



Ordinary Council Meeting

17th July 2018



Papers Relating

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10.1.1

Development Application – Tyre Business

Our ref: NPA201861602

26th June 2018

James Hughes
201 Oakmont Avenue
Meadow Springs WA 6210

By email: jimbohughes450@gmail.com

Dear Sir,

RE: Development Application – Tyre Business

Thank you for your letter dated 04th June 2018 and the application for planning consent.

Please note that the Council of the Shire of Dundas at its ordinary meeting held on the 19th June 2018 resolved the followings:

“That the Council of the Shire of Dundas lay Agenda item 10.1.1 on the table until the 21st August 2018 Council Meeting, pending further information”.

The Council would like to know how you would ensure that the following requirements are met in operating a tyre repair and fitting business from Lot 84 (82) Roberts Street Norseman;

- 1. All tyre repairs and fitting is to be undertaken within the confines of the building**
- 2. No noise is to emanate outside the property from machinery and compressors**
- 3. All signage for the business is to approved by the Shire before installation**

Please have the development application form signed by the owner of the property and provide the above information to the Shire prior to the 12th July to enable the information to be included in the agenda for the next Council meeting.

Should you have any questions or require further clarification please do not hesitate to contact me.

Yours sincerely



Gihan Kohobange
Acting CEO

8 July 2018

201 Oakmont Avenue
Meadow Springs WA 6210

Shire of Dundas
PO Box 163
Norseman WA 6443

LETTER OF UNDERTAKING
Development Application – Tyre Business

Dear Sir/Madam

Further to your letter dated 26 June 2018, I address your concerns regarding the operation of a Tyre Business - to be owned and operated by myself at 82 Roberts Street Norseman.

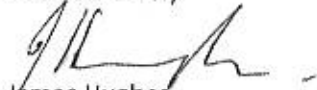
I, James Hughes, undertake to operate the business in a manor by which all tyre repairs and fitting will be undertaken within the confines of the building and the external areas will be kept neat and tidy at ALL times. I will establish a garden and landscaping to the rear of the property to screen the hardstand area. No customer repairs or fittings will occur on the footpath or on the roads surrounding the property, cars will be driven into the building for service.

I undertake to ensure that noise levels will be kept to a minimum. No noise will emanate from the property, the compressor will be the very latest in technology, it will be quiet, and housed inside insulated spaces/rooms inside the building to ensure FULL noise reduction. Machinery and tools will be small in scale, and of a workshop nature, and no noise will be generated above acceptable levels, as per existing standards for other similar commercial operations in Norseman.

Any signage will be designed and forwarded for approval by the council and then to the owner prior to the ordering and installation of same. A diagram showing the exact location, size and colour will be created to seek Council approval.

I appreciate the opportunity to open this business in Norseman and I accept the Council requirements and conditions.

Yours sincerely




James Hughes
Proprietor

TOWN PLANNING AND DEVELOPMENT ACT 1928 (AS AMENDED)

SHIRE OF DUNDAS

1	Surname of Applicant	HUGHES
	Given Names	JAMES
	Address	201 OAKMONT AVENUE MEADOW SPRINGS WA 6210
2	Surname of Land owner (if different from above)	MARGARIS
	Given Names	LOUKAS
	Address	9 ROBERTS STREET NORSEMAN WA 6443
3	Submitted By	JAMES HUGHES
4	Address for correspondence	201 OAKMONT AVENUE MEADOW SPRINGS WA 6210
5	Locality of Development	82 ROBERTS STREET NORSEMAN WA 6443
6	Title Details of Land	LOT 84, DP. 222,908 (84/22908)
7	Name of road serving property	ROBERTS STREET NORSEMAN
8	State type of development	PLANNING DEVELOPMENT - TYRE BUSINESS
	Nature & size of all buildings proposed	EXISTING BUILDING, LAND AND SHED
	Materials to be used on external surfaces of buildings	EXISTING COLOURBOND AND TIMBER
	General treatment of open portions of the site	EXISTING CONCRETE AND GRAVEL
	Details of car parking and landscaping proposals	EXISTING ON SITE AND OFF STREET
	Approximate cost of proposed development	UPGRADING AND COSMETIC COSTS TO BE ADVISED
	Estimated time for construction	NO CONSTRUCTION WORK


Signature of Owner


Signature of Applicant or Agent

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

8/7/18

11/7/18



10.2.1

Updated Norseman Aerodrome Manual



Shire of Dundas

Norseman Aerodrome Manual



To be adopted by the Council 2018

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Forward

This manual has been prepared to provide general information and operating procedures for the Norseman aerodrome.

The Shire of Dundas operates and maintains the Norseman aerodrome in accordance with the procedures set out in the Norseman Aerodrome Manual.

If staff become aware of a divergence from these procedures, or if compliance with these procedures is impossible or impracticable for any reason, they must advise their manager immediately.

Staff are encouraged to query these procedures if the intended results can be achieved in a more reliable, safer, efficient or cost effective manner.

Part 1 General information.

1.1 Purpose and Scope

The purpose of the Norseman aerodrome manual is to provide:

- detailed information regarding the aerodrome site, facilities, services, equipment, operating procedures, organisation and management of the Norseman aerodrome.
- a reference document for the use by staff (and contractors) of their activities to operate and manage the activities and business of the aerodrome; and
- a reference document to be used by officers of the CASA in audit and inspection activities related to the Norseman aerodrome.

1.2 Aerodrome Status

Registration has been issued by the CASA for the Norseman aerodrome.

1.3 Conditions of Use

Norseman aerodrome operates 24 hours per day for take-off and landing of aircraft and when it is available it is so under equal terms and conditions to all persons and operators.

1.4 Recording Aircraft Movements

All data relating to the recording of aircraft movements is collected and recorded by Avdata Australia.

1.5 Obligation of the Aerodrome Operator

Under the regulations the operator of an aerodrome is to:

- ◆ Comply with mandatory standards and practices;
- ◆ Employ an adequate number of qualified and skilled staff;
- ◆ Operate the aerodrome in accordance with the procedures set out in the aerodrome manual;
- ◆ Arrange for an audit of the safety management systems;
- ◆ Permit access to authorised CASA officers for inspection and testing purposes related to ensuring safety at the aerodrome;
- ◆ Make required notifications to the CASA or pilots;

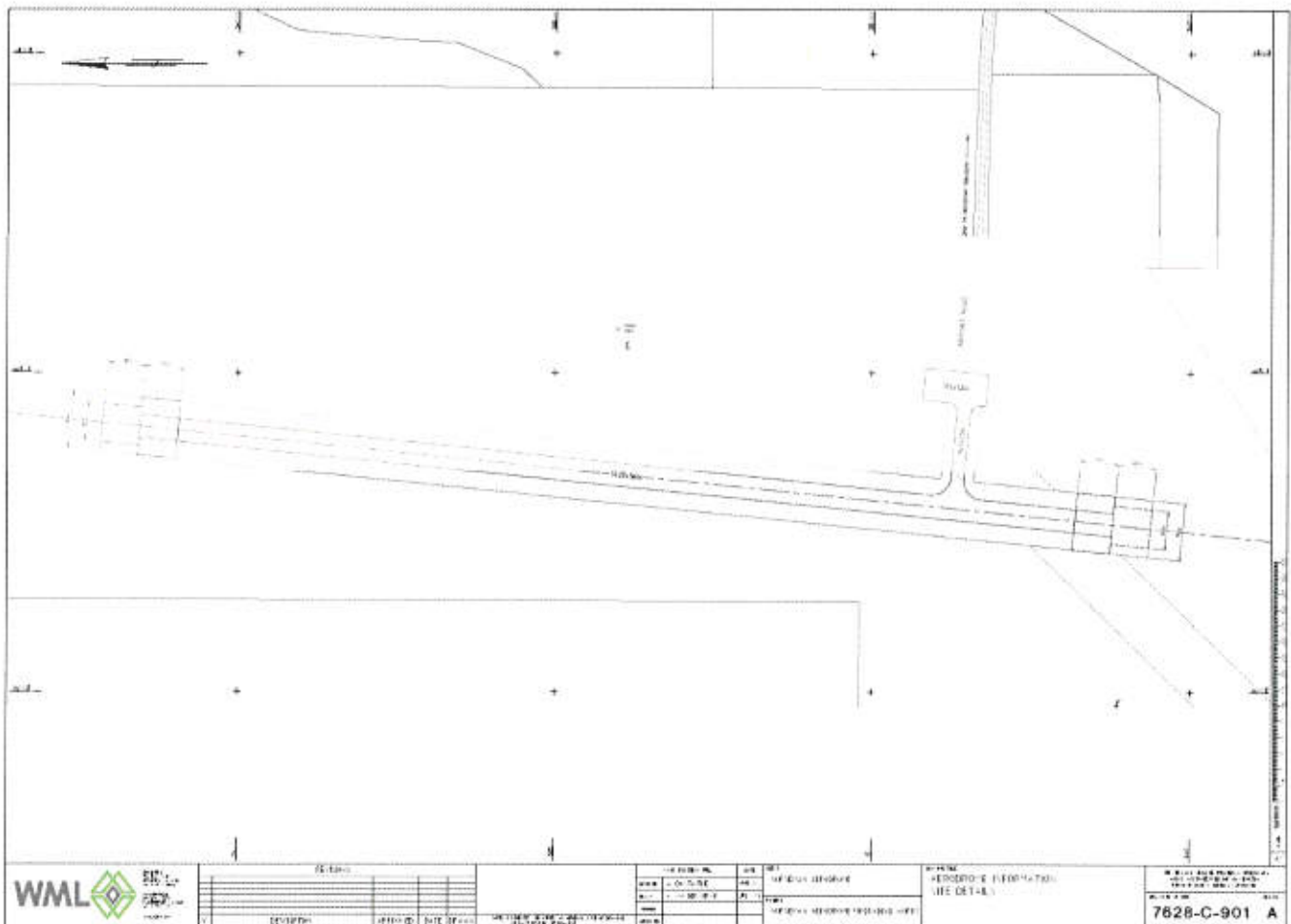
- ◆ Conduct inspections as necessary; and
- ◆ Remove obstructions on the aerodrome that is likely to be a hazard.

Part 2 Aerodrome Information

2.1 Site Details

The Norseman Aerodrome Plan indicates

- ◆ the main aerodrome operational facilities;
- ◆ the location of each wind direction indicator; and
- ◆ the distance of the aerodrome to the nearest town and the location of off-aerodrome facilities.



2.2 AIP Australia

Up to date AIP Australia information relating to the Norseman Aerodrome can be accessed on the Air Services Australia website at:

http://www.airservicesaustralia.com/aip/current/ersa/FAC_YNSM_29-May-2014.pdf

Part 3 Aerodrome Operating Procedures

3.1 Reporting

3.1.1 Purpose

The purpose of these procedures is to ensure that CASA and AIS are notified of any changes in the physical condition of the aerodrome and of new obstacles that may affect the safety of aircraft operations.

3.1.2 Responsibilities

The Aerodrome General Manager has overall responsibility for ensuring that procedures are established and resources provided to report changes to aerodrome physical characteristics that may affect the safety of aircraft operations.

The Aerodrome Manager is responsible for documenting reporting procedures for advising AIS of permanent changes to aerodrome information and advising CASA of any significant changes to aerodrome information that may occur.

The Aerodrome Manager is responsible for implementing the reporting procedures documented in this manual.

The ARO's are responsible for reporting the day-to-day serviceability of the aerodrome and notifying temporary changes to published aeronautical information to the Aerodrome Manager.

3.1.3 Legislation, Standards and Technical References

The Aerodrome Manager is to notify CASA immediately of any changes in aerodrome information or the serviceability of aerodrome facilities.

3.1.4 Reporting Procedures

Any situation that may have an immediate effect on the safety of aircraft operations will be reported in by NOTAM.

In most cases aerodrome conditions or new obstacles that need to be reported immediately will be detected during the serviceability inspections. The inspection form can be found on the Shire of Dundas record management system at:

[N:\Works & Services\Airport\Inspection form](#)

All NOTAM action is recorded, maintained and filed by the Aerodrome Manager. This information will be made available on request by authorised CASA officers for audit. Permanent changes to aerodrome information will be advised directly to CASA, included in the AIP-ERSA (as required) and kept on file by the Aerodrome Manager. The file will be made available for audit on request by authorised CASA officers.

3.1.5 NOTAM

NOTAM's are used to advise pilots and other persons concerned with flying operations about matters of an urgent nature that may affect the safety of aircraft operations.

In relation to the Norseman aerodrome this includes temporary changes in published information, unserviceability's, or newly detected obstacles.

At Norseman aerodrome the delegation to originate a NOTAM is restricted to the Aerodrome Manager or a delegated officer.

