



Norseman Woodlands to Eucla Coast

Minutes Certification

I certify that the Minutes of the 21st December 2021 Ordinary Council Meeting were presented to the Council and confirmed at the 22nd February 2022 Ordinary Council Meeting

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

Cr L Bonza
President

22. 02. 2022

Date



Confirmed Minutes

Ordinary Council Meeting 21st December 2021

NOTICE OF MEETING

The next Ordinary Meeting of the Council will be held on 21st December 2021 in the Council Chambers at Prinsep Street Norseman, commencing at 6:00pm to consider and resolve on the matters set out in the attached agenda.

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

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

A handwritten signature in black ink, appearing to read "Peter Fitchat", is written over a light blue grid background.

Peter Fitchat
Chief Executive Officer
16th December 2021

Notes to Minutes

PLEASE READ THE FOLLOWING IMPORTANT DISCLAIMER BEFORE PROCEEDING:

Any plans or documents in agendas and minutes may be subject to copyright. The express permission of the copyright owner must be obtained before copying any copyright material.

Any statement, comment or decision made at a Council or Committee meeting regarding any application for an approval, consent or licence, including a resolution of approval, is not effective as an approval of any application and must not be relied upon as such.

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

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

CONFIRMED MINUTES for the ORDINARY Meeting of Council
to be held in the Council Chambers at the Shire Administration Office –
Prinsep Street Norseman on the 21st December 2021 commencing at **6.00pm**

Table of Contents

1. Declaration of Opening, Acknowledgment of Country and Announcement of Visitors	4
Declarations of Financial, Proximity, Impartiality Interests & Gifts Received	4
2. Record of Attendance of Councillors / Officers and Apologies	4
3. Applications for Leave of Absence	5
4. Response to Previous Public Questions Taken on Notice	5
5. Public Question Time	5
6. Confirmation of Minutes of Previous Meeting	5
7. Petitions, Deputations or Presentations	6
Reports of Committees	6
8.1.1. GVROC - Cr Bonza/Cr Warner	6
8.1.2. WALGA – Cr Bonza/Cr Patupis	6
8.1.3. Regional Roads Group – Cr Bonza/Cr Wyatt	6
8.1.4. Roadwise – Cr Wyatt/Cr Warner	6
8. Announcements by Presiding Member without Discussion	6
10.1 Reports of Officers	6
Agenda Reference and Subject	6
10.1.1 Fringe Benefit Tax (FBT) for all Mining Communities Residents across Australia	6
10.1.2 Forestry Products Commission (FPC) Agreement 2021	9
Agenda Reference and Subject	12
10.1.3 Grant Application NDRR2021-004 - Freight and supply chain risk from bush fire in the southern Goldfields	12
10.1.4 Proposed Mining Workforce Accommodation – Roberts Street, Norseman	17
10.1.5 Proposed Mining Workforce Accommodation – 128 Prinsep Street Norseman	26
10.3 Members and Policy	35
10.3.1 – Receive the Information Bulletin	35
10.3.2 – Shire of Dundas Pandemic Response Plan	36
10.4 Administration, Finance and Community Development	38
10.4.1 – Accounts Paid 1 st November 2021 to 30 th November 2021	38
10.4.2 – Financial Statements for the Period Ending 30 th December 2021	46
10.4.3 – CRC Management Report & Financial Statements to 30/11/2021	47
10.4.4 – Community Grant Application Kalgoorlie Tri-Club	52
10.4.5 – Officers' Reports	53
11. Elected Members Motions of Which Previous Notice Has Been Given	55
12. New Business of an Urgent Nature Introduced by the President or by a decision of the Meeting ..	55
12.1 – Modification to Staff Housing	55
12.2 – Council Meeting Date February 2022	57
13. Next Meeting	58
14. Closure of Meeting	58

1. Declaration of Opening, Acknowledgment of Country and Announcement of Visitors.

The Shire President welcomed all in attendance and declared the meeting open at **6:00PM**

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

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

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

Financial Interests:

- 10.1.4 President L. Bonza
- 10.1.4 Cr. P. Hogan
- 10.1.4 Cr. J. Maloney
- 10.1.5 Cr. J. Maloney

Proximity Interests:

No declaration made

Impartiality Interests:

No declaration made

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.

President L. Bonza

- 1 Birthday Gift card to The Gallery of Splendid Isolation value \$150
- 1 Bunch of Sunflowers value \$50

Manager of Corporate and Community Services – P. Turner.

- 1 Nullarbor Links Stubby Holder value approximately \$10
- 1 Nullarbor Links T-Shirt value approximately \$50

2. 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 J 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. L. Webb

3. Applications for Leave of Absence.

Nil

4. Response to Previous Public Questions Taken on Notice.

4.1 CEO- Update: Vehicle speeds on Roberts Street, Norseman. This investigation is ongoing.

4.2 CEO Update: Mosquitoes. Officers continue to monitor to mosquitoes levels. Shire staff are working to address hot spots, and to promote community/residents actions to reduce breeding areas around the home.

5. 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.

6. Confirmation of Minutes of Previous Meeting.

Minutes of the Ordinary Meeting of Council held on 23rd November 2021 be confirmed as a true and accurate record.

Recommendation

That the minutes of the Ordinary Council Meeting held on 23rd November 2021 be confirmed as a true and accurate record.

Moved: Cr. Wyatt
Seconded: Cr. Warner

Resolution

That the minutes of the Ordinary Council Meeting held on 23rd November 2021 be amended to include the members of the public gallery who were in attendance, and the leaving of Cr.Wyatt during item 10.3.6 due to a declared interest. That the amended minutes be confirmed as a true and accurate record.

Carried by: Simple Majority

For: 6 Against: 0

7. Petitions, Deputations or Presentations.

Reports of Committees

8.1.1. GVROC - Cr Bonza/Cr Warner

8.1.2. WALGA – Cr Bonza/Cr Patupis

Nil

8.1.3. Regional Roads Group – Cr Bonza/Cr Wyatt

Nil

8.1.4. Roadwise – Cr Wyatt/Cr Warner

Nil

8.1.5 Local Emergency Management Committee – Cr Bonza/Cr Patupis

Special meeting of LEMC to be held on January 12th, 2022

8. Announcements by Presiding Member without Discussion.

10.1 Reports of Officers.

Agenda Reference and Subject	
10.1.1 Fringe Benefit Tax (FBT) for all Mining Communities Residents across Australia	
Location / Address	Shire of Dundas Region
File Reference	FM.TA.1
Author	CEO Peter Fitchat
Date of Report	16 th December 2021
Disclosure of Interest	Nil

Summary

Since Mining in Western Australia and across Australia is at an all-time high, this has caused some significant increases over the past year; the median house price in the mining suburb of South Hedland, Western Australia, grew by a staggering 64 per cent. This increased mining activity against the backdrop of a federal parliamentary inquiry into housing affordability and supply and increasing investment in resource projects and renewable technologies, the spotlight on the inequity of housing access and affordability in Australia's mining communities has never been more blinding.

Background

These mining communities listed below have already joined the "More than Mining Campaign" to highlight inequity between mining and non-mining residents in remote resource communities.

The lack of this pre-tax benefit impacts recruitment and staff retention for non-mining employees and businesses. Remote communities miss out on the benefits it would bring to these residents in everyday jobs. FBT benefit should be the same as mining companies and their employees and the livelihoods of life-long residents of regional towns not being protected by having this pre-tax benefit. The cash injection to remote regions will boost local economies and support businesses in remote areas.

All mining communities do not get the same pre-tax benefit, only the mining companies and employees working in mining communities; not all are on good money. Because of FIFO and DIDO fringe benefits, the money gets spent in communities where the mining employees reside.

To date, the following organisations have united in backing the campaign:

- Karratha & Districts Chamber of Commerce and Industry (KDCCI)

- Regional Development Australia (RDA) Pilbara
- Australian Mining Cities Alliance (AMCA), as a representative body for:
 - City of Karratha
 - City of Kalgoorlie Boulder
 - Isaac Regional Council
 - Mount Isa City Council
 - Broken Hill City Council

With additional support from partnering remote mining LGAs:

- Shire of East Pilbara
- Town of Port Hedland
- Shire of Ashburton
- Shire of Coolgardie
- Shire of Leonora

Statutory Environment

Local Government Act 1995

Local Government (Financial Management) Regulations 1996

Policy Implications

ST.9 Housing and Housing Subsidy

C.1 Aged Accommodation

C.7 Volunteers for the Shire of Dundas

Financial Implications

The additional cost for this advocacy drive to have our community included in the pretax benefit available to mining companies and employees would only cost \$12,500 plus GST.

This additional expense can be ratified during the mid-year budget review as we did not have this item included in the 2021-22 Financial Year budget

Strategic Implications

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
3.1 Management of environmental impact.	To minimise the impact of Shire activities on the environment.	That any activities undertaken by the Shire have a demonstrable minimal impact on the environment and set a benchmark for the region.	Medium
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
3.4 Enhancement of natural tourist destinations.	Development of the Great Western Woodlands that maintains the overall natural beauty of the area	That the GWW is generally preserved and any development undertaken still allows residents and tourists to enjoy its natural beauty An increased level of tourism numbers visiting the GWW.	Medium/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.

however still provides opportunities for tourism and other uses.

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.		
2.3 Future Growth and sustainability	Our Shire will maintain the existing population and provide opportunities for future growth for continued sustainability of the community.	Population levels are stable or increasing to maintain a viable Community.	Medium
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

Councillors

Senior Shire Staff

More than Mining advocacy team and Brendon Grylls

Comment

All mining communities do not get the same pre-tax benefit, only the mining companies and employees working in mining communities; not all are on good money. Because of FIFO and DIDO fringe benefits, the money gets spent in communities where the mining employees reside and not in remote resource regions, they are working in.

"But for those not in a mining job, we are just getting by. It is a struggle." Regional mining cities and towns are the engine-rooms of the Australian economy, with the sector contributing 11% to our national economy – that's \$199 billion each year. But the boom-bust cycle makes property investment in these communities a gamble that risks and possible financial ruin".

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas Council:

Delegate the CEO to enter into an agreement with the advocacy group "More than Mining" led by Brendon Grylls to advocate on our behalf to have Fringe Benefit Tax (FBT) for all employees and organisations within our area and Australia wide at the cost of \$12,500 plus GST.

Moved: Cr. Wyatt
Seconded: Cr. Warner

Amended Resolution

That the Shire of Dundas Council:

Delegate the CEO to enter into an agreement with the advocacy group "More than Mining" led by Brendon Grylls to advocate on the behalf of mining communities across Australia, including the Shire of Dundas, to have Fringe Benefit Tax (FBT) for all employees and organisations within our area and Australia wide at the cost of \$12,500 plus GST.

Carried by: Simple Majority For: 6 Against: 0

Agenda Reference & Subject	
10.1.2 Forestry Products Commission (FPC) Agreement 2021	
Location / Address	Norseman
File Reference	PK.CO / CR.CM.1
Author	CEO Peter Fitchat
Date of Report	16 th December 2021
Disclosure of Interest	Nil

Summary

For Council to ratify an agreement signed as discussed at the last Council Workshop on the 16th December 2021 Shire Dundas, between the Shire of Dundas and the Forest Products Commission (FPC).

Background

The Shire of Dundas has been impacted significantly by extended drought and bush fires and Mining boom and bust cycle, this has pushed Council to look at options to diversify and look at other opportunities for our community to raise revenue. A declining population has also affected the local economy and capacity for community groups to drive and sustain social activities.

Policy Implications

Policy F.10 Accounting
Policy C.5 Community Grants
Policy A.7 Common Seal

Financial Implications

This is also linked to a Funding Agreement.

Statutory Environment

Local Government Act 1995

Local Government (Financial Management) Regulations 1996

Accepting the Agreement will be assisting the Council to deliver Projects and relieving Financial Burden to get outstanding issues addressed where we could not fund these, Council may wish to consider additional funds in support of projects as they are presented to Council.

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

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

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
3.1 Management of environmental impact.	To minimise the impact of Shire activities on the environment.	That any activities undertaken by the Shire have a demonstrable minimal impact on the environment and set a benchmark for the region.	Medium
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
3.4 Enhancement of natural tourist destinations.	Development of the Great Western Woodlands that maintains the overall natural beauty of the area however still provides opportunities for tourism and other uses.	That the GWW is generally preserved and any development undertaken still allows residents and tourists to enjoy its natural beauty An increased level of tourism numbers visiting the GWW.	Medium/High

Consultation

Elected Members, Senior Staff, FPC, NNTAC, GEDC, Karora Mining, CEO,

Comment

Extraction of non-renewable resources (mining) requires the clearing of native vegetation including trees that contain millable timber. With support of local mining operations, this project will access and utilise this timber resource for the benefit of the Norseman community rather than leave it to be lost to waste.

