged to grow through promotion of the area as an attractive place to work and live.		
2.4 Provide infrastructure that stimulates growth	To assist in the provision of infrastructure that encourages development of existing and new business opportunities.	Increased level of infrastructure that is beneficial to business and industry.	High

Consultation

Given the nature of the proposal the application was referred to the Department of Defence (DoD), the Civil Aviation Safety Authority (CASA), Airservices Australia (AA), and the State Department of Water and Environmental Regulation (DWER) for their consideration and comment/feedback. CASA was the only agency that responded and advised of no objection to the proposed mast.

Comment

Because a mast is not a prescribed use class under LPS 2 there are no particular development standards that apply to the proposed development.

Sub-clause (5)(a) under clause **32 GENERAL DEVELOPMENT STANDARDS AND REQUIREMENTS** in LPS 2 provides for the local government to consider granting development approval to non-rural uses where these can be demonstrated to be of benefit to the district and not detrimental to the area's natural resources and environment generally.

As the proposed mast is to inform the resource capability for a planned renewable energy hub which could ultimately benefit the Dundas local government district, and the mast is adjudged to have no detrimental impacts upon the natural resources and environment of the locality in which it is to be located, the application can be approved.

Given that the proposed mast is to remain in place for a period of up to 5 years it is recommended that any development approval granted be temporary only with the approval period tied to the section 91 license period.

Determination Options

In determining the application Council has the option of:

- A. Approving the application for development approval with or without conditions; or
- B. Refusing to approve the application for development approval.

It is recommended that the application be approved.

Voting Requirements

Simple Majority

Officer Recommendation**That Council:**

1. Pursuant to clause 18(4)(a) of the *Shire of Dundas Local Planning Scheme (LPS) 2* determines that the proposed installation of the weather monitoring mast is consistent with the objectives of the Rural zone and is therefore a use that can be permitted upon the subject site; and
2. Pursuant to clause 68 (2) in Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, APPROVE development application DB 1/2021 to install a weather monitoring mast (WGEH01) upon Unallocated Crown land (UCL) within the district of Mundrabilla (coordinates Lat: -31.456552 Long: 128.713819), generally in accordance with the following plans/drawings:
 - (a) WGEH map entitled Proposed Mast Location Overview – WGEH 01
 - (b) WGEH map entitled Proposed Mast Location Detailed – WGEH 01
 - (c) Drawing No. 19262—GA-CP-04 Rev.01 General Arrangement by the ART Group

and subject to the following conditions:

- (i) The approval is limited to a period of five (5) years, expiring 31 July 2026,
- (ii) Upon the approval expiring (and unless the approval has been extended by the local government), the mast and any supporting infrastructure is to be dismantled and wholly removed from the subject site with the subject site reinstated to its condition as it was prior to installation of the mast,

An agreement to this by the section 91 licensee is to be provided in writing to the Shire of Dundas prior to installation of the approved mast, and

- (iii) Prior to erecting the mast onsite, the mast design – including the design of the footings for the mast base and guy-wire anchors – being certified for structural adequacy by an accredited/professional structural engineer, with a copy provided to the Shire of Dundas for its records.

Advice Notes

In relation to condition (i) above, upon expiry of the approval period the approval hereby granted will be of no further effect unless a written request to extend the approval period has been received by the local government at least 3 months prior to the approval expiry date.

In respect to condition (ii) above, the local government is to be advised accordingly when these works have been completed.

In respect to (iii) above, the onus is upon the section 91 licensee to apply for and obtain any necessary building permit required to install the mast and its supporting infrastructure prior to its installation.

Moved: Cr. Patupis
Seconded: Cr. Warner

Agenda Reference	
10.1.6 - Proposed Weather Monitoring Mast (WGEH02) – Mundrabilla District	
Location / Address	Unallocated Crown land (UCL) within the district of Mundrabilla (coordinates Lat: -31.2248 Long: 127.9412)
File Reference	DB 2/2021
Author	Anthony Dowling, Dowling Giudici + Associates (DG+A) - Town Planning Consultant
Date of Report	17 November 2021
Disclosure of Interest	DG+A receives consulting fees from the Shire of Dundas

Summary

An application for **temporary** development approval has been received by the Shire for the installation of a weather monitoring mast (WGEH 02) upon unallocated Crown land within the Mundrabilla district and Mirning Country (**coordinates Lat: -31.2248 Long: 127.9412**) for the purpose of collecting a range of data to guide and inform the future design and development of a planned renewable energy ('green hydrogen') within the land district and near Forrest.

It is recommended that temporary development approval for a period of 5 years be granted for the aforementioned purpose only.

Background

At its April 2021 Ordinary Meeting Council unanimously resolved to support an application by Intercontinental Energy to the Department of Planning, Lands and Heritage (DPLH) for a licence to occupy unallocated Crown land (UCL) within the Mundrabilla Land District to conduct geotechnical and feasibility studies to inform the potential development of a renewable energy ('green hydrogen') hub within the land district and near Forrest.

Since then, the DPLH have granted a licence to a consortium known as Western Green Energy Hub (WGEH) Pty Ltd for non-exclusive use of the UCL within the Mundrabilla Land District denoted as Licence Area A and Licence Area B on the map provided at **10.1.6 Annex 1** to the agenda for the aforementioned purpose. The granting of the licence is subject to—among other things—WGEH P/L obtaining applicable approvals to install infrastructure upon the licence areas deemed necessary to support the carrying out of the geotechnical and feasibility studies.

The licence granted by DPLH (Lic 00036/2021_A11294467) is valid for 5 years (expiring **July 2026**).

WGEH P/L (the section 91 licensee) now seek the granting of development approval by Council to install two (2) weather monitoring masts within the aforementioned licence areas to collect a range of data to guide the future design and development of the planned renewable energy ('green hydrogen') hub.

WGEH P/L is a consortium comprising the entities Intercontinental Energy and CWP Global, and the Mirning People (traditional custodians of Mirning Country and the native title holders in which the development site is to be located).

It is understood that WGEH P/L have previously briefed Council on the planned hub. A synopsis on the planned hub (extracted from Intercontinental Energy's website on 17 November 2021) is provided at **10.1.6 Annex 2** to the agenda.

This agenda item reports on development application DB 2/2021 (WGEH02) for a proposed mast to be installed within Licence Area A, approximately 45 kilometres south-south west of the Forrest townsite (which lies within the City of Kalgoorlie-Boulder district) and approximately 270 metres due east of the Forrest–Mundrabilla Road.

This proposal is additional to the proposed mast to be installed 30 kilometres north-west of the Eucla townsite and approximately 175 metres north east of the Eucla – Reid track (see preceding agenda item).

An aviation impact assessment report on the two proposed masts accompanied both applications but is

not reproduced in the agenda due to the large size of the document (a copy of the report can be provided to Councillors on request).

Preliminary consultation by the applicant with the Department of Defence, the Civil Aviation Safety Authority (CASA), and Airservices Australia revealed no objection to the proposed masts. However, Airservices Australia recommended that marker balls be installed on the guy-wires for the proposed WGEH02 mast for added visibility given its proximity to the Forrest aerodrome. The applicant has indicated that the proposed masts may also be painted red and white for further visibility.

Proposal Overview

Development application DB 2/2021 (WGEH02) proposes a 150 metre high guyed-latticed mast in the location shown in **10.1.6 Annex 3** of the agenda (**Proposed Mast Location Overview – WGEH02** map).

At the time the application was lodged with the Shire this mast was originally proposed to be 160 metres high (the same height as the WGEH01 mast). However, following further consultation with Airservices Australia the applicant will lower the height of the mast to 150 metres in order to not adversely impact flight procedures at the Forrest aerodrome. The applicant has not yet provided a revised profile drawing of this.

Notwithstanding, the submitted profile drawing of the mast at its original proposed height (160 metres) is provided at **10.1.6 Annex 4** to the agenda to indicate the mast's intended profile.

A photograph of a similar mast indicating the likely appearance of the proposed mast is provided at **10.1.6 Annex 5** of the agenda.