The NOTAM will be originated in the standard NOTAM format for any of the following circumstances:

- A change in the serviceability of the aerodrome;
- Aerodrome works affecting the aerodrome area or penetrating the OLS;
- New obstacles which affect the safety of aircraft operations;
- Bird or animal hazards on or in the vicinity of the aerodrome;
- A change in the availability of aerodrome visual aids, i.e. markers and markings, runway lighting, etc; and
- Any change in aerodrome information published in AIP.

The NOTAM information must be provided by:

Email on nof@airservicesaustralia.com; or

Fax on (02) 6268 5044.

Where urgent advice is given by telephone on (02) 6268 5063 in the first instance, it must be confirmed by fax or email as soon as possible.

When raising a NOTAM the Aerodrome Manager must subsequently check the issued NOTAM for accuracy. Normally this is done when the NOF fax back a copy of the issued NOTAM as per the request on the standard NOTAM form.

3.1.6 Incident Reporting

Any object found on the movement area such as an aircraft component or bird carcass will be reported.

All incidents are to be recorded in the ARO's inspection sheet. Where necessary an additional written incident report will be raised.

The Aerodrome Manager will determine if an Air Safety Incident Report (ASIR) needs to be completed and submitted to the ATSB. The Aerodrome Manager will initiate and coordinate internal investigations into aviation incidents of interest to the Norseman aerodrome.

3.2 Inspections

3.2.1 Purpose

The aim of these procedures is to ensure that the aircraft movement area, related facilities, and the obstacle limitation surfaces (OLS) are regularly inspected to ensure CASA safety standards are maintained.

3.2.2 Responsibilities

The Aerodrome General Manager has overall responsibility for ensuring that procedures are established and resources provided for aerodrome inspections in order to ensure that CASA standards are met.

The Aerodrome Manager has responsibility for ensuring that daily serviceability inspections are satisfactorily carried out and that appropriate actions/ reporting takes place as a result of those inspections.

The ARO's are responsible for carrying out daily serviceability inspections of the aerodrome area and the OLS.

The Aerodrome Manager is responsible for carrying out monthly inspections of aerodrome facilities and OLS for the purposes of quality control. He is also responsible for ensuring that a bi-annual safety inspection is undertaken and the report submitted to CASA within the prescribed timeframe.

3.2.3 Legislation, Standards and Technical References

The Aerodrome Manager is to ensure that the aerodrome facilities are maintained in a safe physical condition and to monitor the OLS for the presence of obstacles. CASA is to be notified if any changes in the physical condition or obstacles are detected that may affect the safety of aircraft.

3.2.4 Serviceability Inspections

The Aerodrome Manager will ensure that there are sufficient suitable qualified ARO's to undertake monitoring of aerodrome serviceability.

3.2.5 Serviceability Reporting

Serviceability inspections are recorded in the Shires record management system. The serviceability inspection report should include the time that the serviceability inspection was performed, any significant occurrences or defects identified and should be recorded along with the action taken to rectify the problem or a time frame for action to be undertaken. eg;

- Aerodrome deficiencies requiring action;
- Runway and movement area surface condition;
- Significant safety or security events;
- OLS infringements;
- Found objects including aircraft parts
- Bird or animal strikes;
- Significant bird or animal activity;
- Hazmat spills; and
- Time frame for actions to be undertaken.

ARO's who find aircraft parts will immediately advise the Aerodrome Manager. The Aerodrome Manager will attempt to identify the part and alert the pilot of the aircraft that may have been involved.

Inspection sheets are to be retained as a permanent record of aerodrome serviceability and made available on request for audit by authorised CASA staff.

3.2.6 Communications

A portable VHF air radio transceiver is available from the Shire Administration office and is to be used for communications whilst on the aerodrome.

When driving a vehicle or on foot on the aircraft movement area, all inspecting personnel shall keep a continuous lookout and radio listening watch for aircraft and maintain continuous communication ability.

All radios other than VHF air-band transceivers must be switched off.

3.2.7 Inspection Procedure and Frequency

Serviceability inspections shall be carried out as follows:

- Twice weekly serviceability inspections at the start of the work day;

- After heavy rainfall, strong winds or other significant phenomenon which could reasonably be expected to affect the serviceability of the aerodrome;
- When requested by the Aerodrome Manager; or
- If advised by a reliable sources such as staff, an aircraft pilot, or airline representative, that there is a possible problem on the aircraft movement area.

3.2.8 Unserviceability

ARO's who detect unserviceability on the aircraft movement area will take the following actions in sequence:

- **Inspect** the facility;
- **Report** the unserviceability to the Aerodrome Manager;
- **Mark** (if required) the unserviceable portion of the movement area;
- **Repair** arrange with relevant maintenance personnel for repairs to the affected area to be carried out;
- **Review** the situation prior to the nominated review date/time; and
- **Report** to the Aerodrome Manager if the affected area has been reinstated or nominate a new expected duration date/time the unserviceability.

An unserviceable portion of a runway shall be marked in accordance with the standards specified. Allowance shall be made for obstacle clearance in displaced threshold calculation considerations.

If an unserviceability will continue during night operations temporary battery lighting may be used in emergency situations only.

3.2.9 Reasons for Closure of Movement Area

Reasons that justify closure of specific facilities include:

Runway

- Runway surface flooding
- Soft & wet runway strip surface
- Pot holes in the runway or runway strip surface
- Deep erosion in the runway strip surface
- Obstacles on the runway or runway strip surface or infringing the associated approach/take-off surfaces
- Loose stones or other debris on the runway surface (with immediate clean up delayed)
- Excessive bird activity on a particular runway or within the approach/take-off areas of that runway
- Or any other reason which may affect the safety of aircraft operations.

Note: Any condition that renders a portion of runway strip unserviceable, generally also renders the runway unserviceable.

Taxiways

- Surface flooding
- Soft & wet surface
- Pot holes in the surface (if beyond the scope of immediate maintenance)
- Deep erosion of the taxiway strip surface
- Loose stones or other debris covering the surface (immediate maintenance)

- delayed)
- Soft surface
- Immovable obstacles
- Fuel or oil spills
- Or any other reason which may affect the safety of aircraft operations

3.2.10 Annual Safety Inspection

An aerodrome safety inspection is to be undertaken annually to formally establish compliance with CASA safety standards and shall be carried out in accordance with the guidelines.

The inspection shall be undertaken by a qualified Aerodrome Safety Inspector under the direction of the Aerodrome Manager. A Safety Inspection Report shall be prepared no later than 12 months after the previous report and submitted to CASA within 30 days of completing the inspection.

The report shall include the most recent approach/take-off climb survey information, or a statement indicating that there is no change to the information; and a formal narrative report highlighting important items for attention.

The report shall clearly identify whether the aerodrome physical and operating standards comply with mandatory standards or any formal exemptions current at the time of the report.

The report should include advice of permanent changes to the physical condition of the aerodrome and any amendment action required to update AIP information.

The report should also review the status and adequacy of the Norseman Aerodrome manual.

3.3 Obstacle Control

3.3.1 Purpose

The aim of these procedures is to ensure that suitable provision is made to monitor and control the erection of temporary and permanent structures that may adversely impact aircraft operations.

3.3.2 Responsibilities

The Aerodrome Manager has overall responsibility for establishing procedures to monitor and notify the presence of obstacles to CASA, and to control the erection of temporary and permanent structures in the vicinity of the aerodrome.

The Aerodrome General Manager is responsible for handling applications for approvals to erect permanent structures and other temporary structures.

The Aerodrome Manager has responsibility for monitoring published information relating to obstacles (i.e. arranging approach and take-off surveys, normally done as part of the annual safety inspection, and surveys).

The ARO's are responsible for day-to-day monitoring of the OLS and to detect unapproved obstacles and to take measures to have them removed or lowered to a safe operational height as required.

3.3.3 Administration of Obstacle Control

The process for assessing and approving an application to erect an obstacle is dependent on the whether it is temporary or permanent and whether it infringes on the OLS.

3.3.4 Obstacle Monitoring

ARO's will monitor the OLS surfaces daily during their aerodrome serviceability inspections.

If a temporary obstacle is erected on aerodrome land without approval and detected during the aerodrome serviceability inspection, the ARO will have it removed immediately and if it is located off aerodrome land, advise the Aerodrome Manager.

If the obstacle is infringing on take-off, approaches or OLS the Aerodrome Manager will raise a NOTAM with a description of the obstacle, height AMSL, magnetic bearing and distance from the ARP, and surface infringed.

Once the obstacle is removed the NOTAM is to be cancelled.

Any new permanent obstacles detected during daily inspections should be assessed and surveyed by the Aerodrome Manager as soon as possible to determine the extent of the infringements. For any obstacle assessed as penetrating or has the potential of penetrating the specified limits, the Aerodrome Manager will raise a NOTAM and advise CASA.

3.4 Access

3.4.1 Purpose

The control of access to the aerodrome is a means of ensuring the safety of aircraft operations. The purpose of these procedures is to assist the safety of aircraft operations by only permitting access onto the aerodrome area to authorised persons, vehicles or equipment.

3.4.2 Responsibilities

The Aerodrome Manager has overall responsibility for ensuring that procedures are established and resources are provided for aviation security and for the control of access to the aerodrome.

ARO's are responsible for carrying out day-to-day security surveillance of the aerodrome.

3.4.3 Access Controls

No person is permitted on the aerodrome without a lawful excuse. The entire aerodrome is bounded by a security fence for the restriction of unauthorised entry. Gates are kept closed at all times. Restricted access signs are located at each access gate and at regular intervals along the boundary fence.

3.5 Emergency Plan

3.5.1 Purpose

The purpose of an AEP is to provide a timely and coordinated response for rescue and recovery from an emergency on the aerodrome. The primary purpose of this section is to document the responsibilities and background information in relation to the AEP.

3.5.2 Responsibilities

The responsibility of preparing an AEP lies with the Shire of Dundas. The Aerodrome Manager will prepare an AEP in consultation with the LEMC.

3.5.3 AEP Planning

The Aerodrome Manager has overall responsibility to coordinate the response if

an emergency occurs at the aerodrome involving aircraft and/or aerodrome facilities. The LEMC which is chaired by the Aerodrome General Manager is responsible for developing the AEP. The Aerodrome Manager fulfils the position of executive officer for the Aerodrome Emergency Planning Committee.

3.5.4 Local Emergency Management Committees

The LEMC is the main forum to develop, distribute and amend the Aerodrome Emergency Plan for the Norseman aerodrome.

The Committee meets as often as is necessary to carry out its functions and will be comprised of a group of core members from;

- Shire of Dundas;
- Norseman Hospital;
- State Emergency Service;
- St John Ambulance Service;
- DFES; and
- Norseman Police

The LEMC may form sub committees to deal with the details of planning for welfare, media, general aviation, training, special projects and exercise planning

3.5.5 Aerodrome Emergency Exercises

To ensure that the plan is functional and that all agencies are familiar with their roles and responsibilities, an exercise program will be developed by the LEMC. The committee will determine the frequency and type of exercises to be held.

3.5.6 Aerodrome Emergency Plan Review

After a major activation of the plan or following an exercise, the LEMC will meet to identify areas where the plan may be improved.

3.5.7 Standard Operating Procedures

Each responding agency is responsible for developing its own procedures for implementing its part of the AEP.

3.6 Fire and Emergency Services

3.6.1 Purpose

The NVFRS and SES provide a fire fighting and rescue service to save lives in the Shire. The facilities of the NVFRS & SES are to be directed at attending to and dealing with an aircraft incident occurring on or in the immediate vicinity of the aerodrome where practical.

3.6.2 Responsibilities

The DFES is responsible for ensuring adequate equipment is available and the appropriate level of protection is available.

3.7 Lighting

3.7.1 Purpose

The aim of these procedures is to detail the arrangements for the provision, inspection and maintenance of the aerodrome emergency lighting.

3.7.2 Runway Lighting

There are permanent solar powered runway lighting facilities installed. The lights are activated by the PALC system and the frequency is printed in ERSA. There is no lighting on the taxiway or parking area, marking is by way of reflective markers only.

3.7.3 Responsibilities

The Aerodrome Manager has the overall responsibility for the provision and maintenance of aerodrome emergency lighting facilities.

3.8 Work Safety

3.8.1 Purpose

The aim of these procedures is to describe the arrangements for the planning and safe conduct of works that affect the movement area or OLS.

3.8.2 Responsibilities

The Aerodrome Manager has overall responsibility for operational safety aspects of aerodrome work and for the formal approval of working plans.

3.8.3 Method of Working Plan

All scheduled aerodrome works, other than emergency works, will require a works plan and an appropriate NOTAM. In general, these are works that require partial or complete runway or taxiway closures, or will cause significant disruption to the aerodrome.

A works plan will be prepared for works that will have a major operational impact, or cause disturbance to operations over an extended period.

The Aerodrome Manager will consult with CASA when necessary to identify operational impacts and the measures necessary to ensure an acceptable level of aviation safety.

After consultation the Aerodrome Manager will determine the restrictions to works and to aircraft operations.

The works plan is to be issued prior to the scheduled commencement of work.