On the 6th of October, the Shire, in partnership with local mining companies and the FPC held a Timber Day in Norseman, where locals engaged in the harvest and milling of timber in order to create a final product for sale. The objectives of the day were to demonstrate:

The Esperance sub-region has the current economic value of the Forestry, Fishing and Hunting sector, which is a sub sector of Agriculture, Forestry and Fishing:

- \$40.184 million (1.1%) of total output
- 58 jobs (0.8%) to total employment
- \$4.408 million (0.7%) of total wages and salaries
- \$31.900 million (1.9%) of total regional exports
- \$9.529 million (1.1%) of total local expenditure
- \$11.619 million (1.0%) of total regional imports.

There is significant opportunity for growth in this sector in Dundas; the timber resource exists and the pathways to production and sale have been established.

In addition to the current demand and trial of timber milling in Norseman, backed by the Forest Products Commission (FPC), the demand for local reclaimed timber will expand. The FPC are responsible for the sustainable management and development of Western Australia's forest products industry, using plantation, sandalwood and native forest products on land owned or leased by the State. Through a contractual arrangement (draft contracts attached) the partnership will deliver:

- Meeting the current demand for timber
- Expand supply into mining tenements/reclaimed timber, repurposing a current waste product
- Allow growth in timber supply as other sources of WA timber reduce and local expertise increases
- Provide a new and unique economic opportunity for the Shire and region. As identified on page 5 of the Shire of Dundas investment prospectus, the economic output and employment within Dundas is predominately within the mining industry.
- Further expansion and diversification opportunities include exports through the Esperance Port and the establishment of a timber furniture industry in the region.

The Shire of Dundas has a strong working relationship with the local Ngadju people which it has fostered over many years. It is also important to note:

- The Ngadju Native Title determined area covers over 1.5 million Hectares of the Great Western Woodlands of southern Western Australia.
- Ngadju Conservation rangers manage fire, feral animals and weeds; and protect rock holes, granites, water places, and the flora and fauna of the Woodlands and Nullarbor Plain.
- The Woodlands contain approx. 160 recorded Eucalyptus species many of which are known to produce high density timber with attractive colour, grain and figure.
- Woodland Eucalyptus timber is highly valued however an economic model for its sustained utilisation is yet to be realised.
- There are no forest management or species management plans that would permit the extraction of live trees from the Woodlands. However, trees being cleared under an approved land clearing permit pursuant to Section 51E of the Environmental Protection Act 1986 are available for timber production with a Forest Products Act 2000 production contract and Crown Land Supplier's Licence pursuant to the Biodiversity Conservation Regulations 2018.
- Norseman (Shire of Dundas) is central within the Woodlands and Ngadju Country. Nearby to Norseman are a number of mine, road and fire break approved clearing projects that have potential to yield a commercial quantity of Woodland Eucalypt timber.
- Extracting, milling and value adding Woodland timber is an economic opportunity for Ngadju that links on-Country management to pursuits in timber processing, carpentry and fine design crafts and furniture.

- The Shire of Dundas are leading the project, side-by-side with the Ngadju Native Title Aboriginal Corporation to deliver Aboriginal Economic Development and training/skill development opportunities directly as a result of this project.
- Future and very possible additional Aboriginal Economic Development opportunities will be contracts with mining companies to undertake clearing work. This will meet mining company targets as well as underpin growth of Aboriginal enterprises. This proposal does not specifically fund the establishment of a site clearing business; however, the obvious expansion of this project would lead to further investigation of this opportunity.

The Shire of Dundas is committed to creating employment and social opportunities for local Aboriginal people. As a Shire, they employ Aboriginal staff and have had a number of young Aboriginal people through their traineeship program. The project will promote greater appreciation of the local Ngadju culture and provide employment opportunities. This is particularly important in Norseman as 12% of the population identify as Aboriginal (2016 ABS Census).

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas endorse the signed Production Contract: Arid Log Timber Harvesting and Haulage Fall, Extract, Load and Haulage; purchase of Log Timber Residue with the Forest Production Commission (FPC); and note and approve the use of the Shire of Dundas Common Seal.

Moved Cr: Wyatt
Seconded Cr: Warner

Resolution

That the Shire of Dundas endorse the signed Production Contract: Arid Log Timber Harvesting and Haulage Fall, Extract, Load and Haulage; purchase of Log Timber Residue with the Forest Production Commission (FPC); and note and approve the use of the Shire of Dundas Common Seal.

Carried by: Simple Majority

For: 6

Against: 0

Agenda Reference and Subject	
10.1.3 Grant Application NDRR2021-004 - Freight and supply chain risk from bush fire in the southern Goldfields	
Location / Address	Shire of Dundas Region
File Reference	ES.PL.2
Author	Pania Turner. Manager of Corporate & Community Services Darryl Glover Bushfire Planning Coordinator
Date of Report	16 th December 2021
Disclosure of Interest	Nil

Summary

The Shire of Dundas has been advised its application to the National Disaster Risk Reduction Competitive grant program through the State Emergency Management Committee has been successful

“The NDRR2021-004 - Freight and supply chain risk from bush fire in the southern Goldfields has been approved to receive the requested NDRR funding of \$59,600.

In the coming weeks you will receive a draft of the Grant Agreement which will outline the parameters of the grant agreement including confirming the project deliverables (outcomes and outputs), the timeframes (milestones), expenditure breakdown and how the project will monitor success (KPIs). Please take the time to review your project and prepare any amendments to your project plan to be incorporated into the final grant agreement.”

Council has been previously briefed on this matter at the August 2021 workshop.

Key stakeholders, including Shire of Dundas staff, GeoNeon and the Freight and Logistics Council WA, met on the 16th December 2021 to confirm the project outline.

Council will need to enter into a Grant agreement with the program through the State Emergency Management Committee in January 2022

Council will need to enter into a contract agreement with the company GeoNeon for a sum of \$59 600.

Background

In Councils August workshop Bushfire Risk Planning Coordinator Darryl Glover presented to Council details of the application and provided this information to the IB report

“National Disaster Risk Reduction Grant application

To support the plan and enhance our and other stakeholders understanding of critical infrastructure and supply chain vulnerabilities we have made application to the National Disaster Risk Reduction Grants for \$60 000 dollars. If successful, the funding will be available in November.

This project will use cutting edge techniques for risk management, including earth observation (satellite) vegetation profiling, asset identification and “supported machine learning, (where a sample of the satellite observations are ground truthed and fed back into the system to improve recognition). This approach is particularly relevant for linear attributes (supply chains) in large domains (the West Australian goldfields) and builds on recent successful application in Tasmania.

The Shire of Dundas will work with principle partner the Freight and Logistics Council of WA and GeoNeon (company) to integrate supply chain flow and product value analysis with detail remote sensed asset identification and vegetation mapping to generate exposure and vulnerability analysis of the supply chains that connect east with west and north south through the southern Goldfields.

This is a proof of concept that will directly deliver the Security of Supply Chain actions in the National Disaster Risk Reduction WA implementation plan to;

- identify points of failure in supply chain at the community, local Government and state levels ...of a sample area in the Shire’s of Dundas and Coolgardie; and
- plan for supply chain continuity, including interstate and international links, secondary impacts, and upline/downline impacts of the Woodlands, Townsites, Cultural and Historical Sites, Mining Activity and critical infrastructure supporting communication and also transport networks by bush fire through the Council area Bush fire Risk Management Plans of Coolgardie, Kalgoorlie Boulder and Dundas.

This funding is to be matched by stakeholders contribution including Shire of Dundas in kind of \$18,000.

Output	Grant	Contribution	In kinder
--------	-------	--------------	-----------

The	Traffic flow and product value study	20000		Freight and logistics Council	actual
		2500 (data)		Main Roads	
	Vegetation analysis and infrastructure identification	46600	13000	Local Gov	
			2500 (data)	DFES	
			17800	GeoNeon	
	Exposure / Vulnerability analysis	10000		Local Gov	
	Report and Bushfire planning integration	3000	5000	Local Gov	
	Total	59 600	60800		

application amounts were;

Add/Remove Rows	Description (labour, consultancy fees etc)	Funding Source	Amount (ex. GST) \$
+ -	Consultancy from the Freight and Logistics Council WA for the supply chain traffic flow and product value study	Cash (non NDRR)	20,000
+ -	Main Roads support (data) for supply chain traffic flow and product value study	In-Kind	2,500
+ -	Council on ground inputs to vegetation analysis and supply chain infrastructure identification, exposure and vulnerability analysis	In-Kind	13,000
+ -	Consultancy for the remote sensing vegetation analysis and supply chain infrastructure identification	NDRR	46,600
+ -	Consultancy for the exposure and vulnerability analysis	NDRR	10,000
+ -	Consultancy (Geoneon) in kind contribution to project	In-Kind	17,800
+ -	Consultancy for report and data layer provision	NDRR	3,000
+ -	Council integration into bushfire risk management plans	In-Kind	5,000
+ -	DFES for fire history and vegetation type data	In-Kind	2,500
	TOTAL (must be equal to total project budget)		120,400

Statutory Environment

Nil

Policy Implications

F3 Purchasing Policy

“Officer: Limit of Authority:

Chief Executive Officer

As per the adopted annual budget, or by decision of Council for items not included in the budget, relating to expenditure within the organisation.

Manager of Community Development up to and including \$50,000 as per the adopted annual budget, or by decision of Council for items not included in the budget, relating to expenditure within the relevant department.”

Financial Implications

The Grant funding will be available in the new calendar year and will be considered in the Mid-year review

All the grant funding is allocated to external contractors

Contracts with external parties (GeoNeon) will need to be entered into. These contracts will need to be agreed by Council in line with F3 Purchasing policy – Officer limit of Authority.

Strategic Implications

The project will enhance the resilience of national, state, and local infrastructure and build stronger appreciation by infrastructure managers of the risk they are exposed to by bushfire. Management options can become more targeted and more effective and undertaken with greater confidence and targeted investment, thus achieving a number of Councils strategic intents, including.

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
3.1 Management of environmental impact.	To minimise the impact of Shire activities on the environment.	That any activities undertaken by the Shire have a demonstrable minimal impact on the environment and set a benchmark for the region.	Medium
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
3.4 Enhancement of natural tourist destinations.	Development of the Great Western Woodlands that maintains the overall natural beauty of the area however still provides opportunities for tourism and other uses.	That the GWW is generally preserved and any development undertaken still allows residents and tourists to enjoy its natural beauty An increased level of tourism numbers visiting the GWW.	Medium/High

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.		

2.3 Future Growth and sustainability	Our Shire will maintain the existing population and provide opportunities for future growth for continued sustainability of the Community.	Population levels are stable or increasing to maintain a viable Community.	Medium
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

Freight and Logistics Council of WA, Main Roads, GeoNeon, Regional Development Australia, Councillors, Senior Shire Staff and CEO

Comment

This is a nationally leading project that as a proof-of-concept pilot has potential for broad application. Results from the project will enhance the quality of the Bushfire risk management plan. The delayed time frame from the State authorities in processing this application has administrative and delivery implications. Hence the request to approve administrative process's now so that delivery timeframes between the granted project and the Bushfire risk management plan, more closely align.

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas Council:

1. To include this Grant in the mid-year budget review for the 2021/22 financial year
2. Delegate the CEO to enter into the Grant agreement.
3. Delegate the President Laurene Bonza and the CEO to enter into a contract of supply with the GeoNeon on behalf of the Shire of Dundas and use the Shire of Dundas Common Seal when signing the funding agreement.

Moved Cr: Patupis
Seconded Cr: Hogan

Resolution

That the Shire of Dundas Council:

1. To include this Grant in the mid-year budget review for the 2021/22 financial year
2. Delegate the CEO to enter into the Grant agreement.
3. Delegate the President Laurene Bonza and the CEO to enter into a contract of supply with the GeoNeon on behalf of the Shire of Dundas and use the Shire of Dundas Common Seal when signing the funding agreement.

