



Notice of Meeting and Agenda Ordinary Council Meeting 25th February 2020

NOTICE OF MEETING

The next Ordinary Meeting of the Council will be held on 25th February 2020 in the Council Chambers at Prinsep Street Norseman, commencing at 6:00pm to consider and resolve on the matters set out in the attached agenda.

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

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

Peter Fitchat
Chief Executive Officer
20th February 2020

Notes to Agenda

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

AGENDA for the ORDINARY Meeting of the Council to
be held in the Council Chambers at the Shire
Administration Office – Prinsep Street Norseman on
the 25th February 2020 commencing at 6.00pm

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1 Declaration of Opening and Announcement of Visitors.

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

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

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

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

Financial Interests:

Proximity Interests:

Impartiality Interests:

Gifts Received by Councillors:

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

3 Record of Attendance of Councillors / Officers and Apologies.

Cr LG Bonza	Shire President
Cr AR Patupis	Deputy Shire President
Cr JEP Hogan	
Cr SM Warner	
Cr VL Wyatt	
Peter Fitchat	Chief Executive Officer
Aruna Rodrigo	Manager of Finance and Administration
Pania Turner	Manager of Community Development
Joe Hodges	Manager of Works and Services
Tracy Dixon	Administration Officer

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

6 Public Question Time.

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

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

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

7 Confirmation of Minutes of Previous Meeting.

- 7.1 Minutes of the Ordinary Meeting of Council held on 23rd January 2020 be confirmed as a true and accurate record.

Recommendation

That the minutes of the Ordinary Council Meeting held on 23rd January 2020 be confirmed as a true and accurate record

Moved Cr:
Seconded Cr:

Resolution

Carried by: Simple Majority For: Against

8 Petitions, Deputations or Presentations.

8.1 Australia Day Citizenship Awards

8.2 Reports of Committees

8.1.1 GVROC – Cr Bonza/Cr Warner

8.1.2 WALGA – Cr Bonza/Cr Patupis

8.1.3 Regional Roads Group – Cr Bonza/Cr Wyatt

8.1.4 Roadwise – Cr Wyatt/Cr Warner

9 Announcements by Presiding Member without Discussion.

10 Reports of Officers.

10.1 Planning, Development, Health and Building

Agenda Reference & Subject	
10.1.1 – Lot 1805 Section 91 Licence	
Location / Address	Lot 1805 Old Coach Road Norseman
File Reference	A2367
Author	Richard Brookes
Date of Report	28 th January 2020
Disclosure of Interest	Nil

Summary

For the Council to comment on a proposed section 91 licence over Lot 1805 cnr Old Coach Road & Delamotte Way

Background

The Shire has received an email from the Department of Planning Heritage and Lands seeking the Councils comment on a proposal to issue a Section 91 Licence to Specialised Materials Pty Ltd over lot 1805 cnr Old Coach Road & Delamotte Way Norseman.

The subject lot is 2348m² and zoned industrial pursuant to the Shire of Dundas Local Planning Scheme No 2.

The lot is leased from the Crown by Specialised Materials Pty Ltd (Norseman Concrete) and utilised as part of its operations.

A copy of the map of the area is included in the papers relating.

Statutory Environment

Land Administration Act 1997.

Policy Implications

There are no policy implications relating to the proposal.

Financial Implications

There are no financial implications relating to the proposal

Strategic Implications

There are no strategic implications identified pursuant to the Community Strategic Plan

Consultation

Department of Planning Lands and Heritage (Land Management South)

Comment

The Department advise that the lease of lot 1805 is currently under review/renewal and the applicant (Specialised Materials Pty Ltd) has requested a section 91 licence to enable them to continue their operations whilst the lease/purchase is being negotiated with the Department.

Voting Requirements

Simple Majority

Officer Recommendation

That the Council of the Shire of Dundas advise the Department of Planning, Lands and Heritage that the Council has no objection to the granting of a section 91 licence over lot 1805 on deposited plan 191014 Norseman.

Moved Cr:
Seconded Cr:

Resolution

Carried by: Simple Majority For: Against

Agenda Reference & Subject	
10.1.2 – Designated Area Migration Agreement	
Location / Address	Shire of Dundas
File Reference	
Author	CEO – Peter Fitchat
Date of Report	18 th February 2020
Disclosure of Interest	Nil

Summary

That Councillors of the Shire of Dundas in consultation through GVROC and recently Shire of Esperance has indicated a strong interest in joining the DAMA and that Council note the report on the Designated Area Migration Agreement (DAMA), as the Shires that has an interest in the DAMA Program has to share a boundary with each other it is in our interest to assist the Shire of Esperance that also battles the same issues as we do by joining the DAMA Program.

Background

The Shire President and Chief Executive Officer have through the GVROC identified that there is a potential of bringing additional workers to our remote resource communities through the DAMA arrangement. In our last workshop we had DAMA as an item and issues discussed was facilitating the immigration of skilled workers to the region by negotiating Designated Area Migration Agreement (DAMA). For the Shire of Dundas to join the DAMA the President has written to Hon. Alan Tudge MP the A/Minister of Immigration, Citizenship and Multi-Cultural Affairs to consider our application to join the DAMA Program currently being administered through the City of Kalgoorlie Boulder. The DAMA is supported by the GVROC as a concept for attracting people back to the Goldfields Esperance Region.

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

At this there is no immediate of cost other than staff and Elected Members time attending to this matter, and the cost is covered under our current operational budget, but we will attempt to allocate \$10,000 in the 2020/21 Financial Year Budget to assist with the promotion of this program.