The specific functions of the works plan are to:

- Ensure the safety of aircraft operations and the day-to-day safe conduct of works in accordance with provisions of the works plan;
- Ensure that the works are notified by NOTAM.

3.8.4 Marking and Identification of Vehicles and Plant

Vehicles and self-propelled items of plant are regarded as mobile obstacles while they are engaged on aerodrome works.

Vehicles or plant that is regularly used on the movement area by day should be a conspicuous colour. Vehicle warning beacons (where fitted) will be amber, yellow or orange flashing or rotating dome light.

Vehicles and plant used infrequently on aerodrome works, e.g. contractor's plant and equipment, are not required to meet the colour or lighting standards, or to be fitted with radio transceivers however they must be escorted at all times by an ARO.

3.8.5 Conduct of Aerodrome Works

Only vehicles, plant, equipment, materials and personnel actually engaged on works are permitted on the movement area. All other vehicles, plant, equipment and materials will be parked or stored in an area designated by the Aerodrome Manager.

Temporary buildings and structures, and all materials and equipment associated with the works, will be sited and restrained so that they cannot be disturbed by strong winds.

Personnel associated with the works will not be permitted to enter the movement area, whether on foot or while operating vehicles or plant, unless authorised.

3.8.6 Works Security Arrangements

Contractor's access to the aerodrome will be by arrangement with the Aerodrome Manager. The contractor will be responsible for all the persons under his control.

3.9 Aircraft Parking

3.9.1 Aircraft Parking Areas

There is one area at the Norseman aerodrome designated for aircraft parking for general aviation and helicopters.

- Aircraft parking is the pilot's responsibility.
- Tie-down parking is not available.

3.10 Vehicle Parking

3.10.1 Purpose

The purpose of vehicle control is to ensure the safe operation of vehicles on the Norseman aerodrome.

3.10.2 Responsibilities

The Aerodrome Manager has overall responsibility for the development and implementation of procedures and provision of resources for the control of persons and vehicles entering and operating on the Norseman aerodrome.

Persons wishing to operate a vehicle on the Norseman aerodrome are responsible for obtaining approval from the Aerodrome Manager.

3.11 Wildlife Hazard Management

3.11.1 Purpose

The aim of these procedures is to minimise the hazard to aircraft operations created by the presence of birds and/or animals on or in the vicinity of the aerodrome.

3.11.2 Responsibilities

The Aerodrome Manager has overall responsibility for bird and animal hazard management program for Norseman aerodrome.

The ARO is responsible for bird harassment and dispersal and is authorised to use firearms with "Birdfrite" or live ammunition while operating within the aerodrome boundary.

3.11.3. Bird Hazards

A bird strike is an air safety incident that must be reported to the Air Safety Investigators (ASI) if there is damage to the aircraft.

3.11.4 Monitoring Bird Activity

Bird activity on the aerodrome will be monitored during routine daily serviceability inspections by ARO's and as part of the annual safety inspection

The number of birds present on the aerodrome is to be recorded on the inspection

form. These forms will be retained by the Shire for auditing by CASA and as a data source for analysis.

Areas of high attraction or unusual bird activity in the aerodrome vicinity, particularly in the approach and take-off areas, will be monitored separately as required.

All bird strikes or suspected strikes will be recorded, even if the carcass has not been recovered.

3.11.5 Bird Control

Any birds sighted adjacent to runways and runway strips and posing a threat to the safety of aircraft operations will be dispersed. The killing of protected birds will only be undertaken as a last resort. In general all troublesome territorial birds which ignore persistent harassment efforts may need to be culled.

Excessive bird activity on a particular runway or within the approach/take-off areas of that runway may require closure of the runway or raising a NOTAM to advise of increased bird activity and parts of the aerodrome affected.

3.11.6 Use of Firearms

Firearms must not be discharged near public areas, over boundary fences or in the direction of an aircraft. They must be unloaded when carried in vehicles or stored in the locker. When not in use, firearms must be held in the secure lockable cabinet or containers provided.

Firearms must not be discharged from within vehicles at any time.

3.11.7 Environmental Management

ARO's who monitor wildlife activity will also monitor any obvious environmental attractions to birds such as nearby rubbish dumps (either legal or illegal), wetland areas, etc. These will be reported to the Aerodrome Manager who will determine what action should be taken.

3.11.8 Animal Hazards

Animals are normally prevented from entering the aerodrome by keeping aerodrome gates shut and maintaining the integrity of the boundary fence.

However, if animals do gain entry to the aerodrome and the problem is beyond the scope of aerodrome staff, then special assistance will be called e.g. staff of specialist animal organisations or an appropriate commercial organisation.

Firearms will be used only as a last resort to harass animals away from the aircraft movement areas.

3.12 Disabled Aircraft Removal

3.12.1 Purpose

The aim of the Disabled Aircraft Removal Plan is to provide for an efficient, coordinated response to quickly and safely remove an aircraft that has caused temporary closure of a runway, taxiway or affected the OLS.

These procedures are intended to deal solely with disabled aircraft within the aerodrome boundary only after the requirements of the AEP relevant to the aircraft incident or accident have been completed.

3.12.2 Responsibilities

3.12.2.1 Aerodrome Manager

The Aerodrome Manager has overall responsibility for the Disabled Aircraft Recovery Plan at the aerodrome. For minor incidents, the Aerodrome Manager is responsible for controlling and co-ordinating the response for recovery of a disabled aircraft. This may require liaison with the aircraft operator, the ATSB investigation team and/or Police (if involved) to obtain a clearance to remove the aircraft.

The Aerodrome Manager is responsible for raising an appropriate NOTAM and for ensuring that any unserviceable portions of the aerodrome are correctly marked to provide for safe aircraft operation on the remaining usable areas.

3.12.2.2 Aircraft Owner/Operator

The aircraft owner, defined as the holder of the certificate of registration, is responsible for the aircraft removal and disposal of fuel and other hazardous materials that may have been spilled as a result of the incident/accident.

Approval for aircraft removal may be required from the ATSB and/or Police for accidents of a more serious nature that require on-scene investigations.

3.12.2.3 Air Safety Investigation

The ATSB is responsible for the investigation of all aircraft accidents and incidents involving civil aircraft operations. If the investigator elects to conduct an on-scene investigation, a disabled aircraft cannot be removed from the movement area until authorised by the investigator

3.12.2.4 Police

The Police (if involved through activation of the AEP), in conjunction with the ATSB, authorise the removal of a disabled aircraft when their on-scene investigation has been completed.

3.12.3 Aircraft Removal

When a disabled aircraft is removed from the aerodrome manoeuvring area it shall be taken to a location, and by a route, approved by the Aerodrome Manager.

If removal is delayed or is progressing at an unacceptable rate, the Aerodrome Manager will remove the disabled aircraft at the owner/operator's expense and risk.

3.12.3.1 Aircraft Owner

When advised of a disabled aircraft, the owner should;

- Liaise with the Aerodrome Manager.
- Consider contingency planning for aircraft removal as soon as practicable following its release by the ATSB.

3.12.4 Air Safety Requirements

Aerodrome staff are required to cooperate with and provide reasonable assistance to ATSB should an on-scene investigation be necessary.

3.13 Handling Hazardous Materials

3.13.1 Purpose

This aim of these procedures is to ensure the safe handling of hazardous materials or dangerous goods on the aerodrome, including:

- Flammable liquids and solids
- Corrosive liquids

- Compressed gases
- Magnetised or radioactive materials
- Explosives
- Biological substances

The procedures are intended to ensure public safety and continued safety of aircraft operations.

3.13.2 Responsibilities

The Aerodrome Manager has overall responsibility for establishing procedures to ensure the safe handling of hazardous materials at the aerodrome.

Each organisation involved in air freighting hazardous materials is responsible for compliance with dangerous goods provisions, adopting correct procedures for packaging, storage and their transfer.

Carriers of explosive freight are responsible for advising the Aerodrome Manager that hazardous materials are to be shipped, and provide a copy of the CASA approval authorising the shipment.

3.13.3 Hazardous Materials Storage

3.13.3.1 Aviation Fuel

Aviation gasoline (Avgas) and Jet aviation fuel (Jet-A1 / Avtur) is not stored at the Norseman aerodrome.

Fuel is arranged by contacting the nearest aviation fuel suppliers: BP Norseman & Caltex Norseman.

3.13.3.2 Other Hazardous Materials

No other hazardous materials covered by these procedures are stored permanently on the aerodrome. Temporary storage pending consignment by air is the responsibility of the freight operator.

3.13.4 Hazardous Materials Incidents

A hazardous materials incident may be of a minor nature (i.e. a minor fuel spill) or a major incident that requires activation of the Aerodrome Emergency Plan.

ARO's will routinely monitor fuel, grease, oil and sewerage spills on aprons as part of their daily serviceability inspections. They will check and report any spills that require clean up, or are significant enough to require parking bay closure.

3.13.5 Handling Procedures

3.13.5.1 Aviation Fuel

During fuelling operations the provisions of the applicable regulations apply. When not in use, mobile tankers and other dispensing equipment are to be stored in an area meeting the requirements of relevant standards.

3.13.5.2 Other Hazardous Materials

For the shipment of hazardous materials the following criteria will be considered when allocating an area for the procedure:

- Drainage flow;
- Clearance distances to any facilities;

- Effects of spillages and drifting vapours if containers are punctured; and
- Possible effects to surfaces and other facilities.

3.14 Low Visibility Operations

3.14.1 Purpose

The aim of these procedures is to provide pilots with information relevant to aircraft departures in conditions of low visibility at the aerodrome.

3.14.2 Responsibilities

The aircraft pilot has overall responsibility for determining whether the Norseman aerodrome is suitable for low visibility operations.

3.14.3 Runway Lighting

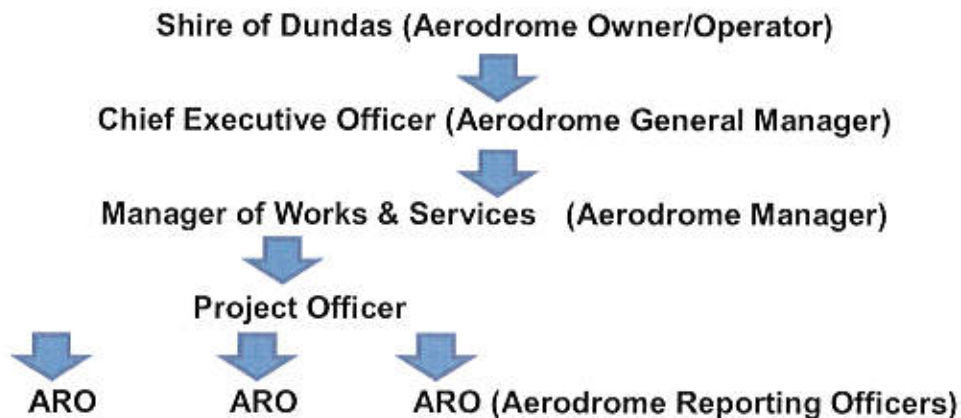
There are permanent solar powered runway lighting facilities installed. The lights are activated by the PALC system and the sequence is printed in ERSA.

Part 4 Aerodrome Administration

4.1 Organisational Structure

4.1.1 Organisational structure

The following chart shows the organisational structure and reporting points for staff with aerodrome operational responsibilities as documented in this manual.



4.1.2 Aerodrome Contact List

Position	Name	Telephone	Mobile	Facsimile
Administration	Various	(08) 90391205		(08) 90391359
Aerodrome General Manager	Peter Crawford	(08)9039 1205	0429391291	(08) 90391350
Aerodrome Manager	Peter Crawford	(08) 90391205	0429391359	(08) 90391359
Project Officer	Steve Bowyer	(08) 90391205	0429391355	(08) 90391359

After hours contact of staff can be made through the Aerodrome Manager.

4.2 Non Standard Items and Exemptions

4.2.1 Non Standard Items

The runways and taxiways have been identified as noncompliant as the pavements have no crown or transverse slope which allows water to drain off. The aerodrome operators are aware of this issue and inspection procedures are in place to ensure the serviceability of the pavements due to water. Refer to section 3.2.7 – Inspection Procedure and Frequency and section 3.2.9 – Reason for Closure of Movement Area. The Shire of Dundas is investigating the possibility of increasing the height of the pavement areas however this process will be a long term project.

4.2.2 Exemptions

The following table summarises the current exemptions for the Norseman aerodrome that have been issued by the Civil Aviation Authority.

Reference	Period	Description

CASA has not issued any formal exemptions for any non-standard items at the Norseman aerodrome.

4.3 Abbreviations

The following list contains key abbreviations used in this manual and in common use in the operation of the Norseman aerodrome. A more complete list of abbreviations used in the composition of NOTAM is available in AIP.

