



Norseman Woodlands to Eucla Coast

**Minutes of the
Ordinary Council Meeting
18th August 2020**

UNCONFIRMED

Minutes of the ORDINARY Meeting of the Council held
in the Council Chambers at the Shire Administration
Office – Prinsep Street Norseman on the 18th August
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 6:00pm.

This Ordinary Council Meeting was 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.

1.1 Attendance at meeting by Councillor AR Patupis.

The Shire President has been advised that Cr Patupis will be in Esperance, Western Australia when the meeting is held and have requested attendance by way of instantaneous video connection with other Councillors present at the meeting in accordance with Administration Regulation 14A.

Cr Patupis will be at 58 Dempster Road, Esperance WA 6450.

The Council must approve of the place that Cr Patupis is located as a "suitable place" that must be in a town site or other residential area at least 150 kilometres from where the meeting is being held.

Recommendation

That Cr Patupis be permitted to attend this meeting by way of instantaneous video connection from Esperance, Western Australia, on the basis that she is in a "suitable place" for the purpose of Administration Regulation 14A.

Moved: Cr Hogan
Seconded: Cr Wyatt

Resolution

That Cr Patupis be permitted to attend this meeting by way of instantaneous video connection from Esperance, Western Australia, on the basis that she is in a "suitable place" for the purpose of Administration Regulation 14A.

Carried by: Absolute Majority For: 5 Against: 0

Connection with Cr Patupis was attempted but was unable to be established. Therefore, she did not attend the meeting.

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

Financial Interests:

Nil

Proximity Interests:

Nil

Impartiality Interests:

Nil

Gifts Received by Councillors:

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

Nil

3 Record of Attendance of Councillors / Officers and Apologies.

Cr LG Bonza Shire President
 Cr JEP Hogan
 Cr SM Warner
 Cr VL Wyatt
 Cr VJ Schultz

Peter Fitchat Chief Executive Officer
 Pania Turner Manager of Community Development
 Tracy Dixon Records/Administration Officer

Absent

Cr AR Patupis Deputy Shire President

Apologies

Aruna Rodrigo Manager of Finance and Administration
 Joe Hodges Manager of Works and Services

Public Gallery

Lynn Webb
 Kevin Hindmarsh
 Michelle Hindmarsh
 Des McColl
 Merynda Fraser

4 Applications for Leave of Absence.

Nil

5 Response to Previous Public Questions Taken on Notice.

The CEO spoke through the Chair:

- Regarding block of land at 36 Brockman Street, has been cleared by Shire. Any further action on the property will form part a future proposal to Council.

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.

Michelle Hindmarsh, 35 Mildura Street: Has received no formal written response to her request for a driveway to be built at the front of property. Requests the Shire reconsider the application.

CEO, through the chair: There was confusion with another similar request from a nearby property. Council will review, reconsider request and provide a response.

Des Mcoll, 34 Brockman Street: Thank you to Shire for the clean-up of 36 Brockman Street. Heard the President speak on the radio a couple of days ago about getting COVID testing in Norseman, other than the hospital. Has there been any further details regarding this?

President: At this stage, testing is still only available at the hospital, which is inconvenient for truck drivers. Testing at Eucla would be the ideal situation, but the issue is transport of samples to be tested because of the airstrip. Until State Government decide otherwise, unfortunately this will not change.

7 Suspension of Standing Orders.

7.1 The CEO has identified clauses in the Shire of Dundas Standing Orders Local Law 2018 that cannot be complied with, or require modification, in order to conduct this meeting.

Recommendation

That Council suspend the operation of clause:

- **11.2 - Members to occupy own seats.**

Moved Cr: Wyatt
Seconded Cr: Hogan

Resolution

That Council suspend the operation of clause:

- **11.2 - Members to occupy own seats.**

Carried by: Simple Majority For: 5 Against: 0

8 Confirmation of Minutes of Previous Meeting.

8.1 Minutes of the Ordinary Meeting of Council held on 21st July 2020 be confirmed as a true and accurate record.

Recommendation

That the minutes of the Ordinary Council Meeting held on 21st July 2020 be confirmed as a true and accurate record.

Moved Cr: Hogan
Seconded Cr: Wyatt

Resolution

That the minutes of the Ordinary Council Meeting held on 21st July 2020 be confirmed as a true and accurate record.

Carried by: Simple Majority

For: 5

Against: 0

9 Petitions, Deputations or Presentations.

9.1 Reports of Committees

9.1.1 GVROC – Cr Bonza

GVROC Meeting in Laverton 24th July

- Goldfields Records Storage Facility – CKB to provide update report at September meeting. List for sale on open market and accept a sale price of between \$475,000 & \$500,000 based on current market valuation.
- Discussion from Leonora in relation to Native Title Compensation payments from mining companies, which caused quite a bit of trouble in town that the cashless card had largely reduced. Discussions now being held with Mining companies in relation to a different method of handling the payments.
- DAMA – still awaiting final approval from the Minister as to whether Dundas and Esperance will be included in the DAMA going forward
- We are required to provide feedback on the Economic Policy paper as to other things to include or other key areas to target – discussion at next Council workshop
- Discussion around the Camel Industry Analysis report. We have provided feedback on the report which was pretty comprehensive. GVROC will explore the possibility of establishing a beneficial enterprise, as the parent entity, under the Federal Govt Regional Deal Programme.
- Drought Committee – has been overtaken by other issues. The problem still exists and we have had no success in getting any funding assistance for our Pastoralists or any in the Southern Rangelands. The Committee needs to be reconvened.
- Bush Fire Mitigation Strategy – Contract signed with DFES. Advertisement for the position has gone out. DFES is funding the position.
- Mining Tenements Rates Notices – WALGA conducting an ad campaign to advise ratepayers of the fact that although the Local Govt may have frozen the rates, they may still pay more because of the method used in rate setting which does not have LG input. It was suggested that the GVROC Chair consult with State Council, DMIRS and the CME to put out similar information in relation to mining tenements.
- State Infrastructure Strategy – discussion paper provided. CEO and President attended the Kalgoorlie workshop. The workshop talked about what everyone thinks is required but, at this stage did not want project ideas from each LG requiring funding, just a broad concept of what will be required.
- GVROC members authorised the Executive Officer to sign a letter in support of Shire of Coolgardie with their Waste to Energy Proposal. SoC proposes to expand the tip site to process solid waste, commercial and industrial waste, construction and demolition waste and a separate stream for recycling tyres, and plastics. They intend, among other things to produce biogas and diesel from recycled plastics and rubber to generate electricity.
- Cr Mickel moved a motion to extend GVROC thanks to Laverton and compliment them on the town improvements.

9.1.2 WALGA – Cr Bonza

- WALGA is reconvening the working group on ratios (LG financial ratios) mid-month – up to 5 reps from GVROC on the Committee
- Management team restructured from 6-4.
- Mark Coulton will host a webinar to cover drought funding
- Face to face training will be coming back soon

- CDS should be up and running in the next three months
- Cr Mickel from Esperance proposed an additional resolution for WALGA re: the OAG audit processes and costs. Tony Brown has met with the OAG

9.1.3 Regional Roads Group – Cr Bonza

No meeting but have received updates on new projects for 2020.

9.1.4 Roadwise – Cr Wyatt

- National Road Safety week 15th to 22nd November 2020.
- Annual Incentive from the Safer Australian Roads and Highways (Sarah Group), partnering with Road Safety Organisations and Government.
- Highlights the impact of road trauma and ways to reduce it.
- Every year, approximately 1,200 people are killed and another 44,000 are seriously injured on Australian Roads.
- Traffic injury is the biggest killer of children under 15 years and the second biggest killer of Australians aged between 15 and 24 years.
- These numbers grow every year but are preventable if we choose to drive so others survive.

