



Norseman Woodlands to Eucla Coast

**Unconfirmed Minutes
Special Council Meeting
16th February 2023**

UNCONFIRMED

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.

UNCONFIRMED MEETING MINUTES for the
SPECIAL Meeting of the Council held in the Council
Chambers at the Shire Administration Office – Prinsep
Street Norseman on the 16th February 2023
commencing at 6:00pm

Table of Contents

| | | |
|----|---|---|
| 1 | Declaration of Opening and Announcement of Visitors..... | 4 |
| 2 | Declarations of Financial, Proximity, Impartiality Interests & Gifts Received. | 4 |
| 3 | Record of Attendance of Councillors / Officers and Apologies..... | 4 |
| 4 | Public Question Time. | 5 |
| 5. | Confirmation of Minutes of Audit Committee Meeting..... | 5 |
| 6. | Petitions, Deputations or Presentations. | 5 |
| 7 | Announcements by Presiding Member without Discussion. | 5 |
| 8 | Reports of Officers..... | 5 |
| | 8.1 – Acceptance of the Draft Annual Report Including the Annual Financial Report Year Ended 30th June 2022..... | 5 |
| 9 | Next Meeting..... | 8 |
| 10 | Closure of Meeting..... | 8 |

1 Declaration of Opening and Announcement of Visitors.

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

This Council meeting is being held on the traditional lands of the Ngadju people and I wish to acknowledge them as traditional owners and pay my respects to their elders, past and present.

1.1 Attendance at meetings by electronic means

The Shire President has been advised that Cr Patupis will be in Applecross, Western Australia, 6153; and Cr. Wyatt is in Norseman Western Australia, 6443 when the meeting is held and has approved the Councillors' request for attendance by video conference and telephone, with other Councillors present at the meeting in accordance with Administration Regulation 14C and 14CA; deeming the location from which the member intends to attend the meeting, and the equipment that the member intends to use to attend the meeting, as suitable for the member to be able to effectively engage in deliberations and communications during the meeting.

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

Financial Interests:

Nil

Proximity Interests:

Nil

Impartiality Interests:

Gifts Received by Councillors:

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

Nil

3 Record of Attendance of Councillors / Officers and Apologies.

| | |
|---------------|---|
| Cr L Bonza | Shire President |
| Cr R Patupis | Deputy Shire President |
| Cr JEP Hogan | |
| Cr S Warner | |
| Cr V Wyatt | |
| Cr C Maloney | |
| Peter Fitchat | Chief Executive Officer |
| Pania Turner | Manager of Corporate & Community Services |
| Barry Hemopo | Acting Manager of Works and Services |

4 Public Question Time.

S.Brown
M.Koot
J.Curtin

5. Confirmation of Minutes of Audit Committee Meeting.

Minutes of the Audit Committee meeting held on 17 January 2023 be confirmed as a true and accurate record.

Recommendation

That the minutes of the Audit Committee meeting held on 17 January 2023 be confirmed as a true and accurate record.

Moved: Cr. P. Hogan
Seconded: Cr. R. Patupis

Resolution

That the minutes of the Audit Committee meeting held on 17 January 2023 be confirmed as a true and accurate record.

Carried by: Simple Majority For: 6 Against:0

6. Petitions, Deputations or Presentations.

Nil

7 Announcements by Presiding Member without Discussion.

Nil

8 Reports of Officers

| Agenda Reference & Subject | |
|---|---|
| 8.1 – Acceptance of the Draft Annual Report Including the Annual Financial Report Year Ended 30th June 2022. | |
| Location / Address | Shire of Dundas |
| File Reference | FM.AD. |
| Author | CEO – Peter Fitchat & MCCA - Pania Turner |
| Date of Report | 13 th February 2023 |
| Disclosure of Interest | Nil |

Summary

For the Council to consider and approve the Annual Report for the financial year ended 30th June 2021 (as included in the papers relating) and to set the date for the Annual Electors Meeting.

Background

The Audited Annual Financial Report and Auditor's Report were presented to the Audit Committee held on 17th January 2023 and the Council resolved the following:

That the Audit Committee recommend to Council that:

- 1. The audited Annual Financial Report for the Year Ended 30th June 2022 be received.**
- 2. The Independent Auditor's Report for the Year Ended 30th June 2022 be received.**
- 3. The Audit Final Management Letter be received.**

Statutory Environment

The Local Government Act requires that the local government accept the Annual Report by the 31st December following the year subject to the audit report being available. If the audit report is not available to allow the local government to accept it by that date, then the annual report needs to be received within two months of the audit report being received. Due to changes in the new Financial Standards introduced by the Office of the Auditor General there was a delay in receiving the Financial Statements causing subsequent delay in the Annual Report being adopted.

The Act also requires that a General Electors Meeting be held within 56 days of the local government accepting the annual report of the previous financial year.