The applicant (the section 91 licensee) advises that the site is remote, is on level ground, and will require minimal vegetation clearing (clearing of the site is proposed to be undertaken by the Mirning people). Minor excavation works will be required to support the construction of the mast base and guy-wire anchor points. The mast will be brought to the site in sections from Eucla on a flatbed trailer towed by a 4WD vehicle. Installation of the mast will take approximately one week.

Temporary fencing may need to be erected around the mast but this has yet to be decided.

Access to the site will be along existing tracks.

The mast will record wind speeds, direction, temperature, and humidity continuously.

The mast is intended to remain in place for up to 5 years from the date it is installed and thereafter will be dismantled and removed from the site.

No services will be provided to the site.

Statutory Environment

- *Planning and Development (Local Planning Schemes) Regulations 2015* ('PD Regs')
- *Shire of Dundas Local Planning Scheme No. 2* ('LPS 2')

The PD Regs provide the procedures and processes for making and determining an application for development approval as well as the matters to be considered in determining whether to grant development approval.

LPS 2 provides for the assessment of the permissibility of the proposed land use and applicable development controls and standards that ought to apply to the proposed development.

The subject land is zoned **Rural** under LPS 2.

A mast is not included within any **use class** listed in LPS 2 and therefore, is considered as an '**unlisted use**'.

To this end (*cf* clause 18 (4) in LPS 2), Council can determine whether the proposed use/development

is:

- (a) consistent with the objectives of the Rural zone and is therefore a use that may be permitted subject to conditions imposed by the local government; or
- (b) determine that the use may be consistent with the objectives of the Rural zone and give notice under clause 64 of the deemed provisions (in part 7, Schedule 2 of the PD Regs) before considering and determining an application for development approval for the use of the land; or
- (c) determine that the use is not consistent with the objectives of the Rural zone and is therefore not permitted in the zone.

The objectives of the **Rural** zone are as follows:

- To provide for the maintenance or enhancement of specific local rural character,
- To protect broad acre agricultural activities such as cropping and grazing and intensive uses such as horticulture as primary uses, with other rural pursuits and rural industries as secondary uses in circumstances where they demonstrate compatibility with the primary use,
- To maintain and enhance the environmental qualities of the landscape, vegetation, soils and water bodies, to protect sensitive areas especially the natural valley and watercourse systems from damage,
- To provide for the operation and development of existing, future and potential rural land uses by limiting the introduction of sensitive land uses in the Rural zone, and
- To provide for a range of non-rural land uses where they have demonstrated benefit and are compatible with surrounding rural uses

Arguably, the proposed mast accords with the last listed objective above. Arguably too, neither would the proposed mast detract from or impede the attainment of the other above listed objectives given that no other surrounding rural uses occur or are proposed (as far as can be ascertained) within proximity of the subject site.

Whilst the proposed mast may not be a typical 'rural' use, such infrastructure typically occurs in rural, regional and remote areas. It should be noted that the use class '**telecommunications infrastructure**', which the proposed use can be deemed similar to, is a **permitted** use class ('P') within the Rural zone.

On this basis, it is recommended that the proposed use/development accords with provision (a) in clause 18(4) of LPS 2 and thus ought to be permitted.

Policy Implications

The Shire has no local planning policies that apply to the proposed development.

Financial Implications

There are no specific financial implications for the Shire of Dundas relating to the proposal.

Strategic Implications

The strategic community plan themes that may link to the proposal are as follows:

Theme 2 – A thriving local economy and economic base
A strong, diversified economy with a number of commercial businesses and industries providing new and varied employment opportunities for all age groups.

Strategy 2	Goal	Measure	Priority
2.1 Opportunity for Economic Diversification	A vibrant economy that includes opportunities for mining, industry, tourism, shopping and business.	The level and diversity of businesses, including mining, industry, tourism and commercial activity is increasing.	Medium
2.2 Attracting new businesses	New businesses are attracted to the area and existing ones encouraged to grow through promotion of the area as an attractive place to work and live.		
2.4 Provide infrastructure that stimulates growth	To assist in the provision of infrastructure that encourages development of existing and new business opportunities.	Increased level of infrastructure that is beneficial to business and industry.	High

Consultation

Given the nature of the proposal the application was referred to the Department of Defence (DoD), the Civil Aviation Safety Authority (CASA), Airservices Australia (AA), and the State Department of Water and Environmental Regulation (DWER) for their consideration and comment/feedback. Only CASA and Airservices Australia provided a response with both advising of no objection to the proposed mast. As previously mentioned Airservices Australia also recommended that marker balls be installed on the guyed-wires for added visibility.

Comment

Because a mast is not a prescribed use class under LPS 2 there are no particular development standards that apply to the proposed development.

Sub-clause (5)(a) under clause **32 GENERAL DEVELOPMENT STANDARDS AND REQUIREMENTS** in LPS 2 provides for the local government to consider granting development approval to non-rural uses where these can be demonstrated to be of benefit to the district and not detrimental to the area's natural resources and environment generally.

As the proposed mast is to inform the resource capability for a planned renewable energy hub which could ultimately benefit the Dundas local government district, and the mast is adjudged to have no detrimental impacts upon the natural resources and environment of the locality in which it is to be located, the application can be approved.

Given that the proposed mast is to remain in place for a period of up to 5 years it is recommended that any development approval granted be temporary only with the approval period tied to the section 91 license period.

Determination Options

In determining the application Council has the option of:

- A. Approving the application for development approval with or without conditions; or
- B. Refusing to approve the application for development approval.

It is recommended that the application be approved.

Voting Requirements

Simple Majority

Officer Recommendation

That Council:

1. Pursuant to clause 18(4)(a) of the *Shire of Dundas Local Planning Scheme (LPS) 2* determines that the proposed installation of the weather monitoring mast (WGEH02) described in development application DB 2/2021 is consistent with the objectives of the Rural zone and is therefore a use that can be permitted upon the subject site; and
2. Pursuant to clause 68 (2) in Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, APPROVE development application DB 2/2021 to install a weather monitoring mast (WGEH 02) upon Unallocated Crown land (UCL) within the district of Mundrabilla (coordinates Lat: -31.2248 Long: 127.9412), generally in accordance with the following plans/drawings:
 - (a) WGEH map entitled Proposed Mast Location Overview – WGEH 02
 - (b) WGEH map entitled Proposed Mast Location Detailed – WGEH 02
 - (c) Drawing No. 19262—GA-CP-04 Rev.01 General Arrangement by the ART Group, except that the mast height shall be no more than 150 metres high

and subject to the following conditions:

- (i) The approval is limited to a period of five (5) years, expiring 31 July 2026;
- (ii) Upon the approval expiring (and unless the approval has been extended by the local government), the mast and any supporting infrastructure is to be dismantled and wholly removed from the subject site with the subject site reinstated to its condition as it was prior to installation of the mast.

An agreement to this by the section 91 licensee is to be provided in writing to the Shire of Dundas prior to installation of the approved mast; and

- (iii) Prior to erecting the mast onsite, the mast design – including the design of the footings for the mast base and guy-wire anchors – being certified for structural adequacy by an accredited/professional structural engineer, with a copy provided to the Shire of Dundas for its records

Advice Notes

In relation to condition (i) above, upon expiry of the approval period the approval hereby granted will be of no further effect unless a written request to extend the approval period has been received by the local government at least 3 months prior to the approval expiry date.

In respect to condition (ii) above, the local government is to be advised accordingly when these works have been completed.

In respect to (iii) above, the onus is upon the section 91 licensee to apply for and obtain any necessary building permit required to install the mast and its supporting infrastructure prior to its installation.

Airservices Australia has recommended that marker balls be installed on the guyed-wires supporting the approved mast for added visibility, given the proximity of the mast to the Forrest aerodrome.

10.2 Engineering and Works

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	2 nd November 2021
Disclosure of Interest	Nil

Summary

For Council to consider receiving the Information Bulletin for the period ending 2nd November 2021

Background

The Councillors' Information Bulletin for the period ending 2nd November 2021 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 2nd November 2021, as included in confidential papers relating.

Moved: Cr. Warner

Seconded: Cr. Wyatt

Resolution

That Council receive the monthly Councillors' Information Bulletin for the period ending 2nd November 2021, as included in confidential papers relating.