10 Announcements by Presiding Member without Discussion.

Community Wellbeing Plan Forum – 03/08/20

- The aim is to encompass alcohol and other drug (AOD) and suicide prevention in our community.
- We need to create long-term sustainable change that should be locally driven and supported externally
- A Norseman Community Perception Survey (drafted by the Mental health Commission), has been conducted
- Plan priorities – to increase collaboration & communication between services
- We need to scope the ‘real’ issues and not waste time on what we “think” are issues
- Focus groups to input information on priorities
- Check that the chosen priorities are part of the community focus
- Next meeting: 21st September

11 Reports of Officers.

Agenda Reference & Subject	
11.1.1 – Industrial Land	
Location / Address	Shire of Dundas
File Reference	LP.PL.1
Author	Development Services Officer - Richard Brookes
Date of Report	7 th August 2020
Disclosure of Interest	Nil

Summary

For the Council to consider the issue of available industrial land within the Shire.

Background

The Shire has been requested by prospective developers on many occasions on the availability of industrial land within the Shire.

This issue dates back for many years and the Shire have been writing to the Department of Lands since 2004 requesting that additional land be made available. Applications and proposed subdivision plans have previously been submitted.

The Shire have previously been advised of a notification of intention to take (NOITT) land immediately to the south of the existing industrial area (south of Delamotte Drive).

An investigation and inspection were recently undertaken to determine the availability of industrial land within the Shire and the progress of applications.

Investigations revealed that the Department of Lands closed the file on the application for the land south of Delamotte without further reference to the Shire. (reasons not given)

There is no land in Eucla that is zoned for industrial purposes.

There is only one developed industrial area in Norseman and that is located to the south of the railway and bounded by the Coolgardie Esperance Hwy, Delamotte Way and the old Coach Road. It appears that all the lots are developed, and none are for up for sale.

Statutory Environment

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

Policy Implications

There are no Council policies that relate to this matter.

Financial Implications

There are no direct financial implications for the Shire at present however the cost of the acquisition and development of industrial land will be considerable. The direct costs of purchasing the land from the State is currently unknown, however it is anticipated that, if the Shire is successful in being offered land by the State, then the actual costs will become more apparent.

Due to the apparent difficulty of acquiring land, it is unlikely that a private developer would be prepared to undertake the process.

Strategic Implications

There are no specific themes in the Community Strategic Plan that relate to this matter however it is evident that the lack of industrial land is causing town planning issues and restricting growth within the Shire.

Consultation

Executive Management Team.
Department of Planning Lands and Heritage.

Comment

The initial investigation concluded that there is insufficient appropriately zoned land that is available for immediate use and there were no current applications for land with the department.

A business case has been prepared to support an application to the Department of Lands for land to be made available for industrial purposes.

A number of applications to the Department of Lands have been prepared in June 2020 for additional land as follows:

- A parcel of VCL land (approximately 8ha in area) bounded by the Coolgardie - Esperance Hwy, Delamotte Drive and the Old Coach road. The land is located immediately to the south of the existing industrial area. A portion of the land is zoned industrial however the bulk is zoned rural.
- A parcel of VCL land (approximately 8ha in area) adjacent to the Coolgardie Esperance Hwy. The application is to acquire an existing lease that appears to have been surrendered. The land is located approximately 800m to the south of the existing industrial area. The land is zoned rural.
- A parcel of VCL land (approximately 3ha in area) on Denison Drive near Simon Street. The application was for the land to be acquired for a large parcel residential lot, however with rezoning could be considered for other purposes.
- A parcel of VCL land (approximately 2.9ha in area) bounded by the railway line, McGrath Street & adjacent Dundas Drive. The land is located immediately to the east of the railway line to the north of the Historical Museum. The land is zoned industrial.

Discussions have also been initiated with the Perth Mint in relation to a reserve (old state battery) adjacent Battery Road for a possible industrial site however it appears this land is in the process of being transferred to the Department of Mines, Industry Regulation and Safety.

The fact that there are a number of businesses currently operating from a residential address would indicate that there is indeed a lack of available industrial land in the Shire. A spreadsheet of businesses operating in Norseman and the current zoning is included in the papers relating for information.

Voting Requirements

Simple Majority

Officer Recommendation

That the Council of the Shire of Dundas acknowledges that it needs to:

- 1. assist in the provision of suitably zoned industrial land to:**
 - a) meet the demands and needs of the community,**
 - b) meet the requirements of mining and commercial interests; and**
 - c) be able to offer land to attract new business to the region.**
- 2. write to the State Government requesting that the government:**
 - a) recognise that there is a problem in Norseman with regard to the availability of suitably zoned industrial land;**
 - b) support the Shire of Dundas in facilitating the land acquisition process;**
 - c) assist the Shire of Dundas in negotiating a mutually suitable agreement (ILUA) with the Native Title claimants.**
- 3. continue to pursue opportunities to access land for industrial purposes.**

Moved Cr: Hogan
Seconded Cr: Warner

Resolution

That the Council of the Shire of Dundas acknowledges that it needs to:

1. assist in the provision of suitably zoned industrial land to:
 - a) meet the demands and needs of the community,
 - b) meet the requirements of mining and commercial interests; and
 - c) be able to offer land to attract new business to the region.

2. write to the State Government requesting that the government:
 - a) recognise that there is a problem in Norseman with regard to the availability of suitably zoned industrial land;
 - b) support the Shire of Dundas in facilitating the land acquisition process;
 - c) assist the Shire of Dundas in negotiating a mutually suitable agreement (ILUA) with the Native Title claimants.

3. continue to pursue opportunities to access land for industrial purposes.

Carried by: Simple Majority

For: 5

Against: 0

Agenda Reference & Subject	
11.1.2 – Objections Tiger Tasman Minerals PTY LTD E63/2054 & E63/2055	
Location / Address	Shire of Dundas
File Reference	RV.VA.2
Author	Chief Executive Officer - Peter Fitchat
Date of Report	11 th August 2020
Disclosure of Interest	Nil

Summary

For Council to consider imposing Objections on Tiger Tasman Minerals PTY LTD Exploration Licence E63/2054 & E63/2055.

Background

In regard to the Application for Exploration Licence E63/2054 & E63/2055 by Tiger Tasman Minerals PTY LTD discussed at the Council Workshop Meeting on the 4th August 2020.

Statutory Environment

Mining Act 1978

Mining Regulations 1981

Policy Implications

Council has no Policies in relation to this matter.

Financial Implications

None

Strategic Implications

Strategic Community Plan 2012-22 Strategy Theme 2 (A Thriving Community Local Economy and Economic Base) items 2-2.1, 2.2, 2.3, 2.4 Theme 3 (Natural & Built Environment) items 3.1, 3.2, 3.3, 3.4, 3.5.

Consultation

Councillors
Senior Staff

Comment

As discussed during the meeting and the concerns raised regarding this application that was submitted by Tiger Tasman Minerals PTY LTD Exploration Licence E63/2054 & E63/2055.

The objection to be considered in the meeting was in relation to the following matters concerning the application informing them that this is a tourist area and actively promoted by our Visitor Centre and that there is the first 3km of road that could be impacted and needs a road maintenance agreement before proceeding.

Voting Requirements

Simple Majority

Officer Recommendation

That the Council of the Shire of Dundas delegate the CEO to Object to Tiger Tasman Minerals PTY LTD Exploration Licence E63/2054 & E63/2055.

- 1. This is a tourist area actively visited by locals and travellers, so the objection to obtain an explanation on the potential impact on this area by their proposed drilling or exploration activities as it is not detailed in their application; and**
- 2. The first 3km of road can be impacted and the Shire of Dundas needs a road maintenance agreement to be in place before commencing with their Exploration Activities, as we have two other known users of this road.**

Moved Cr: Wyatt
Seconded Cr: Hogan

Resolution

That the Council of the Shire of Dundas delegate the CEO to Object to Tiger Tasman Minerals PTY LTD Exploration Licence E63/2054 & E63/2055.