Carried by: Simple Majority

For: 6

Against 0

Agenda Reference and Subject	
10.1.4 Proposed Mining Workforce Accommodation – Roberts Street, Norseman	
Location / Address	Lots 301 and 302 on DP 300 444 (HN 95B and 95C), lot 69 on DP 222908 (HN 97A), and lot 9 on Diagram 75770 (HN 99) Roberts Street Norseman
File Reference	DB 3/2021
Author	Anthony Dowling, Dowling Giudici + Associates (DG+A) - Town Planning Consultant
Date of Report	8 th December 2021
Disclosure of Interest	DG+A receives consulting fees from the Shire of Dundas President L Bonza - Financial Cr. P Hogan - Financial Cr. J. Maloney – Financial

Councillors Bonza, Hogan and Maloney exited Chambers at 6:12pm
Cr. Patupis Chaired the meeting for item 10.1.4

Summary

An application for development approval has been received by the Shire for the development of a mining workforce accommodation facility on the aforementioned land located within the Norseman townsite.

The proposal is the second stage of the development of workforce accommodation by Resource Accommodation Management Pty Ltd (the proponent) for miners working on the Norseman Gold Project (located at the north-eastern edge of the Norseman townsite).

This development will comprise 56 units (single bedroom + ensuite), 2 laundries, and a manager's unit. Amenities for meals, refreshments and activities are intended to be provided nearby at 94-98 Prinsep Street (also currently under construction).

It is recommended that development approval be granted for the proposed development.

Background

At its January 2021 Ordinary Meeting Council unanimously resolved to approve a development application lodged by Resource Accommodation Management P/L (RAM) for the development of a similar mining workforce accommodation development upon 105 - 111 Prinsep Street and 106 – 114 Angove Street Norseman.

That development – which is the first stage of mining workforce accommodation within the Norseman townsite to be developed by RAM - will comprise 47 motel-style accommodation modules (206 bedrooms), an office/administration building, ablutions, laundries, maintenance shed, and a recreation building. The development is currently under construction.

The subject site comprises Lots 301 and 302 on DP 300 444 (HN 95B and 95C Roberts Street), lot 69 on DP 222908 (HN 97A Roberts Street), and lot 9 on Diagram 75770 (HN 99 Roberts Street). A location plan of the subject site is provided at **Attachment x.1** to this agenda.

The development site is 2,728.4 m² in size with a frontage of 54.25 metres to Roberts Street. The site also has frontage to a gravel-surface rear laneway.

The site is generally level.

Power and water to the subject site is available from Norseman's existing power and water reticulated network.

The proponent is presently constructing a wastewater treatment plant (WWTP) at 51 Richardson Street to service the proposed mining accommodation development under construction at 105 - 111 Prinsep Street and 106 – 114 Angove Street, and the proposed kitchen, tavern, and takeaway food outlet at 94-98 Prinsep Street. This WWTP has been designed to also service the proposed mining accommodation development under consideration here.

Proposal Overview

As mentioned above the proposed mining workforce accommodation development will comprise 56 units (single bedroom + ensuite), 2 laundries, and a manager's unit.

The units will be organised into 14 modules comprising 4 units each, all arranged along north-south alignments within the subject site.

A bullnose verandah is proposed to be attached to each accommodation module directly fronting Roberts Street. All of the other proposed modules (excluding the manager's unit) will face each other in clusters of 8, with the common area between them covered by a raised shade canopy.

A 2 metre wide central east-west aligned covered walkway will connect the site's entry at Roberts Street to the two laundries located at the rear of the subject site.

The development is proposed to be setback 6 metres from the subject site's Roberts Street boundary, 1.5 metres from its northern lot boundary (shared with lot 300 – 95A Roberts Street), 1.5 metres from its southern lot boundary (shared with lot 71 – 101 Roberts Street), and 1.572 metres from its rear boundary (abutting the rear laneway).

No vehicular access to or parking within the subject site is proposed. Instead, the proponent seeks to utilise 22 car bays available within the Roberts Road reserve immediately adjacent to the subject site.

Plans/drawings illustrating the proposal are reproduced in the following attachments to the agenda:

Attachment x.2	Site layout plan
Attachment x.3	Floor plans and elevations of accommodation modules (A1 and A2)
Attachment x.4	Floor plans and elevations of the accommodation manager's unit
Attachment x.5	Floor plans and elevations of the two laundries
Attachment x.6	Floor plan, elevations, and perspective of the proposed BBQ facility
Attachment x.7	Elevation drawings - accommodation modules fronting Roberts Street + manager's unit, laundries and BBQ facility
Attachment x.8	Section drawing of the development along an east-west alignment
Attachment x.9	Perspective drawings/artist impressions
Attachment x.10	Traffic Impact Assessment (excluding Appendix A – Development Plans)

Statutory Environment

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

The **LPS 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 regulates the use and development of land within the Dundas Shire district, principally through the application of zones and reserves; the assignment of special control areas; and the prescribing of development controls and standards by which land use and development is expected to comply with (unless otherwise varied by the decision-maker).

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

The proposed development is deemed classified as '**workforce accommodation**' under clause 38 of LPS 2 but is not a class of use listed in the Zoning Table (Table 1) of LPS 2. Therefore, it is deemed 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 Commercial 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 Commercial 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 Commercial zone and is therefore not permitted in the zone.

The objectives of the Commercial zone (reproduced from Table 2 – Zone Objectives in LPS 2) are as follows:

- To provide for a range of shops, offices, restaurants and other commercial outlets in defined townsites
- To maintain the compatibility with the general streetscape, for all new buildings in terms of scale, height, style, materials, street alignment and design of facades
- To ensure that development is not detrimental to the amenity of adjoining owners or residential properties in the locality

Assessment of the proposal indicates that it accords with the above latter two (2) zone objectives. On this basis, it can be construed that the proposal is consistent with either sub-clauses (a) or (b) of clause 18(4) of LPS 2.

Notwithstanding, the development application is deemed a **complex application** (see cl.1, Schedule 2, *LPS Regs 2015*), and thus, it is mandatory for this type of development application to be publically advertised (as per cl.64 (1)(a) of the *LPS Regs 2015*).

The conduct and outcomes of the public advertising of the development application are further discussed in the section following.

Public Advertising

The application was advertised in the following ways:

- A notice in the *Kalgoorlie Miner* newspaper;
- A notice on the Shire website; and
- Notification by letter to owners and occupiers of land within 200 metres of the subject site.

Additionally, clause 64 (3)(c) of the *LPS Regs 2015* ordinarily requires a sign (or signs) to be erected in a conspicuous place on the subject site. However, where this is impracticable for a local government to comply with this requirement, the Western Australian Planning Commission (WAPC) may grant approval to dispense with this requirement.

Currently, the WAPC has given a standing dispensation to a number of regionally-based local governments – including the Dundas Shire – to dispense with the requirement for the erection of a sign on the subject site.

The application was advertised for a period of 28 days. At the end of the advertising period a total of 2 submissions on the application had been received by the Shire.

A table listing and summarising these submissions - with recommended responses and outcomes - is provided at **Attachment x.11** of this agenda.

The recommended responses include consideration of the responses by the applicant to the content of the submissions made.

Consultation

The application was referred to the Water Corporation, Horizon Power, and the Goldfields Esperance Development Commission (GEDC) for their consideration and comment.

Only the Water Corporation provided comment, advising that reticulated water is available to the subject site and that any water main extensions required for the proposed development are to be laid within existing road reserves. It further advised that the development will also require building approval by its Building Services section. This advice can be provided as an advice note to any development approval granted.

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

Comment

Notwithstanding that LPS 2 contains a general presumption (see cl. 32 (1) g)) against the use of 'skid' and 'mining camp' type transportable buildings within the Norseman and Eucla townsites and second-hand dwellings within the district, Council nevertheless granted development approval to a similar workforce accommodation facility by the same proponent proposed upon 105 - 111 Prinsep Street and 106 - 114 Angove Street Norseman.

The development proposal under consideration here is stage 2 of the proponent's plan to develop mining workforce accommodation within the Norseman townsite to service the labour needs of the Norseman Gold project. Approval of the development in Prinsep and Angove Streets aligned with the current LPS 2 objective of encouraging mineral exploration and mining within the Shire.

As with the location of stage 1 of the proponent's development in Prinsep and Angove Streets, the location of this second stage also within the Norseman townsite is important in respect to growing and developing the town, and providing a more normalised and traditional environment for workers to reside in rather as opposed to residing in a location remote from family, friends, human societies, clubs, associations, community and business/commercial enterprises, facilities, and amenities etc.

Notwithstanding that some of the concerns raised in the two submissions received to the proposed development are worthy of further consideration by Council, particularly in relation to the visual impact, scale and density of the stage 2 development, and its impact upon the Town's existing character, Council's approval of stage 1 of the proposed development upon 105 - 111 Prinsep Street and 106 - 114 Angove Street Norseman sets a precedent for approving the proposed development under consideration here.

Besides that development setting a precedent, it should be noted that the proposed development upon the subject land also complies with applicable scheme standards (building height and plot ratio) for the type of development proposed.

There is no onsite parking provision applying to the proposed development therefore any requirement for onsite parking is at Council's discretion. Notwithstanding that the proponent has demonstrated minimal onsite parking demand for the proposed development, any parking demand can be met by existing parking space available immediately in front of the subject site in Roberts Street, and in surrounding streets.

Thus, the requirement for any onsite parking is considered unwarranted. However, as the proponent intends to utilise up to 22 on-street car bays within Roberts Street immediately in front of the proposed development it is considered that it is not unreasonable for the proponent to line-mark these bays and maintain them for the duration the accommodation facility is in use.

Further consideration ought to be given to utilising some of these bays for tree planting (at regular intervals) to provide shade and reduce any heat island effects emanating from the presence of a contiguous and extensive hard paved surfaces. Tree planting will also have the effect of reducing or mitigating the visual impact of the resulting building mass as well as enhance the streetscape.

Tree planting ought to be provided (as a condition of any development approval granted) around the perimeter of the subject site as well in order to mitigate the development's visual impact, provide a cooling effect upon the development, as provide privacy for future residents/occupants within the development, and also for residents in the existing aged care housing units immediately to the south of the subject site.

In respect to concerns raised in the two submissions about the development's built form and its impact upon the existing character of the Norseman townsite, unfortunately, there are no current local planning policies or provisions, standards, controls etc within LPS 2 to address such concerns and to ensure the form of future development within the town is consistent with or cognisant of the town's existing built form and character. In the absence of these, any refusal by Council to approve the development on this basis will be problematic (and likely to be *ultra vires*).

Notwithstanding the above concerns, the proposed development has endeavoured to provide a building form cognisant of the Town's traditional built form by the proposed provision of bullnose veranda to the accommodation modules fronting Roberts Street.

If such concerns are reflective of broader community concerns and sentiment about conserving the town's traditional building forms, pattern of development, and for desiring future development to be cognisant, consistent with, or sympathetic to the town's traditional and/or historic building forms, such concerns and desires need to be addressed and resolved through the Shire's local planning scheme and be augmented by appropriate local planning policies.

To this end, Council might want to give consideration to undertaking a character study of the Norseman townsite. Such a study can identify and document the town's character, setting, pattern of development, and its built form. It can then be used to inform the development of design policies, guidelines and scheme standards that ought to apply to future development within the town.

Whilst the submitters have raised concerns about the potential for adverse impacts upon the amenity of the locality during construction of the development, it should be noted that the proponent/developer is obliged to ensure that all construction activity adheres to applicable legislation (eg. noise regulations) and local laws during the construction phase as well as during the ongoing operational phase of the facility.

Given the approval of stage 1, and that the development under consideration here generally accords with applicable requirements of LPS 2, approval of the stage 2 development under consideration here is recommended.