Carried by: Simple Majority For: 6 Against: 0

Agenda Reference & Subject	
10.3.2 - Delegation to Committees, WALGA, GVROC and State Council	
Location / Address	Shire of Dundas
File Reference	EM.1
Author	Chief Executive Officer – Peter Fitchat
Date of Report	14 th November 2021
Disclosure of Interest	Nil

Summary

For the Council to nominate delegates to represent Council for Regional Road Group (RRG), Goldfields Voluntary Regional Organisation of Councils (GVROC) and Western Australian Local Government Association (WALGA), RoadWise and State Council Goldfields Esperance zone representatives.

Background

The WALGA AGM meeting is held every year in August or September during local government week and each local government has the opportunity for 2 delegates to vote on WALGA resolutions, normally the President and Deputy President.

Regional Road Group meetings are bi-annual and elected members representation is required on the strategic working group for funding allocation on Council road networks.

As part of Council's governance requirements, representation on GVROC and State Council must be formalised.

Other Committees meetings such as RoadWise are called as required and the pandemic has made it hard for this group to meet regularly. We are hoping to kick start this again as restrictions ease.

Statutory Environment

Local Government Act 1995

Part 5

This Part deals with —

- (a) *council meetings, committees and their meetings and electors' meetings,*

- (b) the employment of persons by local governments and matters relating to local government employees,
- (c) annual reports and plans,
- (d) the disclosure of financial interests in matters affecting local government decisions and in returns,
- (e) public access to local government information,
- (f) the limitation of the payment of fees, expenses and allowances to council and committee members, mayors and presidents, and
- (g) codes of conduct.

[Notes to Part 5 amended: No. 49 of 2004 s. 42(1).]

5.10. Committee members, appointment of

- (1) A committee is to have as its members —
 - (a) persons appointed* by the local government to be members of the committee (other than those referred to in paragraph (b)); and
 - (b) persons who are appointed to be members of the committee under subsection (4) or (5).

* Absolute majority required.

Policy Implications

EM.1 Conferences – Elected Members Attendance and Representation

Financial Implications

Conference allocation as set in the adopted budget.

Strategic Implications

To enable the Shire of Dundas to be involved in the direction of WALGA, GVROC, State Council, Regional Road Group and RoadWise committees and to advocate on behalf of our Shire of Dundas community.

Consultation

Councillors and Senior Staff

Comment

Elected members and serving officers are permitted to be delegates with a formal Council resolution. As it is normal practice for the Shire President (although not compulsory) to be a voting delegate, the Council has the opportunity to nominate another voting delegates to WALGA, GVROC, State Council, Regional Road Group, RoadWise, and the Local Emergency Management Group.

Due to the deadline to nominate on the 19th November 2021 for the GVROC Chair/Deputy and for the Goldfields Esperance zone representative on State Council, the President, Laurene Bonza, has nominated for Deputy Chair on GVROC and as the Goldfields Esperance Zone Representative, this is however dependant on the GVROC voting results on the 26th November, the next meeting, hosted by Shire of Coolgardie.

Voting Requirements

Absolute Majority

Officer Recommendation**That Council:**

1. Appoint Cr Laurene Bonza and Cr Patupis as WALGA Representatives.
2. Appoint Cr Laurene Bonza and Cr Warner as GVROC Representatives, and the CEO Peter Fitchat as a voting delegate.
3. Appoint Cr Bonza and Cr Wyatt as RRG representatives, and Manager of Works, Joe Hodges, and the CEO as voting Delegates on the Regional Road Technical Group.
4. Appoint Cr Wyatt and Cr Warner as RoadWise Committee Representatives, noting that the Manager of Works and Services, and the Manager Corporate and Community Services attend RoadWise as part of their duties.
5. Appoint Cr Bonza and Cr Patupis as representatives on the Local Emergency Management Committee, noting the CEO, Manager of Works and Services, and the Manager Corporate and Community Services attend LEMC as part of the duties.
6. Support and confirm the nomination of President Laurene Bonza for Deputy Chair of the Goldfields Esperance Zone Representative to State Council.

Moved: Cr. Wyatt
 Seconded: Cr. Warner

Resolution**That Council:**

1. Appoint Cr Laurene Bonza and Cr Patupis as WALGA Representatives.
2. Appoint Cr Laurene Bonza and Cr Warner as GVROC Representatives, and the CEO Peter Fitchat as a voting delegate.
3. Appoint Cr Bonza and Cr Wyatt as RRG representatives, and Manager of Works, Joe Hodges, and the CEO as voting Delegates on the Regional Road Technical Group.
4. Appoint Cr Wyatt and Cr Warner as RoadWise Committee Representatives, noting that the Manager of Works and Services, and the Manager Corporate and Community Services attend RoadWise as part of their duties.
5. Appoint Cr Bonza and Cr Patupis as representatives on the Local Emergency Management Committee, noting the CEO, Manager of Works and Services, and the Manager Corporate and Community Services attend LEMC as part of the duties.
6. Support and confirm the nomination of President Laurene Bonza for Deputy Chair GVROC and the Goldfields Esperance Zone Representative to State Council.

Carried by: Simple Majority For: 6 Against: 0

Agenda Reference & Subject	
10.3.3 – Local Government Nomination for Development Assessment Panel	
Location / Address	Shire of Dundas
File Reference	LP.PR.1
Author	CEO Peter Fitchat
Date of Report	19 th November 2021
Disclosure of Interest	Nil

Summary

For the Council to nominate members to participate in the Development Assessment Panel (DAP) as a local member for the Shire of Dundas

Background

The Planning and Development (Development Assessment Panels) Regulations 2011 were gazetted in March 2011 and became operational on the 1st July 2011.

Under the regulations local governments are required to nominate four elected members to be available to sit on a local DAP as required.

The nominees will be appointed for up to a 2-year term.

Statutory Environment

Planning and Development (Development Assessment Panels) Regulations 2011

Policy Implications

N/A

Financial Implications

The local government will not be required to foot any relevant costs other than for employees. Fees for members are available for the DAP and training. These are set out in schedule 2 of the regulations

Strategic Implications

N/A

Consultation

Nil

Comment

The Council at its ordinary meeting held in May 2011 resolved the following:

The nomination period is for a maximum of two years and will expire soon.

The process requires 2 local members and 2 alternate local members to be nominated to be available to sit on the local DAP as required.

The Minister will appoint the nominees.

It is mandatory that appointed DAP members attend training before they sit on a DAP, training scheduled for the 21st October 2021.

Following the upcoming local government elections to be held on 16 October 2021, there may be a change in your local government DAP membership if the composition of your council changes. All existing local government DAP members are currently appointed for a term ending 26 January 2022.

Prior to this expiry date, your local government will need to nominate four (4) DAP members for appointment by the Minister for Planning.

Representation of local interests is a key aspect of the DAPs system. Under regulation 24 of the *Planning and Development (Development Assessment Panels) Regulations 2011* your local council is requested to nominate, as soon as possible following the elections, four elected council members to sit as DAP members for your local government.

All local government councils are requested to provide nominations for local government DAP members by Friday 19 November 2021, to ensure local interests are represented in future DAP determinations. If you are unable to provide nominations by the above date, please contact the DAPs Secretariat to discuss alternative arrangements and implications. Once nominations are received, the Minister will appoint local government DAP members for the term ending 26 January 2024.

The McGowan Government launched OnBoardWA as part of its commitment to increase the diversity and backgrounds of Government board and committees along with the total number of women appointed.

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas support and confirm Councillors President Laurene Bonza & Cr Sharon Warner to be appointed as local members to the Development Assessment Panel and that Councillors Deputy President Rasa Patupis and Cr Veronica Wyatt be nominated as alternative local members.

Moved: Cr. Patupis

Seconded: Cr. Wyatt

Resolution

That the Shire of Dundas support and confirm Councillors President Laurene Bonza & Cr Sharon Warner to be appointed as local members to the Development Assessment Panel and that Councillors Deputy President Rasa Patupis and Cr Veronica Wyatt be nominated as alternative local members.