- 1. This is a tourist area actively visited by locals and travellers, so the objection to obtain an explanation on the potential impact on this area by their proposed drilling or exploration activities as it is not detailed in their application; and**
- 2. The first 3km of road can be impacted and the Shire of Dundas needs a road maintenance agreement to be in place before commencing with their Exploration Activities, as we have two other known users of this road.**

Carried by: Simple Majority

For: 5

Against: 0

11.2 Engineering and Works

Nil

11.3 Members and Policy

Agenda Reference & Subject	
11.3.1 – Receive the Information Bulletin	
Location / Address	Shire of Dundas
File Reference	PE.ME.2
Author	Chief Executive Officer - Peter Fitchat
Date of Report	31 st July 2020
Disclosure of Interest	Nil

Summary

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

Background

The Councillors' Information Bulletin for the period ending 31st July 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 monthly Councillors' Information Bulletin for the period ending 31st July 2020, as included in confidential papers relating.

Moved Cr: Wyatt
Seconded Cr: Hogan

Resolution

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

Carried by: Simple Majority For: 5 Against: 0

Agenda Reference & Subject	
11.3.2 – Shire of Dundas Organisational Structure 2020	
Location / Address	Shire of Dundas
File Reference	PE.AR
Author	Chief Executive Officer - Peter Fitchat
Date of Report	11 th August 2020
Disclosure of Interest	Nil

Summary

For Council to consider our Organisational Structure moving forward from 2020 and how this interact with our Budget for 2020/21 and designating the positions of senior employees in line with all our Policies guiding us through our Operational obligations.

Background

Councils Policy Manual currently makes no provision for a Policy regarding the designated positions of senior employees. In accordance with Section 5.37(1) of the Local Government Act 1995, Council may designate employees or persons belonging to a class of employees to be senior employees.

Statutory Environment

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:

Policy Implications

Council has no Direct Policy in relation to this matter, but this does interact with the following Policies.

HR.5 Acting Chief Executive Officer/Acting in "Senior" Positions
HR.10 Equal Opportunity and Diversity
HR.14 Staff Recruitment and Selection
HR.19 Senior Employees

Financial Implications

These positions cost associated will be provided for in the 202/21 Financial Year budget.

Strategic Implications

None

Consultation

Councillors, WALGA
Senior Staff
CEO

Comment

Council's Organisational Structure (which is attached in Papers Relating) has officers in positions of Senior Management.

The position description of the respective roles details the tasks that these officers are responsible for at senior management level as well as having other staff accountable to them on a daily basis.

Inarguably, the responsibilities of these management positions are quite substantial in the day to day operations of the Shire. These officers, under the guidance of the CEO and in accordance with Council's Policy Manual, are responsible for ensuring that their respective sections are progressive and productive in meeting the goals as set by Council.

It would be impracticable to expect the incumbents of these positions to operate with the degree of authority required without the recognition of the importance of their responsibilities.

Objectives

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

Chief Executive Officer
Manager Finance & Administration
Manager Works and Services
Manager of Community Development

This is for Council notation that our Organisational Structure is in Papers Relating and that the Line Management through the Organisation is clear to work within the adopted budget for 2020/21 Financial Year to achieve Council's Strategic objectives.

Voting Requirements

Simple Majority

Officer Recommendation

That Council note the Organisational Structure for the Operational Staff for the Shire of Dundas.

Moved Cr: Wyatt
Seconded Cr: Hogan

Resolution

That Council note the Organisational Structure for the Operational Staff for the Shire of Dundas.

Carried by: Simple Majority

For: 5

Against: 0

Agenda Reference & Subject	
11.3.3 – Review of F.12 – Accounting Policy	
Location / Address	Shire of Dundas
File Reference	CM.PO.1
Author	Manager Finance & Administration - Aruna Rodrigo
Date of Report	12 th August 2020
Disclosure of Interest	Nil

Summary

For the Council of the Shire of Dundas to undertake a review of F.12 – Accounting Policy.

Background

The purpose of this review is to bring the Shire's Accounting Policy, F.12, in line with Sec. 17A – Assets, Valuation of for financial reports etc. of Local Government (Financial Management) Regulations 1996.

Sec. 17A requires local government to revalue its assets in no more than 5 years from the date of the last revaluation unless the Local Government believes that the fair value of particular asset/s is materially different from their carrying values. If this is the case, a revaluation must immediately be undertaken on the asset/s affected.

The Shire's current accounting policy requires revaluations to be conducted at least every 3 years. The policy will be altered to require revaluations to be conducted at least every five years in adherence with sec. 17A.

This will save compliance costs for the Shire. However, the management continue to perform reasonable and prudent tests to ascertain if a revaluation needs to be undertaken on asset/s due to significant variation in their fair values.

Statutory Environment

Sec. 17A – Assets, Valuation of for financial reports etc. of Local Government (Financial Management) Regulations 1996.

AASB 116 – Property, Plant & Equipment AASB 13 – Fair Value Measurement
AASB 136 – Impairment of Assets

Policy Implications

Changes to F.12 – Accounting Policy.

Financial Implications

Savings in revaluation costs.

Strategic Implications

The policy has been assessed in relation to their implications to the Strategic Community Plan, and there does not appear to be any inconsistencies or conflicts.

Consultation

CEO
Butler Settineri

Comment

The revised Accounting policy – F.12 is presented to the Council in the Papers Relating. All additions have been marked in yellow and proposed deletions crossed out.

Voting Requirements

Simple Majority

Officer Recommendation

That the Council of the Shire of Dundas approve proposed amendments to the F.12 – Accounting Policy included in the Papers Relating.

Moved Cr: Wyatt
Seconded Cr: Hogan

Resolution

That the Council of the Shire of Dundas approve proposed amendments to the F.12 – Accounting Policy included in the Papers Relating.

Carried by: Simple Majority For: 5 Against: 0

Agenda Reference & Subject	
11.3.4 – Goldfields Esperance GVROC Region MOU	
Location / Address	Shire of Dundas
File Reference	MOU
Author	Chief Executive Officer – Peter Fitchat
Date of Report	12 th August 2020
Disclosure of Interest	Nil

Summary

The purpose for which GVROC is established is to enhance service delivery and infrastructure for our collective and individual communities and to achieve this in a sustainable, cost effective model for sharing of resources.

Background

To form a strategic alliance for the retention of infrastructure and community services, acquiring funding from government grants, economic development initiatives and private sector funding.

To establish and maintain effective communication and consultative mechanisms between the participating local governments on policy and processes using a management strategy.

Statutory Environment

N/A

Policy Implications

A.7 Common Seal

EM.1 Conferences – Elected Members Attendance and Representation

Financial Implications

GVROC Membership and associated cost are included in the adopted budget for 20/21 Financial year.

Strategic Implications

Strategic Community Plan 2012-22 Strategy Theme 2 (A Thriving Community Local Economy and Economic Base) items 2-2.1, 2.2, 2.3, 2.4 Theme 3 (Natural & Built Environment) items 3.1, 3.2, 3.3, 3.4, 3.5.

Consultation

GVROC Members, Councillors, Senior Staff, CEO

Comment

That all participating Shires recognise that partnerships between the Local Governments in the MOU are essential to achieve sustainable social, environmental and economic development of the region. That we as the GVROC are flexible and open to new approaches to service delivery and funding. That we recognise and acknowledge the needs and constraints of all spheres of government, community and stakeholders, and that these ongoing partnership agreements may be considered if initiated by either Local, State and Federal Government and or Private Industry.

Roles and Responsibilities as a combined Group known as GVROC Identify, understand and respect the roles and responsibilities of all parties and be open and transparent in all dealings.

That we have a continual improvement practice in the efficiency, effectiveness, timeliness, and appropriateness of local government service delivery. With combined well defined and agreed outcomes and performance measures for all projects and activities, and accept all accountability in a transparent approach to all dealings within the organisation, and have clearly defined reporting process with a robust dispute resolution and review mechanisms in place to protect and enhance all the participating Shires.

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas endorse the GVROC MOU and authorise the use of the Common Seal and delegate the Shire President and the CEO to sign the MOU on behalf of the Shire of Dundas.