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Regularly review of strategic plans in line with the actual performance (summarised in the annual report) will indicate the progress that the Shire has made in achieving its strategic objectives.

Consultation

CEO, MCCS, Moore Australia,

Comment

Key Events of the Year

The impacts of COVID-19 continued to impact local and regional communities, as well as having national and global impacts. Elected members continued to advocate for local residents and local business being socially and financially impacted by the pandemic. Shire resources and staff time was again consumed in addressing the operational impacts to workforce, supply of products, project delivery as well as community health and wellbeing. As vaccination rates increased both State and Federal's government narratives changed to learning to live with the virus and high case load settings. Council, Shire staff and the whole Community worked to overcome the challenges the pandemic placed on day-to-day living, individual and community health, workforce, local business, industry, and the economy.

Governance

- 2021-2022 Council undertook extensive consultation in preparation for the adoption of two significant Plans- the Strategic Community Plan (adopted September 2022) and the Community Bushfire Plan (adopted December 2022).
The development of these Plans required community and stakeholder engagement to ensure the Plans met the needs of the local
- The Shire of Dundas Council continued to advocate for the small regional communities taking more WA to have agenda items presented at the WALGA AGM.
- Senior officers continued to review the Shire's existing policies and procedures to ensure transparency, compliance, and best practice guides the Shire's operations.

Law, Order and Public Safety

- The Shire of Dundas LEMC proactively sought to prepare for the 3rd March opening of WA borders by conducting local COVID-19 Outbreak Desktop Exercise. The exercise tested responders' and stakeholder's emergency response procedures in relation to the Dundas Pandemic Response Plan which was adopted by Council in December 2021.
Hygiene packs, oximeters, masks and RATs were also distributed by the Shire.
- The Shire added to the portable CCTV cameras finding them a useful and more flexible option to address hot spots of crime.
- Animal welfare and control was a priority with Council who invested \$188,934.21 in 21/22. This increase included the start of the Norseman dog park development.

Education, Welfare and Community

- Many of the Shire's community services run from the Norseman Community Resource Centre. The CRC operates as an agent for Centrelink, Medicare and the ATO. In addition to these services the CRC runs a variety of community workshops and is a preferred venue for visiting service providers such as Centre care, Department of Housing, and legal aid, and licensing.
- The Shire continues to have a close and productive relationship with Norseman District High School, valuing the collaborative approach to address the needs of the Norseman children and young people. The pandemic has seen and increased focus on supporting mental health and wellbeing initiatives.

Culture and Tourism

- The Woodlands Cultural, Community, and Visitor Centre housing both the Norseman CRC and Visitor Centre continued to provide essential service support pandemic, assisting tourists and residents with navigating G2G passes, and digital vaccination certificates.
- As 2022 progressed it was pleasing to be able to hold more events, even though numbers were somewhat low due to people still feeling vulnerable. The monthly community markets returned to Norseman, as did the Craft Ladies Wednesday get-togethers
- Coming together in celebration was the members of the Ngadju community with a week of NAIDOC Heal Country activities being held, culminating in the NAIDOC Ball.

Audit Report

The Independent Audit Report identifies that the Shire of Dundas has completed the 2021/22 financial year in accordance with the appropriate legislation and regulations and that there are no material matters affecting the Shire's financial position. Furthermore, there are no items of statutory non-compliance raised.

Annual Financial Report

The revenue of the Council is derived from rates, fees, charges and grants. Council received operating and capital grants of \$2,103,028 during the year to support service provisions and various projects. Revenue from the rates for the year was \$2,853,087.

During the year, Shire has incurred operating expenditure of \$4,275,972 excluding depreciation to provide various services to the community.

It is proposed to hold the General Electors Meeting on the 28th February 2022.

Voting Requirements

Absolute Majority

Officer Recommendation

That the Council of the Shire of Dundas

- 1. Accept the Annual Report including the Annual Financial Report for the financial year ended 30th June 2022 as is included in the Papers Relating.**
- 2. Advertise that the Annual General Electors Meeting is to be held on the 28th February 2023 at the Shire Administration Building at 88-92 Prinsep Street, Norseman at 5.30pm.**

Moved Cr. R. Patupis

Seconded Cr. P. Hogan

Resolution

That the Council of the Shire of Dundas

- 1. Accept the Annual Report including the Annual Financial Report for the financial year ended 30th June 2022 as is included in the Papers Relating.**
- 2. Advertise that the Annual General Electors Meeting is to be held on the 28th February 2023 at the Shire Administration Building at 88-92 Prinsep Street, Norseman at 5.30pm.**

Carried by: Absolute Majority For: 6 Against 0

The President recognised the efforts of the Shire of Dundas CEO and staff, acknowledging the size of the team and the work accomplished.

9 Next Meeting

The next Special Meeting of the Council will be called as required.

10 Closure of Meeting

There being no further business the Shire President thanked all those in attendance and declared the meeting closed at 6:06pm