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. **Receives and notes the submissions to the proposed workforce accommodation development upon Lots 301 and 302 on DP 300 444 (HN 95B and 95C) Roberts Street, lot 69 on DP 222908 (HN 97A) Roberts Street, and lot 9 on Diagram 75770 (HN 99) Roberts Street Norseman;**
2. **Requests the Chief Executive Officer to prepare and present in due course for Council's consideration and determination an outline of the scope, methodology, timeframe, and resources required (including the estimated value of any external funding necessary) to undertake a character study of the Norseman townsite;**
3. **Pursuant to clause 18(4)(a) of the *Shire of Dundas Local Planning Scheme (LPS) 2* determines that the proposed workforce accommodation development upon lots 301 and 302 on DP 300 444 (HN 95B and 95C) Roberts Street, lot 69 on DP 222908 (HN 97A) Roberts Street, and lot 9 on Diagram 75770 (HN 99) Roberts Street Norseman is consistent with the objectives of the Commercial zone applying to the subject land and is therefore a use that can be permitted upon the subject site; and**
4. **Pursuant to clause 68 (2) in Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, APPROVE development application DB 3/2021 to develop workforce accommodation upon lots 301 and 302 on DP 300 444 (HN 95B and 95C) Roberts Street, lot 69 on DP 222908 (HN 97A) Roberts Street, and lot 9 on Diagram 75770 (HN 99) Roberts Street Norseman, generally in accordance with the following plans/drawings:**
 - A. **HSC Building Design P/L Drawing No. A01.01 (Revision D) – Site Location Plan**
 - B. **HSC Building Design P/L Drawing No. A01.03 (Revision D) – Proposed Site Plan (with modifications marked up in red)**
 - C. **HSC Building Design P/L Drawing No. A01.04 (Revision D) – Images**
 - D. **HSC Building Design P/L Drawing No. A02.01 (Revision D) – Accommodation Module A1**
 - E. **HSC Building Design P/L Drawing No. A02.02 (Revision D) – Accommodation Module A2**
 - F. **HSC Building Design P/L Drawing No. A02.03 (Revision D) – Accommodation Managers Unit**
 - G. **HSC Building Design P/L Drawing No. A02.04 (Revision D) – Laundry 3 X 6m**
 - H. **HSC Building Design P/L Drawing No. A02.05 (Revision D) – Laundry 3 X 7m**
 - I. **HSC Building Design P/L Drawing No. A02.06 (Revision D) – BBQ Shelter**
 - J. **HSC Building Design P/L Drawing No. A03.01 (Revision D) – Proposed Elevations**
 - K. **HSC Building Design P/L Drawing No. A04.01 (Revision D) – Section A**

and subject to the following conditions:

- (i) **Line-marking and landscaping of the modified car parking arrangement marked up in red on HSC Building Design P/L Drawing No. A01.03 Revision D being implemented to the specifications and satisfaction of the Shire, prior to first occupancy of the workforce accommodation;**

- (ii) The development being connected to the wastewater treatment plant located upon lot 51 Richardson Street Norseman, to the satisfaction of the Shire of Dundas and prior to first occupancy of the workforce accommodation;
- (iii) Provision of a waste storage enclosure, designed to the specifications and satisfaction of the Shire of Dundas, prior to first occupancy of the workforce accommodation;
- (iv) Provision of onsite storage for the storage, pickup and delivery to the subject site of dirty and clean linen, designed to the specifications and satisfaction of the Shire of Dundas, prior to first occupancy of the workforce accommodation;
- (v) Submission of a landscaping plan to the specifications and satisfaction of the Shire of Dundas, prior to the issue of building permit. The landscaping plan is to be implemented prior to first occupancy of the workforce accommodation; and
- (vi) Any proposed fencing around the perimeter of, and within, the subject site is to be designed to the specifications and satisfaction of the Shire of Dundas, and prior to first occupancy of the workforce accommodation.

Advice Notes

1. If the approved development has not been fully developed within 2 years from the approval date, the approval will expire and be of no further effect.

The approval may be extended beyond the approval expiry period where a request has been received and approved by the Shire of Dundas within 3 months of the approval expiry date;
2. The Shire's consulting Environmental Health Officer is to be consulted for details for compliance with condition numbers (ii), (iii) and (iv);
3. The Water Corporation advises that:
 - (i) Any water main extensions required for the proposed development are to be laid within existing road reserves; and
 - (ii) Building approval will also be required to be obtained from its Building Services section.

Moved Cr: Warner
Seconded Cr: Wyatt

Resolution

That Council:

5. Receives and notes the submissions to the proposed workforce accommodation development upon Lots 301 and 302 on DP 300 444 (HN 95B and 95C) Roberts Street, lot 69 on DP 222908 (HN 97A) Roberts Street, and lot 9 on Diagram 75770 (HN 99) Roberts Street Norseman;

6. Requests the Chief Executive Officer to prepare and present in due course for Council's consideration and determination an outline of the scope, methodology, timeframe, and resources required (including the estimated value of any external funding necessary) to undertake a character study of the Norseman townsite;
7. Pursuant to clause 18(4)(a) of the *Shire of Dundas Local Planning Scheme (LPS) 2* determines that the proposed workforce accommodation development upon lots 301 and 302 on DP 300 444 (HN 95B and 95C) Roberts Street, lot 69 on DP 222908 (HN 97A) Roberts Street, and lot 9 on Diagram 75770 (HN 99) Roberts Street Norseman is consistent with the objectives of the Commercial zone applying to the subject land and is therefore a use that can be permitted upon the subject site; and
8. Pursuant to clause 68 (2) in Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, APPROVE development application DB 3/2021 to develop workforce accommodation upon lots 301 and 302 on DP 300 444 (HN 95B and 95C) Roberts Street, lot 69 on DP 222908 (HN 97A) Roberts Street, and lot 9 on Diagram 75770 (HN 99) Roberts Street Norseman, generally in accordance with the following plans/drawings:
 - L. HSC Building Design P/L Drawing No. A01.01 (Revision D) – Site Location Plan
 - M. HSC Building Design P/L Drawing No. A01.03 (Revision D) – Proposed Site Plan (with modifications marked up in red)
 - N. HSC Building Design P/L Drawing No. A01.04 (Revision D) – Images
 - O. HSC Building Design P/L Drawing No. A02.01 (Revision D) – Accommodation Module A1
 - P. HSC Building Design P/L Drawing No. A02.02 (Revision D) – Accommodation Module A2
 - Q. HSC Building Design P/L Drawing No. A02.03 (Revision D) – Accommodation Managers Unit
 - R. HSC Building Design P/L Drawing No. A02.04 (Revision D) – Laundry 3 X 6m
 - S. HSC Building Design P/L Drawing No. A02.05 (Revision D) – Laundry 3 X 7m
 - T. HSC Building Design P/L Drawing No. A02.06 (Revision D) – BBQ Shelter
 - U. HSC Building Design P/L Drawing No. A03.01 (Revision D) – Proposed Elevations
 - V. HSC Building Design P/L Drawing No. A04.01 (Revision D) – Section A

and subject to the following conditions:

- (vii) Line-marking and landscaping of the modified car parking arrangement marked up in red on HSC Building Design P/L Drawing No. A01.03 Revision D being implemented to the specifications and satisfaction of the Shire, prior to first occupancy of the workforce accommodation;
- (viii) The development being connected to the wastewater treatment plant located upon lot 51 Richardson Street Norseman, to the satisfaction of the Shire of Dundas and prior to first occupancy of the workforce accommodation;
- (ix) Provision of a waste storage enclosure, designed to the specifications and satisfaction of the Shire of Dundas, prior to first occupancy of the workforce accommodation;
- (x) Provision of onsite storage for the storage, pickup and delivery to the subject site of dirty and clean linen, designed to the specifications and satisfaction of the Shire of Dundas, prior to first occupancy of the workforce accommodation;

- (xi) Submission of a landscaping plan to the specifications and satisfaction of the Shire of Dundas, prior to the issue of building permit. The landscaping plan is to be implemented prior to first occupancy of the workforce accommodation; and
- (xii) Any proposed fencing around the perimeter of, and within, the subject site is to be designed to the specifications and satisfaction of the Shire of Dundas, and prior to first occupancy of the workforce accommodation.

Advice Notes

4. If the approved development has not been fully developed within 2 years from the approval date, the approval will expire and be of no further effect.

The approval may be extended beyond the approval expiry period where a request has been received and approved by the Shire of Dundas within 3 months of the approval expiry date;

5. The Shire's consulting Environmental Health Officer is to be consulted for details for compliance with condition numbers (ii), (iii) and (iv);
6. The Water Corporation advises that:
- (iii) Any water main extensions required for the proposed development are to be laid within existing road reserves; and
 - (iv) Building approval will also be required to be obtained from its Building Services section.

Carried by: Simple Majority

For: 3

Against 0

**Councillors Bonza, and Hogan returned to Chambers at 6:18pm
President Bonza resumed the Chair.**

Agenda Reference and Subject	
10.1.5 Proposed Mining Workforce Accommodation – 128 Prinsep Street Norseman	
Location / Address	Lot 280 on Deposited Plan 222910 (HN 128) Prinsep Street Norseman
File Reference	DB 5/2021
Author	Anthony Dowling, Dowling Giudici + Associates (DG+A) - Town Planning Consultant
Date of Report	15 th December 2021
Disclosure of Interest	DG+A receives consulting fees from the Shire of Dundas Cr. J. Maloney- Financial

Cr. J. Maloney remained out of Chambers during item 10.1.5.

Summary

An application for development approval has been received by the Shire for the development of seven (7) self-contained dwelling units in a two-storey configuration upon the aforementioned land located within the Norseman townsite.

The proposal is a further (third) stage of the development of workforce accommodation by Resource Accommodation Management Pty Ltd (the proponent) for miners working on the Norseman Gold Project (located at the north-eastern edge of the Norseman townsite). The dwellings are proposed to accommodate corporate staff employed by Tulla Resources (a joint venture company between Resource Accommodation Management P/L and Pantoro P/L).

It is recommended that development approval be granted for the proposed development.

Background

At its January 2021 Ordinary Meeting Council unanimously resolved to approve a development application lodged by Resource Accommodation Management P/L (RAM) for the development of a larger-scale mining workforce accommodation facility upon 105 - 111 Prinsep Street and 106 – 114 Angove Street Norseman.

A second stage similar mining workforce accommodation facility proposed upon 95B, 95C, 97A, and 99 Roberts Street Norseman is also being considered for development approval at this Ordinary meeting (see preceding agenda item).

As for the second stage development in Roberts Street, occupants in this proposed third stage will be served meals and refreshments at the proposed kitchen, tavern, and takeaway food outlet to be located at 94-98 Prinsep Street (for which retrospective development approval is presently being sought and which will be publically re-advertised early in 2022 due to the submission of revised development plans).

A location map of the subject site is provided at **Attachment x.1** to this agenda.

The development site is 1,012 m² in size with a frontage of 20.12 metres to Prinsep Street. The site also has frontage to a gravel-surface rear laneway. The site is generally level and vacant/undeveloped.

Power and water to the subject site is available from Norseman's existing power and water reticulated network.

The proponent is presently constructing a wastewater treatment plant (WWTP) at 51 Richardson Street to service the proposed mining accommodation development under construction at 105 - 111 Prinsep Street and 106 – 114 Angove Street, the proposed mining accommodation at 95B – 99 Roberts Street, the proposed kitchen, tavern, and takeaway food outlet at 94-98 Prinsep Street, and this site. This WWTP has been designed to service all these proposed developments.

Proposal Overview

The proposed development will comprise 7 dwelling units in a two-storey configured transportable building that will stand approximately 7.3 metres high from the existing ground level.

Four (4) dwellings are proposed at ground level (but raised approximately 300 mm off the ground) with three (3) upper floor dwellings.

The 4 ground-level dwellings will comprise a single bed, ensuite, and desk. A continuous ground-floor verandah will extend across the front of the 4 dwellings.

The 3 upper level dwellings will comprise a double-bed, ensuite, and desk. A continuous upper-floor verandah will extend across the front of the 3 dwellings.

The building façades of the ground and upper floor levels will be clad with a timber finish with feature screens inserted into the front and sides of the verandah.

The accommodation block is proposed to be setback 37.96 metres from its Prinsep Street lot boundary, 2.86 metres from both side lot boundaries, and 3.14 metres from the rear boundary (abutting the rear laneway).

A separate, stand-alone laundry is proposed mid-way into the lot adjacent to its southern lot boundary and a covered BBQ facility located almost directly opposite and adjacent to the lot's northern boundary. A 7 bay paved car park is proposed between the laundry and the lot's Prinsep Street boundary.

Access to the aforementioned carpark is proposed via a new crossover from Prinsep Street. There will be no access from the rear laneway. Access to the laundry, BBQ facility and the accommodation block will be provided via paved paths from the car park.

Plans/drawings illustrating the proposal are reproduced in the following attachments to the agenda:

Attachment x.2	Proposed Site Plan
Attachment x.3	Proposed Site Ground Floor Plan
Attachment x.4	First Floor Plan
Attachment x.5	Elevations
Attachment x.6	Perspective drawings/artist impressions

Statutory Environment

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

The **LPS 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 regulates the use and development of land within the Dundas Shire district, principally through the application of zones and reserves; the assignment of special control areas; and the prescribing of development controls and standards by which land use and development is expected to comply with (unless otherwise varied by the decision-maker).

The subject land is zoned **Residential** under LPS 2, with a residential density coding of **R10**.

The proposed development is deemed classified as '**workforce accommodation**' under clause 38 of LPS 2 but is not a class of use listed in the Zoning Table (Table 1) of LPS 2. Therefore, it is deemed an '**unlisted use**'.