Moved Cr: Warner
Seconded Cr: Wyatt

Resolution

That the Shire of Dundas endorse the GVROC MOU and authorise the use of the Common Seal and delegate the Shire President and the CEO to sign the MOU on behalf of the Shire of Dundas

Carried by: Simple Majority

For: 5

Against: 0

11.4 Administration, Finance and Community Service

Agenda Reference & Subject	
11.4.1 – Accounts Paid 1/07/2020 to 31/07/2020	
Location / Address	Shire of Dundas
File Reference	FM.CR
Author	Accounts Payable Officer
Date of Report	13 th August 2020
Disclosure of Interest	Nil

Trust Payments

Chq/EFT	Date	Name	Description	Amount
EFT4788	15/07/2020	Department of Mines, Industry Regulation and Safety	RECOUP BUILDING APPLICATION 380/20	56.65
EFT4789	15/07/2020	Shire of Dundas	RECOUP BUILDING APPLICATION COMMISSIONS 380/20	5.00
EFT4831	29/07/2020	Shire of Dundas	RATES PAYMENT TO A6	380.00
				441.65

Municipal Cheques

Cheque	Date	Name	Description	Amount
26385	29/07/2020	Shire of Dundas	Registrations - CEO Vehicle for 2020/2021	712.60
				712.60

Municipal Account EFT's

EFT	Date	Name	Description	Amount
EFT4747	01/07/2020	Coates Hire Operations Pty Ltd	Roller Smooth 15t - Single Drum, Hire (25.04.2020 - 25.05.2020)	11529.54
EFT4748	01/07/2020	Department of Fire & Emergency Services	ESL (MAY 2020)	385.45
EFT4749	01/07/2020	Horizon Power	Various Power Charges (15.04.2020 - 15.06.2020)	10594.60
EFT4750	01/07/2020	Norseman IGA	Various IGA purchases for the month May	412.03
EFT4751	01/07/2020	Wilsons Diesel & Auto Repairs	Carry out 107,803 km Service and safety inspection to 2016 Nissan Navara UTE	578.90
EFT4752	10/07/2020	Telstra Corporation Limited	Mobile Phone Usage for 17.06.2020 - 16.07.2020 \$1181.47 Satellite Phone Usage 16.06.2020 – 15.07.2020 \$180.00 Home Bundles for MWS & MFA 26.05.2020 – 25.06.2020 \$198.00 Phone Usage for Co-Location, Admin and Youth 20.06.2020 – 19.07.2020 \$533.59	2093.06
EFT4753	13/07/2020	Australia Post	Postage for May 2020	99.18

EFT4754	13/07/2020	Australasian Performing Right Association Limited	Music License for Local Government (01.07.2020 - 30.06.2021)	350.00
EFT4755	13/07/2020	Advertiser Print	Purchase 1500 DL Envelopes, 500 tip passes.	255.00
EFT4756	13/07/2020	Bunnings Warehouse Kalgoorlie	Formwork Timber and assorted Hardware items	1217.31
EFT4757	13/07/2020	Ballantyne Earthmoving	Excavate drains including Mobilisation and Demobilisation	1886.50
EFT4758	13/07/2020	Built by Geoff	10 x packs of 117cm tall fence droppers	935.00
EFT4759	13/07/2020	Coates Hire Operations Pty Ltd	Roller Smooth 15t single drum 25.05.2020 - 04.06.2020	3612.48
EFT4760	13/07/2020	Curtain Villa	Purchase vertical blind tracks for Norseman Medical Centre	1041.70
EFT4761	13/07/2020	Shire of Dundas Municipal Fund	Payroll deductions	525.00
EFT4762	13/07/2020	Dundas Fencing & Building Maintenance	Remove urinal from Male Public Admin Toilets, clear blockage and replace unit \$165.00 Remove and replace toilet bowl/cistern to male toilet at Works Depot also install exhaust fan \$834.90	999.90
EFT4763	13/07/2020	Elite Gym Hire	Hire of weights (12.06.2020 - 12.07.2020) \$568.65 Hire of Treadmill, Bike, Rower & Cross Trainer (12.06.2020 - 12.07.2020) \$442.70	1011.35
EFT4764	13/07/2020	Department of Fire & Emergency Services	ESL (June 2020)	929.11
EFT4765	13/07/2020	Goldfields Image Works	Prepare files for mural, print and coat mural 8m x 3m & install mural and final coat	6050.00
EFT4766	13/07/2020	Horizon Power	86 Prinsep Street Norseman (21.04.2020 - 18.06.2020)	3366.08
EFT4767	13/07/2020	Harvey Norman	MSS Surface Pro7 I5/8/128 PLT x 4, MSS Surface Pro7 I5/8/128 BLK x 2, MSS Surface LAPTOP3 13.5 /8/128 PLT x 1.	11928.00
EFT4768	13/07/2020	Kalgoorlie Refrigeration and Airconditioning	Norseman Waste Facility - Installed split system A/C into waste facility office, Materials, Km's, Labour.	904.20
EFT4769	13/07/2020	D&L ELECTRICAL AND AIR PTY LTD	Norseman Medical Centre - performed the emergency exit lights test, replace the two faulty lights, replace batteries for smoke detectors, performed fault finding on power circuit, Switchboard upgrade.	6223.82
EFT4770	13/07/2020	Market Creations Pty Ltd	Website and shire brand upgrade (Previously Paid as Credit) \$143.00	286.00

			Website and shire brand upgrade \$143.00	
EFT4771	13/07/2020	Moore Australia (WA) Pty Ltd	Rates processing management assistance for May 2020 \$1870.00 2020 Budget and financial reporting combo – templates and documentation \$1595.00	3465.00
EFT4772	13/07/2020	Norseman Concrete	Push up gravel for Eucla roadworks (Loader hire 26.06.2020)	36993.00
EFT4773	13/07/2020	Navman Wireless Australia Pty Ltd	Monthly satellite service (05.06.2020 - 04.07.2020)	65.89
EFT4774	13/07/2020	Online Business Equipment	Monthly Service Agreement	71.50
EFT4775	13/07/2020	Office National Kalgoorlie	Crystal file suspension files classic foolscap with indicator tabs and insets box 50	62.43
EFT4776	13/07/2020	PFD Food Services Pty Ltd	5L (3) Hand soap white activate (5L), 150 (16) Ultra slim hand towel silk optimum.	172.15
EFT4777	13/07/2020	PathWest Laboratory Medicine WA	Pre-employment medical screen for Kaleb and Emma	70.00
EFT4778	13/07/2020	RGSMW PTY LTD T/AS PACK & SEND EAST PERTH	Freight - ITR Pacific	661.55
EFT4779	13/07/2020	Initial Hygiene	2 Sharp disposals Service (13 visits p.a.), 3 Sharps Disposals Heavy Duty (13 visits p.a.), 2 Sanitary Disposal Service (12 visits p.a.)	9714.57
EFT4780	13/07/2020	Rhys Nevin	Complete annual backflow licence certification on both the shire standpipe and townhall. Cut out and replaced of incoming copper water main, replace section with new copper purged water main and tested for leaks.	1100.00
EFT4781	13/07/2020	SJR Civil Consulting Pty Ltd	Drafting Effluent Bed and Filter Bed for Waste Facility	1056.00
EFT4782	13/07/2020	Soilwater Group	Norseman liquid waste facility - Biannual Wastewater & Groundwater sampling and reporting	9069.50
EFT4783	13/07/2020	Total Asphalt & Traffic Management	Supply & Spray Emulsion Tack Coat, Supply & lay AC7/50 IPWEA Asphalt, Mobilisation - Office rear carpark \$21024.87 Supply and spray emulsion tack coat, Supply & lay AC7/50 IPWEA Asphalt – Woodlands Centre rear \$15803.98	36828.85
EFT4784	13/07/2020	Toll Transport Pty Ltd	Freight (Advertiser Print & Express yourself Printing)	53.71
EFT4785	13/07/2020	Wilsons Diesel & Auto Repairs	Service Cat Grader at 7250 hours (DS27) \$3068.00	16285.00