AEP	aerodrome emergency plan
AIS	aeronautical information service/s
AMSL	above mean sea level
ARO	Aerodrome Reporting Officer
ARP	Aerodrome Reference Point
ASI	Aerodrome safety inspector
ASIR	air safety incident report
ATS	air traffic services
ATSB	Australian Transport Safety Bureau
AVGAS	aviation gasoline
AVTUR	aviation turbine fuel (Jet-A1)
CASA	Civil Aviation Safety Authority
DFES	Department of Fire and Emergency Services
EST	eastern standard time
HAZMAT	hazardous materials
HF	high frequency (3,000 - 30,000 kHz)
ILS	instrument landing system
IWI	illuminated wind direction indicator
LEMC	Local Emergency Management Committee
MM	middle marker
MSL	mean sea level
NOF	(Australian) NOTAM office

NOTAM	notice to airmen
NVFRS	Norseman Volunteer Fire & Rescue Service
OLS	obstacle limitation surface
RWS	runway strip
RWY	runway
SES	State Emergency Service
TORA	take-off run available
UHF	ultra high frequency (300 – 3000 MHz)
VHF	very high frequency (30 – 300 MHz)
WDI	wind direction indicator



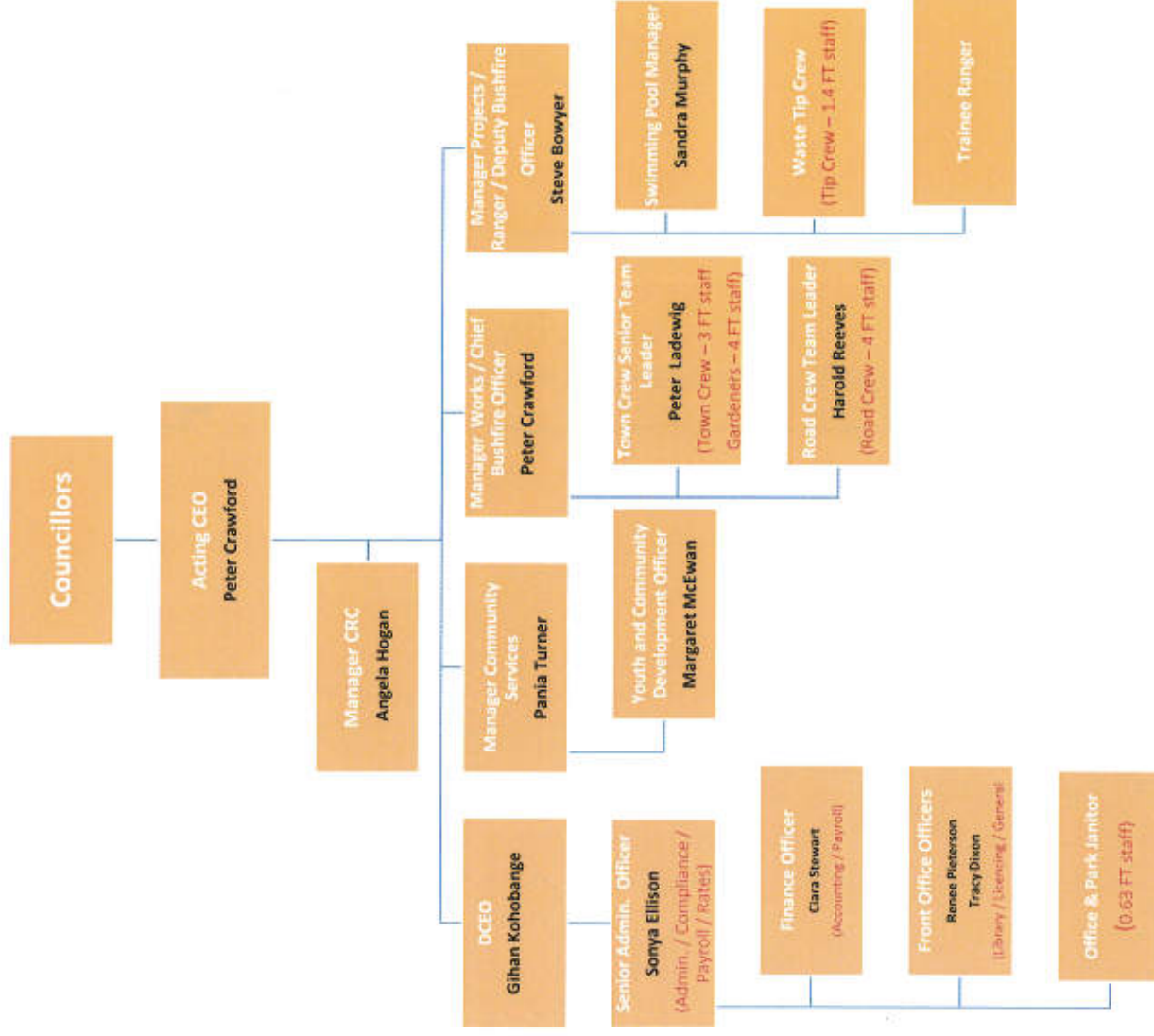
10.3.3

Policy Manual – Senior Employees

Shire of Dundas

Organisational Structure

30/04/2018



HR.20 SENIOR EMPLOYEES

Objectives

In accordance with the *Local Government Act 1995* that Council designate the positions of staff that they determine to be senior employees

Policy Statement

In accordance with Section 5.37(1) of the Local Government Act 1995, Council has designated that the following positions be recognised as senior employees of the Council:

- Chief Executive Officer
- Deputy Chief Executive Officer
- Manager Works and Services
- Manager Community Development
- Manager Projects

Policy Adopted

17th July 2018



10.3.4

Woodlands Interpretive Centre - Petition

HON DAVID Templeman.

More Information



AT A STATE TRIBUNAL MEETING IN JULY 2017 UNDER OATH, PRESIDENT OF DUNDAS SHIRE JARWIE BEST SAID THAT THE COMMUNITY OF NORSEMAN HAD VERBALLY AGREED TO AN INTERPRETIVE CENTRE

A PETITION WAS PLACED FOR THE COMMUNITY EXPLAINING WHAT WAS IN FACT STATED. (Running for 2 wks.)

99% OF THE COMMUNITY DIDNT KNOW WHAT AN INTERPRETIVE CENTRE WAS, AND WERE NEVER ASKED IF THEY AGREED TO SUCH A THING.

NOR DID THE COMMUNITY KNOW THE COST INVOLVED

THE COMMUNITY WOULD RATHER SEE FUNDS SPENT TO BETTER THE MAIN ST (ROBERTS ST) NOT ONLY FOR TOURISM BUT FOR LOCAL BUSINESS + COMMUNITY MEMBERS.

A PETITION FROM LOCAL BUSINESSES WAS FORWARDED TO YOUR OFFICE, AND ALL HAD SIGNED TO SAY MORE WOULD BE BETTER SPENT IN OUR MAIN ST. NOT ON AN INFORMATION CENTRE (THAT WE ALREADY HAVE) AND IS USEFUL TO TOURIST'S.

IT WOULD BE APPRECIATED, IF YOU COULD EMAIL ME TO LET ME KNOW THAT YOU HAVE RECEIVED ALL MY DOCUMENTS ON ALL MY FINDINGS

Petition was emailed to
all C's and Graham 12-40PM on 14/6/18
by Bonnie Duceisoni
bonnie.vic@hotmail.com

THANK YOU
M. RAMSAY.

WOODLANDS INTERPRETIVE CENTRE

DO YOU AS A MEMBER OF THE COMMUNITY OF NORSEMAN WANT THE WOODLANDS INTERPRETIVE CENTRE ?? (INTERPRETIVE CENTRE BEING A TOURIST INFORMATION CENTRE)

IT WILL BE SITUATED AT 78 PRINSEP ST NORSEMAN AT A COST OF APPROX 1.5 MILLION DOLLARS AND MORE

WOULD YOU OBJECT TO THIS AMOUNT BEING BETTER SPENT TO TIDY UP AND FIX OUR MAIN ST (ROBERTS ST) NORSEMAN, NOT ONLY FOR TOURISM BUT FOR THE COMMUNITY AS WELL.

THANK YOU FOR YOUR POSITIVE INPUT

DATE	NAME	ADDRESS	SIGNATURE	YES/NO REASONING
18/1/17	Iris	24 Prinsep St	[Signature]	NO NOT NEEDED
23/7/17	Fai	30 Roberts St	[Signature]	Why?
23/7/17	Barry	30 Roberts St	[Signature]	NO! A LOT TO BE DONE
23/7/17	Mary	64 Roberts St	[Signature]	What's wrong with the current one
23/7/17	Kimberly	36 Roberts St	[Signature]	Roberts St needs work asap
✓	Jessica	156 Angove	[Signature]	Why more funds needed
✓	S Oatridge	64 Roberts St	[Signature]	When can we make
✓	C Westergaard	11 Downing St	[Signature]	wide lanes
✓	Megan Buckley	21 Muldora St	[Signature]	would work Mary
	Laura Stewart	15 Downing St	[Signature]	
	Kim Willison	30 Prinsep	[Signature]	NO NO NO
26/7	Kelly Willison	36 Prinsep St	[Signature]	NO NOT NEEDED
26/7	Craig Coulson	87 Angove St	[Signature]	No No No
26/7	Nerida Coulson	125 Goodlife St	[Signature]	Yes
26/7	Daniel Innes	Box 17 Norseman	[Signature]	Yes, Better spent in town
26/7/2007	Sally Frances Peckham	Box 17 Norseman	[Signature]	NO
26/7/17	Belen McCreath	77 Angove St	[Signature]	SUPPORT LOCAL BUSINESS
26/7/17	J. MARAFI	58 " "	[Signature]	NEVER MIND THAT I
26/7/17	R. BENNETT	49 Roberts	[Signature]	OPEN "BULLEN"
26/7/17	MARION POLETTI	90 ROBERTS ST NORSEMAN	[Signature]	NO NOT NEEDED AS IS
26/7/17	Ally Heo	31 Muldora St	[Signature]	NO
26/7/17	C POLETTI	90 ROBERTS ST	[Signature]	NO
26/7/17	ALANNA JENKINS	17 MINNES RD	[Signature]	NO NOT NEEDED
" " "	PETER MORGAN	" " "	[Signature]	NO NOT NEEDED
27/7/17	AMANDA ELLIS	31 PRINSEP ST NORSEMAN	[Signature]	YES!!
27/7/17	RUSSELL SMITH	43 ROBERTS ST NORSEMAN	[Signature]	IT'S A GREAT IDEA. ITS FUNDED TOO INTEREST
27/7/17	97 PRIN SEP	97 PRINSEP	[Signature]	NO NOT NEEDED WASTE MONEY
27/7/17	Robert Grant	8 SIMON ST	[Signature]	WHY?
27/7/17	BRUCE	11 " "	[Signature]	NO NOT NEEDED
	B. LITTLE	NORSEMAN	[Signature]	NO NOT NEEDED
11/12/17	John H	81 Angove	[Signature]	NO

WOODLANDS INTERPRETIVE CENTRE

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WOULD YOU OBJECT TO THIS AMOUNT BEING BETTER SPENT TO TIDY UP AND FIX OUR MAIN ST (ROBERTS ST) NORSEMAN, NOT ONLY FOR TOURISM BUT FOR THE COMMUNITY AS WELL.

THANK YOU FOR YOUR POSITIVE INPUT

DATE	NAME	ADDRESS	SIGNATURE	YES/NO	REASONING
27/1/11	BARLENE BOGLEY	107 ROBERTS ST NORSEMAN	<i>[Signature]</i>	NO	LACK OF SPACE FOR TOURISTS AT 78 PRINSEP AND MANY MORE REASONS
27/1/11	Pete Wilson	125 PRINSEP ST	<i>[Signature]</i>	NO	NOT ENOUGH PARKING, TRAFFIC HAZARD
27/1/11	T. McGRATH	48 MINE RD	<i>[Signature]</i>	NO, NO, NO!!	ALL ABOUT SELF INTEREST
27/1/11	J. Robinson	11 PRINSEP	<i>[Signature]</i>	NO	NO WAY
27/1/11	A. COMBES	126 PRINSEP ST	<i>[Signature]</i>	NO	
29/1/11	T. REID		<i>[Signature]</i>	NO	BEING ELSEWHERE
31/1/11	J. WELLY	45 BROCKMAN ST	<i>[Signature]</i>	NO	CONGESTION
12/1/11	KEV JORAWAN	131 ROBERTS ST	<i>[Signature]</i>	YES	MORE PAVING IS NEEDED, RATHER IT WILL AFFECT LOCAL BUSINESS

WOODLANDS INTERPRETIVE CENTRE

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WOULD YOU OBJECT TO THIS AMOUNT BEING BETTER SPENT TO TIDY UP AND FIX OUR MAIN ST (ROBERTS ST) NORSEMAN, NOT ONLY FOR TOURISM BUT FOR THE COMMUNITY AS WELL.