Strategic Implications

Theme 2 – A thriving local economy and economic base			
A strong, diversified economy with a number of commercial businesses and industries providing new and varied employment opportunities for all age groups.			
Strategy 2	Goal	Measure	Priority
2.1 Opportunity for Economic Diversification	A vibrant economy that includes opportunities for mining, industry, tourism, shopping and business.	The level and diversity of businesses, including mining, industry, tourism and commercial activity is increasing.	Medium
2.2 Attracting new businesses	New businesses are attracted to the area and existing ones encouraged to grow through promotion of the area as an attractive place to work and live.		
2.3 Future Growth and sustainability	Our Shire will maintain the existing population and provide opportunities for future growth for continued sustainability of the Community.	Population levels are stable or increasing to maintain a viable Community.	Medium
2.4 Provide infrastructure that stimulates growth	To assist in the provision of infrastructure that encourages development of existing and new business opportunities.	Increased level of infrastructure that is beneficial to business and industry.	High

Consultation

Shire of Dundas Council, City of Kalgoorlie Boulder, Shire of Coolgardie, GVROC, Shire of Esperance, Council Staff and all Stakeholders will get involved once this improved.

Comment

The DAMA program is a two-tiered agreement between the Commonwealth and a state/territory or regional body that provides:

- flexibility for a Designated Area Representative (DAR) to respond to their local economic and labour market needs and conditions
- solutions to Australian business where there are skills gaps and shortages that can't be met by the Australian market
- streamlined access to a broader range of overseas workers than available through the standard skilled visa programs
- various negotiable concessions to the standard skilled visa requirements; and
- pathways to permanent residence as major incentives to attract and retain overseas workers

Tier 1: Designated Area Migration Agreement with state/territory government or regional representatives – outlines responsibilities, governance and overarching policy settings for a region

Tier 2: Individual labour agreements under the DAMA

– one for each employer sponsoring workers in the DAMA region, accords with policy settings agreed in the DAMA.

There is one DAMA in place with the Northern Territory Government, and the GVROC Shires including the Shire of Coolgardie and the City of Kalgoorlie Boulder, Shire of Leonora, Shire of Menzies.

Roles and Responsibilities regarding the DAMA.

Minister for Immigration, Citizenship and Multicultural Affairs

- Power to enter into a DAMA with a state or territory Government and regional authorities for a defined geographic region in Australia
- Authorises the conditions and parameters under a DAMA

Designated Area Representative (DAR) – City of Kalgoorlie-Boulder

- Co-signs the DAMA
- Assessing and endorsing employers who want to sponsor migrant workers under the DAMA
- Monitor activity, report on issues
- Engagement and consultation with the Department of Home Affairs, employers and stakeholders as required
- Annual review of DAMA terms/operations

Department of Home Affairs

- Submits the DAMA request to the Minister for review and decision
- Works with the DAR to establish and negotiate terms of the agreement and monitor progress, issues and effectiveness of DAMA
- Works with endorsed employers to establish labour agreements and process nomination and visa applications made under the agreements
- Reports to Minister on DAMA outcomes

Employers

- Seek endorsement from the DAR to sponsor migrant workers under the DAMA
- Enter into individual labour agreements (under the umbrella of the DAMA) with the Department of Home Affairs
- Lodge nominations to fill vacancies under the Temporary Skill Shortage visa for a 4-year period (unless otherwise specified) or permanently under the Employer Nomination Scheme visa
- Are subject to temporary residence sponsorship obligations and a sanctions framework under existing Migration law.

The outcome with the DAMA Program is to find Skilled Workers willing to establish themselves in the remote resource communities to assist in ensuring these communities sustainability.

The DAMA will come into play after efforts on local employment is exhausted and there is no other option to attract candidates to our region.

Voting Requirements

Simple Majority

Officer Recommendation

That Council,

1. Note the up-date report on the Designated Area Migration Agreement (DAMA).
2. Allocate \$10,000 in the 2020-21 Financial year budget to manage this program.

Moved Cr:

Seconded Cr:

Resolution

Carried by: Simple Majority

For:

Against

Agenda Reference & Subject	
10.1.3 – Local Government House Trust- Deed of Variation	
Location / Address	Shire of Dundas
File Reference	
Author	CEO - Peter Fitchat
Date of Report	20 th February 2020
Disclosure of Interest	Nil

Summary

Shire of Dundas is a unit holder and beneficiary to the Local Government House Trust, holding 3 unit/s as advised in WALGA's recent Quarterly Report Q4 2019.

The Trust's Board of Management is seeking to vary the Trust Deed in order to assist the Trust's income tax exempt status. As stipulated by the Deed, the Trust requires consent of at least 75 per cent of all beneficiaries in order to execute this variation.

As a beneficiary, the Shire of Dundas is requested to consent to the enclosed Deed of Variation supported by a resolution of Council; and to communicate this consent to us in writing. Please note, we are requesting consent for the Trustee to formally execute the attached Deed of Variation – your Local Government is not required to sign the enclosed document.

Further details on the particular Deed Variations and objectives to be achieved by this variation are outlined below.

Background

The Local Government House Trust ("The Trust") exists primarily to provide building accommodation for the Western Australian Local Government Association. Since January 2014, the Trust has provided WALGA with accommodation at 170 Railway Parade West Leederville.

The current trust deed commenced in 1993 and was amended in 2002 to reflect the merger of the metropolitan and country associations into WALGA. The current Trust Deed pronounces WALGA as Trustee and unit holders as Beneficiaries, with the Trustee holding property and associated monies "upon Trust" and in proportion to the units provided.

Commencement date of the current deed is 17 February 1993, with a vesting date 79 years from commencement - which means that the Trust ends in 2072.

The Trust is exempt from income tax on the basis of being a State / Territory Body (STB) pursuant to *Division 1AB of the Income Tax Assessment Act 1936*.

Trust Deed Variation

Trust Deed amendments set out in the Deed of Variation are based on legal advice and are intended to assist the Trust's income tax exempt status by strengthening the position that the Trust is a State / Territory Body (STB).