			<p>Brake repairs to low loader float, additionally 5 ratchet tie-down strap, repair leak on relay valve DS4399 \$542.70</p> <p>Repair flat tyre for Bomag multi tyred roller \$195.00</p> <p>Repair damaged windscreen for Tip Truck DS26 \$928.70</p> <p>2500HR Service for Bomag Roller DS3300 \$2379.90</p> <p>Carry out 93000km service for Subaru Forrester 22DS \$350.40</p> <p>Carry out service and safety inspection for Toyota Hiace Bus (Youth) DS131 \$428.00</p> <p>Carry out service at 100'000km and install new windscreen for Tip Truck DS10 \$2447.10</p> <p>270'000km service for Tip Truck DS26 \$1841.60</p> <p>Service Colorado DS263 80'000km plus repair damaged beacon and fit reversing alarm \$672.80</p> <p>Carry out service on Tractor DS3298 \$911.80</p> <p>Carry out service on Kubota Mower DS3181 \$650.50</p> <p>Service 250HR Case front Loader DS16 \$1180.50</p> <p>Repair Honda Hansa Chipper \$688.00</p>	
EFT4786	13/07/2020	Winc Australia Pty Ltd	1x RECEIVED stamp, 1 x Label Printer Tape, 4 x Erasers	72.45
EFT4787	01/07/2020	Shire of Dundas	Vehicle Registrations 2020/21	7312.05
EFT4790	06/07/2020	Shire of Dundas	Vehicle Registrations 2020/21	72.00
EFT4791	07/07/2020	Shire of Dundas	Vehicle Registrations 2020/21	828.40
EFT4796	17/07/2020	Laurene Bonza	Claim (Council Meeting - Ordinary meeting 23.06.2020), Workshop 02.06.2020, Budget 09.06.2020.	680.00
EFT4797	17/07/2020	John Edward Patrick Hogan	Claim (Council meeting- Ordinary meeting 23.06.2020), Workshop 02.06.2020, Budget 09.06.2020, Budget Review 02.06.2020.	520.00
EFT4798	17/07/2020	Valma Joy Schultz	Claim (Council Meeting- Ordinary meeting 23.06.2020), Workshop 02.06.2020, Budget 09.06.2020, Other 02.06.2020.	520.00
EFT4799	17/07/2020	Veronica Wyatt	Claim (Council Meeting - Ordinary meeting 23.06.2020), Workshop 02.06.2020, Budget 09.06.2020, Budget Review 02.06.2020.	520.00
EFT4800	20/07/2020	Australian Taxation Office	BAS (JUNE 2020)	26865.00

EFT4801	20/07/2020	Bonza Constructions Pty Ltd	Repair toilet cistern at the Medical Centre \$237.60 Repair leaking pipework under bathroom sink and re fix loose door to bathroom at 36 Angove St \$158.40 Call out to inspect the roof at Woodlands Centre where antenna has been dislodged \$79.20	475.20
EFT4802	20/07/2020	Bunnings Warehouse Kalgoorlie	Assorted items for Drainage	1334.29
EFT4803	20/07/2020	BOC Limited	Container Service Fee (29.05.2020 - 27.06.2020)	39.22
EFT4804	20/07/2020	Esperance Plumbing Service	Supply and install 2 x new Rheem laser boiling water units \$2240.00 Relace the faulty sump pump in septic system at Welcome Park \$509.99	2749.99
EFT4805	20/07/2020	FULL MOON CAFE	Supply Sandwiches, Spring Rolls and Curry Puffs for 10 people (IB Workshop)	150.00
EFT4806	20/07/2020	Threat Protect	Alarm Monitoring (Quarterly Payment in advice) for 68 Roberts Street, Norseman	115.50
EFT4807	20/07/2020	Horizon Power	Streetlights (01.06.2020 - 30.06.2020)	4158.32
EFT4808	20/07/2020	Star Track Credit	Freight (Shenton Pumps) \$551.55 Freight – Late payment fee \$7.75 Freight – Late payment fee \$5.60 Freight – Jason Sign makers \$64.91	629.81
EFT4809	20/07/2020	Marketforce	Advertising and design work for Shire of Dundas Blocks for Sale Kalgoorlie Miner \$788.70 Advertising – Planning Proposal Lot 1709 26 John Street (Kal Miner 25.06.2020) \$279.42	1068.12
EFT4810	20/07/2020	Norseman General Practice	Workcover - 1st Certificate of Capacity - David McEwan.	144.10
EFT4811	20/07/2020	Precision Laser Systems	Slope meter #2 NS	324.50
EFT4812	20/07/2020	RGSMW PTY LTD T/AS PACK & SEND EAST PERTH	Freight - Precision Laser Systems	36.26
EFT4813	20/07/2020	Southern River Services	Tree pruning sports complex, laneways in Norseman \$9700.00 Tree pruning Norseman Streets \$6800.00	16500.00
EFT4814	20/07/2020	Solutions IT (invoice S + B)	Managed Support (Monthly Billing for July) \$1479.50 Agreement – Cloud Back Up (July 2020) \$180.68	1660.18
EFT4815	20/07/2020	Solutions IT (invoice A&B)	Pre-Paid Support - 20 Hours	2178.00
EFT4816	20/07/2020	Town Planning Innovations Pty Ltd	General Planning services	453.75

EFT4817	20/07/2020	Western Australian Local Government Association	Renee Petersen - Introduction to Local Government WALGA Course	215.00
EFT4818	20/07/2020	Williams + Hughes	Professional Fees re: Lease 81 Roberts Street Norseman WA 6443	1560.93
EFT4819	17/07/2020	Sharon Warner	Claim (Council Meeting - Ordinary meeting 23.06.2020), Workshop 02.06.2020, Budget 09.06.2020, Budget Review 02.06.2020	520.00
EFT4820	27/07/2020	ZircoDATA Pty Ltd	Storage of Registers (26.05.2020 - 25.06.2020)	160.24
EFT4821	27/07/2020	Barnett's (WA) Pty Ltd	Door lock for the Shire Office Building + postage	347.63
EFT4822	27/07/2020	Laurene Bonza	Claim (Caravan Park Meeting - 13.07.2020), IB Session - 07.07.2020	472.00
EFT4823	27/07/2020	EAGLE PETROLEUM (WA) PTY LTD	1000 litres AdBlue, Polycraft Lithium Grease 350g x 12, Renolit XTB 2 - 450g, WD Lube - 20L	1322.20
EFT4824	27/07/2020	John Edward Patrick Hogan	Claim (Caravan Park Meeting - 13.07.2020), Workshop Meeting - 07.07.2020, Monthly Council Meeting - 21.07.2020.	416.00
EFT4825	27/07/2020	Landgate	Mining Tenements Chargeable - 17.05.2020 to 02.06.2020 Mining Tenements Chargeable - 03.06.2020 to 09.06.2020 Mining Tenements Chargeable - 10.06.2020 to 24.06.2020	272.00
EFT4826	27/07/2020	Norseman General Practice	Workcover - first and final WorkCover Certificate - Mathew Morgan	144.10
EFT4827	27/07/2020	Valma Joy Schultz	Claim (Caravan Park Meeting - 13.07.2020), Workshop Meeting - 07.07.2020, Monthly Council Meeting - 21.07.2020.	416.00
EFT4828	27/07/2020	Toll Transport Pty Ltd	Freight (PathWest) \$13.37 Freight (Microcom) \$11.89	25.26
EFT4829	27/07/2020	Veronica Wyatt	Claim (Caravan Park Meeting - 13.07.2020), Workshop Meeting - 07.07.2020, Monthly Council Meeting - 21.07.2020.	416.00
EFT4830	27/07/2020	Sharon Warner	Claim (Caravan Park Meeting - 13.07.2020), Workshop - 07.07.2020, Council Meeting - 21.07.2020, GVROC - 26.6.2020.	520.00
EFT4832	31/07/2020	Australia Post	Postage for June 2020	551.41
EFT4833	31/07/2020	Bonza Constructions Pty Ltd	Remove and replace curtain blades and tracks at Norseman Medical Centre \$554.40 Replace damaged external door handle on Shire Administration Door \$79.20	633.60