THANK YOU FOR YOUR POSITIVE INPUT

DATE	NAME	ADDRESS	SIGNATURE	YES/NO REASONS
15.7.17	Lyn Thompson	103 Prinsep St	[Signature]	NO. What's wrong with leaving the Tourist Centre where it is.
25.7.17	Bob & Kay	154 Prinsep St	[Signature]	LEAVE WHERE IS
25.7.17	Eve Novak	Norseman	[Signature]	Leave where is
25.7.17	Shirley Hanson	Norseman	[Signature]	No investment from state
25.7.17	M J Cassin	64 GEDDING ST	[Signature]	DO NOT BE SPENT
25.7.17	M S Cassin	64 GEDDING ST	[Signature]	Stupid idea - don't
25.7.17	Sam Kostel	Norseman	[Signature]	Leave it alone !!
25.7.17	T J Ellison	26 Simon St, Norseman	[Signature]	
15.7.17	G Oatridge	42 ANKOU STREET	[Signature]	
15.7.17	J Simcovich	21 ROBERT ST	[Signature]	No. Some don't fix it.
16.7.17	Harley White	86 Woodliffe	[Signature]	No. No. No.
17.7.17	Colleen Smith	7 LITTLE LA NEST	[Signature]	waste of money. leave it alone.
17.7.17	Wanda Dumas	131 BARNARD THORNTON	[Signature]	waste of money.
2.7.17	Gavin Smith	2 John St	[Signature]	Leave it alone
2.7.17	MARION REEVES	40 ANKOU ST.	[Signature]	MONEY BETTER SPENT ELSE
2.7.17	J REEVES	Lot 1810 PARKS DRIVE	[Signature]	SPEND MONEY ELSE WHERE
2.7.17	A REEVES	18 FALLER ST	[Signature]	LEAVE IT ALONE
7.7.17	MARLEN WILSON	9 PRINSEP ST	[Signature]	No Not NECESSARILY
18.7.17	Lulke Goreham	25 bluebird ST, Kingside	[Signature]	NO leave where it is
18.7.17	J DARRON MONSON	38 Butterfly CWT	[Signature]	It's great where it is.

WOODLANDS INTERPRETIVE CENTRE

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WOULD YOU OBJECT TO THIS AMOUNT BEING BETTER SPENT TO TIDY UP AND FIX OUR MAIN ST (ROBERTS ST) NORSEMAN, NOT ONLY FOR TOURISM BUT FOR THE COMMUNITY AS WELL.

THANK YOU FOR YOUR POSITIVE INPUT

DATE	NAME	ADDRESS	SIGNATURE	YES/NO	REMARKS
27/7	Debbie Ralph	116 Roberts St	<i>Debbie Ralph</i>	Yes	No town needs tidying
27/7	Charlene Marshall	20 Simon St	<i>Charlene Marshall</i>	No	
27/7	LINDA NEAVE	74 Angove St.	<i>Linda Neave</i>	No	
27/7	Jim MARRUB	12 Muldura	<i>Jim MARRUB</i>	No	
27/7	KARRY Smith	223 3/4 St	<i>Karry Smith</i>	No	
27/7	Praveena	50 Angove St	<i>Praveena</i>	NO	
27/7	Jessica KARTINBERG	76 Angove St	<i>Jessica K</i>		
27-7	Brett Fox	76 Angove St	<i>Brett Fox</i>		No thanks could go on something better
27/7	Adam Hawes	S. Courtenay Drive	<i>Adam Hawes</i>		No. Not a good fit
27/7	V. KERR	Dundas Road	<i>V. Kerr</i>		No Funding

Thanks and Regards

Jacquie Best
President
Shire of Dundas

60 Angove St
Norseman, WA 6443
0409 377 343

Begin forwarded message:

From: Deane and Robyn Szczecinski <drszcz@live.com.au>
Date: 20 December 2016 at 2:16:14 PM AWST
To: "minister.redman@dpc.wa.gov.au" <minister.redman@dpc.wa.gov.au>,
"minister.miles@dpc.wa.gov.au" <minister.miles@dpc.wa.gov.au>,
"graham.jacobs@mp.wa.gov.au" <graham.jacobs@mp.wa.gov.au>,
"Rick.Wilson.MP@aph.gov.au" <Rick.Wilson.MP@aph.gov.au>,
"kate.fields@gedc.wa.gov.au" <kate.fields@gedc.wa.gov.au>, "jandmbest@westnet.com.au"
<jandmbest@westnet.com.au>, "shire@dundas.wa.gov.au" <shire@dundas.wa.gov.au>
Subject: Location of New Tourist Development

Please find attached an open letter from the Business's of Norseman,

Should you have any queries feel free to contact me or speak to any business concerned.

Regards

Robyn Szczecinski

Proprietor of Norseman IGA

0408 105 022

To:
Dundas Shire Councillors,
The Hon. Terry Redman M.L.A., Minister for Regional Development,
The Hon. Paul Miles M.L.A., Minister for Local Government,
Ms Kate Fielding, Chair Goldfields Esperance Development Commission,
Dr Graham Jacobs M.L.A., Member for Eyre

Re: Location of New Tourist Development In Norseman

As small business proprietors and residents of Norseman we congratulate the Dundas Shire Council and Staff for their successful funding proposal for a new tourist development. However, we strongly object to its location on a major through road, out of sight of the Town Centre. Locating the visitors centre and new cafe away from the Town Centre will divert visitors who would otherwise come into the shopping area. We propose shifting the development to the Town Centre where it will benefit the existing businesses and create a vibrant heart to the town.

The Norseman Town Centre looks tired and unappealing with many empty shops, little shade, no public toilets and no street furniture. It is not people-friendly and does not encourage people to linger and socialise. Norseman is a very small town and its businesses rely on attracting passing traffic from the Eyre Highway. The extra custom supports small businesses such as the chemist and supermarket. These services are essential to the survival of the town which has a high proportion of retired and disabled residents. Previous decisions moved the highway intersection further away from the town and there have been no concerted efforts to encourage visitors into the Town Centre.

In this difficult climate we strongly believe that development projects should focus on improving the appeal of the town centre, providing a place for locals to gather and encouraging visitors into the shopping area. This could be achieved by locating the development in the Town Centre where there is ample parking space unlike the proposed site.

Several ratepayers objected when the Shire Council purchased the building they plan to use, requesting the Shire to invest in the Town Centre. The Shire purchased the building on Prinsep Street at the urging of the Vice President. This Councillor has a private gallery in the building next door. In response to our concerns the Chief Executive Officer, Richard Brooks declared that no development of the building would be undertaken without community consultation. There has been no consultation regarding this proposal.

We congratulate the Shire Council and Staff for their hard work and vision and we ask them to seriously consider our request. There are many empty shops in the town centre and even the current visitors centre site would be preferable. This development could be used to create a welcoming heart for a town that is really struggling.

We hope we can rely on your support.
20/12/2016

NORSEMAN IGA - DENNE & ROBYN SUZCANSKI

NORSEMAN HOTEL - bpt

THE RAILWAY

MG Safety Supplies

CAFE ON ROBERTS Roy White

Norseman Gold pharmacy - Adeem (Ahmed) Hanwar

Fullmoon cafe
NORSEMAN GOLD John P. Sharpe
John P. Sharpe

Individuals wishing to retract their support to the letter of complaint:

1. Café on Roberts – verbal – out of town until Monday 9th January
2. Norseman Gold Pharmacy – signed document withdrawing support
3. Fullmoon Café – signed document withdrawing support
4. MG Safety Supplies – verbal – out of town until Monday 9th January
5. Norseman Gold – signatory not authorised to sign on behalf of employer.

This leaves the original 3 complainants.

To whom it may concern

Letter addressed to Council dated 20/12/2016.

Re: Location of New Tourist Development in Norseman

As small business owners in Norseman we were requested to add our signatures to the above letter on the basis that "this would be good for the community". We signed the letter at the request of the organisers of the said letter without having the contents explained to us.

Having new understanding of the contents of the letter and being better informed we wish to disassociate ourselves from this letter and wish to retract our signatures and state that we do not support the objectives of the author.

R. White

9-1-2017

Cafe on Roberts

9-1-2017

To whom it may concern

Letter addressed to Council dated 20/12/2016.

Re: Location of New Tourist Development in Norseman

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.....

.....


.....

.....

owner: HAWMAN - MPS
Norseman gold pharmacy

05/01/2017

To whom it may concern

Letter addressed to Council dated 20/12/2016.

Re: Location of New Tourist Development in Norseman

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Trevor Sharpe

Pammyal Sharpe

[Signature]

P. Sharpe

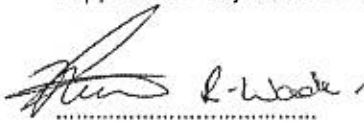
To whom it may concern

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.....

6/1/2017.
.....

.....

.....

NORSEMAN GOLD
(MINE).

To whom it may concern

Letter addressed to Council dated 20/12/2016.

Re: Location of New Tourist Development in Norseman

As small business owners in Norseman we were requested to add our signatures to the above letter on the basis that "this would be good for the community". We signed the letter at the request of the organisers of the said letter without having the contents explained to us.

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.....

6/1/2017
.....

Registered Manager
Norseman Gold
Corp Pty Ltd.
.....

To:

Dundas Shire Councillors,

The Hon. Terry Redman M.L.A., Minister for Regional Development,

The Hon. Paul Miles M.L.A., Minister for Local Government,

Ms Kate Fielding, Chair Goldfields Esperance Development Commission,

Dr Graham Jacobs M.L.A., Member for Eyre

Addendum to Letter Regarding Location of New Tourist Development In Norseman

We wish to clarify that there is no inference of improper influence on the part of Councillor Webb who leases the adjacent building for his photography gallery. Councillor Webb has informed us that he did not open his gallery until after the building was purchased and has demanded this retraction. The main issue is the ensuring the best location for the tourist development to maximise the benefit to the community.



10.4.4

Officer's Reports

REPORT TO COUNCIL

ORDINARY MEETING: TUESDAY 17 JULY 2018

AREA: Works and Services

OFFICER: Peter Crawford

Period of Reporting: July 2018

Norseman Aerodrome

All construction works have been completed, lights installed and linemarking carried out. All we are now waiting on is to get the frequency allocated to enable the runway lighting to be activated by incoming aircraft and the final report and request to CASA will be submitted.

Four staff will undergo an Airport Reporting Officers course beginning 24 July in Norseman. This is a nationally accredited course and will satisfy CASA that the aerodrome is being maintained by authorised persons. Two people from Ravensthorpe will also sit the course.

Eucla Airstrip

No further action on this matter to date, we are still waiting on the Dept of Lands to grant a Management Order over the Reserve.

Town Works

Town works are continuing with several of the town crew and gardeners being allotted to tasks at the aerodrome to enable the completion of those works. Sections of the footpath outside the Gold Fever Park has been replaced and pram ramps installed.

A number of trees that have white ant infestations have been removed, the fence at Tin Dam has been reinstated after being knocked down by a vehicle.

Town Gardens

More vegetation is being cleared from the roundabouts to improve safety factors in motorist's line of sight. Some excavated shrubs have been collected by the mine to plant around their offices and houses, very little has gone to the tip. With one exception, all the rose bushes will be removed and replanted at the town hall, to be replaced by low profile shrubs.

Roads

The road crew is currently on the Hyden Norseman Road, resheeting various sections between Sk145 to 180. At the completion of this work, they will move onto the Mort Harslett Road to carry out some water binding and sealing works.

When this sealing has been completed, a trip to Eucla is scheduled to carry out some basic maintenance to the town streets, roads, airstrip and refuse site.

REPORT TO COUNCIL

COUNCIL ORDINARY MEETING TUESDAY 17th July 2018

AREA: Youth

OFFICER: Margaret McEwan

Period of Reporting: July 2018

Attendance on average per week: 56

School Holidays

School holidays has been full on with activities all week the youth centre is open from 9am to 6pm kids aged 5 - 17yrs are welcome in the youth centre afternoons are for ages 11 - 17yrs only as it is important for the older kids to have their space in the centre.

On Tuesday we did Naidoc activities kids were able to paint animal shapes, bags and do Naidoc colouring, kids were able to create their own design either on a bag or shape and take them home.

Wednesday was a trip to Esperance we went to the skate park where some of our scooter riders had a chance to try out the new skate park we also went to the beach for a look (no swimming) then treated the kids for lunch at Maccas before heading to the cinema to watch Incredibles 2 it was a beautiful day in Esperance and all the kids were on their best behaviour.

Thursday was cooking in the youth centre where the kids made mini cheese and bacon cob loafs for everyone in the centre, Destiney and Shakira were our chiefs for the day and they did a great job! Some kids set up the Wii game (it took longer than expected) but once it was up and running the youth centre filled up quickly with kids waiting for their turn in bowling, tennis, pool, golf, baseball and fishing.

Friday was another trip out of town this time to Kalgoorlie for a day out shopping at Kmart, checking out the skate park, lunch and movies where we watched Hotel Transylvania 3 all the kids were well behaved and we all had a great day.