Legal advice identified that the Trustee's ability to retire and appoint a new Trustee might affect the Trust's classification as a State or Territory Body (STB). This view, while based upon highly technical grounds, is a risk nonetheless.

Subsequently the Deed of Variation aims to strengthen the position that the Trust is a STB through the following amendments:

1. removing the existing Trustee's power to retire and appoint a new Trustee (Clause 2.1 and 2.2 (22.3) of the Deed of Variation)

2. enabling the beneficiaries to appoint and remove a Trustee (Clause 2.2 (22.4) of the Deed of Variation), and
3. ensuring that the Board of Management is the 'governing body' of the Trust (Clause 2.3 of the Deed of Variation)

The three proposed amendments when applied to the relevant clauses inserted by the Deed of Variation dated 5 June 2002 will subsequently read as follows (proposed amendments shown in red text):

1. Variation 2.1 amends clause 22.1 to point to additional clause:

22.1 Any Trustee of the Trust may retire as Trustee of the Trust. ~~The~~ Subject to clause 22.3, the right to appoint any new or additional trustee or trustees of the Trust is hereby vested in the retiring or continuing trustee. A corporation or incorporated association may be appointed as Trustee of the Trust.

2. Variation 2.2 inserts two new clauses:

22.3 The retiring or continuing trustee shall only be entitled to appoint any new or additional trustee of the Trust with the consent of not less than 75% of the Beneficiaries.

22.4 The Beneficiaries may at any time by Special Resolution:

- (a) remove a Trustee from the office as Trustee of the Trust;
- and
- (b) appoint such new or additional Trustee.

3. Variation 2.3 insert a new clause 13A

13A Delegation to the Board of Management

Unless the Beneficiaries otherwise direct (such direction to be given by not less than 75% of the Beneficiaries), the Trustees shall delegate all of the powers authorities and discretions contained in subclauses (a) to (x) of clause 12 to the Board of Management. The Trustees shall, at the direction of the Board of Management, do such things as may be necessary to give effect to the exercise of a power, authority or discretion by the Board of Management.

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

This forms part of our Annual Budget and for the financial year 2019-20 it was \$24,000.

Strategic Implications

WALGA provides Council with Policy direction and legal assistance to all our Councillors and Staff.

Consultation

WALGA, Councillors, CEO

Comment

The first two amendments outlined above remove powers granted to the Trustee in the 2002 Deed Variation resulting from the merger to a single Association representing WA Local Governments. These amendments which previously facilitated the transfer of trusteeship to the then new Western Australian Local Government Association are removed, but with the clarification that any appointment must be with the consent of the beneficiaries.

The final amendment intends to confirm that power rests with the Board of Management. As the Board of Management comprises Local Governments, this satisfies the requirements of a STB for tax purposes. This amendment reflects the actual operation of the Trustee in implementing the decisions of the Board of Management whilst retaining sufficient operational discretion to place and renew investments and pay suppliers.

These amendments provide greater power to beneficiaries through the Board of Management, and as such it is anticipated they will be considered acceptable.

WALGA is requesting Shire of Dundas to consider the above amendments and receiving formal consent to execute these changes via resolution of Council.

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas Council receives this report and support the Deed of Variation and the aims to strengthen the position that the Trust is a State or Territory Body (STB) through the following amendments:

- 1. removing the existing Trustee's power to retire and appoint a new Trustee (Clause 2.1 and 2.2 (22.3) of the Deed of Variation)**
- 2. enabling the beneficiaries to appoint and remove a Trustee (Clause 2.2 (22.4) of the Deed of Variation), and**
- 3. ensuring that the Board of Management is the 'governing body' of the Trust (Clause 2.3 of the Deed of Variation)**
- 4. approve the use of the Common Seal in the signing of the Deed of Variation**

Moved Cr:

Seconded Cr:

Resolution

Carried by: Simple Majority

For:

Against

Agenda Reference & Subject	
10.1.4 – Objection to Exploratory Drilling/Mining for fossil fuels in the Great Australian Bight	
Location / Address	Shire of Dundas
File Reference	
Author	CEO – Peter Fitchat
Date of Report	18 th February 2020
Disclosure of Interest	Nil

Summary

To report to Council that there is public petitions and Shires in South Australia in opposition to exploratory drilling/mining for fossil fuels in the Great Australian Bight.

Background

The following supporting information, including a copy of the Wilderness Society Campaign Brief (attachment 1) and the Equinor Environmental Plan in brief (<https://www.equinor.com/en/where-we-are/gabproject.html>), was provided by Monica Mudge, Take 2 SLSC project Manager, with the petition:

“Norwegian oil company, Equinor, plan to carry out exploratory oil drilling in the Great Australian Bight. The deepest drill proposed in the bight to date, in one of the wildest part of our oceans. It may be far away from us, but an accidental oil spill in this part of our oceans may have grave effects on our local beaches and waterways, and I believe it is important for this matter to be raised in council.

Here in the Shoalhaven, many local residents oppose this proposed drilling for many reasons and we are seeking the opportunity to raise our concerns with Shoalhaven City Council at your next special meeting. As a representative of ocean conservation in our area, I, along with so many of our rate payers and visitors alike, have grave concerns for what this drill could potentially mean for our beaches, our industries, our tourism and our wildlife. So much so that a petition proposing the Shoalhaven City Council consider opposing the drill, has now attracted over 1,000 signatures in writing and 873 online signatures to date, with those numbers rising every day.

As you may know, we are not the only community to be concerned, Peaceful protests and communities have been coming together across the country, some led by nationally acclaimed surfers and celebrities. At this stage the final call needs to be made by NOPSEMA (National Offshore Petroleum Safety and Environmental Management Authority), and that is expected to happen sometime soon. We would like Shoalhaven City Council to formally support the banning of exploratory drilling in the Great Australian Bight before they make their decision.