EFT4835	31/07/2020	BT Equipment Pty Ltd	Repairs to Bomag BW211 D Steel Drum Roller. Hydraulic oil leaking into diff.	5675.95
EFT4836	31/07/2020	Coyle's Mower & Chainsaw Centre	Service and repair Stihl 039 Stihl S#134748360 \$366.70 Advising Stihl MS170 cannot be repaired \$22.00	388.70
EFT4837	31/07/2020	CORSIGN WA	700mm Reflective Traffic Cone, Rubber wheel stop 1650mm with galvanised spikes 3 per stop	2400.20
EFT4838	31/07/2020	Shire of Dundas Municipal Fund	Payroll deductions	675.00
EFT4839	31/07/2020	Dallcon	Supply and deliver of reinforced concrete box culverts 1200mm span x 600mm high \$11431.20 Supply and Deliver of base slab for box culverts \$6019.20	17450.40
EFT4840	31/07/2020	Threat Protect	Alarm Monitoring (Admin) \$234.75 Alarm Monitoring (Youth) \$111.00	345.75
EFT4841	31/07/2020	ITR PACIFIC PTY LTD	Grader Blades, Scarifier tips and accessories.	2500.19
EFT4842	31/07/2020	KALGOORLIE PRECAST CONCRETE	20 Box culvert bases plus Freight	11440.00
EFT4843	31/07/2020	Local Community Insurance Service	Public and Products Liability insurance Norseman Markets - 30.06.2020 - 30.06.2021	612.15
EFT4844	31/07/2020	LGIS Broking	LGIS Marine Cargo Insurance - Instalment No.1 30.06.2020 - 30.06.2021	220.00
EFT4845	31/07/2020	LGIS	2020-21 Contributions Assistance Package 1st Instalment, GST CREDIT -3697.34 LGIS Workcare Insurance - Instalment No.1 30.06.2020 - 30.06.2021 \$29106.45 LGIS Bushfire Insurance - Instalment No.1 30.06.2020 - 30.06.2021 \$2711.50 LGIS Cyber & Crime Insurance - Instalment No.1 30.06.2020 - 30.06.2021 \$5178.00 LGIS Management Liability Insurance - Instalment No.1 30.06.2020 - 30.06.2021 \$5820.72 LGIS Corporate Travel Insurance - Instalment No.1 30.06.2020 - 30.06.2021 \$825.00 LGIS Vehicle and Plant Insurance - Instalment No.1 30.06.2020 - 30.06.2021 \$30012.20 LGIS Personal Accident Insurance - Instalment No.1 30.06.2020 - 30.06.2021 \$467.50	123629.54

			LGIS Property Insurance - Instalment No.1 30.06.2020 - 30.06.2021 \$36672.51 LGIS Liability Insurance - Instalment No.1 30.06.2020 - 30.06.2021 \$16533.00	
EFT4846	31/07/2020	Malcolm Thompson Pumps	2 x 150mm Wafer Duo Check Valve DI Body, SS Plates, NBR Seat #T- WCVDI-150. Deliver to Startrack Transport for deliver to Norseman	361.90
EFT4847	31/07/2020	Norseman Concrete	Loader work pit Hyden Rd (15.06.2020 - 19.06.2020) \$8800.00 Float hire roller Perth to Norseman, Float Coates roller Norseman to Kalgoorlie 3-4 June 2020 \$3300 Loader work pit 2 Hyden Rd 02.06 - 05.06 \$7942.00 Loader work pit 2 Hyden Rd 08.06 - 12.06 \$7942.00 Supply and deliver stable fill 16.06.2020 \$4125.00 Loader work pit Hyden Road 22.06 - 24.06 \$5280.00	36583.25
EFT4848	31/07/2020	Outback Energy Supply	Supply, install & commission 6 x solar panels for the A/C at the Norseman Waste Facility \$5160.50 Clean and service solar array at Administration Building \$260.00	5420.50
EFT4849	31/07/2020	South East Petroleum	Diesel 8000LTS \$8576.48 Diesel and Unleaded fuel purchases BP Cards \$328.67	8905.15
EFT4850	31/07/2020	Southern River Services	Street Tree Pruning Norseman	4000.00
EFT4851	31/07/2020	IT Vision	End of Year Payroll Essentials for Ciara Stewart \$330.00 Update Debtor Invoice format \$275.00	605.00
EFT4852	31/07/2020	Wilsons Diesel & Auto Repairs	Inspect for grease leakage for Skid Steer Loader \$468.80 Carry out service 12'000km for DS232 Colorado \$404.40	873.20
EFT4853	31/07/2020	Zipform Pty Ltd	1500 Rates Notices base stock for 2020/2021	672.84
PAY	07/07/2020	Payroll	Direct Debit of Net Pays	64002.28
5995	13/07/2020	Joseph Hodges	Reimbursement for Purchase of New Office Chair	288.95
5996	14/07/2020	Centrepay	Centrepay Fees for A698 & A629	1.98
PAY	21/07/2020	Payroll	Direct Debit of Net Pays	62256.25
6010	23/07/2020	WA Treasury Corporation	Guarantee Fee for Doctors Residence 18 Mildura Street, Norseman	1256.80

6012	27/07/2020	Pania Turner	Reimbursement for Art Supplies purchased for Woodlands Centre	150.95
6017	28/07/2020	Centrepay Fees	Centrepay Fees for A698 & A629	1.98
				\$611'001.78

Municipal Account Direct Debts

	Date	Name	Description	Amount
5973	01/07/2020	ANZ	Merchant Fees	168.33
5980	01/07/2020	Equipment Rents	Sharp Interactive Board	256.30
DD10348	03/07/2020	SuperChoice	Superannuation 10.06.2020 – 23.06.2020	13,801.97
5987	06/07/2020	ANZ	BPAY Transaction Fee	11.55
DD10369	23/07/2020	SuperChoice	Superannuation 24.06.2020 – 07.07.2020	15025.51
DD10396	23/07/2020	SuperChoice	Superannuation 08.07.2020 – 21.07.2020	15217.32
5997	14/07/2020	3E Advantage Pty Limited	CRC photocopier, Shire photocopier & Printer meter readings – JUNE 2020	2797.39
				\$47'278.37

Municipal Account Credit Cards

Chq/EFT	Date	Name	Description	Amount
6002	16/07/2020	Chief Executive Officer	ANZ Credit Card Purchases 22.05.2020 – 21.06.2020	
	25/05/2020	Shire of Dundas	Licensing – Manual Licence PDA for Emma	87.90
	25/05/2020	Shire of Dundas	Licensing – Manual Licence PDA for Kaleb	87.90
	27/05/2020	Doodly US	Doodly Enterprise – Monthly Subscription	108.20
	04/06/2020	Microsoft	Microsoft Purchase	169.00
	12/06/2020	Adobe	Monthly Adobe Subscription	25.74
			Total Credit Card Payment for Purchases	478.74

Summary of Account Totals

Trust EFT's / Cheques	441.65
Municipal Cheques	712.60
Municipal EFT's	\$611'001.78
Municipal Direct Debit's	\$47'278.37
Municipal Credit Card's	\$478.74
Grand Total for June 2020	\$659'913.14

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas monthly accounts paid from 1/07/2020 to 31/07/2020 be noted.

Moved Cr: Hogan
 Seconded Cr: Wyatt

Resolution

That the Shire of Dundas monthly accounts paid from 1/07/2020 to 31/07/2020 be noted.