Saturday was a craft morning where the kids were able to do painting or drawing some played Wii sports and hung out. Saturday afternoon we had a movie night at the Town Hall with the CRC from 3pm to 730pm. Movies were Woody woodpecker and Geostorm.

Netball

Unfortunately there will be no more netball training on Tuesday afternoons as both of our players won't be playing. We wish the Mana team all the best for this season and thank you for all your support.

School starts back on Tuesday the youth centre will be opened from 2pm to 6pm.





10.4.5

Application for Pensioner Unit Accommodation

TEMPORARY



Dundas House – Units for the Aged Pensioner & Senior
Application for Tenancy

Surname PASSELL Given Name(s) Renee
Current Residential Address 9 Crabbe St
Telephone 049 8075511
Date of Birth 11/09/1944 Marital Status single
Aged/Senior Pension Number _____
Name of Next of Kin Renee Passell
Address of Next of Kin u/p 13 Springfield St
Relationship to Next of Kin daughter Next of Kin Telephone 0428757586
Name of Doctor GRAHAM RAWLANDS Telephone 90390235
Address of Doctor 1 TALBOT ST NORSEMAN

What is your current accommodation situation:

Own Home	<input checked="" type="radio"/> Yes / No	Living with Relative	Yes / No
Rented Room	Yes / No	Living with Friend	Yes / No
Renting	Yes / No		

Declaration

I Andre J. Passell declare that to the best of my knowledge particulars in my application are true and correct and I acknowledge and agree with the conditions set by the Shire of Dundas on the reverse side of this application.

Andre J. Passell
Signed

13.6.18.
Date

Ranee Passell
Unit 2/13 Springfield st
Esperance WA
reneepass@hotmail.com

Dear Norseman Shire

Re: Mr Andrew Passell

I am making enquires in regards to my dad Andy Passell, moving into the Dodd House pensioner units, at this stage, temporarily?

My dad owns his own home however he has got himself into a fair muddle and the family are hoping to get dad into the units which would enable us to have a Hoarder / industrial cleaning crew come to his house, empty it, clean it and hopefully by then dad will have gotten used to living in the units and be happy for us to sell the property which would ultimately increase his standard of living, improve his wellness , his state of mind and his health. In his house he is totally unable to access the shower so his personal hygiene is also suffering.

I am very concerned about the unsafe living conditions he is currently living under and unfortunately I have tried many times over the years to encourage dad to move to Esperance, closer to me but he is unwilling to make this huge lifestyle change.

I ask that you take this request for extenuating circumstances into consideration.

Thanks and Regards,



Renee Passell

0428757586

13/06/18

From: Evans, Nicole
Sent: Monday, 2 July 2018 9:39 AM
To: 'admin@dundas.wa.gov.au'
Subject: Application for Aged Care Unit - Short term accomodation

Dear Sonya,

Mr Andrew Passell has applied for 3 – 4 months accommodation in the Units at 100 Princep St in Norseman.

The reason is that Mr Passell has had a serious fall resulting in a fracture of the pelvis on [03/06/18](#)

He has been an inpatient at the hospital since the [08/06/18](#)

During his admission Mr Passell has come to realise how unsafe he is in his own home and that he has not been able to keep up on the maintaining of his property for an extended period of time.

Part of the problem is that services have not been able to engage at the property due to OSH concerns which Mr Passell was not able/ unwilling to have improved.

Mr Passell had declined many offers to assist him in rectifying the home maintenance issues until recently he has declined them all.

Currently Mr Passell's family have got involved with his care and maintenance of his home, and some head way has been made in renovations and clean up,

Unfortunately due to a rather long period of time since any routine maintenance has been carried out, correcting all the problems will take some time,

This includes – Electrical and plumbing, replacement of floor coverings, removal of excess household items and cleaning

It is expected that it will take some months to get the house back to an acceptable level of habitation.

With this in mind I would suggest that if a unit can be made available to Mr Passell for the next few months then a condition of lease would be that

- 1) No equipment or car / motor or parts of any description are allowed on the property inside or out.
- 2) HACC services must be maintained – including domestic and personal care services (Mr Passell's daughter has offered to pay for these services)
- 3) Regular review of the property occur and immediate removal of any inappropriate items occur.

If you have any further questions please contact either Helen (*CHSP coordinator) or Myself

Kind regards
Nic

*HACC is now Commonwealth Home Support Program (CHSP)

Kind regards
Nic

Nicole Evans | Director of Nursing and Health Service Manager
WA Country Health Service – Goldfields - Norseman
1 Talbot St, Norseman WA 6443
Post: PO Box 155 Norseman WA 6443
T: (08) 90399200 | **M:** 0429203663 | **F:** (08) 90399203
E: nicole.evans@health.wa.gov.au | **W:** www.wacountry.health.wa.gov.au



10.4.7

Application for Community Grant – Norseman Gold
Fever Festival

COPY



RECEIVED
29 JUN 2018
BY: _____

FILE NUMBER
fm:SP
RECORD NUMBER
100201863624

Shire Of Dundas
PO Box 163
Norseman WA 6443

To Sir/Madam,

Thank you for your previous support of the Norseman Gold Fever Festival Inc, The driving force behind the Norseman Rock Drill Competition and the Horizon Power Fun Run.

The 2018 Norseman Gold Fever Festival is due to be held on the 25th of August 2018. It will include the WA State Rock Drill, Horizon Power Fun Run, Markets and Family and Children activities.

As you are aware the Norseman Gold Fever Festival is always an amazing turnout for our town.

Not only does the whole community come together for the day but we also bring back a lot of ex-locals as well as tourist.

Our aim this year is to make our event the best it has been so it also entices other communities to come along for a great day, which will help the economy within our town.

This year we are hoping we get at least 1000 people or more like the previous events, so we have a lot organised for the day, with a range of activities and shows to suit all ages.

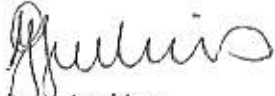
In the previous years of the Norseman Gold Fever Festival we have appreciated all your support and help. Your financial grant has helped us enrich and invigorate this annual event.

This year we are kindly asking for \$15,000.00 to help direct funds to the appropriate sources to make this years Norseman Gold Fever Festival possible.

Thank you for taking the time to read this and the Norseman Gold fever festival hope you accept our application.

Kind Regards

Alana

A handwritten signature in black ink, appearing to read 'Alana Jenkins', written in a cursive style.

Alana Jenkins

[Secretary,](#)

Norseman Gold Fever Festival Committee

[Norseman Gold Fever Festival Inc](#)

PO Box 154,

Norseman WA 6443

P. 0448 839 101

E. norsemanfestival@hotmail.com

W. norsemangoldfever.com.au



COPY

COMMUNITY GRANTS PROGRAM

Minor Projects / Events Application

SHIRE OF DUNDAS – COMMUNITY GRANTS PROGRAM
Minor / Events Application Package (\$1,001 - \$10,000)

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SHIRE OF DUNDAS – COMMUNITY GRANTS PROGRAM
Minor / Events Application Package (\$1,001 - \$10,000)

Before you begin.

The Shire of Dundas's Community Grants Program is to articulate Council's commitment to developing the Shire by providing funding opportunities to community groups, clubs, organisations, not-for-profit organisations and to prescribe the role and function of the Community Grants Program Committee.

The funding applications are presented in line with relevant funding deadlines to the Community Grant Program Committee for Council consideration.

The Community Grant Program Committee operate within the guidelines of the Community Grant Program Policy. It is **strongly recommended** that all applicants read this policy to determine their eligibility before submitting their application.

Groups that are ineligible for funding include local, state and federal government departments, private companies, individuals and private and public schools including employees of these bodies acting on behalf of their employer (excluding relevant community purpose representative bodies such as P&C's and P&F's).

Items that are not eligible for funding include: Bonds and employee salaries.

Please note all grant payments will not be awarded retrospectively unless exceptional circumstances are noted.

Groups intending to apply for multiple events funding across a financial year are encouraged to consolidate all events into 1 application.

The policy can be found on the Shire of Dundas website www.dundas.wa.gov.au

Canvassing of Councillors of the Shire of Dundas regarding a grant application may make the application ineligible.

Please note that, in considering your proposal for funding, the information detailed in this proposal may be shared with relevant Commonwealth, State and/or Local Government agencies, organisations and individuals, including those you identify in the proposal, to substantiate any claims or statements that you make, to verify the capacity of the proponent organisation to manage the Shire of Dundas funds and for general comment on the viability of your proposal.

If you consider that certain information in the proposal should be treated as confidential, you must clearly indicate that information and provide reasons for the request. The Shire of Dundas reserves the right to accept or refuse a request to treat information as confidential.

Information relating to individuals will be protected under the *Privacy Act 1988*. Requests for access to such information will be dealt with under the provisions of the *Freedom of Information Act 1982*.

The Shire of Dundas will inform and publish the names of successful proponents and relevant information about their projects.

Please fill out this form as fully as possible. The information requested here is necessary and will provide vital insights to enable assessment of your proposal. Missing or unclear information may make you ineligible for funding or delay the assessment of your proposal while we seek clarification.

Proposals not submitted in this format may not be considered. Proposals not consistent with the guidelines may be rejected.

Electronic copies are preferred, accompanied by one complete hard copy with a signed Legal Authorisation.

SHIRE OF DUNDAS – COMMUNITY GRANTS PROGRAM
Minor / Events Application Package (\$1,001 - \$10,000)

Completed proposals should be forwarded to:

Electronic copies: shire@dundas.wa.gov.au

Paper copies:

The Chief Executive Officer
Shire of Dundas
PO Box 163
NORSEMAN WA 6443

SHIRE OF DUNDAS – COMMUNITY GRANTS PROGRAM
Minor / Events Application Package (\$1,001 - \$10,000)

PART A - Legal Authorisation

I, ALANA JENKINS <full name of proponent>

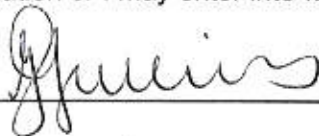
as SECRETARY OF NORSEMAN GOLD FEVER FESTIVAL <position/title>

of NORSEMAN GOLD FEVER FESTIVAL INC
PO BOX 154
NORSEMAN WA 6443 <organisation & full address>

Confirm that:

- I am a person authorised to make this declaration on behalf of my organisation and all relevant persons have made a full disclosure of information.
- The information provided in this form and all attached documents is complete and correct. I understand that giving false or misleading information is a serious offence.
- The Shire of Dundas is authorised to undertake the necessary steps to assess the proposal from my organisation by checking the information provided in this proposal, or by obtaining additional information from:
 - The Shire's databases and records, including information related to my organisation's application for funding;
 - State or Territory agencies;
 - Law enforcement agencies;
 - Credit reference agencies;
 - Any other appropriate organisation or person as reasonably required as part of these checks.
- I agree that the Shire may arrange for an independent viability assessment (IVA) of my project including by an external adviser or consultant to the Shire.
- To the best of my knowledge, I have disclosed, at Part B 'Declaration of Conflict of Interest' of the proposal form all actual, apparent or potential conflicts of interest that would prevent my organisation from proceeding with the project or any funding agreement my organisation or I may enter into with the Shire of Dundas.

Signed:



Date:

28/06/18

SHIRE OF DUNDAS – COMMUNITY GRANTS PROGRAM
Minor / Events Application Package (\$1,001 - \$10,000)

PART B - Declaration of Conflict of Interest

Please complete either Item 1 or Item 2 of the Declaration.

Item 1. No Known Conflict

I confirm that at the time of signing, to the best of my knowledge I am unaware of any conflict of interest that would prevent my organisation from proceeding with the project or any funding agreement my organisation or I may enter into with the Shire of Dundas.

I undertake that if at any time I have an actual, apparent or potential conflict of interest, then I will:

- (a) disclose that interest promptly to the Shire of Dundas; and
- (b) take action necessary to avoid the conflict as directed by Shire of Dundas.



.....
(signature)

ALANA JENKINS

.....
(printed name)

28/06/18

.....
(date)



.....
(signature of witness)

YVONNE VICENSONI

.....
(printed name of witness)

28/06/18

.....
(date)

SHIRE OF DUNDAS – COMMUNITY GRANTS PROGRAM
Minor / Events Application Package (\$1,001 - \$10,000)

Item 2. Disclosure of Interest

I disclose the following interest:

.....
.....
.....
.....
.....

I undertake that if, at any time, I have an actual, apparent or potential conflict of interest, then I will:

- (a) disclose that interest promptly to the Shire of Dundas; and
- (b) take action necessary to avoid the conflict as directed by the Shire of Dundas.