There is substantial evidence to support our concerns and I have attached a brief outline for you. I have also read from cover to cover the draft Environmental Plan and final Environmental Plan provided by Equinor (also attached). As you will see, by their own admission, this drill is not 100% safe and should there be a spill, the catastrophic effects may see oil ending up here on our local beaches, not to mention what it will do in The Great Australian Bight, the main highway for wildlife (whales, sharks, dolphins, plus many more) found nowhere else in the world, some already endangered. I cannot imagine how this will affect us and cannot sit back to just wait and see”.

There are 19 councils so far across the country that have made motion against the drilling and the concerns are growing.

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Theme 3 – Natural & Built Environment			
A protected and enhanced environment that is aesthetically pleasing and provides benefits for the Community for generations to come.			
Strategy 3	Goal	Measure	Priority
3.1 Management of environmental impact.	To minimise the impact of Shire activities on the environment.	That any activities undertaken by the Shire have a demonstrable minimal impact on the environment and set a benchmark for the region.	Medium
3.3 Enhanced transport access and infrastructure.	Improved infrastructure within the Shire and good transport access to and around Norseman.	Existing infrastructure that meets Community expectations and requirements. A measurable improvement in levels of infrastructure.	High
3.4 Enhancement of natural tourist destinations.	Development of the Great Western Woodlands that maintains the overall natural beauty of the area however still provides opportunities for tourism and other uses.	That the GWW is generally preserved and any development undertaken still allows residents and tourists to enjoy its natural beauty An increased level of tourism numbers visiting the GWW.	Medium/High

Consultation

Shire of Dundas Council, Councillors and Staff

Comment

In South Australia and on-line the petition is growing in support by people against the Drilling.

Two peaceful protests were also held supported by over 600 people across the Shoalhaven. One a paddle out where over 300 local surfers came together at Mollymook Beach, and a Hands Across the Sand event at South Mollymook, that was held due to so many people wanting to do something and was attended again by over 300 people.

For the Shire of Dundas, we have over 480km of Coastline exposed to possible contamination risk. In this week's Kalminar was an article about Federal Government asking the Browse Woodside Project to clean-up their act and is looking at new taxes to clean-up issues relating to their activities, this all forms part of Councils concern about the environmental feasibility for these types of projects, we still have concerns of past mining activities within our Shire boundary on land that still needs to be addressed by the relevant State and Federal Government Departments regarding Mining and Environmental issues.

As part of our objection is to directly inform Equinor of the Councils decision and all the relevant State and Federal Governments, and the National Offshore Petroleum Safety and Environmental Management Authority.

Voting Requirements

Simple Majority

Officer Recommendation

That Council,

1. Note the report, and submit a formal Objection to Exploratory Drilling/Mining for fossil fuels in the Great Australian Bight.
2. Notify all relevant Federal and State Government agencies about our concerns and decision to object to the Drilling in the Great Australian Bight.

Moved Cr:
Seconded Cr:

Resolution

Carried by: Simple Majority For: Against

10.2 Engineering and Works**10.3 Members and Policy**

Agenda Reference & Subject	
10.3.1 – Receive the Information Bulletin	
Location / Address	Shire of Dundas
File Reference	CM.CI.2
Author	Peter Fitchat – Chief Executive Officer
Date of Report	31 st January 2020
Disclosure of Interest	Nil

Summary

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

Background

The Councillors' Information Bulletin for the period ending 31st January 2020 was completed and circulated to Councillors.

Statutory Environment*Local Government Act 1995*

- Section 2.7(2) - Provides that Council is to oversee the allocation of local government finances and resources and to determine the local government policies.
- Section 3.1 – Provides that the general function of the local government is to provide for the good governance of persons in its district.

Policy Implications

Council has no policies in relation to this matter

Financial Implications

The recommendation of this report has no financial implications for Council.

Strategic Implications

Keeping Councillors informed in respect to matters impacting on their role as Councillor.

Consultation

Nil.

Comment

The intent of the Councillors' Information Bulletin is to assist in providing Councillors with information relevant to their role as a Councillor.

Because of certain confidential elements in the contents of this document, it is not a public document, it is distributed to Councillors and senior staff only and is not for public release.

Voting Requirements

Simple Majority

Officer Recommendation

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

Moved Cr:
Seconded Cr:

Resolution

Carried by: Simple Majority For: Against

10.4 Administration, Finance and Community Service

Agenda Reference & Subject	
10.4.1 – Accounts Paid 1/01/2020 to 31/01/2020	
Location / Address	Shire of Dundas
File Reference	FM.CR
Author	Accounts Payable Officer
Date of Report	20 th February 2020
Disclosure of Interest	Nil

Trust Payments

Chq/EFT	Date	Name	Description	Amount
EFT4361	17/01/2020	Daniel A Guirey	REFUND OF TRUST	50.00
				\$50.00