Carried by: Simple Majority For: 5 Against: 0

Agenda Reference & Subject	
11.4.2 – Financial Statements for the Period Ending 31st July 2020	
Location / Address	Shire of Dundas
File Reference	FM.FI
Author	Manager of Finance and Administration – Aruna Rodrigo
Date of Report	13 th August 2020
Disclosure of Interest	Nil

Officer Recommendation

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

Moved Cr: Wyatt
 Seconded Cr: Hogan

Resolution

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

Carried by: Simple Majority For: 5 Against: 0

Agenda Reference & Subject	
11.4.4 – Officers Reports	
Location / Address	Shire of Dundas
File Reference	CM.PL.1
Author	Chief Executive Officer – Peter Fitchat
Date of Report	13 th August 2020
Disclosure of Interest	Nil

Summary

For Council to note the reports received from the Manager of Works and Services, Manager of Community Development, the Youth and Events Officer and the Visitors and Administration Services 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
 Youth and Events Officer
 Visitors Centre

Comment

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

Voting Requirements

Simple Majority

Officer Recommendation

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

Moved Cr: Hogan
 Seconded Cr: Wyatt

Resolution

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

Carried by: Simple Majority

For: 5

Against: 0

Agenda Reference & Subject	
11.4.5 – Outstanding Rates – Disposal of Properties	
Location / Address	Shire of Dundas
File Reference	RV.OR.1 & PE.ME.2
Author	Development Services Officer - Richard Brookes
Date of Report	10 th August 2020
Disclosure of Interest	Nil

Summary

For the Council to give consideration to the disposal of properties in the Shire of Dundas that have outstanding rates for 3 or more years.

Background

The number of outstanding rates has become a significant financial issue for the Shire and officers have been undertaking a review of its rate base and have identified 70 properties that have outstanding rates for more than 3 years.

Letters have been sent to all landowners who have outstanding rates and in particular those properties where rates have been outstanding for a significant amount of time. (3+years)

The Shire has been in contact with CS Legal to undertake the appropriate process of debt collection and disposal

Statutory Environment

Local Government Act 1995 Part 6, Division 6

Local Government (Financial Management) Regulations 1996

Rates and Charges (Rebates and Deferments) Act 1992.

Rates and Charges (Rebates and Deferments) Regulations 1992

There are provisions in the acts and regulations on the processes for the collection of outstanding rates and charges, including the sale of land.

Policy Implications

COVID-19 Financial Hardship Policy

Financial Implications

The outstanding rates have been categorised as follows:

No	Category	Number	Outstanding
1	Occupied dwellings	3	\$28,591
2	Occupied dwellings (deferred rates)	6	\$43,262
3	Unoccupied dwellings	19	\$162,168
4	Unoccupied dwellings (deferred rates)	3	\$17,042
5	Unoccupied sheds & shops	5	\$41,647

6	Vacant Land	25	\$165,163
7	Crown Land & Crown Lease (vacant land, leases & dwellings)	9	\$73,080
	Total	70	\$530,080

Following up ownership of lots can be time consuming and may involve costs ie requests for copies of certificates of titles, debt collection services, legal advice etc. These costs should in the most be offset by the collection of outstanding rates.

Strategic Implications

There are no themes in the Community Strategic Plan that relate to this issue, however the financial implication of the outstanding rates has a significant impact on the Shires ability to undertake its strategic and financial planning.

Consultation

Executive Management Team
 Department of Land Administration, Landgate.
 CS Legal – Solicitors
 Debt collection Services

Comment

The above table highlights a number of areas that the Council needs to consider in addressing the issue of outstanding rates.

1. In relation to the 3 occupied premises, the Shire can begin the process of collecting the outstanding rates by undertaking the debt collection process with the eventual possibility of having the properties sold, however this would leave the occupants without accommodation. Offers of an alternative payment arrangement have been made however in general have not been taken up.
2. The 6 occupied properties that have a rate deferral have a legitimate reason not to pay current & outstanding rates. The rates can be collected when the property becomes vacated or sold.
3. The 19 unoccupied dwellings can be disposed of following the debt collection processes in accordance with the provisions of the relevant legislation.
4. The 3 unoccupied dwellings with a deferred rate can be disposed of following the debt collection processes after confirmation that the criteria for deferral no longer exists. Disposal will need to be undertaken in accordance with the provisions of the relevant legislation.
5. The 5 unoccupied sheds and shop can be disposed of following the debt collection processes in accordance with the provisions of the relevant legislation.
6. The 25 lots of vacant land can be disposed of following the debt collection processes in accordance with the provisions of the relevant legislation.
7. The crown lots with outstanding rates from crown leases cannot be sold as they belong to the State of Western Australia. The Shire will endeavour to negotiate with the State to recover outstanding monies however experience from the past would indicate that these rates may need to be written off.

A preliminary inspection of the unoccupied dwellings indicate that some will need to be demolished as their maintenance / upgrade costs would probably exceed their resale value. It is anticipated that a thorough inspection report of each property will be undertaken prior to any debt collection or sale process.

The Council would need to set realistic reserves to recoup costs and outstanding rates however in some cases this may exceed the likely sale prices for the properties.

“Flooding” of the market at auction with all the properties may not be appropriate, however seeking advice from a real estate agent in this regard is anticipated.

The best scenario for the Shire is to have all the rateable properties owned by ratepayers, and in this regard the Council needs to encourage existing landowners to pay upfront or enter into a reasonable and consistent repayment plan that clears the debt.

During the investigations of properties and outstanding rates it was noted that the Crown (State of Western Australia) has approximately 350 properties within the Shire. A vast majority of these properties are unallocated and unoccupied crown lots. These properties are exempt under the Act and do not attract any rate income.

The investigation also revealed that there are lots that are not included on the Shire of Dundas rates system. These lots are located around Norseman and within the old Dundas and old Eucla townsites.

Note the following table:

Location	Crown land & reserves	Freehold land
Norseman Townsite	8 lots	Nil
Old Dundas Townsite	75 lots	38 lots
Old Eucla Townsite	170 lots	25 lots
Total	253 lots	63 lots

There is a total of 253 crown lots and another 63 freehold lots identified with records that date back to 1896. Further investigation of these freehold lots and titles will need to be undertaken to identify current ownership. Some of the lots may be deceased estates as a number are held with the Western Australian Trustee Executor and Agency Co Ltd. Shire Officers will continue to investigate any anomalies that are detected to ensure that the maximum rate revenue is attained

Of the properties identified with outstanding rates, it is recommended that the Shire in the first instance deal with the 25 privately owned freehold vacant lots as follows:

1	133	ANGOVE	ST	Freehold	Vacant Land	10,966.25
2	135	ANGOVE	ST	Freehold	Vacant Land	12,294.03
3	94A	ANGOVE	ST	Freehold	Vacant Land	7,265.53
4	94B	ANGOVE	ST	Freehold	Vacant Land	9,723.38
5	14	BROCKMAN	ST	Freehold	Vacant Land	4,633.24
6	23	BROCKMAN	ST	Freehold	Vacant Land	2,801.27
7	41	BROCKMAN	ST	Freehold	Vacant Land	10,368.33
8	21	CARR	ST	Freehold	Vacant Land	4,561.79
9	23	CARR	ST	Freehold	Vacant Land	4,561.79
10	25	CARR	ST	Freehold	Vacant Land	4,590.59
11	29	CARR	ST	Freehold	Vacant Land	4,561.79
12	16	CORNELL	ST	Freehold	Vacant Land	4,278.56
13	15	FULLER	ST	Freehold	Vacant Land	4,278.56
14	17	FULLER	ST	Freehold	Vacant Land	4,278.67

15		12	JOHN	ST	Freehold	Vacant Land	10,368.33
16		17	MILDURA	ST	Freehold	Vacant Land	2,926.20
17	L	799	OKAY	RD	Freehold	Vacant Land	3,893.25
18	L	800	OKAY	RD	Freehold	Vacant Land	3,893.25
19	L	1832	OLD COACH	RD	Freehold	Vacant Land	16,749.36
20		51	PRINSEP	ST	Freehold	Vacant Land	4,395.51
21		120	PRINSEP	ST	Freehold	Vacant Land	6,340.56
22		166	PRINSEP	ST	Freehold	Vacant Land	3,929.00
23		46	ROBERTS	ST	Freehold	Vacant Land	13,444.84
24		124	ROBERTS	ST	Freehold	Vacant Land	5,693.10
25		32	SIMON	ST	Freehold	Vacant Land	4,366.08
							165,163.26

Voting Requirements

Simple Majority

Officer Recommendation

That the Council of the Shire of Dundas in relation to properties with outstanding rates of 3 or more years, instruct the CEO to:

1. commence the process for the sale of freehold vacant land as identified in the body of the report;
2. write to all property owners advising that the Shire has begun the debt collection processes to recoup outstanding rates;
3. undertake negotiations with ratepayers to enter into an appropriate repayment plan;
4. undertake an inspection and condition report of unoccupied dwellings in anticipation of debt collection and disposal action being taken; and
5. prepare a report for Council consideration with a recommendation to write off outstanding rates for unoccupied, unallocated or vacant crown land.