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

- (d) consistent with the objectives of the Residential zone and is therefore a use that may be permitted subject to conditions imposed by the local government; or
- (e) determine that the use may be consistent with the objectives of the Residential 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
- (f) determine that the use is not consistent with the objectives of the Residential zone and is therefore not permitted in the zone.

The objectives of the **Residential** zone (reproduced from Table 2 – Zone Objectives in LPS 2) are as follows:

- (i) To provide for a range of housing and a choice of residential densities to meet the needs of the Community;
- (ii) To facilitate and encourage high quality design, built form and streetscapes throughout residential areas; and
- (iii) To provide for a range of non-residential uses, which are compatible with and complementary to residential development.

Having regard to objective (iii) above and anticipating that the proposed use/development is likely to be consistent with the objectives of the Residential zone, and being deemed a **complex application** (see cl.1, Schedule 2, *LPS Regs 2015*), the application was duly advertised pursuant to provision (b) above.

Public Advertising

The application was advertised in the following ways:

- A notice in the *Kalgoorlie Miner* newspaper;
- A notice on the Shire website; and
- Notification by letter to owners and occupiers of land within 200 metres of the subject site.

Additionally, clause 64 (3)(c) of the *LPS Regs 2015* ordinarily requires a sign (or signs) to be erected in a conspicuous place on the subject site. However, where this is impracticable for a local government to comply with this requirement, the Western Australian Planning Commission (WAPC) may grant approval to dispense with this requirement.

Currently, the WAPC has given a standing dispensation to a number of regionally-based local governments – including the Dundas Shire – to dispense with the requirement for the erection of a sign on the subject site.

The application was advertised for a period of 28 days. At the end of the advertising period no submissions on the application had been received by the Shire.

Consultation

The application was referred to the Water Corporation, Horizon Power, and the Goldfields Esperance Development Commission (GEDC) for their consideration and comment.

Only the Water Corporation provided comment, advising that reticulated water is available to the subject site and that any water main extensions required for the proposed development are to be laid within existing road reserves. It further advised that the development will also require building approval by its Building Services section. This advice can be provided as an advice note to any development approval granted.

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

Comment

Notwithstanding that LPS 2 contains a general presumption (see cl. 32 (1) g)) against the use of 'skid' and 'mining camp' type transportable buildings within the Norseman and Eucla townsites and second-hand dwellings within the district, Council nevertheless granted development approval to the larger-scaled workforce accommodation facility by the same proponent upon 105 - 111 Prinsep Street and 106 – 114 Angove Street Norseman, which is also zoned **Residential** under LPS 2. Approval of that development aligned with the current LPS 2 objective of encouraging mineral exploration and mining within the Shire.

The development proposal under consideration here is stage 3 of the proponent's plan to develop mining workforce accommodation within the Norseman townsite to service the labour needs of the Norseman Gold project.

As with the location of stage 1 of the proponent's development in Prinsep and Angove Streets, the location of this third stage also within the Norseman townsite is important in respect to growing and developing the town, and providing a more normalised and traditional environment for workers to reside in rather as opposed to residing in a location remote from family, friends, human societies, clubs, associations, community and business/commercial enterprises, facilities, and amenities etc.

Arguably, approval of the stage 1 development sets a precedent for approving the proposed development under consideration here, although it ought to be noted that each development application is required to be considered on its merits. In considering the merits of the proposal, Council is obliged to consider the

extent to which the proposed development complies with applicable scheme standards (building height and plot ratio) for the type of development proposed, and any relevant local and State Planning Policies. In respect to building height LPS 2 prescribes a height limit up to 2 storeys or 8 metres. However, this provision does not apply to buildings associated with mining operations. Notwithstanding, the proposed development is deemed to comply with this standard.

The proposed development is also deemed to accord with the Norseman townsite objective listed under the Residential zone general development standards, which is to *retain the predominant lowdensity character of the existing residential area except in selected localities where the local government may approve medium density development on the merits of the particular application.*

The proposed development's building site coverage is approximately 1/5 of the lot area equating to a plot ratio of about 0.2. Given this, and together with the proposed building height, side and rear setbacks, these elements are deemed to comply with the maximum standards prescribed for a multiple dwelling proposed under an R10 density coding.

There is no onsite parking provision applying to the proposed development therefore any requirement for onsite parking is at Council's discretion. The proposed provision of 7 onsite car bays is deemed adequate to service the number of proposed dwelling units.

One matter worthy of consideration is the provision of a small kitchenette within the proposed laundry for the washing up and storage of cutlery, utensils etc used for meals and refreshments consumed onsite (especially within the BBQ facility). Given the distance of the proposed development at 128 Prinsep Street from the proposed kitchen, tavern, and takeaway food outlet at 94-98 Prinsep Street, it is difficult to conceive that occupants of the proposed development will return unwashed cutlery, utensils etc used for onsite meals and refreshments immediately back to the kitchen, tavern, and takeaway food outlet. Hence, it is recommended that a condition to this effect be imposed on any development approval granted.

Given the approval of the larger-scale stage 1 development, and that the stage 3 development under consideration here generally accords with applicable requirements of LPS 2, approval of the stage 3 development is recommended.

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 workforce accommodation development upon lot 280 on DP 222910 (HN 128) Prinsep Street Norseman is consistent with the objectives of the Residential zone applying to the subject land 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 5/2021 to develop workforce accommodation upon lot 280 on DP 222910 (HN 128) Prinsep Street Norseman, generally in accordance with the following plans/drawings:

- A. Andre Melville Building Design and Drafting Services Drawing No. 21-116-SK-01-F – Site Location Plan
- B. Andre Melville Building Design and Drafting Services Drawing No. 21-116-SK-04-F – Proposed Site Plan
- C. Andre Melville Building Design and Drafting Services Drawing No. 21-116-SK-05-E – Site Ground Floor Plan
- D. Andre Melville Building Design and Drafting Services Drawing No. 21-116-SK-06-E – First Floor Plan
- E. Andre Melville Building Design and Drafting Services Drawing No. 21-116-SK-07-D – Elevations
- F. Andre Melville Building Design and Drafting Services Drawing Nos. 21-116-SK-20-E, 21-116-SK-21-E, 21-116-SK-22-E, and 21-116-SK-23-D - Perspectives

and subject to the following conditions:

- (i) The proposed car park, vehicle crossover, and paths as depicted on the aforementioned Site Ground Floor Plan being implemented to the specifications and satisfaction of the Shire, prior to first occupancy of the workforce accommodation;
- (ii) The development being connected to a stormwater disposal system designed and installed to the specifications and satisfaction of the Shire of Dundas, prior to first occupancy of the workforce accommodation;
- (iii) The development being connected to the wastewater treatment plant located upon lot 51 Richardson Street Norseman, to the satisfaction of the Shire of Dundas and prior to first occupancy of the workforce accommodation;
- (iv) Provision of a waste storage enclosure, designed to the specifications and satisfaction of the Shire of Dundas, prior to first occupancy of the workforce accommodation;
- (v) Provision of onsite storage for the storage, pickup and delivery to the subject site of dirty and clean linen, designed to the specifications and satisfaction of the Shire of Dundas, prior to first occupancy of the workforce accommodation;
- (vi) Provision of a kitchenette within the proposed onsite laundry, design and installed to the specifications and satisfaction of the Shire of Dundas, prior to first occupancy of the workforce accommodation;
- (vii) Submission of a landscaping plan to the specifications and satisfaction of the Shire of Dundas, prior to the issue of building permit. The landscaping plan is to be implemented prior to first occupancy of the workforce accommodation; and
- (viii) The proposed fencing around the perimeter of the subject site is to be designed and installed to the specifications and satisfaction of the Shire of Dundas, and prior to first occupancy of the workforce accommodation.

Advice Notes

1. If the approved development has not been fully developed within 2 years from the approval date, the approval will expire and be of no further effect.

The approval may be extended beyond the approval expiry period where a request has been received and approved by the Shire of Dundas within 3 months of the approval expiry date;

2. The Shire's consulting Environmental Health Officer is to be consulted for details for compliance with condition numbers (iii), (iv), (v) and (vi);
3. The Water Corporation advises that:
 - (i) Any water main extensions required for the proposed development are to be laid within existing road reserves; and
 - (ii) Building approval will also be required to be obtained from its Building Services section.

Moved Cr: Patupis
Seconded Cr: Hogan

Resolution

That Council:

3. Pursuant to clause 18(4)(a) of the *Shire of Dundas Local Planning Scheme (LPS) 2* determines that the proposed workforce accommodation development upon lot 280 on DP 222910 (HN 128) Prinsep Street Norseman is consistent with the objectives of the Residential zone applying to the subject land and is therefore a use that can be permitted upon the subject site; and
4. Pursuant to clause 68 (2) in Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, APPROVE development application DB 5/2021 to develop workforce accommodation upon lot 280 on DP 222910 (HN 128) Prinsep Street Norseman, generally in accordance with the following plans/drawings:
 - G. Andre Melville Building Design and Drafting Services Drawing No. 21-116-SK-01-F – Site Location Plan
 - H. Andre Melville Building Design and Drafting Services Drawing No. 21-116-SK-04-F – Proposed Site Plan
 - I. Andre Melville Building Design and Drafting Services Drawing No. 21-116-SK-05-E – Site Ground Floor Plan
 - J. Andre Melville Building Design and Drafting Services Drawing No. 21-116-SK-06-E – First Floor Plan
 - K. Andre Melville Building Design and Drafting Services Drawing No. 21-116-SK-07-D – Elevations
 - L. Andre Melville Building Design and Drafting Services Drawing Nos. 21-116-SK-20-E, 21-116-SK-21-E, 21-116-SK-22-E, and 21-116-SK-23-D - Perspectives

and subject to the following conditions:

- (ix) The proposed car park, vehicle crossover, and paths as depicted on the aforementioned Site Ground Floor Plan being implemented to the specifications and satisfaction of the Shire, prior to first occupancy of the workforce accommodation;

- (x) The development being connected to a stormwater disposal system designed and installed to the specifications and satisfaction of the Shire of Dundas, prior to first occupancy of the workforce accommodation;
- (xi) The development being connected to the wastewater treatment plant located upon lot 51 Richardson Street Norseman, to the satisfaction of the Shire of Dundas and prior to first occupancy of the workforce accommodation;
- (xii) Provision of a waste storage enclosure, designed to the specifications and satisfaction of the Shire of Dundas, prior to first occupancy of the workforce accommodation;
- (xiii) Provision of onsite storage for the storage, pickup and delivery to the subject site of dirty and clean linen, designed to the specifications and satisfaction of the Shire of Dundas, prior to first occupancy of the workforce accommodation;
- (xiv) Provision of a kitchenette within the proposed onsite laundry, design and installed to the specifications and satisfaction of the Shire of Dundas, prior to first occupancy of the workforce accommodation;
- (xv) Submission of a landscaping plan to the specifications and satisfaction of the Shire of Dundas, prior to the issue of building permit. The landscaping plan is to be implemented prior to first occupancy of the workforce accommodation; and
- (xvi) The proposed fencing around the perimeter of the subject site is to be designed and installed to the specifications and satisfaction of the Shire of Dundas, and prior to first occupancy of the workforce accommodation.

Advice Notes

4. If the approved development has not been fully developed within 2 years from the approval date, the approval will expire and be of no further effect.

The approval may be extended beyond the approval expiry period where a request has been received and approved by the Shire of Dundas within 3 months of the approval expiry date;

5. The Shire's consulting Environmental Health Officer is to be consulted for details for compliance with condition numbers (iii), (iv), (v) and (vi);

6. The Water Corporation advises that:

- (iii) Any water main extensions required for the proposed development are to be laid within existing road reserves; and
- (iv) Building approval will also be required to be obtained from its Building Services section.

Carried by: Simple Majority

For: 5

Against 0

Cr. J. Maloney returned to Chambers 6:23pm

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	9 th December 2021
Disclosure of Interest	Nil

Summary

For Council to consider receiving the Information Bulletin for the period ending 30/11/2021.

Background

The Councillors' Information Bulletin for the period ending 30/11/2021 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 (Insert EOM Date), as included in confidential papers relating.

Moved: Cr. Wyatt
Seconded: Cr. Patupis

Resolution

That Council receive the monthly Councillors' Information Bulletin for the period ending 9th December 2021, as included in confidential papers relating.

Carried by: Simple Majority For: 6 Against: 0

Agenda Reference & Subject	
10.3.2 – Shire of Dundas Pandemic Response Plan	
Location / Address	Shire of Dundas
File Reference	PE.ME.2
Author	Manager of Corporate and Community Services
Date of Report	16th December 2021
Disclosure of Interest	Nil

Summary

For Council to endorse the Shire of Dundas Pandemic Response Plan.