Municipal Cheques

Cheque	Date	Name	Description	Amount
				0.00

Municipal Account EFT's

EFT	Date	Name	Description	Amount
EFT43 45	13/01/202 0	Eucla Motor Hotel	2x Rooms for Richard Brookes and Steve Bowyer on the 16/12/2019 (meals and fuel included) \$608.52 Accommodation and Meals for Peter Ladewig 18.12.2019 including meals and fuel \$315.81	924.33
EFT43 46	13/01/202 0	Australia Post	Postage (November 2019)	350.57
EFT43 47	13/01/202 0	Shire of Dundas Municipal Fund	Payroll deductions	1050.00
EFT43 48	13/01/202 0	Dundas Fencing & Building Maintenance	Pump Out Septic at Doctors House	601.15
EFT43 49	13/01/202 0	Department of Fire & Emergency Services	ESL (November 2019)	3929.92
EFT43 50	13/01/202 0	Glen Flood Group Pty Ltd T/A GFG Consulting	Project Management for Woodlands Centre	6059.21
EFT43 51	13/01/202 0	Moore Stephens (WA) Pty Ltd	Rates processing and management for December 2019	1870.00
EFT43 52	13/01/202 0	McLeod's Barristers & Solicitors	Dispute RE Bushfire Hazards: Bushfire Act 1954 (WA)	1988.66
EFT43 53	13/01/202 0	Norseman Visitor Centre	Souvenir Gold Norseman Promotion Coins	120.00
EFT43 54	13/01/202 0	Norseman Community Resource Centre	Printing of the Norseman Today - November 2019	1200.00
EFT43 55	13/01/202 0	Royal Life Saving Society WA Inc	Purchase Watch Around Water Sign	319.00
EFT43 56	13/01/202 0	Soil water Group	NLWF Biannual WW & GW Sampling and Reporting for 2019-20	9069.50
EFT43 57	13/01/202 0	STRATEGIC LEADERSHIP CONSULTING	Councillor Induction & Staff Workshops	7956.20
EFT43 58	13/01/202 0	Town Planning Innovations Pty Ltd	General Planning Services	165.00
EFT43 59	13/01/202 0	Wilson's Diesel & Auto Repairs	Supply and fit 4x tyres to Nissan Navara	1146.40
EFT43 60	13/01/202 0	Telstra Corporation Limited	Satellite Phone Usage for 16.12.19 - 15.01.20 \$164.40 Mobile Phone Usage 17.12.19 - 16.01.20 \$546.70	711.10
EFT43 62	21/01/202 0	Australian Taxation Office	BAS (December 2019)	13870.08
EFT43 63	21/01/202 0	Advertiser Print	150x Vehicle Prestart books	1895.00
EFT43 64	21/01/202 0	ZircoDATA Pty Ltd	Storage of Registers 26.10.19 - 25.11.19	160.24
EFT43 65	21/01/202 0	Bunnings Warehouse Kalgoorlie	Assorted Hardware Items (Tools and Materials)	294.79
EFT43 66	21/01/202 0	Laurene Bonza	Claim (Council Meeting 17.12.2019, Annual Electors 17.12.2019 and Workshop 03.12.2019)	576.00
EFT43 67	21/01/202 0	BOC Limited	Container Service Fee (28.11.2019 - 28.12.2019)	39.88

EFT43 68	21/01/202 0	Coyles Mower & Chainsaw Centre	Replacement Blower x2 and hedge trimmer x1 including chargers and extra batteries	3468.00
EFT43 69	21/01/202 0	Dundas Fencing & Building Maintenance	Pump out Welcome Park Dump Point \$439.45 Check and repair female public toilet at rear of Admin \$439.45	604.45
EFT43 70	21/01/202 0	Esperance Rural Supplies	Purchase 5 x 10LT Kamba, 5 x20 litres Wetter, Baileys Grosorb liquid 20 litre x 10 and Baileys 3.1.1 fertiliser 20kg x35 bags	6120.07
EFT43 71	21/01/202 0	Esperance Freight Lines	Freight (Telford Industries)	211.20
EFT43 72	21/01/202 0	A.D. Engineering International	Town clock quarterly service (03.12.2019 - 02.03.2020)	132.00
EFT43 73	21/01/202 0	Department of Fire & Emergency Services	ESL (December 2019)	603.93
EFT43 74	21/01/202 0	Horizon Power	Various Power Usage October – December 2019	21122.45
EFT43 75	21/01/202 0	Landgate	Mining Tenement Chargeables M2019/12 06.11.2019 - 04.12.2019	39.80
EFT43 76	21/01/202 0	Star Track Credit	Freight (Shentons Pumps and Late Payment Charge for Invoice 20025) \$1357.72 Freight JR & A Hersey \$59.23 Freight Sigma Chemicals \$460.87 Late Payment charge for invoice 20024 \$5.12	1882.94
EFT43 77	21/01/202 0	MARRAK GROUP SAFETY SUPPLIES AND APPAREL	Assorted Gloves (s, m, l) \$400.00 Assorted Gloves XL and L \$103.60 Staff shire with logo for P Turner \$25.00	528.60
EFT43 78	21/01/202 0	McLeod's Barristers & Solicitors	Achieving Management Order for Extension to Waste Disposal Facility: Eucla	1315.73
EFT43 79	21/01/202 0	Golden Flame Nominees Pty Ltd	Refreshments for Seniors Christmas Dinner (3rd December 2019)	426.00
EFT43 80	21/01/202 0	Online Business Equipment	Monthly Service Agreement No17649	71.50
EFT43 81	21/01/202 0	Valma Joy Schultz	Claim (Council Meeting 17.12.2019, Annual Electors 17.12.2019 and Workshop 03.12.2019)	416.00
EFT43 82	21/01/202 0	Solutions IT (invoice S)	Agreement - Cloud Backup (January 2020)	180.68
EFT43 83	21/01/202 0	Solutions IT (invoice A&B)	Monthly Billing for January 2020	1479.50
EFT43 84	21/01/202 0	Toll Transport Pty Ltd	Freight - State Library and Advertiser Print \$180.93 Freight Pathwest \$14.84 Freight State Library and Pathwest \$31.89 Freight State Library \$21.47 Fright State Library \$32.53	281.66