.....
(signature)

.....
(printed name)

.....
(date)

.....
(signature of witness)

.....
(printed name of witness)

.....
(date)

SHIRE OF DUNDAS – COMMUNITY GRANTS PROGRAM
Minor / Events Application Package (\$1,001 - \$10,000)

Part 1 – Applicant Details	
1. Legal name of proposing organisation or individual If member of a consortium, indicate name of member organisation.	
NORSEMAN GOLD FEVER FESTIVAL INC	
2. Registered business or trading name if other than your legal name	
3. Registered business address details Business address or Company's registered business address (not PO Box)	
Street Address	
Suburb/Town/City	
State	
Postcode	
4. Postal address - Only if different from registered business address.	
Street Address	PO Box 154
Suburb/Town/City	Norseman
State	WA
Postcode	6443.
5. Organisation contact numbers	
Telephone Number	
Fax Number	
Mobile	
Email	norsemanfestival@hotmail.com
6. Is your organisation registered with an Australian Company Number (ACN), an Australian Business Number (ABN), Australian Registered Business Number (ARBN), Note: if your organisation does not have an ABN, you will need to complete and provide a Statement by Supplier (copies obtainable from the ATO website at www.ato.gov.au) with this application.	
Yes <input type="checkbox"/> please provide details below: No <input type="checkbox"/>	
CAN _____ - _____ - _____ ABN <u>87-213-399-046</u> ARBN _____ - _____ - _____	
7. Organisation's GST registration	
Yes <input type="checkbox"/> Please enter total amount (\$) requested excluding GST where relevant. No <input checked="" type="checkbox"/> There will be no GST amount added to your total amount requested.	
8. Organisation's Incorporation	
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	

SHIRE OF DUNDAS – COMMUNITY GRANTS PROGRAM
Minor / Events Application Package (\$1,001 - \$10,000)

9. Contact details for this proposal - Please provide a contact person who is available and has the authority to answer any queries that the Shire of Dundas may have about this proposal. Any correspondence will be sent to the contact listed here.

Title	MISS
First Name	ALANA
Surname	JENKINS
Position	SECRETARY
Telephone Number	0448839101
Mobile	0448839101
Fax Number	
Email	norsemanfestival@hotmail.com

10. Primary purpose/objectives of your organisation (can be attached if relevant)

- TO ORGANISE A STREET FESTIVAL THAT WILL:
- RAISE THE PROFILE OF NORSEMAN AS A TOURIST DESTINATION AND HELP TO ARREST THE ECONOMIC DECLINE APPLICATIONS TO THE TOWN
 - IMPROVE COMMUNITY MORALE

11. Bank Account Details – for direct deposit of successful grant*

Account Name	NORSEMAN GOLD FEVER FESTIVAL
BSB Number	016 628
Account Number	4562 01775
Bank Name	ANZ
Bank Branch	ESPERANCE

***Notes:**

- If this facility is unavailable please tick the box to receive a cheque.

SHIRE OF DUNDAS – COMMUNITY GRANTS PROGRAM
Minor / Events Application Package (\$1,001 - \$10,000)

12. Insurance details –

As a recipient of project funds your organisation must maintain: Public Liability insurance for not less than \$10 million; Workers' Compensation insurance for the amount required by the relevant State or Territory legislation; Motor Vehicle insurance; Personal Accident insurance; Professional Indemnity insurance (where relevant) for not less than \$2 million. Provide all relevant information relating to these headings in the table below. If insurance is required specifically for a Jobs Fund project, this should be included in the budget costs (leave policy number blank if not obtained to date).

Type Of Cover	Amount	Policy Number	Company	Start Date (dd/mm/yyyy)	End Date (dd/mm/yyyy)
ANNUAL PUBLIC & PRODUCTS LIABILITY	\$20,000,000	3794676417	LCIS	28/02/18	28/02/19
FESTIVAL & FAIR PUBLIC & PRODUCTS LIABILITY	\$20,000,000	"	"	"	"
ASSOCIATION & OFFICIALS	\$2,000,000	"	"	"	"
VOLUNTEER WORKERS	\$100,000	"	"	"	"

Notes:

1. All CGP funding is inclusive of Council fees/charges. Once funded the organising group of an event or project cannot apply for a Sundry Donation for waiver of Council fees for the same event or project.
2. GST Status must be noted on the application form in order to evaluate GST relevance
3. If you are registered for GST please enter amounts (\$) excluding GST where relevant.
4. All CGP funding is dependent on event/project being implemented.
5. Committee can fund subject to special conditions.
6. All CGP funding requires Council acknowledgement including logo placement on flyers, advertising, media articles, openings/launches and use of Council banners where appropriate.
7. All successful applicants are required to provide an Acquittal on the CGP Acquittal form within 30 days of the completion of the funded event or project.

SHIRE OF DUNDAS – COMMUNITY GRANTS PROGRAM
Minor / Events Application Package (\$1,001 - \$10,000)

Part 2 – Grant Request / Type of grant

Note: a separate application is required for more than one grant request
(please tick relevant box below)

Minor Community Grant (up to \$10,000)

- Minor community grants are available through four designated rounds per financial year.

Categories (*more than one box can be ticked if relevant*):

- Community Economic Development Initiative
- Community Capacity Building Initiative
- Environmental Initiative
- Emergency Service Initiative
- Community Heritage and/or Conservation Initiative
- Civic Recognition and Support

Notes:

1. Applicants are encouraged to contact a member of the Shire of Dundas Community Capacity Building team prior to submitting an application for guidance and support if required.
2. Do not complete PART 4 if you have completed this section.

Community Event Grant (up to \$10,000)

Category of Event:

- Community Event: an event of local or regional significance that stimulates participation.
- Iconic Event: an event of state or regional significance that generates tourist activity.
- Sporting Event: a sporting event that attracts wider community.

If you are unsure of the events stated above please refer to the Shire of Dundas, Community Financial Assistance Scheme overview.

Date of event 25 / 08 / 2018
Amount requested: \$ 15,000.00
Total project/event cost: \$ 47,335.00

Notes:

1. Do not complete PART 3 if you have completed this section.

SHIRE OF DUNDAS – COMMUNITY GRANTS PROGRAM
Minor / Events Application Package (\$1,001 - \$10,000)

Part 3 – Proposed Project Details
1. Title of Project
2. Project Description
3. Aims or objectives of the Project
4. Location of the Facility, Project or Initiative when Finalised
5. Describe how the grant will benefit your organisation and/or the community/target group.

SHIRE OF DUNDAS – COMMUNITY GRANTS PROGRAM
Minor / Events Application Package (\$1,001 - \$10,000)

6. Amount of people that will benefit from the project as a whole (if different)

7. Describe how the project or facility will be managed for a sustainable future

8. Describe how the project supports at least one of the five criteria outlined on Page 12

9. Describe those contributing to the delivery of the project
(Include staff, volunteers, partner organisations, etc.)

10. Describe how the project will be affected if the Council contribution does not meet the requested amount

SHIRE OF DUNDAS – COMMUNITY GRANTS PROGRAM
Minor / Events Application Package (\$1,001 - \$10,000)

CRITERIA FOR DEVELOPMENT OF THE SHIRE OF DUNDAS

1. **Personal Development & Wellbeing:** To connect people to services, facilities and experiences that enhances their physical, social and overall health.
2. **Infrastructure Development:** To plan, develop and manage community facilities that meet the social, recreation, education, housing and transport needs of the community.
3. **Community Participation:** To encourage and facilitate community involvement through consultation, improved access and recognition of achievements.
4. **Place Activation:** To create vibrant and meaningful community hubs as places of social interaction, creativity and economic vitality.
5. **Relationship Building & Connections:** To build self-reliant community organisations and develop mutually beneficial partnerships between government, business and residents.

SHIRE OF DUNDAS – COMMUNITY GRANTS PROGRAM
Minor / Events Application Package (\$1,001 - \$10,000)

Part 4 – Proposed Event Details	
1. Name of the event	NORSEMAN GOLD FEVER FESTIVAL
2. Date/s and timing of the event	25/08/18 7am Start.
3. Location of the event	TOWN CENTRE ROBERTS STREET NORSEMAN
4. Overview of the event and relevant component/s	7am - FUN RUN - MARKETS - WOODCHOPPERS - DISPLAY & EVENT - ROCKDRILL COMPETITION - CHILDREN & FAMILY ACTIVITIES.
5. How the local and wider community is involved in the event	MANY INDIVIDUALS DONATING TIME TO ORGANISE EVENTS NORSEMAN HOTEL, ICA, NORSEMAN HARDWARE, NDHS, BP NSM, HAPPY SEED YOGA LIFE, RAUWHAM HOTEL, MARRAK MINING, MG SAFETY SUPPLIES & APPAREL
6. How the event will be promoted and publicised	ADVERTISING - LOCAL, STATE, REGIONAL PAPERS - WEBSITE - RADIO - SOCIAL MEDIA - TELEVISION - AUST GOLDEN OUTBACK - FLYERS
7. Describe the future plans for sustainability and funding of the event (unless a one-off)	WE HAVE SECURED SOME SPONSORSHIP THIS YEAR. AS THE EVENT IS IN ITS FIFTH YEAR, ROCKDRILL & FUN RUN ENTRIES ARE INCREASING AND INTEREST IS GROWING.

SHIRE OF DUNDAS – COMMUNITY GRANTS PROGRAM
 Minor / Events Application Package (\$1,001 - \$10,000)

8. Describe how this event will contribute to economic development and local tourism within the Shire of Dundas (e.g. bring visitors to Norseman or Eucla, promote local business, employ local people)
THE GOLD FEVER EVENT IS FREE AND WITH ACTIVITIES FOR ALL AGES HELPS ATTRACT PEOPLE TO NORSEMAN AND ENCOURAGING PEOPLE TO STOP OVER FOR MORE THAN ONE NIGHT AND GREATLY INCREASE ECONOMIC VIABILITY
9. Describe the effect on the event if the Council contribution does not meet the requested amount
IT WOULD LESSON THE QUALITY OF THE EVENT AND HENCE IT'S FUTURE POTENTIAL.
10. Describe how you intend to recognise the Shire of Dundas
THE FESTIVAL IS A SHIRE OF DONORS EVENT AND WILL BE CENTRAL TO ALL PROMOTION AND MATERIAL.

Access and Inclusion
Depending on what the grant will be used for you will need to ensure that you are aware of the Shire's Disability Access and Inclusion Plan. A copy can be downloaded from the Shire's website or by calling 9039 1205.
In regards to your project and/or event, will people with disabilities be able to gain access and/or be involved?
<input checked="" type="radio"/> Yes / No - Describe ALL STREET ACCESS
If you are providing information, will it be available in formats suitable for people with disabilities?
<input checked="" type="radio"/> Yes / No - Describe
If your project includes community consultation, will people with disabilities be able to participate?
<input checked="" type="radio"/> Yes / No - Describe

SHIRE OF DUNDAS – COMMUNITY GRANTS PROGRAM
Minor / Events Application Package (\$1,001 - \$10,000)

5. Provide a detailed budget breakdown for the project

Where appropriate, indicate which items will be funded by the Shire of Dundas. If you are registered for GST please enter figures excluding GST. Include all income and expenditure, including details of volunteer hours.

Budget Item	Actual Cost (\$ GST (exc))
EXPENDITURE	
Professional Fees, inc. staff (specify)	
Rockdrill Prep Volunteer	10,000
Festival Planning Vol	10,000
Cold Fever Weekend	5,000
Marketing & Promotion (specify)	
Advertising	6000
Promotional	6000
Rockdrill	3000
Administration Costs (Please specify)	
Entertainment	15000
Woodchoppers	6000
Material and Equipment (specify)	
Prize money Fun Run	2000
Prize Rockdrill	15000
Venue Hire	
Travel, transport, vehicle costs	
Insurance	3300
Catering	
Other (please specify)	
Security	1500
Total Expenditure	82,800

Budget Item	Actual Cost (\$ GST (exc))
INCOME	
Cash	
Organisation's contribution	5300
Donations	1
Other grants	17000
Sponsorship	20500
In Kind	
Volunteer Hour Value	25000
1000 hrs.	
Other	
Shire of Dundas Grant (specify how grant is to be used, eg advertising etc)	25000 15000
Total Income	42,800

Notes:

1. At least one written quotation is required for all items to be purchased greater than \$500 in value.
2. Please calculate the value of volunteer hours at \$25/hour/volunteer.
3. You can attach a different format for the budget from the above if more practical.
4. If you are registered for GST please enter all (\$) amounts excluding GST.

SHIRE OF DUNDAS – COMMUNITY GRANTS PROGRAM
Minor / Events Application Package (\$1,001 - \$10,000)

Part 6 - Declaration by Applicant

I, the undersigned, certify that I have authority on behalf of the organisation, group or club to submit this application and that the information contained herein or in the attachments is, to the best of my knowledge, true and correct.

Name: ALANA JENKINS
Organisation: NORSEMAN CLOUD FEVER FESTIVAL
Position: SECRETARY
Signature: *Alana Jenkins*
Date: 28 / 06 / 18

Additional Information

The following information is to be submitted if available.

If you are unable to submit this information please supply a written reason for this inability to submit.