Carried by: Simple Majority

For: 6

Against: 0

Agenda Reference & Subject	
10.3.4 – Council Policy F3. Purchasing Policy	
Location / Address	88-92 Prinsep Street, Norseman WA 6443
File Reference	FM.PO.1
Author	Manager of Corporate and Community Services – Pania Turner
Date of Report	17/11/2021
Disclosure of Interest	Nil

Summary

For the Council of the Shire of Dundas to consider and approve the revised Purchasing Policy.

Background

The Purchasing Policy has been updated to provide more detail and clarity regarding the Shire's purchasing and procurement.

Statutory Environment

Local Government Act 1995, Local Government (Functions and General) Regulations 1996
State Records Act 2000

Policy Implications

Update of Policy F.3

Financial Implications

Regular review of the Purchasing Policy and procedures ensures the Shire of Dundas purchasing activities and decision making, are of a high standard and allow for transparency, and achieve best value

for money that considers strategic priorities, and provides sustainable benefits, such as environmental, social, and local economic factors.

Strategic Implications

The Purchasing Policy assists the Shire of Dundas in applying strong principles and practices, to all purchasing activity to ensure alignment with the Shire's strategic and operational objectives.

Consultation

Elected Members
Senior Officers

Comment

The Policy was reviewed using the WALGA template and has the stated objectives:

- to ensure the best value for money that considers sustainable benefits, such as environmental, social, and local economic factors.
- Foster economic development by maximising participation of local businesses in the delivery of goods and services.
- Use consistent, efficient, and accountable purchasing processes and decision-making, including competitive quotation processes, assessment of best value for money and sustainable procurement outcomes for all purchasing activity, including tender exempt arrangements.
- Apply fair and equitable competitive purchasing processes that engage potential suppliers impartially, honestly, and consistently.
- Commit to probity and integrity, including the avoidance of bias and of perceived and actual conflicts of interest.
- (Comply with the Local Government Act 1995, Local Government (Functions and General) Regulations 1996, other relevant legislation, Codes of Practice, Standards and the Shire's Policies and procedures.
- Ensure purchasing outcomes contribute to efficiencies (time and resources) for the Shire of Dundas
- Identify and manage risks arising from purchasing processes and purchasing outcomes in accordance with the Shire's Risk Management framework.
- Ensure records evidence purchasing activities in accordance with the State Records Act 2000 and the Shire's Record Keeping Plan.
- Ensure confidentiality that protects commercial-in-confidence information and only releases information where appropriately approved.

Voting Requirements

Absolute Majority

Officer Recommendation

That the updated Shire of Dundas Purchasing Policy as contained in papers relating be adopted.

Moved: Cr. Wyatt
Seconded: Cr. Warner

Resolution

That the updated Shire of Dundas Purchasing Policy as contained in papers relating be adopted.

Carried by: Absolute Majority For: 6 Against: 0

Agenda Reference & Subject	
10.3.5 – Local Government Elections Caretaker Period	
Location / Address	88-92 Prinsep Street, Norseman WA 6443
File Reference	GV.EL.4
Author	Manager of Corporate and Community Services – Pania Turner
Date of Report	17/11/2021
Disclosure of Interest	Nil

Summary

For the Council of the Shire of Dundas to consider and adopt the Local Government Elections Caretaker Period Policy.

Background

This Policy establishes protocols for the purpose of avoiding actual and perceived advantage or disadvantage to a candidate in a Local Government Election, using public resources or decisions made by the Council or administration on behalf of the Shire of Dundas during the period immediately prior to an election.

The Policy also provides clear guidance regarding the decisions made by the Council, decisions made under delegated authority, regarding community consultation, events and functions, use of the resources, access to information.

Statutory Environment

Local Government Act 1995, Local Government (Functions and General) Regulations 1996

Policy Implications

New Policy

Financial Implications

Nil

Strategic Implications

Nil

Consultation

Elected Members
Senior Officers
WALGA

Comment

Having a Local Government Elections Caretaker Period Policy will give clear guidance to Councillors, staff and the Community on specific considerations when in the local government election period.

Voting Requirements

Absolute Majority

Officer Recommendation

That the Shire of Dundas adopt the Local Government Elections Caretaker Period Policy.

Moved: Cr. Wyatt
Seconded: Cr. Warner

Resolution

That the Shire of Dundas adopt the Local Government Elections Caretaker Period Policy.

Carried by: Absolute Majority For: 6 Against: 0

Agenda Reference & Subject	
10.3.6 – New Policy: Benefits to Departing Employees	
Location / Address	88-92 Prinsep Street, Norseman WA 6443
File Reference	FM.PO.1
Author	Manager of Corporate and Community Services – Pania Turner
Date of Report	17/11/2021
Disclosure of Interest	Cr. Wyatt: Financial Peter Fitchat: Financial -Employee of the Shire of Dundas Pania Turner: Financial -Employee of the Shire of Dundas Joe Hodges: Financial -Employee of the Shire of Dundas Linda Hodges: Financial -Employee of the Shire of Dundas

Staff and Cr Wyatt left the meeting at 6.42pm

Summary

For the Council of the Shire of Dundas to consider and adopt the Benefits to Departing Employees Policy.

Background

At the October 2021 Ordinary Meeting of Council, Council rescinded the Gratuity Payments Policy. The new Benefits to Departing Employees Policy outlines a better and more transparent process for the Shire of Dundas to recognise the service of employees at their resignation or retirement from the Shire.

Statutory Environment

Local Government (Administration) Regulations 1996 Part 4 19A

Policy Implications

New Policy

Financial Implications

The Policy determines the way the Shire grants a gratuity payment in addition to any amount to which the employee is entitled under a contract of employment or award at the completion of their service with the Shire of Dundas.

Strategic Implications

Nil

Consultation

Elected Members
Senior Officers
WALGA

Comment

Nil

Voting Requirements

Absolute Majority

Officer Recommendation

That the Shire of Dundas adopt the Benefits to Departing Employees Policy.

Moved: Cr. Warner
Seconded: Cr. Maloney

Staff and Cr Wyatt returned at 6.43pm for the reading of the Resolution.

Resolution

That the Shire of Dundas adopt the Benefits to Departing Employees Policy.

Carried by: Absolute Majority For: 5 Against: 0

10.4 Administration, Finance and Community Development

Agenda Reference & Subject	
10.4.1 – Accounts Paid 01/10/2021 – 31/10/2021	
Location / Address	Shire of Dundas
File Reference	FM.CR
Author	Accounts and Payroll Officer – Ali Sherifi
Date of Report	17 th November 2021
Disclosure of Interest	Nil

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas monthly accounts paid from 01/10/2021 to 31/10/2021 be noted.

Moved: Cr. Wyatt
Seconded: Cr. Warner

Resolution

That the Shire of Dundas monthly accounts paid from 01/10/2021 to 31/10/2021 be noted.

Carried by: Simple Majority For: 6 Against: 0

TRUST PAYMENTS

Chq/EFT	Date	Name	Description	Amount
561	27/10/2021	Shire of Dundas Petty Cash	STANDPIPE KEY REFUND	350.00
				350.00

Municipal Cheques

Cheque	Date	Name	Description	Amount
26398	01/10/2021	Shire of Dundas	CASH WITHDRAWAL FOR PAYMENT OF BAND - NAIDOC EVENTS	1200.00
26399	27/10/2021	Shire of Dundas Petty Cash	Recoup to petty cash September - October 2021	400.05
				\$1,600.05