Background

The Shire of Dundas LEMC met on the 23rd November to review and discuss the Shire of Dundas Pandemic Response Plan.

The Shire of Dundas Pandemic Response Plan (SDPRP) outlines the Shire's policies and procedures for preparation, response, and recovery in the event of pandemic. It is an internal operational document that compliments and works in conjunction with Shire of Dundas Local Emergency Management Arrangements (LEMA) which is the document of authority for emergency management prepared in accordance with the Emergency Management Act 2005.

Statutory Environment

Local Government Act 1995
Emergency Management Act 2005

Policy Implications

Nil

Financial Implications

The Shire of Dundas will make every effort to budget for pandemic preparedness, response and recovery activities in their local communities. Where Council sees the responsibility of pandemic preparedness, response and recovery activities being the responsibility of the State or Federal Government Shire officers will work to recover costs.

Strategic Implications

Theme 1 – A vibrant, active, and healthy socially connected Community.

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

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.

1.1 Accessibility to medical services

Goal: A Community capable of providing adequate health services to all residents recognising that particular 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.

Measure:

Service levels meet Community expectations and these are monitored on an annual basis.
Regular meetings with health service providers.
Promotion and information of Health Services available

Priority: High

Strategy: 2.1 Opportunity for Economic Diversification, and

2.2 Attracting new businesses

Goal: A vibrant economy that includes opportunities for mining, industry, tourism, shopping and business. 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.

Measure: The level and diversity of businesses, including mining, industry, tourism and commercial activity is increasing.

Priority: Medium

Consultation

LEMC
Shire Senior Officers
Elected Members

Comment

On the 13th December Premier Mark McGowan announced Western Australia's Safe Transition Plan from February 5th, 2022. The government's Safe Transition Plan will see a significant increase in

travellers passing through and visiting Shire of Dundas towns and facilities as the border opens. The Shire of Dundas has now had a few incidents where people who have tested positive to COVID-19 have been within the Shire.

The Pandemic Response Plan will assist Shire of Dundas officers as they continue to monitor and work with the Operational Area Support Group (OASG) and Local Emergency Management Committee to prepare for what is being termed as inevitable, which is seeing more cases of COVID-19 in WA.

Voting Requirements

Absolute Majority

Officer Recommendation

That Council endorse the Shire of Dundas Pandemic Response Plan.

Moved: Cr. Wyatt

Seconded: Cr. Hogan

Resolution

That Council endorse the Shire of Dundas Pandemic Response Plan.

Carried by: Absolute Majority For: 6 Against: 0

10.4 Administration, Finance and Community Development

Agenda Reference & Subject	
10.4.1 – Accounts Paid 1st November 2021 to 30th November 2021	
Location / Address	Shire of Dundas
File Reference	FM.CR
Author	Accounts and Payroll Officer – Ali Sherifi
Date of Report	16 th December 2021
Disclosure of Interest	Nil

Trust Payments

Chq/EFT	Date	Name	Description	Amount
EFT6038	12/11/2021	John Edward Patrick Hogan	REFUND NOMINATIONS DEPOSIT	80.00
EFT6039	12/11/2021	JOHN MALONEY	REFUND NOMINATIONS DEPOSIT	80.00
EFT6040	12/11/2021	LINDA VORAVONG	REFUND GYM KEY DEPOSIT	50.00
EFT6041	12/11/2021	Valma Joy Schultz	REFUND NOMINATION DEPOSIT	80.00
EFT6042	12/11/2021	SHARON MAREE WARNER	REFUND NOMINATIONS DEPOSIT	80.00
				\$370.00

Municipal Cheques

Cheque	Date	Name	Description	Amount
				0.00

Municipal Account EFT's

EFT	Date	Name	Description	Amount
EFT6000	01/11/2021	Eucla Motor Hotel	Electricity supplied to Eucla Town Hall 01/7/21-30/09/21	942.65
EFT6001	01/11/2021	Bunnings Warehouse Kalgoorlie	Lattice Makers x20 packs for Timber Day Norseman	199.88
EFT6002	01/11/2021	Laurene Bonza	President Allowance (OCTOBER 2021)	1326.00
EFT6003	01/11/2021	Bills Doors & Servicing	Service Auto doors at Town Hall & Shire Admin Building	660.00
EFT6004	01/11/2021	FUTURE SECURITY SOLUTIONS PTY LTD	Quarterly Monitoring for 81 Roberts Street (19.07.2021 - 19.10.2021)	150.15
EFT6005	01/11/2021	Fluidpro Pty Ltd	1 x Fluidpro Agitator DM-10 Series, 3m Lead Plug 240V plus freight	6039.00
EFT6006	01/11/2021	Great Western Motel	Accommodation for Ruth Levett 10.10.2021 - 13.10.2021 \$447 Accommodation and meals for Steve Mcdermott 26.09.2021 (Road & Safety Auditor) \$678 Accommodation for Coral Wallbank 15.10.2021 \$125 Accommodation for Anthony Summers 10.10.2021 \$447	1697.00
EFT6007	01/11/2021	Global Communications Services	Install of VHF, UHF Radio & SAT Phone to Vehicle, supply labour and materials to P293 DS29	2523.22
EFT6008	01/11/2021	Horizon Power	Various Power Purchases - 17.08.2021 - 15.10.2021	14696.24
EFT6009	01/11/2021	Jump 4 Us	Hire of Twister Inflatable + Supervision plus travel (14th October 2021)	900.00
EFT6010	01/11/2021	KALGOORLIE REFRIGERATION	Repair to air conditioners to President's Office, Library A/C, CEO & Senior Admin Office, Administration Office + travel & accommodation	8144.84
EFT6011	01/11/2021	NORSEMAN TODAY NEWSPAPER GROUP INC	Advert September issue 2021 - Full Page B/W	105.00
EFT6012	01/11/2021	Norseman IGA	Various IGA Purchases 01.09.2021 - 30.09.2021	1096.86
EFT6013	01/11/2021	Navman Wireless Australia Pty Ltd	Monthly satellite service (05.10.2021 - 04.11.2021)	65.89
EFT6014	01/11/2021	NKH CONTRACTING AUSTRALIA T/AS HUGHES ENGINEERING	Fabrication & Coatings of Baseplate stands for the Woodlands Centre	605.00
EFT6015	01/11/2021	OFFICE NATIONAL KALGOORLIE	1 x New Cash Register for the Front Counter \$329.78 Various stationery items for Shire Admin \$90.81 2 x A3 tracing paper, 2 x A3 ring binders \$80.50	501.09
EFT6016	01/11/2021	Rasa Patupis	Claim (Travel for the OCM - 19.10.2021) \$400	731.50

			Deputy Allowance (October 2021)	
EFT6017	01/11/2021	Solutions IT (invoice S + B)	Managed Support - Maintain (Monthly Billing October 2021)	2472.62
EFT6018	01/11/2021	Wilsons Diesel & Auto Repairs	Tyre repairs & 1 new tyre, sale and pick up of various parts P284 (DS174) & P298 (DS131)	932.60
EFT6019	01/11/2021	Western Australian Local Government Association	Course booking for Peter Fitchat induction program for elected members (11October 2021)	240.00
EFT6020	01/11/2021	SHARON MAREE WARNER	As Per Council Resolution - Insurance Reimbursement	3214.20
EFT6021	01/11/2021	Telstra Corporation Limited	Mobile Charges for Staff, Cameras & Tablets - 17.10.2021 - 16.11.2021 \$1189.05 Admin ADSL, Doctors, Youth, Pool & Depot Usage 05.10.2021 – 04.11.2021 \$496.32 Satellite Charges 16.10.2021 – 15.11.2021 \$185.66 Home Bundles for 124 Prinsep Street and 11 Robert Street 21.09.2021 – 20.10.2021 \$170	2041.03
EFT6023	05/11/2021	ATOM SUPPLY	1 x adaptor impact, 1 x socket impact for Fuso Truck DS26 P283	77.00
EFT6024	05/11/2021	Elite Gym Hire	Hire of Weights (12.10.2021 - 12.11.2021)	1011.55
EFT6025	05/11/2021	EFTSURE PTY LTD	EFTSURE - Set Up Fee	1402.50
EFT6026	05/11/2021	Glen Flood Group Pty Ltd T/A GFG Consulting	Health Surveyor - Temporary Support 53.5 hours, 6 days meal allowance, flights Kalgoorlie to Perth Plus fuels	8369.66
EFT6027	05/11/2021	KULBARDI HILL CONSULTING	Final progress payments for implementation of Woodlands Centre Interpretive works as letter of agreement and subsequent emails	18758.85
EFT6028	05/11/2021	Moore Australia (WA) Pty Ltd	Compilation of EOM August 2021, Compilation of statement of financial activity 30 September 2021, review and report to CEO	4950.00
EFT6029	05/11/2021	MEGA THING PTY LTD	Various stationery items (including tubeclip files)	370.97
EFT6030	05/11/2021	Golden Flame Nominees Pty Ltd	12 Bags of ice for Mining Expo 13th October 2021	36.00
EFT6031	05/11/2021	Norseman Community Resource Centre	Printing of the Norseman Today Vol39 No9 300 copies - October 2021, 2 x Security Safety Cards for Youth Office & Woodlands Centre 19.09.2021 - 19.12.2021	1302.60
EFT6032	05/11/2021	OFFICE NATIONAL KALGOORLIE	Various stationery items & diaries \$398.44 2 x Lanyard 5pk \$59.00 1 x Box Convention Card with pin and clip \$20.88	482.46

			2 x Artline permanent markers \$4.14	
EFT6033	05/11/2021	Microshel Family Trust T/AS PACK & SEND EAST PERTH RGSMW PTY LTD	Freight – Corsign \$1782.89 Freight Pack and Send – Archive Boxes from Goldfields Storage \$135.58	1918.58
EFT6034	05/11/2021	E & MJ Rosher	9 x mower blades, 12 x bolts, 24 x spring plate for Kubota Tractor P300 DS3298	808.14
EFT6035	05/11/2021	Western Australian Local Government Association	WALGA AGM 19-21 September 2021 Registration fees for Julie Curtin (Reimbursed by Peter Fitchat)	165.00
EFT6036	05/11/2021	WA Tyre Recovery	Collection of assorted tyres for recycling	3806.95
EFT6037	08/11/2021	Telstra Corporation Limited	Phone Charges for Admin, Co-Location & Woodlands Centre 20.10.2021 - 19.11.2021	699.28
EFT6043	12/11/2021	Aquatic Services WA Pty Ltd	Supply and deliver 1 Prominent Dulocotest Chlorine Probe to Norseman Swimming Pool \$3593.60 Annual Swimming Pool Service \$2462.90	6055.50
EFT6044	12/11/2021	Balladonia Hotel Motel	Accommodation & meals for Ruth Levett Health Inspector 13.10.2021 - 15.10.2021	360.00
EFT6045	12/11/2021	BUNNINGS GROUP LIMITED	Assorted plants and gardening items.	618.07
EFT6046	12/11/2021	BOC Limited	Container Service Fee (28.09.2021 - 28.10.2021), 6 x Dry ice Pellets Bulk	51.17
EFT6047	12/11/2021	CENTRAL NORSEMAN GOLD CORPORATION PTY LTD	Rates refund for assessment A3100 LOT PL 63-1392 NORSEMAN WA 6443 \$60.82 Rates refund for assessment A3102 LOT PL 63-1393 NORSEMAN WA 6443 \$57.78 Rates refund for assessment A3101 LOT PL 63-1391 NORSEMAN WA 6443 \$48.12 Rates refund for assessment A3520 LOT PL 63-1779 NORSEMAN WA 6443 \$48.12	214.84
EFT6048	12/11/2021	Great Western Motel	Accommodation for Ruth Levett - Check in 16.10.2021 (1 Night)	149.00
EFT6049	12/11/2021	Glen Flood Group Pty Ltd T/A GFG Consulting	Building Surveyor Services August & October 2021 4 hours @ \$169/hr \$743 Project support – Paul Owen 14 hours @\$98/hr on 04.10.2021 \$1516.90	2260.50
EFT6050	12/11/2021	Horizon Power	Norseman Street Lights 01.10.2021 - 31.10.2021	5362.86
EFT6051	12/11/2021	KILIMA (WA) P/L	Rent for the Month November 2021 for 81 Robert Street	242.00
EFT6052	12/11/2021	Moore Australia (WA) Pty Ltd	Compilation of 2020-21 Financial Statements	16500.00
EFT6053	12/11/2021	Golden Flame Nominees Pty Ltd	Refreshments for Mining Expo 13th October 2021	916.00
EFT6054	12/11/2021	OFFICE NATIONAL KALGOORLIE	Canon printer cartridges and labels \$601.15 5 x Printer ink Cartridges and labels \$540.65	1141.80
EFT6055	12/11/2021	The Railway Motel	Accommodation for Carol Wallbank Check in 16.10.2021 (1 Night)	175.00