- Copy of insurance certificates
- Copy of Constitution
- Copy of Incorporation Certificate
- Most recent Profit & Loss Statement and Balance Sheet
- Supporting documentation (minutes) to confirm committee agreement of project/event

Additional information that may be beneficial:

- Written confirmation of other funding sources
- Letters of Support from relevant agencies

Notes:

1. Keep a copy of this application and all associated documentation for your records.

SHIRE OF DUNDAS – COMMUNITY GRANTS PROGRAM
Minor / Events Application Package (\$1,001 - \$10,000)

Part 7 - Checklist

- | | |
|--|--------------------------|
| Completed Part A – Legal Authorisation | <input type="checkbox"/> |
| Completed Part B – Declaration of Conflict of Interest | <input type="checkbox"/> |
| Completed Part 1 – Applicant Details | <input type="checkbox"/> |
| Part 1, Q7 – Completed and attached a Statement by Supplier – if not registered for an ABN | <input type="checkbox"/> |
| Part 1, Q8 – Completed and attached a Statement by Supplier – if not GST registered | <input type="checkbox"/> |
| Completed Part 2 – Grant Request | <input type="checkbox"/> |
| Completed Part 3 – Proposed Project Details | <input type="checkbox"/> |
| Completed Part 4 – Proposed Event Details | <input type="checkbox"/> |
| Completed Part 5 – Access & Inclusion | <input type="checkbox"/> |
| Completed Part 6 – Finance and Project Budget | <input type="checkbox"/> |
| Completed Part 7 – Declaration by Applicant | <input type="checkbox"/> |
| Attachments (See Page 16) | <input type="checkbox"/> |

Further Information

For further information or advice please contact the Shire of Dundas on 9039 1205 or e-mail shire@dundas.wa.gov.au

Completed hard copies of the application can be sent to:-

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

SHIRE OF DUNDAS – COMMUNITY GRANTS PROGRAM
 Minor / Events Application Package (\$1,001 - \$10,000)

Part 5 - Finance and Project Budget

1. Describe any attempts to secure funding through other sources
 2. (eg: Lotterywest, Department of Sport & Recreation, Healthways, the private sector, etc.)

LOTTERYWEST
 HORIZON
 ROAD SAFETY

3. If yes, provide a list in the table below

Funding Agency	Amount	Approved (circle)		
LOTTERY WEST	\$15,000	Yes	No	<input checked="" type="radio"/> Pending
HORIZON	\$3,000	<input checked="" type="radio"/> Yes	No	Pending
ROAD SAFETY	\$1,000	Yes	No	<input checked="" type="radio"/> Pending
		Yes	No	Pending

4. Describe any funding received from received the Shire of Dundas in the past five years

Year	Purpose	Amount
2017	NSM GOLD FEVER FESTIVAL	\$15,000
2016	"	\$15,483
2015	"	\$14,900
2014	"	\$14,925

Roberts St - closed from Crampton St all the way down to the first entrance road to BP. There needs to be a "detour ahead" sign at the intersection of Roberts and The Eyre Hway so that caravans don't start driving down Roberts St and need to turn around.

Old Eyre Hway - closed from Roberts until Princep St.

Ramsay St - closed from Roberts St to Neville Parade (not sure how this worked last year with the rail crossing access but this is an important loop to be closed as the kids run this part of the course so it needs to be safe)

Roberts/Ramsay St round about - closed.

Neville Parade - closed from Ramsay until Alsopp St.

Alsopp St - closed from Neville Parade until Roberts St.

Roberts/Alsopp round about - closed.

Crampton St - closed from Roberts St until Princep St.

I can't remember at what times the roads were closed last time but I think it was roughly 7am-11am give or take a bit.

Gold fever

Roundabout ramsay street-roundabout alsopp street

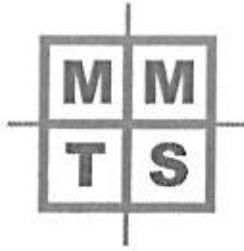
Talbot street- from prinsep up to Neville parade

6am - 6pm



12.1

Late Item – Differential Rate Model 2018/2019



**McMAHON
MINING
TITLE
SERVICES
PTY LTD**

Ph: 08 6467 7997
Fax: 08 9272 6939
mmts@mmts.net.au
Unit 28 / 168 Guildford Rd
Maylands WA 6051

PO Box 592
Maylands WA 6931
ABN 70 104 341 817

2 July 2018

Gihan Kohobange
Acting Chief Executive Officer
Shire of Dundas
PO Box 163
NORSEMAN WA 6443

via email to: shire@dundas.wa.gov.au

Dear Sir

SUBMISSION – DIFFERENTIAL RATING 2018/19

We act for a number of exploration and prospecting companies in WA and thank you for the opportunity to make a general submission regarding the proposed rates for 2018-19.

We note that valuations provided by the Valuer General are used to calculate rates each year, and that valuations are based on the rent rate imposed by the Department of Mines, Industry Regulation and Safety.

In 2018-2019, the Department will increase the rent rate by 1.5% for exploration licences and 6% for prospecting licences and all other mining tenements to fund the Exploration Incentive Scheme (EIS). This rent increase will automatically result in an inflation in valuation and increase in rates even before any further increase in the rate in the dollar or minimum is applied by the Shire.

The EIS is aimed at generating exploration activity and the lower rent rate increase for exploration licences is intended to protect the junior sector in finding the deposits of the future. Further increase in rates on top of the automatic increase, may result in double-dipping and diminish these intended effects.

We ask that you consider this automatic increase in your rates modelling and give consideration to whether the rate in dollar and minimum for mining tenements can be reduced for the 2018-2019 year.

Yours sincerely

Shannon McMahon
Principal

From: Monica South [mailto:cmkdsouth@gmail.com]

Sent: Sunday, 8 July 2018 10:37 AM

To: Dundas SHire <shire@dundas.wa.gov.au>

Subject: Shire rate increase

To whom it may concern,

In regards to the proposed pastoral rate increase we strongly oppose it.

It has taken over 100 years for our rates to reach 5 cents in the dollar and you want to raise it by 3 cents in the dollar in one hit. We are currently in the worse season since we've owned the property, cattle numbers are low and prices have dropped right back. You need to understand these properties need a lot of money invested in to them in order to sustain a family business. A rate rise like this would be extremely hard to handle.

After talking to other pastoralists on the Nullarbor everybody is against it and would like an explanation as to what we actually get for our rates.

If the shire needs to raise their rates due to financial difficulties this should not be lumbered onto the people on the land, a small minority.

Thank you for your time.

Regards

Chris and Monica South
Southern Hills Station
RMB 4460
ESPERANCE
WA 6450

PH 0448108686

From: Judy Swann [mailto:taju441@yahoo.com.au]
Sent: Monday, 25 June 2018 12:43 PM
To: Dundas SHire <shire@dundas.wa.gov.au>
Subject: Shire Rates

Dear Sir/Madam

I have been forwarded a copy of the new rating policy for the shire.

I have a major objection to the proposed rates increases.

There is no comparison of pastoral to mining enterprises within the shire.

The works and incomes are vastly different.

To hit the pastoral industry at a time of severe upheaval and attack from outside influences and seasonal hardship seems very harsh.

I am at a loss as to what the shire provides to the pastoral for the pastoral properties that justifies the increases.

What special services do we receive that is also provided to the mining industry?

Where is the comparisons of ability to pay of the two industries?

I have not been aware of any actual services to the properties provided by the shire.

Is as I understand, that the shire is in receipt of federal funds for the provision of our entrance roads?

If so then I think you are sufficiently compensated.

A full explanation of the services and provisions by the shire would be appreciated.

Judy Swann

Virginia Station



**Rates Objectives and Reasons
Differential Rates and Minimum Payments
2018/2019 Financial Year**

In accordance with Section 6.36 of the Local Government Act 1995, the Shire of Dundas is required to publish its Objectives and Reasons for implementing Differential Rates.

1. Overall Objective

The purpose of the levying of rates is to meet Shires budget requirements in each financial year in order to deliver services and community infrastructure. Property valuations provided by the Valuer General are used as the basis for the calculation of rates each year. Section 6.33 of the Local Government Act 1995 provides the ability to differentially rate properties based on zoning and/or land use as determined by the Shire of Dundas.

2. Unimproved Value (UV)

Properties that are predominantly of a rural purpose are assigned an Unimproved Value that is supplied and updated by the Valuer General on an annual basis.

Council has adopted differential rates in its Unimproved Valuation area for improved and vacant mining leases, exploration, prospecting, pastoral leases and improved and vacant UV land.

The application of differential rating maintains the status quo in terms of equity in the rating of properties across the Shire, enabling the Council to provide facilities, infrastructure and services to the entire community and visitors.

UV – Mining (Including Exploration and Prospecting Leases)

This rating category cover mining, exploration and prospecting leases located within the Shire of Dundas.

The proposed rate for this category is 15.2582 cents per dollar of UV, with a minimum rate of \$349 except for prospecting leases. The Shire encourages prospecting by way of a reduced minimum rate of \$300 as compared with other mining categories.

The proposed rate mainly reflects the ongoing costs (increased cost) involved in maintaining the road network that services these land use as the Shire's local authority boundaries extend all the way to the WA/SA state boundary.

The mining operations result in the Shire's road network and infrastructure requiring continual ongoing maintenance and renewal work to service these users. The Shire acknowledges the fact that exploration, prospecting and mining have different levels of impact on the Shire's road network. However, there remain the need to fund maintenance and renewal requirements of this vital infrastructure asset for the benefit of all users.

In determining proposed rate in the dollar of these categories, consideration was given to the comparable rate in the dollar of the neighbouring shires (with significant mining focus) which provide similar services for mining activities. Even after this proposed increase in rate in the dollar, the Shire of Dundas remains as one of the shires with lowest UV rates for mining leases.

UV – Pastoral

This rating category applies to all pastoral leases that have been granted under the repealed *Land Act 1933*.

The proposed rate of 6.5000 cents per dollar of UV, with a minimum rate of \$349 is proposed for this category.

The proposed rate is comparatively low compared to the mining UV rates due to the following:

- The minimal impact on or requirement that the pastoral industry has on or for Shire services and infrastructure.
- To encourage a diversification of land use other than mining related activities.
- Mining activities have and require a higher level of governance for licences, clearing permits etc
- Mining imposes greater damage to the environment with clearing, drilling and mining activities.

The Shire has factored in capacity to pay in determining the rate in the dollar for pastoral leases with a lowest UV rate in the dollar. However, the Shire need to ensure a minimum of 2:1 ratio between the Pastoral UV and the Mining UV to ensure fairness across these categories. The proposed rate will help the Shire to gradually minimise the large disparity between the Pastoral UV and the Mining UV categories.

This rate reflects the cost of providing building inspection services, emergency services and other amenities for those properties. Most of these properties are located a large distance from the main service centre. However, the cost of servicing the communities within the boundaries of the Shire should be borne by all residents and property owners.

3. Gross Rental Value (GRV)

The Local Government Act 1995 determines that properties of a non-rural purpose be rated using the Gross Rental Valuation (GRV) as the basis for the calculation of annual rates. The Valuer General determines the GRV for all properties within the Shire of Dundas every five years and assigns a GRV. The current valuation is effective from 1st July 2014.

Interim valuations are provided monthly to the Shire by the Valuer General for properties where changes have occurred (i.e. subdivisions or strata title of property, amalgamations, building constructions, demolition, additions and/or property rezoning). In such instances the Shire recalculates the rates for the affected properties and issues interim rates notices.

The four categories of GRV properties, dependent on land use and zoning are;

- Residential
- Commercial
- Industrial
- Vacant Land

It is proposed that all properties using GRV as the basis for rating will attract the same rate in the dollar and minimum rates.

Some of these properties are located a large distance from the main service centre. However, the Shire has decided to charge the base rate by which properties within the town site are assessed. This rate reflects the cost of providing health and building inspection services, emergency services and other amenities for those properties. The cost of servicing the communities within the boundaries of the Shire should be borne by all residents and property owners.

The proposed rate in the dollar is 15.8624 cents per dollar of GRV, with a minimum rate of \$349.

4. Minimum Rates

The setting of minimum rates within rating categories is an important method of ensuring that all properties contribute an equitable rate amount.

A minimum rate of \$349 has been set for all GRV rating categories. The Shire imposes one general minimum rate payment that applies to all GRV rateable properties within the boundaries of the town site. The rate is imposed to discourage holding undeveloped land with the Shire, which reduces the amenity of the area, and thereby encourages its early development.

The UV minimums (\$349) are applied to ensure that the rate burden is distributed equitably between all property owners. Mining, Pastoral, Exploration and Prospecting leases fall under this category and the majority are held by large mining companies.

The Shire does offer a reduced minimum rate for Prospecting Leases (\$300).

5. Summary

In arriving at the proposed rates in the dollar the Shire has attempted to balance the need for revenue to fund essential services and facilities with the consideration of the rate payer's capacity to pay.