MUNICIPAL ACCOUNT EFT'S

EFT	Date	NAME	Description	Amount
EFT5930	05/10/2021	TELSTRA CORPORATION LIMITED	Phone Charges for Admin, Co-Location, and Woodlands Centre 20.09.2021 - 19.10.2021 \$706.08 Home Bundles for 124 Prinsep Street and 11 Roberts Street 21.08.2021 - 20.09.2021 \$170 Home Bundles for 124 Prinsep Street and 11 Roberts Street 21.07.2021 - 20.08.2021 \$170 Admin ADSL, Youth, Doctors & Depot Usage 05.09.2021 - 04.10.2021 \$485.01 Satellite Charges for 16.09.2021 - 15.10.2021 \$195 Mobile Charges for staff, cameras, and tablets - 17.09.2021 - 16.10.2021 \$1121.71	2847.80
EFT5931	07/10/2021	AUSTRALIA POST	Postage (August 2021) & Rates Postage	828.19
EFT5932	07/10/2021	AMO CONTRACTING	Constructed 16 Concrete pram ramps & footpath on Roberts Street roundabout.	26544.10
EFT5933	07/10/2021	BOC LIMITED	Container Service Fee (29.08.2021 - 27.09.2021)	39.73
EFT5934	07/10/2021	CHADSON ENGINEERING	Service pool test 9 Phototometer & postage fee	325.60
EFT5935	07/10/2021	COASTLINE MOWERS	Blades and other various parts for Stihl Mowers	2974.00
EFT5936	07/10/2021	DAIMLER TRUCKS PERTH	Various vehicle parts supplied for Tip Truck P284 (DS174)	1756.77

EFT5937	07/10/2021	ELITE GYM HIRE	Hire of Weights (12.09.2021 - 12.10.2021) \$568.65 Hire of treadmill, bike, rower & cross trainer 12.09.2021 -12.10.2021 \$442.70	1011.35
EFT5938	07/10/2021	FULL MOON CAFE	Catering for Snake Handling Course 21st September 2021 \$231.82 Catering for OCM 28.08.2021 \$125	536.81

			Catering for flower & Garden Show, vouchers and Youth Prizes \$179.99	
EFT5939	07/10/2021	THREAT PROTECT	Alarm Monitoring (Admin Building) - Quarterly in Advance \$234.75 Alarm Monitoring for Norseman Youth Centre Quarterly in advance \$111.00 Alarm Monitoring for the Laundromat Quarterly in advance \$115.50	461.25
EFT5940	07/10/2021	GLEN FLOOD GROUP PTY LTD T/A GFG CONSULTING	Temporary Project Management Support - Craig McLennan @ \$98.5 / hr 46.08 hrs 5 days meal allowance, Travel time and flights	5812.04
EFT5941	07/10/2021	JOHN EDWARD PATRICK HOGAN	Claim (Council Meeting - 28.09.2021), Workshop - 7.9.2021	318.00
EFT5942	07/10/2021	HORIZON POWER	Streetlights - 01.09.2021 - 30.09.2021	5189.86
EFT5943	07/10/2021	KILIMA (WA) P/L	Rates Reimbursement 2021/22 for 81 Roberts Street	2250.31
EFT5944	07/10/2021	STATE LIBRARY OF WESTERN AUSTRALIA	Better Beginnings Program for 2021-22	55.00
EFT5945	07/10/2021	LANDGATE	SLIP Subscription Services Annual Charge - Small No Commercial Customer	2405.00
EFT5946	07/10/2021	STAR TRACK CREDIT	Freight - Shenton Pumps - Late Payment Fee	6.26
EFT5947	07/10/2021	MOORE AUSTRALIA (WA) PTY LTD	Compilation of Financial Activity, EOM, independent review of service and report to the CEO for the period 31 July 2021, One-off set up fee	5225.00
EFT5948	07/10/2021	NORSEMAN MEN'S SHED ASSOCIATION INC.	Community Grant Norseman Men Shed	5000.00
EFT5949	07/10/2021	NORSEMAN IGA	Various IGA Purchases 01.08.2021 - 31.08.2021	1101.90
EFT5950	07/10/2021	NAVMAN WIRELESS AUSTRALIA PTY LTD	Monthly satellite service (05.09.2021 - 04.10.2021)	65.89
EFT5951	07/10/2021	NORSEMAN GENERAL PRACTICE	Pre-Employment Medical and D+A Testing for Jonah Turner - 05.10.2021 \$132.00 Pre-employment Medical and DNA Testing for Danny Buckley 05.10.2021 \$132 Pre-employment and DNA Testing for Dean Bryan on 05.10.2021 \$132.00	396.00

EFT5952	07/10/2021	PUZZLE CONSULTING PTY LTD	30% payment for strategic community plan Consultation Services, travel expenses, flights, car hire and meals \$7506.41 30% payment to commerce strategic community plan + flights \$5285.37	12791.78
EFT5953	07/10/2021	SHENTON PUMPS	Replace worn bearings, brushes, and wheel assembly shaft at the Swimming Pool	979.00
EFT5954	07/10/2021	MICROSHEL FAMILY TRUST T/AS PACK & SEND EAST PERTH RGS MW PTY LTD	Freight - Shenton Pumps (Pool Pump) \$653.15 Freight – Coastline Mowers \$101.88	755.03
EFT5955	07/10/2021	SOUTH EAST PETROLEUM	Diesel 8,200 litres	11440.97
EFT5956	07/10/2021	SEEK LIMITED	Job Advertisement for Grader Operator	324.50
EFT5957	07/10/2021	SOUTH COAST FOODSERVICE	Catering for NAIDOC Ball on the 2nd October 2021	379.34
EFT5958	07/10/2021	VERONICA WYATT	Claim (Council Meeting - 28.09.2021), Workshop - 7.9.2021	318.00
EFT5959	07/10/2021	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	Patrick Hogan - Serving on Council eLearning - August 2021	195.00
EFT5960	07/10/2021	SHARON MAREE WARNER	Claim (Council Meeting - 28.09.2021), Workshop - 7.9.2021	318.00
EFT5961	14/10/2021	AUSTRALIA POST	Postage (September 2021), Rates Postage	959.79
EFT5962	14/10/2021	LGIS	LGIS Workcare Insurance Instalment No.2 - 31.10.2021 - 30.06.2022 \$29106 LGIS Liability Insurance Instalment No.2 31.10.2021 – 30.06.2021 \$17524.98 LGIS Property Insurance Instalment No.2 31.10.2021 – 30.06.2021 2021/22 Membership Contributions Cred Instalment No.2 -\$1247.50	85048.82
EFT5963	14/10/2021	NORSEMAN GENERAL PRACTICE	Pre-Employment Medical and D&A Testing for Barry Hemopo on 05.10.2021 \$132 Pre-Employment Medical and D&A Testing for Peter Mackey 05.10.2021 \$132	264.00
EFT5964	14/10/2021	PROTECTOR PEST CONTROL	Annual Termite Program to Shire housing and infrastructure with complimentary spider and cockroach treatment	10194.80
EFT5965	14/10/2021	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	WALGA MEMBERSHIP AND SUBSCRIPTIONS FOR 2021/22 \$27086.28 Transport and roads forum 2021 – Cancellation -\$70	27016.28
EFT5966	14/10/2021	BONZA CONSTRUCTIONS PTY LTD	Repair rusted gutter, purchase items to complete downpipe repairs + Materials for the Pensioner Homes.	5011.29