EFT6056	12/11/2021	THE RAILWAY MOTEL AND WOODLANDS GUESTHOUSE	Accommodation for Rasa Patupis for Council Meeting on 19.10.2021	115.00
EFT6057	12/11/2021	South East Petroleum	Diesel & Unleaded fuel purchases (Bp Card - October 2021)	1087.35
EFT6058	12/11/2021	YETI'S RECORDS MANAGEMENT CONSULTANCY	Cataloguing of records and archives 09.10.2021 - 26.10.2021	4004.00
EFT6059	22/11/2021	Australian Taxation Office	BAS (OCTOBER 2021)	16335.00
EFT6060	22/11/2021	ZircoDATA Pty Ltd	Storage of Registers (26.09.2021 - 25.10.2021)	160.24
EFT6061	22/11/2021	Bonza Constructions Pty Ltd	Septic repairs to 13 Roberts Street, front and rear, plus materials \$7482.76 Repairs to Dodd House plus material and freight \$2270.36 Supply and fit post caps to playground equipment in Mark's Park \$235.40 Emergency works to Repair burst Pool filtration water line Supply and replace damaged window at gym + travel for \$5188.94 Repair broken water pipes at works depot \$95.70 Supply, remove, clean & Replace tank lid x 2 tanks + travel and tip disposal fee for the old lids \$1865.05	17138.21
EFT6062	22/11/2021	Shire of Coolgardie	Contribution for the Shire of Coolgardie's Senior Christmas Luncheon 2021	1000.00
EFT6063	22/11/2021	EFTSURE PTY LTD	EFTsure Software as a Service Fee - 12-months subscription @330 per month payable annually in advance for November 2021 - November 2022	4356.00
EFT6064	22/11/2021	KILIMA (WA) P/L	Insurance for 81 Robert Street 31.10.2021 - 31.10.2022	1717.73
EFT6065	22/11/2021	Landgate	Mining Tenement Chargeable Schedule No. M2021/8 Date 07.08.2021 - 02.09.2021	41.30
EFT6066	22/11/2021	Marketforce	Advertising Local Planning Scheme 3 Kalgoorlie Miner - 27.10.2021	348.13
EFT6067	22/11/2021	Norseman Community Resource Centre	Printing of the Norseman Today Vol39 No9 - October 2021 \$900 Meeting Room Hire – Daryl Glover (BRPC) \$40	940.00
EFT6068	22/11/2021	OFFICE NATIONAL KALGOORLIE	30 x Reflex A4 copy paper \$181.50 Credit Note – 6 x A4 Copy paper pack sheets, double A A4 copy paper 500 sheets -\$68.44	113.06
EFT6069	22/11/2021	Pet Tags Australia	100 Plastic tag medium/large tags, 40 Plastic tag mini/small tags plus freight	457.00
EFT6070	22/11/2021	Microshel Family Trust T/AS PACK & SEND EAST PERTH RGSMW PTY LTD	Freight - Work Clobber \$167.50 Freight E & MJ Rosher \$98.34	265.84

EFT6071	22/11/2021	E & MJ Rosher	Mower blade kits for P300 B2320	1157.34
EFT6072	22/11/2021	SHARON MAREE WARNER	Standby Pool Manager 03.11.2021 - 08.11.2021 - 13 hours @ \$50 / hr	650.00
EFT6073	22/11/2021	Telstra Corporation Limited	Telstra 4GXWIFI Plus Dongle for Peter Fitchat 04.11.2021 - 03.12.2021	44.00
EFT6074	29/11/2021	BP Norseman	Diesel & Unleaded Charges September 2021	1121.27
EFT6075	29/11/2021	Laurene Bonza	Claim (Council Meeting - 23.11.2021), IB Session 02.11.2021, Strategic Plan, RRG & GVROC 19.11.2021, Extra IB Session 09.11.2021	905.00
EFT6076	29/11/2021	Brookes Hire Service Pty Ltd	Komatsu Loader Hire 01.10.2021 - 31.10.2021	9768.00
EFT6077	29/11/2021	T/AS XYPEX AUSTRALIA CONCRETE WATERPROOFING MANUFACTURING	10 tubs Megamix ii 20 kg and 5 tubs Restora top 100 -25 kg	2100.29
EFT6078	29/11/2021	Esperance Plumbing Service	Reinstall broken Strainer at Standpipe, labour, and travel	1260.00
EFT6079	29/11/2021	FULL MOON CAFE	Catering for Council meeting 19th October 2021 \$400.82 Catering for Council Workshop on 02.11.2021 \$250.82	651.64
EFT6080	29/11/2021	Glen Flood Group Pty Ltd T/A GFG Consulting	Assessment of larval and adult mosquitoes at sites in the Shire of Dundas	4139.52
EFT6081	29/11/2021	Goldfields Records Storage	3 x 240 Ltr Archive Bins	321.75
EFT6082	29/11/2021	John Edward Patrick Hogan	Claim (Council Meeting - 23.11.2021), IB Session 02.11.2021, GVROC & Strategic Plan 19.11.2021, Extra IB Session 09.11.2021	636.00
EFT6083	29/11/2021	JOHN MALONEY	Claim (Council Meeting - 23.11.2021), IB Session 02.11.2021, Workshop 19.11.2021	424.00
EFT6084	29/11/2021	JLT	Personal Accident and Sickness Insurance 30.06.2021 - 30.06.2022	2182.15
EFT6085	29/11/2021	Norseman Eyre Motel	Accommodation & meals for Geoff Birkbeck 01.11.2021	158.90
EFT6086	29/11/2021	OFFICE NATIONAL KALGOORLIE	Various stationery items	128.71
EFT6087	29/11/2021	Microshel Family Trust T/AS PACK & SEND EAST PERTH RGSMW PTY LTD	Freight – Xypex \$573 .47 Freight – Atom Supply \$95.27 Freight Atom Supply – \$70.99	739.73
EFT6088	29/11/2021	Solutions IT (invoice S + B)	Managed Support - Maintain (Monthly Billing for November)	2472.62
EFT6089	29/11/2021	Veronica Wyatt	Claim (Council Meeting - 23.11.2021), IB Session 02.11.2021, Regional Road Group 19.11.2021	424.00
EFT6090	29/11/2021	VENUS CORPORATION PTY LTD	Contracting services of Norbert Marwick for the week ending - 53 hours 13.11.2021	4561.39

EFT6091	29/11/2021	Industrial Automation Group Pty Ltd	Bermad Sensus WP-Dynamic Water Meter 50mm Flanged Table-D	871.20
EFT6092	29/11/2021	SHARON MAREE WARNER	Claim (Council Meeting - 23.11.2021), IB Session 02.11.2021, Workshop 09.11.2021, Strategic Plan 19.11.2021, GVROC 19.11.2021	636.00
EFT6093	30/11/2021	GOLDEN CITY MOTORS	Service to Holden Trailblazer 1-DS	695.29
6948	02/11/2021	Bank fees	Centrepay Fees (A629, A698)	1.98
6950	03/11/2021	Joe Hodges	Reimbursement - Hardware items for the swimming pool	1550.57
6952	05/11/2021	Pack & Send East Perth (ex-Franchise)	Payment for Freight - Dynamic Sublimation & Freight - Jaybro	1068.94
6956	08/11/2021	Daryl Glover	Reimbursement for BRPC fuel & expenses	440.61
6957	08/11/2021	Bank Fees	Centrepay Fees (A771, A525)	1.98
6962	09/11/2021	Management Solutions Pty Ltd	Payment for SEGRA Conference for Laurene Bonza	1254.75
PAY	09/11/2021	PAYROLL	Payroll Direct Debit of Net Pays Payroll Direct Debit of Net Pays	56345.30
6966	10/11/2021	Draftex Corporation	Payment for Rodia 811 Heavyweight Strip 50 Meters	197.50
6965	10/11/2021	Archive Survival	Payment for various stationary for records keeping purposes	134.92
6977	16/11/2021	Bank Fees	Centrepay Fees A698, A629	1.98
6982	18/11/2021	to Sandra Murphy	Reimbursement for Tie down Strap and Clothing	252.92
6983	18/11/2021	Joe Hodges	Reimbursement for Batteries for Hino Series 500	364.56
6984	18/11/2021	Joe Hodges	Reimbursement - Booking accommodation and flights for Miriama Pula for DOT Training.	1607.56
6987	19/11/2021	Miriama Pula	Meals and incidentals for DOT Training	819.65
6998	22/11/2021	Bank Fees	Centrepay Fees A525 & A771	1.98
PAY	23/11/2021	PAYROLL	Payroll Direct Debit of Net Pays Payroll Direct Debit Of Net Pays	60179.27
7010	30/11/2021	Bank Fees	Centrepay Fees	1.98
7012	30/11/2021	Daryl Glover	Reimbursement for BRPC Fuel Expenses	99.25
				\$335,944.41

Municipal Account Direct Debts

	Date	Name	Description	Amount
6945	01/11/2021	Bank Fees	ANZ Merchant Fee	591.19
6955	08/11/2021	ANZ BPAY	BPAY Transaction Fee	52.80

6972	15/11/2021	3E Advantage Pty Limited	CRC photocopier, Shire photocopier & Printer meter readings – 01.10.2021 – 31.10.2021	3340.10
DD10865	05/11/2021	SuperChoice	Superannuation – 29.09.2021 – 12.10.2021	12014.49
DD10878	05/11/2021	SuperChoice	Superannuation – 13.10.2021 – 26.10.2021	13120.61
DD10892	16/11/2021	SuperChoice	Superannuation – 27.10.2021 – 09.11.2021	12375.55
				\$41,494.74

Municipal Account Credit Cards

Chq/EFT	Date	Name	Description	Amount
7003	15/11/2021	Chief Executive Officer	ANZ Credit Card Purchases 22/09/2021 – 21/10/2021	4381.49
	21/09/2021	Crown Promenade	Accommodation for Councillors at WALGA AGM Meeting CR	-402.78
	21/09/2021	Crown Promenade	Accommodation for Councillors at WALGA AGM Meeting Refund	402.78
	22/09/2021	Crown Promenade	Accommodation for Councillors at WALGA AGM Meeting	187.22
	22/09/2021	Crown Metropol	Meeting room Hire for CEO Appraisal	80.96
	22/09/2021	Crown Promenade	Accommodation at WALGA AGM Meeting	177.10
	22/09/2021	Crown Perth Market & C Burswood	Secure Parking for Peter Fitchat	120.80
	24/09/2021	Tickets.com	Parking for WA Emergency management Conference	153.50
	24/09/2021	WA ASSN for Mental Health West Perth	Mental Health Ribbon for Workshop	55.00
	24/09/2021	Best Western	Accommodation for Daryl Glover BRPC	166.00
	27/09/2021	ADOBE	SUBSCRIPTION	21.99
	28/09/2021	Woolworths Kalgoorlie	Catering for NAIDOC Event	599.73
	28/09/2021	DOODLY	SUBSCRIPTION	98.23
	28/09/2021	Bunnings Kalgoorlie	Flower + Garden Show Prizes	1350.00
	01/10/2021	LINKEDIN	SUBSCRIPTION	39.99
	02/10/2021	MYOB	SUBSCRIPTION	120.00
	06/10/2021	WEB JET	Flights for Anthony Summers and Ruth Levett	881.66
	06/10/2021	WEB JET	Flights for Anthony Summers	303.57
	12/10/2021	ADOBE	Extra Subscription	25.74
				\$4,381.49

7018	15/11/2021	Community Development Officer	ANZ Credit Card Purchases 22/09/2021 – 21/10/2021	1211.72
	23/09/2021	Vistaprint	Night at the Museum	43.12
	06/10/2021	DKP Holdings	Gingerbread Workshop	419.88
	06/10/2021	CALTEX NORSEMAN	ICE for the Timber Day	9.00
	11/10/2021	Norseman IGA	Community Engagement Awaiting Receipt	50.08

	12/10/2021	Batteries N More	Bluetooth, headset, microphone for mining Expo	54.95
	12/10/2021	Woolworths Kalgoorlie	Catering for Mining Expo	494.19
	17/10/2021	Bunnings Esperance	Dundas Citizenship Ceremony Frames	140.50
				\$1,211.72

7032	15/11/2021	Works Manager	ANZ Credit Card Purchases 22/09/2021 – 21/10/2021	551.75
	22/09/2021	RSEA PTY LTD	Protective Clothing for the Outside Crew	551.75
				\$551.75

7033	21/10/2021	ANZ Credit Card	Annual Card Fees	\$150.00
------	------------	-----------------	------------------	----------

Summary of Account Totals

Trust EFT's / Cheques	\$370.00
Municipal Cheques	\$0.00
Municipal EFT's	\$335,944.41
Municipal Direct Debit's	\$41,494.74
Municipal Credit Card's	\$6,697.74
Grand Total for June 2021	\$384,506.89

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas monthly accounts paid from 1st November 2021 to 30th November 2021 be noted.