EFT43 85	21/01/202 0	Veronica Wyatt	Claim (Council Meeting 17.12.2019, Annual Electors 17.12.2019 and Workshop 03.12.2019)	416.00
EFT43 86	21/01/202 0	Sharon Warner	Claim (Council Meeting 17.12.2019, Annual Electors 17.12.2019 and Workshop 03.12.2019)	416.00
EFT43 87	21/01/202 0	Telstra Corporation Limited	Landlines and ADSL 05.01.2020 - 04.02.2020 \$675.00 Satellite Phone usage 16.01.20 – 15.02.20 \$202.21 Mobile Phone usage 17.01.20 – 16.02.20 \$539.96 Credit of Landlines 05.11.19 – 04.12.19 - \$626.52 Admin and Landlines 05.12.19 04.01.20 \$491.26 Co-Location, Youth and Admin 20.12.19 – 19.11.20 \$535.59	1817.50
EFT43 88	21/01/202 0	Mickles Electrics	Replace internal light and light switch also replace external light socket, replace smoke alarm, 2 gang light switch inside front door and Fluro in Kitchen	250.00
EFT43 89	21/01/202 0	Threat Protect	Alarm Monitoring – Admin \$234.75 and Youth \$111.00	345.75
EFT43 90	21/01/202 0	LGIS	LGIS Workcare 30.06.2019 - 30.06.2020 (Instalment 2) \$28380.00 Credit Note 19/20 (instalment 2) \$-2397.45 LGIS Property Insurance 30.06.19 – 30.06.20 \$34521.92 LGIS Liability Insurance 30.06.19 – 30.06.20 \$15854.71	76359.18
EFT43 91	21/01/202 0	Navman Wireless Australia Pty Ltd	Monthly satellite service (05.12.2019 - 04.01.2020)	65.89
EFT43 92	31/01/202 0	Australia Post	Postage (December 2019)	382.52
EFT43 93	31/01/202 0	ZircoDATA Pty Ltd	Storage of Registers 26.11.2019 - 25.12.2019	160.24
EFT43 94	31/01/202 0	Bunnings Warehouse Kalgoorlie	Assorted Hardware items	295.50
EFT43 95	31/01/202 0	Cuso Flooring Pty Ltd	Remove tar from vinyl floor in kitchen area at Administration Building	300.00
EFT43 96	31/01/202 0	Shire of Dundas Municipal Fund	Payroll deductions	475.00
EFT43 97	31/01/202 0	Esperance Freight Lines	Freight (Esperance Rural Supplies)	151.60
EFT43 98	31/01/202 0	EAGLE PETROLEUM (WA) PTY LTD	Hand Cleaner 5LT x4, Powergun x1, Renolit XTB 2 450g x24, Kleen Air 150g Can x12 and Window Cleaner 20lt x2	1267.20
EFT43 99	31/01/202 0	Glen Flood Group Pty Ltd T/A GFG Consulting	Project Management for Woodlands Centre	5100.89
EFT44 00	31/01/202 0	BUSH GHOODHY WONGUTHA TOURS	Musical Performance Christmas Fayre	2000.00

EFT4401	31/01/2020	Horizon Power	Account establishment fee and new connection payment for 78 Prinsep Street (Woodlands Centre)	1296.00
EFT4402	31/01/2020	Star Track Credit	Freight (Jason Signmakers and Shenton Pumps) \$690.31 Freight – Eagle Petroleum and Jason Signmakers \$252.88	943.19
EFT4403	31/01/2020	Norseman IGA	Various IGA Purchases for November and December 2019	3390.19
EFT4404	31/01/2020	Online Business Equipment	Monthly Service Agreement No17649	71.50
EFT4405	31/01/2020	RENEE PETERSEN	Rates refund for assessment A754 36 CORNELL STREET NORSEMAN 6443	100.00
EFT4406	31/01/2020	South East Petroleum	Diesel 7500lts \$10920.53 Diesel and Unleaded fuel sales for December 2019 \$792.64	11713.17
EFT4407	31/01/2020	Total Asphalt & Traffic Management	Profile and lay 40mm Asphalt Hyden Norseman Rd/Coolgardie Esperance Hwy as per quote # 331JM19	29980.85
EFT4408	31/01/2020	Toll Transport Pty Ltd	Freight - Pathwest	11.89
EFT4409	31/01/2020	Telstra Corporation Limited	Home Bundles for MFA and MWS 26.10.2019 – 25.01.2020	624.00
PAY	07/01/2020	Payroll	Direct Debit of Net Pays	59362.31
5617	10/01/2020	Standout Education	Training in Microsoft SharePoint and Planner for Admin Staff 24.10.2019 (INV #1017)	286.00
5618	10/01/2020	Kalgoorlie CCI	“What’s down the track forum and exhibition” for CR Bonza and CEO (21.11.2019)	473.00
5619	10/01/2020	Grant Thornton	Refund of Compulsory Damage and Cleaning Deposit (Hire of Eucla Hall 08.12.2019)	300.00
5622	14/01/2020	Centrepay Fees	A629 & A698	1.98
5627	17/01/2020	Kristy Bennett	Glitter Tattoos for Christmas Fayre on 14.12.2019 (\$100 p/hr for 6 hours)	600.00
PAY	21/01/2020	Payroll	Direct Debit of Net Pays	51274.62
5633	22/01/2020	Pania Turner	Reimbursement of Expenses for 2019 Christmas Fayre (Assorted Gifts from Target Kalgoorlie)	197.44
5634	23/01/2020	WA Treasury Corporation	Government Guarantee Fee (18 Mildura Street – Doctors Residence)	1353.27
5640	28/01/2020	Centrepay Fees	A629 & A698	1.98
				\$344'966.20

Municipal Account Direct Debts

	Date	Name	Description	Amount
5608	06/01/2020	ANZ	BPAY Transaction Fees	14.03
5606	02/01/2020	ANZ	Merchant Fees	122.90
5591	02/01/2020	Equipment Rents	Sharp Interactive Board	256.30
DD10155	06/01/2020	SuperChoice	Superannuation 11.12.2019 – 24.12.2019	12775.56
5624	15/01/2020	3E Advantage Pty Limited	CRC photocopier, Shire photocopier & Printer meter readings – December 2019	6506.22
DD10165	10/01/2020	SuperChoice	Superannuation 25.12.2019 – 07.01.2020	11249.00
DD10181	30/01/2020	SuperChoice	Superannuation 08.01.2020 – 21.01.2020	13416.15