EFT5967	14/10/2021	DOWLING GIUDICI ASSOCIATES	As per DG+A Professional Services Agreement 201218: Seventh Recharge 40 hrs @ \$95 / hr	4180.00
EFT5968	14/10/2021	MCINTOSH & SON	Repairs to sprayer unit - find damaged parts, rebuild, and fit to sprayer for Kubota Tractor P-300 DS3298	4446.75
EFT5969	15/10/2021	CORE BUSINESS AUSTRALIA	Claim 2 - HR/OHS Consultancy (August 2021)	7248.79
EFT5970	19/10/2021	ZIRCODATA PTY LTD	Storage of Registers (26.08.2021 - 26.09.2021)	160.24
EFT5971	19/10/2021	DEPARTMENT OF FIRE & EMERGENCY SERVICES	ESL (SEPTEMBER 2021) \$44532.57 2021/22 ESL for Shire Owned Properties \$2663.41	47195.98
EFT5972	19/10/2021	GLEN FLOOD GROUP PTY LTD T/A GFG CONSULTING	Temporary Project Support - Paul Owen 20.09.2021 to 31.10.2021 8hrs \$98.50 hr	866.80
EFT5973	19/10/2021	KILIMA (WA) P/L	Rent for the Month October 2021 - 81 Robert Street	242.00
EFT5974	19/10/2021	NORSEMAN GENERAL PRACTICE	Consultation for Mathew Morgan (burn to hand)	203.80
EFT5975	19/10/2021	SOUTH EAST PETROLEUM	Diesel & Unleaded Fuel Purchases (Bp Card - September 2021)	529.99
EFT5976	19/10/2021	WATER CORPORATION	Various Water Accounts (26.07.2021 - 27.09.2021)	27182.56
EFT5977	25/10/2021	AUSTRALIAN TAXATION OFFICE	BAS (SEPTEMBER 2021)	20319.00
EFT5978	25/10/2021	BP NORSEMAN	Diesel & Unleaded Charges September 2021	321.39
EFT5979	25/10/2021	LAURENE BONZA	President Allowance 01.07.2021 - 30.09.2021 (21/22) - Quarter 1 \$3978 Claim Council Meeting 19.10.2021 IB Session 07.10.2021 \$481 Claim (Council Meeting - 28.09.2021), travel expenses to WALGA Annual Conference, Reimbursement for Credit Card use for WALGA Conference \$1587.34	6046.34
EFT5980	25/10/2021	BELLINI BULK HAULAGE	100m3 Bushland Mulch to Norseman Depot	18271.00
EFT5981	25/10/2021	BROOKES HIRE SERVICE PTY LTD	Komatsu Loader Hire on 30/09/2021 for total of 29 hours	9768.00
EFT5982	25/10/2021	CHAMP PTY LTD	LMSI SUBSCRIPTION 07.11.2021 - 07.11.2022	1386.00
EFT5983	25/10/2021	FULL MOON CAFE	Catering for Council Meeting 28.09.2021 Catering for Council Workshop - 05.10.2021	490.00
EFT5984	25/10/2021	GHD PTY LTD	Road inspection for Hyden Norseman Road	12334.30
EFT5985	25/10/2021	JOHN EDWARD PATRICK HOGAN	Claim (Council Meeting - 19.10.2021), Workshop 05.10.2021	318.00
EFT5986	25/10/2021	JOHN PHILLIPS CONSULTING	Professional Services - CEO Performance Review 2021	1650.00
EFT5987	25/10/2021	JOHN MALONEY	Claim (Council Meeting 19.10.2021)	212.00

EFT5988	25/10/2021	NORSEMAN CONCRETE	Collect Fuso Truck & recover from Eucla, tradesman labour, non-genuine parts, tyres and rims, consumables to DS26 P283 \$28707.80 Supply and fit new tyres to Fuso Tipper P283 DS26 \$5420.80 Supplied 16.6 m ³ Litre Concrete for the Town Clock Roundabout \$4490.20 Clean up spilt Nickle waste on Coolgardie/Esperance Hwy and Hyden Norseman Road, 30.50 hours worked \$6221.60 Supplied 20m ³ of Primex to Shire Depot \$3069 Clean up spill on Kalgoorlie Hwy, Plant, Staff provided – 62 hours worked.	59052.40
EFT5989	25/10/2021	OFFICE NATIONAL KALGOORLIE	Various stationery items	114.35
EFT5990	25/10/2021	NORSEMAN GENERAL PRACTICE	Pre-Employment Medical and D&A Testing for Reece Whitby - 14.10.2021	132.00
EFT5991	25/10/2021	RASA PATUPIS	Deputy Allowance 01.07.2021 - 30.09.2021 (21/22) - Quarter 1 \$994.50 Claim Council Meeting – 19.10.2021 & 29.09.2021, Workshop 07.09.2021.	1524.50
EFT5992	25/10/2021	PUZZLE CONSULTING PTY LTD	Consultancy with CEO regarding Strategic Community Plan, 2 x meetings for WALGA Climate funding plus travel	1320.00
EFT5993	25/10/2021	MICROSHEL FAMILY TRUST T/AS PACK & SEND EAST PERTH RGS MW PTY LTD	Freight (E&M J Rosher), Parts for Kubota Tractor P300 DS3298	86.46
EFT5994	25/10/2021	SOLUTIONS IT (INVOICE S + B)	Pre-Paid Support - 20 Hours	2178.00
EFT5995	25/10/2021	VERONICA WYATT	Claim (Council Meeting - 19.10.2021)	212.00
EFT5996	25/10/2021	WILSONS DIESEL & AUTO REPAIRS	Replace 2 tyres & rotate, carry out service, replace filter, clearance lights on rear of truck to Fuso Tip Truck P283 DS26 \$3513.90 Replace regulator and hose joiner, put control box back together + parts for Water Truck DS17 P266 \$311.60 Repair A/C and beacon lights on P301 Cat Loader DS3301 \$932.30 40 Litres Hydraulic oil for Case Front Loader P254 \$320 Repair hydraulic hose, supply 2 new batteries for case front loader DS16 P254 \$645.90 Replace primary fuel filter, clean fuel tank, and inspect fuel in tank, take vehicle to Shire Depot Cat Loader P301 \$438.30 Clean out area on loader arms, modify clevis pins and shape area to Skid Steer Loader DS51 P299 \$120 Repaired damaged tyre case Front	16406.80

			<p>Loader P254 DS16 \$297.50 Carry out service, order cable for steering column repair, replace wiper blades to Toyota Hilux P293 DS29 \$2017.80 Carry out service, tyre puncture repair, replace broken blade cable, repair front engine panel & grill to Kubota \$980.10 Carry out various repairs to sundry items and supply parts \$972.30 Replace battery and master switch seal up cables, make up hose for new grease pump and leave on truck to P302 \$1034.50 1 x 7m Roll Hydraulic Hose Protective Wrap for P299 DS51 \$102.20 Repair truck indicator, repair harness from bin spillage to P278 Volvo Rubbish Truck \$468.70 Replace sparkle plug adjust controls and replace rope start to pool grass edger P128 \$129.70 Replace damaged door glass to P287 DS3300 Multi Roller \$668.70 Service BOMAG multi tyred roller P325 DS25 \$917.50 Various trailer electrical plugs for 3 Axle Dog Trailer P290 \$455.60 Repair tyre on P318 Nissan Navara Ute 21DS \$50 Carry out service, check trans and different oils, clean engine and inspect lights cut off right taillight and repair \$1810.20 Investigate and repair faulty Kubota Mower \$ 220</p>	
EFT5997	25/10/2021	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	<p>2021 WA Local Government Convention Registration fees for Cr Sharon Warner 19-21 September \$1530 2021 WA Local Government Convention Registration fees for Cr Laurene Bonza 19-21 September \$1530 2021 WA Local Government Convention Registration fees for Peter Fitchat 19-21 September \$1460 2021 WA Local Government Convention Registration fees for Cr Rasa Patupis 19-21 September \$1530 Peter Fitchat and Rasa Patupis attending heads of agencies breakfast – 20.09.2021 \$130</p>	6180.00

EFT5998	25/10/2021	SHARON MAREE WARNER	Claim (Council Meeting - 19.10.2021), Workshop 05.10.2021	318.00
EFT5999	25/10/2021	TELSTRA CORPORATION LIMITED	Telstra 4GXWIFI Plus 04.10.2021 - 03.11.2021	44.00
6870	01/10/2021	DARYL GLOVER	Reimbursement to Daryl Glover (fuel expenses BRPC)	92.17
6872	01/10/2021	CLINTON REDFERN	Payment to Clinton Redfern - Rates Prize Winner	1000.00
6884	01/10/2021	CONTAINER TRADERS	Payment to Container Traders for the Norseman Timber Day Container	6875.00
6875	04/10/2021	CRAIG COULSON	Reimbursement to Craig Coulson for Spray Respirator and filters	163.85
6877	04/10/2021	BANK FEES	Centrepay Fees for A771	0.99
6880	05/10/2021	BANK FEES	Centrepay Fees A629, A698	1.98
6890	11/10/2021	BANK FEES	Centrepay fees - A525	0.99
6891	11/10/2021	GARY JOHN	Payment to Gary John Clark - Rates Prize Winner (third place)	500.00
PAY	12/10/2021	PAYROLL	Payroll Direct Debit of Net Pays Payroll Direct Debit of Net Pays	57738.07
6909	19/10/2021	BANK FEES	Centrepay fees (A629, A698)	1.98
6911	20/10/2021		Payment to Archive Survival for archive sleeves	111.87
6931	25/10/2021	BANK FEES	Centrepay Fees - A525, A771	1.98
PAY	26/10/2021	PAYROLL	Payroll Direct Debit of Net Pays Payroll Direct Debit of Net Pays	68880.88
6920	26/10/2021	CHRISTINE STOKES	Payment to Christine Stokes - Refund for Town Hall Booking Deposit	596.63
6921	26/10/2021	LISA BIDDULPH	Payment to Lisa Biddulph - 2nd Prize Winner for Rates	750.00
6922	26/10/2021	JOE HODGES	Reimbursement to Joe Hodges for Protective Clothing, Stationary & Cleaning Products	2810.46
				\$611,615.76