Moved: Cr. Wyatt
Seconded: Cr. Hogan

Resolution

That the Shire of Dundas monthly accounts paid from 1st November 2021 to 30th November 2021 be noted.

Carried by: Simple Majority For: 6 Against: 0

Agenda Reference & Subject	
10.4.2 – Financial Statements for the Period Ending 30th December 2021	
Location / Address	Shire of Dundas
File Reference	FM.FI
Author	Moore Australia
Date of Report	(Insert date)
Disclosure of Interest	Nil

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas Financial Statements for the period ending (Insert Date) be accepted.

Moved: Cr. Wyatt
Seconded: Cr. Hogan

Resolution

That the Shire of Dundas Financial Statements for the period ending 30th November 2021 be accepted.

Carried by: Simple Majority For: 6 Against: 0

Agenda Reference & Subject	
10.4.3 – CRC Management Report & Financial Statements to 30/11/2021	
Location / Address	Shire of Dundas
File Reference	CS.SP.8
Author	CRC Manager & Accounts Payable Officer
Date of Report	2 nd December 2021
Disclosure of Interest	Nil



**Management Report & Monthly Statement of Financial Activity
For the period ending 30/11/2022**

MANAGEMENT REPORT

Prepared by: Angie Hogan 01/11/2021-30/11/2021

Norseman Community Resource Centre

Membership and patronage details:

Total Number of memberships: 4

New memberships this reporting period: 0 Patronage per opening hour: 7.3

A rather busy month with more BeConnected online workshops with more participants attending, the CRC has partnered up with Digital Springboard, Digital Springboard works to address identified digital skill gaps to ensure no one is left behind in today's digital world. By attending a Digital Springboard course, participants can improve their digital skills and open up new employment and career opportunities.

Digital WA Health Roadshow held an information session at the Woodland Centre, helping assist clients with MyGov and Medicare and Digital COVID Certificates.

Bunnings Kalgoorlie and Esperance got together and held a DIY window planter workshop at the woodlands centre with 9 in attendance; everyone had a great time and feedback was overwhelming.

Debbie Ralph held a POWERTEX Christmas wreath workshop, again attendance was way better than previous workshops

Events/courses investigated for future succession planning

All year we will be running Free Basic computer classes in Word, Excel, Publisher and BeConnected for Seniors 50+ and short courses.

Professional development and training opportunities

Certificate II in information, Digital media and Technology.

Norseman Community Resource Centre

PO Box 206
81 Roberts Street
NORSEMAN WA 6443

Profit & Loss Statement

1/07/2021 through 30/11/2021

16/12/2021
11:20:38 AM

Income		
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		
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	\$28,625.96	
Services		
Internet Fees	\$22.73	
Total Expenses		<u>\$58,288.33</u>
Net Profit / (Loss)		<u>\$11,823.56</u>

Norseman Community Resource Centre

PO Box 206
81 Roberts Street
NORSEMAN WA 6443

Balance Sheet

As of November 2021

16/12/2021
11:20:30 AM

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

Norseman Community Resource Centre

PO Box 206
81 Roberts Street
NORSEMAN WA 6443

Reconciliation Report

16/12/2021
11:20:19 AM

Page 1

ID#	Date	Payee	Deposit	Withdrawal
Cheque Account:		1-1110 Cheque Account		
Date of Bank Statement:		30/11/2021		
Last Reconciled:		31/10/2021		
Last Reconciled Balance:		\$116,934.32		

Cleared Cheques

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 Far		\$3,000.00
2184	5/11/2021	Fairies and Other Mischief		\$1,468.20
2185	5/11/2021	Norseman District High School		\$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:			\$0.00	\$12,543.54

Cleared Deposits

CR003123	4/11/2021	Payment; Centrecare	\$29.80	
CR003124	4/11/2021	Payment; Centrecare Kalgoorli	\$50.00	
CR003125	5/11/2021	Payment; Shire of Dundas	\$1,302.60	
CR003127	11/11/2021	DD11112021	\$2,445.38	
CR003128	17/11/2021	DD17112021	\$295.47	
CR003132	18/11/2021	Bank Deposit	\$1,351.28	
CR003126	23/11/2021	Payment; Shire of Dundas	\$940.00	
CR003129	29/11/2021	Chq 29.11.2021	\$21.00	
CR003133	29/11/2021	Bank Deposit	\$1,140.00	
Total:			\$7,575.53	\$0.00

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:	\$111,966.31

Officer Recommendation

That the Norseman Community Resource Centre Management Report and Financial Statements for the period ending 30/11/2021 be accepted.

Moved: Cr. Hogan
Seconded: Cr. Wyatt

Resolution

That the Norseman Community Resource Centre Management Report and Financial Statements for the period ending 30/11/2021 be accepted.

Carried by: Simple Majority For: 6 Against: 0

Agenda Reference & Subject	
10.4.4 – Community Grant Application Kalgoorlie Tri-Club	
Location / Address	Shire of Dundas
File Reference	CM.PL.1
Author	Manager Corporate and Community Services
Date of Report	16/12/2021
Disclosure of Interest	Nil

Summary

That the Shire of Dundas Council review the Community Grant Application submitted by the Kalgoorlie Tri Club to hold a triathlon event in Norseman.

Background

The Kalgoorlie Tri Club has for several years held the Norseman Triathlon in Norseman. Last year this was unable to go ahead due to timeframe required for traffic management requirements. Kalgoorlie Tri Club promotes community health outcomes of physical fitness and mental health through participation and belonging activities. The Club's goal is to foster an environment of participation, and is committed to running an event that suits all levels, from beginners to seasoned racers.

Statutory Environment

Nil

Policy Implications

C.5 Community Grants Program

Financial Implications

The 2021/22 Budget has an allocation for Community Grant applications, the request for \$6500 is within budget.

Strategic Implications

Strategic Community Plan

Theme 1 A strong, healthy, educated and connected Community that is actively engaged and involved.

1.2 Recreation Sports and Leisure: A socially connected Community that is physically active.

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

Consultation

Elected Members
Kalgoorlie Tri Club
Manager of Works and Services
Tourism and Events Officer
Chief Executive Officer

Comment

The Community Grant application fits well within the Shire of Dundas Strategic Community Plan. The additional costs for the event come from the Shire's requirement to have the appropriate traffic management in place. The inability to hold the event in 2021 was met with great disappointment from the local and regional community. There is opportunity to build the Norseman Triathlon into a sporting signature event that attracts people to Norseman for the weekend.

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas Council approve the Community Grant Application to the amount of \$6500.

Moved Cr: Wyatt
Seconded Cr: Maloney

Resolution

That the Shire of Dundas Council approve the Community Grant Application to the amount of \$6500.

Carried by: Simple Majority For: 6 Against 0

Agenda Reference & Subject	
10.4.5 – Officers' Reports	
Location / Address	Shire of Dundas
File Reference	CM.PL.1
Authors	Manager of Works and Services, Manager of Corporate and Community Services

Date of Report	16/12/2021
Disclosure of Interest	Nil

Summary

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

Background

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

Statutory Environment

Officers are required to abide by all relevant legislation in the delivery of services and activities.

Policy Implications

Officers are required to abide by all relevant Shire of Dundas policies in the delivery of services and activities.

Financial Implications

Officers deliver activities within the approved budget and following the Council's purchasing policy.

Strategic Implications

Each Department and the reporting officers are tasked with delivering the outcomes of the Strategic Community Plan.

Consultation

Manager of Works and Services
Manager of Corporate and Community Services
Tourism and Events Officer

Comment

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

Voting Requirements

Simple Majority

Officer Recommendation

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

Moved: Cr.
Seconded: Cr.

Amended Resolution

That Council note the reports of the Manager of Works and Services, Manager of Corporate and Community Services , and the Tourism and Events Officer.

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

The following items of urgent business were accepted for consideration by the President or by a majority of the members of the Council:

Recommendation

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

Moved: Cr. Warner
Seconded: Cr. Wyatt

Resolution

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

Carried by: Simple Majority For: 6 Against: 0

Agenda Reference & Subject	
12.1 – Modification to Staff Housing	
Location / Address	13 Roberts Street Norseman WA
File Reference	CM.CO
Author	Manager of Works and Services
Date of Report	13 December 2021
Disclosure of Interest	Nil

Summary

Councils' consideration for additional staff housing to attract out of town applicants.

Background

Currently the Shire housing is limited with the only house available being 13 Roberts Street which is a 5-bedroom house that is too big for the average employee the shire will employ.

Statutory Environment

Local Government Act 1995
Local Government (Administration) Regulations 1996

Policy Implications

ST.9 Shire Housing Policy

Financial Implications

Internal building costs to alter to a duplex approximately \$15,000, for w new kitchen and modification of a current small office into a laundry, with install of new rear exit door.

External building costs approximately \$10,000 for landscaping and new privacy fencing and minor landscaping.

This additional expense can be ratified during the mid-year budget review as we did not have this item included in the 2021-22 Financial Year budget.

Meeting fees as set in the annual budget.

Strategic Implications

Gives the Shire the capacity to advertise for staff and include accommodation as the lack of housing rental in Norseman hinders any new prospective employee.

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

Consultation

CEO, MCCS, MWS

Comment

As housing is such a vital issue in Norseman the creation of a duplex accommodation is a logical step. One staff member living in a 3-bedroom house has advised the possibility of moving into one of the duplexes. This would then free up a complete house that could attract a family person to work at the Shire.

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas Council:

- 1. Approve the over expenditure of approximately \$25,000 to convert a 5-bedroom house to 2 separate units of 2-bedroom each duplex, and**
- 2. To make the adjustment during the mid-year budget review to include this amount into our 2021-2022 Financial Year Budget.**

Moved Cr. Warner
Seconded Cr. Wyatt

Resolution

That the Shire of Dundas Council:

1. Approve the over expenditure of approximately \$25,000 to convert a 5-bedroom house to 2 separate units of 2-bedroom each duplex, and
2. To make the adjustment during the mid-year budget review to include this amount into our 2021-2022 Financial Year Budget.

Carried by: Simple Majority

For: 6

Against: 0

Agenda Reference & Subject	
12.2 – Council Meeting Date February 2022	
Location / Address	Shire of Dundas
File Reference	CM.CO
Author	Chief Executive Officer
Date of Report	21 st December 2021
Disclosure of Interest	Nil

Summary

For Council to consider a change of date for the 18th January 2022 to the 22nd February 2022 Ordinary Council Meeting.

Background**Statutory Environment**

A Local Government is required at least once a year to give notice of the dates, times and locations of Ordinary meetings of the Council and Committee meetings that are open to the public that will be held within the following year.

Policy Implications

A.11 Council Meetings - Public Notice
EM.4 Video Recording of Council Meetings

Financial Implications

Meeting fees as set in the annual budget.

Strategic Implications

Nil

Consultation

Councillors
Staff
CEO

Comment

The CEO have requested a change of date for the February meeting, from the 18th January 2022 to the 22nd February 2022, be considered by the Elected Members. Due to scheduled commitments, attendance at the regular scheduled date would be impossible for the preparation of a workshop and IB Report and the Agenda for the 18th January 2022 meeting as we only reopen on the 10th January 2022.

Voting Requirements

Simple Majority

Officer Recommendation

That the Council accepts the new proposed date for the scheduled Ordinary Meeting to be moved from the 18th January 2022 to the 22nd February 2022.

Moved Cr. Wyatt
Seconded Cr. Maloney

Resolution

That the Council accepts the new proposed date for the scheduled Ordinary Meeting to be moved from the 18th January 2022 to the 22nd February 2022.

Carried by: Simple Majority

For: 6

Against: 0

13. Next Meeting

The next Ordinary Meeting of the Council is scheduled to be held on the **22nd February 2022**.

14. Closure of Meeting

There being no further business the Shire President thanked all those in attendance and declared the meeting closed at **6:34pm**.