Moved Cr: Hogan

Seconded Cr: Wyatt

Resolution

That the Council of the Shire of Dundas in relation to properties with outstanding rates of 3 or more years, instruct the CEO to:

1. commence the process for the sale of freehold vacant land as identified in the body of the report;
2. write to all property owners advising that the Shire has begun the debt collection processes to recoup outstanding rates;

3. undertake negotiations with ratepayers to enter into an appropriate repayment plan;
4. undertake an inspection and condition report of unoccupied dwellings in anticipation of debt collection and disposal action being taken; and
5. prepare a report for Council consideration with a recommendation to write off outstanding rates for unoccupied, unallocated or vacant crown land.

Carried by: Simple Majority

For: 5

Against: 0

Agenda Reference & Subject	
11.4.6 – Re-investment of a Term Deposit of Cash Backed Reserves	
Location / Address	Shire of Dundas
File Reference	FM.IN
Author	Manager Finance & Administration - Aruna Rodrigo
Date of Report	10 th August 2020
Disclosure of Interest	Nil

Summary

For the Council to notice re-investment of the term deposit that matured on 18.07.2020 in the cash backed reserve.

Background

One of the term deposits out of cash backed reserve was due to mature on 18.07.2020. The principal amount is \$ 3,672,711.83 and the deposit was with Goldfields Money.

Quotes for Term deposit interest rates were checked with various banks and have found out that Goldfield Money offers the best rate at 1.15% for 12 months. NAB offers the second highest interest rate at 1.05% and ANZ at 0.85% for the similar term.

Given the current economic conditions, it's preferable to invest with a reputed bank.

However, by the time the deposit matured, NAB rate has fallen to 0.95 % and ANZ, following negotiation, offered 0.91% for 11 months. Due to practical difficulties involved in switching funds from ANZ to NAB, the rate offered by ANZ, the Shire's current banker, seemed to be much preferable as the rates difference between two banks does not provide a material benefit.

Finally, ANZ offer was accepted and funds deposited in a term deposit with ANZ at 0.91 % p.a. for 11 months.

The amount deposited is \$ 3,707,507 that includes interest earned of \$ \$34,795.17 on the previous deposit with Goldfields Money.

Statutory Environment

Sec. 6.14 of div. 4, part 6 of the Local Government Act 1995 and Se. 19 of Local Government (Financial Management) Regulations 1996 empowers Local government to invest funds surplus to the current requirements for an appropriate period in secure instruments.

Policy Implications

F 1 - Investments

Financial Implications

In compliance with Local Government Act, regulations and policies, the Shire is able to maximise its revenue from investments in a risk averse manner.

Strategic Implications

Increased revenue promotes long-term financial sustainability of the Shire.

Consultation

CEO

Voting Requirements

Simple Majority

Officer Recommendation

That the Council of the Shire of Dundas notice the above actions taken in renewal of the term deposit that matured on 17th July 2020 with Goldfields Money amounting to \$3,672,711.82 and re-investment in a new term deposit with ANZ amounting to \$3,707,507.00.

Moved Cr: Wyatt
Seconded Cr: Warner

Resolution

That the Council of the Shire of Dundas notice the above actions taken in renewal of the term deposit that matured on 17th July 2020 with Goldfields Money amounting to \$3,672,711.82 and re-investment in a new term deposit with ANZ amounting to \$3,707,507.00.

Carried by: Simple Majority For: 5 Against: 0

12 Elected Members Motions of Which Previous Notice Has Been Given

Nil

13 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: Wyatt
Seconded Cr: Hogan

Resolution

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

Carried by: Simple Majority

For: 5

Against: 0

Agenda Reference & Subject	
13.1 Late Item - IGO Donation Agreement 2020	
Location / Address	Norseman
File Reference	GS.PR.20
Author	CEO Peter Fitchat
Date of Report	18 th April 2020
Disclosure of Interest	Nil

Summary

For Council to accept the IGO Donation Agreement pledge of \$100,000 and consider the distribution of the funds for the Norseman area and in the Shire Dundas.

Background

The Shire of Dundas has been impacted significantly by extended drought and bush fires, natural disasters which are beyond the Shire's control. A declining population has also affected the local economy and capacity for community groups to drive and sustain social activities.

IGO has been active in seeking areas where it can support the Shire of Dundas, recognising the importance of locally driven initiatives and the positive role they play in communities.

Local Government Act 1995

Local Government (Financial Management) Regulations 1996

Policy Implications

Policy F.10 Accounting

Policy C.5 Community Grants

A.7 Common Seal

Financial Implications

The \$100,000 also has the ability to assist Council to support community projects, considering the current situation of over \$500,000.00 in Rates arrears; additionally, Council will need to consider the possibility of a 0% Rates increase in the 2020-21 financial year due to COVID-19 impacts.

Statutory Environment

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

Strategic Implications

Theme 1 A vibrant, active and socially connected Community.

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

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

Consultation

Elected Members, Senior Staff, IGO, CEO,

Comment

THE AGREED PURPOSES:

The Donatee shall use the Donation exclusively for the following purposes:

1. \$30,000 (30%) to the Helping Hands Project – to assist vulnerable residents in Norseman, such as seniors and people living with disability with the maintenance and upkeep of their properties. The Dundas Shire will investigate opportunity for local employment and local contractors to do the work
2. \$30,000 (30%) for the Norseman Town Hall Upgrade. Due to the age of the building and the heavy use of facilities, Council has approved \$30,000 (30% of the funding) towards the Town Hall upgrades. The upgrades will require additional contribution from the Shire. Priority areas are toilet and bathroom upgrades and technology installation. Both area upgrades are vital in the facility is going to continue as an important Community hub
3. \$20,000 (20%) for community events still to be identified. These future events will recognise IGO as a major sponsor
4. \$10,000 (10%) for local business development. The program will assist residents to market their locally produced product; and
5. \$10,000 (10%) to Educational Scholarships. A program dedicated to supporting local young people aged 12-25 years for up to \$1,000 scholarship with a focus on education, training and skills development.

SCHEDULE OF DONATIONS:

The Company shall donate to the Donee a total sum of \$100,000 as a single payment on receipt of an invoice after the Commencement date.

COMMENCEMENT DATE:

The Commencement date for this Contract is 1 July 2020.

COMPLETION DATE:

Unless terminated prior, this Contract shall be the sooner of either:

1. the completion of the Agreed Purposes, or
2. a date no later than 31 December 2021.

In April Council adopted the following resolution:

Resolution

That Council notes this report and delegate authority to the CEO to negotiate these outcomes with IGO and all identified stakeholders with regular updates to Council for final approval.

Carried by: Simple Majority For: 6 Against: 0

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas endorse the Donation Agreement of \$100,000 with IGO Limited (IGO) and authorise the use of the Common Seal and delegate the Shire President and the CEO to sign the Agreement on behalf of the Shire of Dundas.

Moved Cr: Wyatt
Seconded Cr: Warner

Resolution

That the Shire of Dundas endorse the Donation Agreement of \$100,000 with IGO Limited (IGO) and authorise the use of the Common Seal and delegate the Shire President and the CEO to sign the Agreement on behalf of the Shire of Dundas.

Carried by: Simple Majority For: 5 Against: 0

14 Next Meeting

The next Ordinary Meeting of the Council is scheduled to be held on the 15th September 2020.

15 Closure of Meeting

There being no further business the Shire President thanked all those in attendance and declared the meeting closed at 6:37pm.