				\$44'340.16
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Municipal Account Credit Cards

Chq/EFT	Date	Name	Description	Amount
5646	16/01/2020	Chief Executive Officer	ANZ Credit Card Purchases	
	25/11/2019	Christmas World	Garland and LED Light Rope (Christmas Decorations)	815.90
	27/11/2019	Norseman IGA	Purchase 2x Moki Car Charges for CDM and CEO	59.98
	27/11/2019	Norseman IGA	Credit for 2x Moki Cable and Car Charger	-32.00
	29/11/2019	Goldline Distributors	4c Cartons of Mixed Lollies (Christmas Event)	372.46
	02/12/2019	KMART Kalgoorlie	Seniors Christmas Event Supplies (Gifts, Decorations ect)	265.65
	02/12/2019	Woolworths Kalgoorlie	Food Shopping for Seniors Christmas Dinner	555.32
	02/12/2019	Bunnings Kalgoorlie	Seniors Christmas and Community Events Supplies (Esky, Power board, Picnic Ware and Batteries)	128.86
	02/12/2019	Bunning Kalgoorlie	Ice (no receipt supplied)	9.00
	05/12/2019	Monty's Kalgoorlie	Meals for CEO	53.00
	11/12/2019	Landgate Midland	Title Deeds for 107 Prinsep Street and 110 Angove Street	52.40
	11/12/2019	Landgate Midland	Title Search for Caveat D361783	26.20
	12/12/2019	Adobe	Monthly PDF Subscription	22.65
	13/12/2019	Caltex Norseman	Fuel Vouchers 7x \$50.00 (Town Christmas Fayre)	350.00
	17/12/2019	Supreme Court WA	Searches for Deceased Estates – 161 Prinsep	49.00
	17/12/2019	Supreme Court WA	Searches for Deceased Estates – 36 Brockman	49.00
	17/12/2019	Supreme Court WA	Searches for Deceased Estates – 26 Fuller	49.00
	18/12/2019	Supreme Court WA	Searches for Deceased Estates – Fee for Inspection of a document \$49.00, Fee for Certification of Document \$23.50 and Fee for Photocopy of Document \$6.15	78.65
			Total Credit Card Payment for Purchases 22.11.2019 – 22.12.2019	\$2905.07
	27/11/2019	Norseman IGA	Accounted for in Previous Statement	32.00
			Total Payment Taken	\$2937.07

Summary of Account Totals

Trust EFT's / Cheques	\$50.00
Municipal Cheques	\$0.00
Municipal EFT's	\$344'966.20
Municipal Direct Debit's	\$44'340.16
Municipal Credit Card's	\$2'937.07
Grand Total for January 2020	\$395'293.43

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas monthly accounts paid from 1/01/2020 to 31/01/2020 be noted.

Moved Cr:
Seconded Cr:

Resolution

Carried by: Simple Majority

For:

Against

Agenda Reference & Subject	
10.4.2 – Financial Statements for the Period Ending 31 st January 2020	
Location / Address	Shire of Dundas
File Reference	FM.FI
Author	Deputy CEO
Date of Report	20 th February 2020
Disclosure of Interest	Nil

Officer Recommendation

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

Moved Cr:
Seconded Cr:

Resolution

Carried by: Simple Majority

For:

Against

Agenda Reference & Subject	
10.4.3 – CRC Management Report & Financial Statements to 31st January 2020	
Location / Address	Shire of Dundas
File Reference	CS.SP.8
Author	Deputy CEO
Date of Report	12/02/2020
Disclosure of Interest	Nil



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

Officer Recommendation

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

Moved Cr:
Seconded Cr:

Resolution

Carried by: Simple Majority

For:

Against

Agenda Reference & Subject	
10.4.4 – Officers Reports	
Location / Address	Shire of Dundas
File Reference	CM.PL.1
Author	Chief Executive Officer
Date of Report	20 th February 2020
Disclosure of Interest	Nil

Summary

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

Background

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

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Consultation

Manager of Works and Services, Manager of Community Development and Youth and Events Officer

Comment

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

Voting Requirements

Simple Majority

Officer Recommendation

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

Moved Cr:

Seconded Cr:

Resolution

Carried by: Simple Majority

For:

Against

Agenda Reference & Subject	
10.4.5 – 2019/20 Budget Review	
Location / Address	Shire of Dundas
File Reference	FM.AD
Author	Manager Finance & Administration – Aruna Rodrigo
Date of Report	18 th February 2020
Disclosure of Interest	Nil

Summary

For the Council to note the proposed amendments to the 2019/20 Budget.

Background

The Council is required (by regulation 33A of the Local Government (Financial Management) Regulations 1996) to conduct at least one budget review during the period from 1 January to 31 March of each financial year. The review must consider financial performance up to a period ending no earlier than 31 December. The adoption requires an absolute majority decision of Council and a copy of this review is to be forwarded to the Department of Local Government and Communities within 30 days.

The Department of Local Government and Communities has revised, issued Circular No. 06/2006 to provide local governments with information about the budget review process. The following paragraphs are key points from the circular:

A budget review is a detailed comparison of the year to date actual results with the adopted budget. It establishes whether a local government continues meeting its budget commitments; is in receipt of income and incurs expenditure in accordance with the adopted budget.

It is preferable for budget reviews to be conducted by senior staff. They understand the operations of a local government, the reasons for significant variances and the action required to address the problem. The results of the review and accompanying report from senior staff could be presented to the Audit Committee for consideration and advice to Council.

Regulation 33A (2) and (3) of the FM Regulations requires the results of the budget review to be submitted to Council within 30 days of the review. Council is then to consider a review submitted to it and determine whether or not to adopt the review, any part of the review or any recommendations made in the review.