MUNICIPAL ACCOUNT DIRECT DEBTS

	Date	Name	Description	Amount
6871	01/10/2021	Bank Fees	ANZ Merchant Fee	618.36
6879	05/10/2021	ANZ BPAY	BPAY Transaction Fee	226.05
6907	15/10/2021	3E Advantage Pty Limited	CRC photocopier, Shire photocopier & Printer meter readings – 01.10.2021 – 31.10.2021	3310.12
DD10852	28/10/2021	SuperChoice	Superannuation – 01.09.2021 – 14.09.2021	12993.69
				\$17,148.22

MUNICIPAL ACCOUNT CREDIT CARDS

Chq/EFT	Date	Name	Description	Amount
6937	18/10/2021	Chief Executive Officer	ANZ Credit Card Purchases 23/08/2021 – 21/09/2021	3398.55
	21/08/2021	Gumkaa Pty Ltd	Freight for Burial Book sent to Melbourne Victoria	63.66
	24/08/2021	WA Local Gov AS West Leederville	Aboriginal Engagement and Reconciliation Forum for Valma	140.00
	25/08/2021	Mydeal.com.au	Samsung gear VR Controllers x 2	138.60
	26/08/2021	EBAY	Greiger Counter to assist with environmental assessment at Landfill and around town	329.00
	26/08/2021	Full Moon Café	Catering for Regional Telecommunication Review	104.00
	27/08/2021	WA Local Gov AS West Leederville	WALGA Aboriginal Engagement and Reconciliation Forum for Pania Turner	140.00
	28/08/2021	ADBOE	SUBSCRIPTION	21.99
	28/08/2021	DOODLY	SUBSCRIPTION	98.45
	28/08/2021	Full Moon Café	Catering for LGIS Bushfire Webinar Lunch	48.00
	30/08/2021	Trimble Best	Engineering Software for Outside Crew	78.74
	01/09/2021	LINKEDIN	SUBSCRIPTION	39.99
	01/09/2021	Standards Australia	Web Reader x 2 Licenses	399.43
	02/09/2021	MYOB	SUBSCRIPTION	109.00
	05/09/2021	Caltex Norseman	Fuel for BBQ Trailer	29.00
	07/09/2021	Caltex Norseman	Fuel for BBQ Trailer	29.00
	12/09/2021	ADOBE	SUBSCRIPTION	25.74
	14/09/2021	Full Moon Café	Catering for timber Initiative	46.00
	19/09/2021	Crown Promenade	Accommodation for CEO and Councillors for AGM Meeting	1390.49
	16/09/2021	SEEK	Swimming pool job advertisement	544.50
	22/09/2021	Crown Promenade	Accommodation for CEO and Councillors for AGM Meeting	-439.40
				\$3,398.55

SUMMARY OF ACCOUNT TOTALS

Trust EFT's / Cheques	\$350.00
Municipal Cheques	\$1,600.05
Municipal EFT's	\$611,615.76
Municipal Direct Debit's	\$17,148.22
Municipal Credit Card's	\$3,398.55
Grand Total for June 2021	\$634,112.58

Agenda Reference & Subject	
10.4.2 – Financial Statements for the Period Ending 31st October 2021	
Location / Address	Shire of Dundas
File Reference	FM.FI
Author	Moore Australia
Date of Report	17 th November 2021
Disclosure of Interest	Nil

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas Financial Statements for the period ending 31st October 2021 be accepted.

Moved: Cr. Hogan
Seconded: Cr. Wyatt

Resolution

That the Shire of Dundas Financial Statements for the period ending 31st October 2021 be accepted.

Carried by: Simple Majority For: 6 Against: 0

Agenda Reference & Subject	
10.4.3 – CRC Management Report & Financial Statements to 01/10/2021 – 31/10/2021	
Location / Address	Shire of Dundas
File Reference	CS.SP.8
Author	CRC Manager & Accounts Payable Officer- Ciara Stewart
Date of Report	17 th November 2021
Disclosure of Interest	Nil



Management Report & Monthly Statement of Financial Activity
For the period ending 31st October 2021

Balance Sheet
as of November 2021

Cash On Hand		
Cheque Account	\$111,966.31	
Petty Cash	<u>\$150.00</u>	
Total Cash On Hand	\$112,116.31	
Trade Debtors	<u>\$2,380.70</u>	
Total Current Assets		\$114,497.01
Deposits	<u>\$2,000.00</u>	
Total Other Assets		\$2,000.00
Fixed Assets		
Furniture & Fixtures at Cost		\$96,659.60
Furniture & Fixtures Accum Dep	<u>-\$70,307.53</u>	
Total Assets		\$142,849.08
Liabilities		
GST Liabilities		
GST Collected	\$47,541.90	
ATO Running Balance Account	-\$2,169.00	
GST Paid	<u>-\$46,185.02</u>	
Total GST Liabilities		-\$812.12
Long Service Leave Provision	\$21,773.96	
Annual Leave Provision	<u>\$8,595.74</u>	
Total Current Liabilities		\$29,557.58
Total Liabilities		\$29,557.58
Net Assets		<u>\$113,291.50</u>
Assets		
Current Assets		
Other Assets		
Furniture & Fixtures		
Current Liabilities		
Other Current Liabilities		
Retained Earnings		\$47,646.39
Current Year Earnings		\$11,823.56
Historical Balancing		<u>\$53,821.55</u>
Total Equity		<u>\$113,291.50</u>
Equity		
Total Equity		\$113,291.50

Profit & Loss Statement
01/07/2021 through 30/11/2021
21/12/2021
9:21:43 AM

Sales		
1 Computer Usage	\$193.65	
3 Photocopying/Printing	\$6,024.02	
Scanning	\$192.64	
Binding	\$24.55	
Memberships	\$36.36	
Secretarial Services	\$4.54	
Laminating	\$76.82	
Events	\$522.72	
Computer Goods - Sales	\$1,069.08	
Phones & Credit - Sales	\$1,262.01	
4 Drinks - Sales	\$33.55	
Express Yourself - Sales	\$46.60	
Photo Express kiosk	\$253.61	
Animal Jewels & Coasters Sales	\$94.04	
Conference Room Hire	\$945.45	
Contract Services	\$11,115.35	
Grant Income	\$52,655.44	
Miscellaneous Income	\$466.18	
Total Income		<u>\$75,016.61</u>
Cost of Sales		
Purchases - Express Yourself	\$90.00	
Photocopier Meter Reading	\$5,033.56	
Computer & Phone Goods	\$414.02	
TRANSWA Ticket Sales	-\$632.86	
Total Cost of Sales		<u>\$4,904.72</u>
Gross Profit		<u>\$70,111.89</u>
Expenses		
Events	\$19,336.61	
Bank Fees	\$100.00	
Advertising	\$863.64	
Dues & Subscriptions	\$775.91	
Insurance	\$903.65	
Cleaning Supplies	\$44.82	
Security	\$1,113.00	
Asset Purchases	\$3,045.45	
Computer Repairs & Maintenance	\$2,399.32	
Postage & Shipping	\$10.00	
Telephone	\$499.96	
Stationery	\$547.28	
Employment expenses		
Staff Amenities	\$63.56	
Superannuation	\$3,726.08	
Wages & Salaries	\$24,100.30	
Training & Conferences	\$736.02	
Total Employment Expenses	<u>\$28,625.96</u>	
Services		
Internet Fees	\$22.73	
Total Expenses		<u>\$58,288.33</u>
Net Profit / (Loss)		<u>\$11,823.56</u>