Shire officers have reviewed the 2019/2020 budget in accordance with the provisions of the Local Government Act 1995 and have made some recommendations to ensure that a sustainable financial position is maintained. Details of the revised budget, in management format was presented at the budget review workshop for Councillors' review.

This review is based on performance to 31 December 2019.

Statutory Environment

The Local Government Act 1995 S6.2 states that local governments are required to prepare an annual budget. The Financial Regulations (r.33A) requires that between 1 January and 31 March of each financial year a local government is to carry out a review of its annual budget.

Policy Implications

Budget commitments need to be managed in line with applicable policies and procedures.

Financial Implications

The proposed amendments will deliver a surplus of \$ 208,728 the break-up of which is shown below.

Category	Amount \$	Favourable (Adverse)
Operating Revenue	191,036	<i>Increase</i>
Operating Expenditure	(99,548)	<i>Increase</i>
Capital Revenue	83,281	<i>Increase</i>
Capital Expenditure	<u>33,959</u>	<i>Decrease</i>
Net Surplus from the review	<u>208,728</u>	

Strategic Implications

Fulfilment of budget commitments is of paramount importance in achieving long term strategic objectives of the Shire.

Consultation

CEO, Manager of Works, Manager Community Development, Manager Projects, A/Senior Finance & Administration Officer and, Administration and Records Officer.

Comment

Statement of budget review (in statutory reporting format) and other accompanying reports are given in papers relating.

Comments on those items which have a projected variance of over 10% and greater than \$5,000 have been provided under variance analysis section of the budget review report included in papers relating. In some instances, although the variance is outside of these parameters, due to their significance, comments have been provided.

In Summary,

Overall, the revised budget has delivered a net surplus of \$ 208,728. This surplus has been achieved for multiple reasons such as apparent cost savings, employee resignations, boost in income and deferment of projects to the next financial year.

Operating Expenditure

Total operating expenditure has increased by \$99,548. Despite many cost savings achieved, the net increase in operating expenditure has resulted from

- (1) Bush firefighting expenditure on December 2019 event. The additional expenditure incurred on Dec 2019 bushfire amounts to nearly \$ 40k. However, the actual re-imbursement expected from DFES amounts to \$134k.
- (2) Woodland Centre/Visiting Centre operations: As these functions have emerged during 2019/20, no allocations existed in the original budget for both operating expenditure and income. In the review, an allocation has been provided to cover operating expenditure for the Woodlands Centre of \$41k and the Visiting Centre of \$ \$101k.

The additional operating revenue expected from these two functions included in the review amount to \$106k.

More realistic budgets for these two functions will be prepared for 2020/21 financial year after a trial period with formulation of a sustainable business model.

Cost savings in operating expenditure have mainly resulted from

- (1) General Administration across many functional units partly owing to vacant positions,
- (2) Some programs having not yet commenced.

Operating Income

An increase of \$191,036 is estimated in the operating income mainly due to

- (1) Interim rates being issued during the financial year,
- (2) Increase in grants and other contributions,
- (3) The anticipated income from reimbursement of Dec. 2019 bushfire fighting expenditure.

Capital Expenditure

Following the budget review, the capital expenditure is expected to decrease by \$33,959, which is a combination of

- (1) Decrease in transfers to cash-backed reserves of earnings on investments due to low interest rates,
- (2) Increase in expenditure on road-funded projects as approved by funding agencies,

Capital Income

The Budget review has increased the Capital income by \$ 83,281, owing to the Increase in R2R road funding as approved by the Funding Agency.

Voting Requirements

Absolute Majority

Officer Recommendation

That the Council approve the Budget Review showing a carry forward surplus of \$208,728 as shown in the papers relating.

Moved Cr:
Seconded Cr:

Resolution

Carried by: Simple Majority

For:

Against

Agenda Reference & Subject	
10.4.6 – Request to keep 3 dogs	
Location / Address	Shire of Dundas
File Reference	
Author	Joe Hodges- Manager Works & Services
Date of Report	17/02/2020
Disclosure of Interest	Nil

Summary

For Council to give consideration to a request to keep 3 dogs on a residential property.

Background

The Shire has received a request from Kim Woollett to keep three dogs on the property at 15 Downing Street Norseman. Kim Woollett currently has 2 dogs at the property and would like to keep the additional dog under foster care for approximately 12 months while the owner is away.

Statutory Environment

Dog Act 19XX

Dog Local law (Shire of Dundas) part 3 Requirements on keeping extra dogs.

Policy Implications

NIL

Financial Implications

NIL

Strategic Implications

NIL

Consultation

Kim Woollett

Comment

Under the Shire of Dundas Local Law for dogs the maximum numbers of dogs for a residential property within the town site is 2 dogs over the age of 3 months.

Kim Woollett has advised that the third dog is of age mixed breed male. Who the owner is incarcerated for 12 months? Kim Woollett will be fostering the dog (Boiffe) for the timeframe of approximately 12 months.

Previous applications for the housing of an extra dog has been refused, however SAT notified of the withdrawal of the application.

Voting Requirements

Simple Majority

Officer Recommendation

The Shire of Dundas grant approval to Kim Woollett to keep a third do at 15 Downing Street Norseman.

Moved Cr:

Seconded Cr:

Resolution

Carried by: Simple Majority

For:

Against

11 Elected Members Motions of Which Previous Notice Has Been Given**12 New Business of an Urgent Nature Introduced by the President or by a decision of the Meeting**

The following item of urgent business was accepted for consideration by the President or by a majority of the members of the Council

Voting Requirement Simple Majority

Recommendation

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

Moved Cr:

Seconded Cr:

Resolution

Carried by: Simple Majority

For:

Against

13 Next Meeting

The next Ordinary Meeting of the Council is scheduled to be held on the 17th March 2020.

14 Closure of Meeting

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