Reconciliation Report

ID#	Date	Payee	Deposit	Withdrawal
Cheque Account: 1-1110 Cheque Account Date of Bank				

Statement: 30/11/2021			
2179	5/11/2021	The Railway Motel & Woodla	\$980.00
2180	5/11/2021	Norseman Today	\$210.00
2181	5/11/2021	Public Transport Authority of	\$431.45
2182	5/11/2021	Jump 4 Us	\$880.00
2183	5/11/2021	Old McDonald's Travelling Fa	\$3,000.00
2184	5/11/2021	Fairies and Other Mischief	\$1,468.20
2185	5/11/2021	Norseman District High Schoo	\$400.00
2186	5/11/2021	Solutions IT	\$18.88
SC301121	5/11/2021	Bank fees	\$10.00
SC301121	17/11/2021	Trust Bank fees	\$10.00
2188	23/11/2021	Debbie Ralph	\$210.00
2189	23/11/2021	Public Transport Authority of	\$431.45
2190	23/11/2021	Dummies Corp.	\$2,475.00
2191	23/11/2021	C Direct	\$87.12
2192	23/11/2021	Squash Magic Co.,	\$1,265.00
2193	23/11/2021	Solutions IT	\$18.88
2194	23/11/2021	Norseman IGA	\$117.56
2187	29/11/2021	Cancer Council WA Inc	\$530.00
Total:			\$12,543.54

Reconciled Cheques			
CRO03123	4/11/2021	Payment; Centrecare	\$29.80
CRO03124	4/11/2021	Payment; Centrecare Kalgoorl	\$50.00
CRO03125	5/11/2021	Payment; Shire of Dundas	\$1,302.60
CRO03127	11/11/2021	DD11112021	\$2,445.38
CRO03128	17/11/2021	DD17112021	\$295.47
CRO03132	18/11/2021	Bank Deposit	\$1,351.28
CRO03126	23/11/2021	Payment; Shire of Dundas	\$940.00
CRO03129	29/11/2021	Chq 29.11.2021	\$21.00
CRO03133	29/11/2021	Bank Deposit	\$1,140.00
Total:			\$7,575.53

Reconciled Deposits Reconciliation

BusinessBasics Balance on 30/11/2021:	\$111,966.31
Add: Outstanding Cheques:	\$0.00
Subtotal:	\$111,966.31
Deduct: Outstanding Deposits:	\$0.00
Expected Balance on Statement:	<u>\$111,966.31</u>

Officer Recommendation

That the Norseman Community Resource Centre Management Report and Financial Statements for the period ending 31st October 2021 be accepted.

Moved: Cr. Wyatt
Seconded: Cr. Warner

Resolution

That the Norseman Community Resource Centre Management Report and Financial Statements for the period ending 31st October 2021 be accepted.

Carried by: Simple Majority For: 6 Against: 0

Agenda Reference & Subject	
10.4.4 – Receive the Officer’s Reports	
Location / Address	Shire of Dundas
File Reference	CS.SP.8
Authors	Manager of Works and Services, Manager of Corporate Community Services, and Tourism and Events Officer
Date of Report	17 th November 2021
Disclosure of Interest	Nil

Officer Recommendation

That the Council receive the Works and Services, Community Development and the Tourism, Events and Youth Report as contained in Papers Relating.

Moved: Cr. Warner
Seconded: Cr. Maloney

Resolution

That the Council receive the Works and Services, Community Development and the Tourism, Events and Youth Report as contained in Papers Relating.

Carried by: Simple Majority For: 6 Against: 0

11. Elected Members Motions of Which Previous Notice Has Been Given

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

Officer Recommendation:

That Council agree to the introduction of Late Item 12.1 Norseman Community Health and Wellbeing Plan.

Moved: Cr. Wyatt
Seconded: Cr. Hogan

Resolution:

That Council agree to the introduction of Late Item 12.1 Norseman Community Health and Wellbeing Plan.

Carried by: Simple Majority For: 6 Against: 0

Agenda Reference & Subject	
12.1 –Norseman Community Mental Health and Wellbeing Plan	
Location / Address	88-92 Prinsep Street, Norseman WA 6443
File Reference	PH.CA

Author	Manager of Corporate and Community Services – Pania Turner
Date of Report	23/11/2021
Disclosure of Interest	Nil

Summary

That Council review and endorse the Norseman Community Wellbeing Plan 2021-2023

Background

The Norseman Community Wellbeing Plan was developed using best practice principles informed by professional expertise and hearing the experience and goals of the local community. The Development Workshops were facilitated by the WA Mental Health Commission, coordinated by Hope Community Services and hosted by the Shire of Dundas in Norseman.

COVID 19 played a role in delaying the development of the Plan, however the workshops held and discussions within those meetings and in community consultation were robust, shared lived experience, and have informed the priorities and strategies contained within the Plan. Workshops were held in August 2020, September 2020, November 2020, and February 2021, and the involved the analysis of consultation documents, anecdotal data and reports, and the Community Perception Survey results.

Statutory Environment

Public Health Act 2016

Policy Implications

Nil

Financial Implications

Activities identified in the NCWP will sit with in the approved Budget.

Strategic Implications

Local Strategies:

Shire of Dundas Strategic Community Plan

Theme 1: A vibrant, active, and healthy socially connected Community

A strong, healthy, educated, and connected Community that is actively engaged and involved.

Goal 1.1: A Community capable of providing adequate health services to all residents recognising that Community group needs may include adequate medical facilities for local health issues.

Advocate on the Community's behalf to ensure that adequate health services are provided.

National Strategies:

- National Drug Strategy 2017-2026
- National Alcohol Strategy 2019-2028
- ATSIPEP Report 2016 & ATSIPEP Youth Round Table Report 2015
- The 5th National Mental Health and Suicide Prevention Plan
- Lifespan Model

State Strategies:

- The Western Australian Mental Health Promotion, Mental Illness and Alcohol and Other Drug Prevention Plan 2018-2025
- Western Australian Suicide Prevention Framework 2021-2025
- Working Together: Mental Health and Alcohol and Other Drug Engagement Framework 2018-2025

- The Western Australian Mental Health, Alcohol and Other Drug Services Plan 2015 – 2025 (the Plan)

Consultation

Shire of Dundas Interagency Group
Elected Members
Senior Officers

Comment

The Norseman Community Wellbeing Plan was presented to Council at the November Ordinary Meeting of Council, where Council requested that reference be made to resourcing of action items in the Plan.

The following additions have been made:

An additional point under the heading Purpose (page ii)

- Inform service providers of community identified priorities that will require budget and resources allocations, and
- an introduction comment for the Priority Areas (page iii)

Community and service providers have collaborated to create the Norseman Community Wellbeing Plan priorities. Different lead agencies and groups will champion the strategies and actions relating to each area. In taking ownership of actions, the lead agency accepts the responsibility of resourcing the activity and reporting on the outcomes of the strategy/ action. The Norseman Interagency Network is committed to addressing the priorities in the spirit of collaboration and best practice to achieve excellent outcomes for the Community.

The Norseman Community Wellbeing Plan seeks to build community resilience, improve health and wellbeing, and strengthen agency collaboration; reducing the harms impacting the community associated with alcohol and other drugs, mental health, and suicide related concerns. The Plan has in place strategies that will:

- Actively support partnerships between community and service providers to identify and address local issues, and
- Provide a means to coordinate, implement and evaluate an evidence-informed, whole of community approach in a timely and appropriate manner.

Voting Requirements

Simple Majority

Office Recommendation

That Council endorse the Norseman Community Wellbeing Plan.

Moved: Cr. Wyatt
Seconded: Cr. Hogan

Resolution:

That Council endorse the Norseman Community Wellbeing Plan.

Carried by: Simple Majority For: 6 Against: 0

Next Meeting

The next Ordinary Meeting of the Council is scheduled to be held on the 21st December 2021

13. Closure of Meeting

There being no further business the Shire President thanked all those in attendance and declared the meeting closed at 6.52pm.

Confirmation of Minutes

Name: President Laurene Bonza

Signature



Date:

21.12.21.