



Norseman Woodlands to Eucla Coast

Minutes Certification

I certify that the Minutes of the 15th September 2020 Ordinary Council Meeting were presented to the Council and confirmed at the 20th October 2020 Ordinary Council Meeting

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

Cr L Bonza
President

20.10.2020

Date



Norseman Woodlands to Eucla Coast

**Confirmed Minutes of
Ordinary Council Meeting
15th September 2020**

CONFIRMED MINUTES of the ORDINARY Meeting of
the Council held in the Council Chambers at the Shire
Administration Office – Prinsep Street Norseman on
the 15th September 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 Eucla, Western Australia when the meeting is held and has 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 1 Eyre Highway, Eucla 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 Eucla, Western Australia, on the basis that she is in a "suitable place" for the purpose of Administration Regulation 14A.

Moved: Cr Wyatt

Seconded: Cr Hogan

Resolution

That Cr Patupis be permitted to attend this meeting by way of instantaneous video connection from Eucla, 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

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

Financial Interests:

- Cr Schultz – item 11.4.7 - Appointment of Mural Artist Woodlands Centre Project, as the artist is her son and she will be actively working in support of the project.
- Cr Wyatt – item 11.4.8 - Community Grant Application Norseman DHS P&C Association - Country Week as her children will be attending and any amount of grant money received may reduce the amount required to be paid by parents.
- Manager of Community Development, Pania Turner – item 11.4.8 - Community Grant Application Norseman DHS P&C Association - Country Week as her child will be attending and any amount of grant money received may reduce the amount required to be paid by parents.

- CEO Peter Fitchat (Indirect Financial Interest) – item 11.4.1 – Accounts Paid 1/08/2020 to 31/08/2020 as his partner received a payment of \$578.50 as owner of the business Stitch and Gift.
- CEO Peter Fitchat – item 11.4.10 – Confidential Item - Performance Appraisal – CEO as the item deals with his appraisal.

Proximity Interests:

Nil

Impartiality Interests:

- Cr Warner – Item 11.4.8 - Community Grant Application Norseman DHS P&C Association - Country Week as she completed and submitted the grant application as President of the Norseman District High School P&C Association.

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 AR Patupis	Deputy Shire President
Cr JEP Hogan	
Cr SM Warner	
Cr VL Wyatt	
Cr VJ Schultz	
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	Records/Administration Officer

Public Gallery

Richard Brookes
Lynn Webb
Judy Fleming
Pricilla Fleming
Michelle Hindmarsh

4 Applications for Leave of Absence.

Nil

5 Response to Previous Public Questions Taken on Notice.

Nil

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: Seeking update on her request for the Shire to reconsider her application for a driveway to be built at the front of her property.

Manager Works & Services, through the Chair: A written response has been drafted and is with the Senior Administration Officer, to be mailed. Council's decision on the application is guided by part of the Local Government Act 1995 and Council Policy, which is included with the response letter.

Michelle Hindmarsh: Who built the new driveway at 38 Mildura Street?

CEO, through the Chair: Council will reconsider the application following Ms Hindmarsh reading through the Act excerpt and the Council Policy. If assistance is needed to understand the documents, an appointment can be made to discuss.

Judy Fleming, 21 Prinsep Street: Does Council have a contingency plan for when the WA borders re-open? Is there a plan in place to determine where people can go/stay on their way over?

President: Between agencies such as WA Health, St John Ambulance and police, there are plans in place in anticipation of the borders re-opening, however we do not have the resources to police the actions and movements of people travelling through the Shire.

CEO, through the Chair: The Federal and State Governments are responsible for the management of the Pandemic situation and Local Government has no control over quarantine and border control. The Shire will put in place what measures we can, such as local road re-direction signs, in an effort to keep the Community safe.

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 electronic 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: 6 Against: 0

8 Confirmation of Minutes of Previous Meeting.

8.1 Minutes of the Ordinary Meeting of Council held on 18th August 2020 be confirmed as a true and accurate record.

Recommendation

That the minutes of the Ordinary Council Meeting held on 18th August 2020 be confirmed as a true and accurate record.

Moved Cr: Wyatt
Seconded Cr: Warner

Resolution

That the minutes of the Ordinary Council Meeting held on 18th August 2020 be confirmed as a true and accurate record.

Carried by: Simple Majority For: 6 Against: 0

9 Petitions, Deputations or Presentations.

9.1 Early Rates Payment Incentive Prize Draw

1st Prize \$750.00:

Winner: Alan McGrath – ML63/323

Drawn by: Michelle Hindmarsh

2nd Prize \$500.00:

Winner: David Brock – 61 Prinsep Street

Drawn by: Pricilla Fleming

3rd Prize \$250.00:

Winner: Josephine Starcevich – 21 Roberts Street

Drawn by: Judy Fleming

9.2 Reports of Committees

9.2.1 GVROC – Cr Warner

- Meeting in Kalgoorlie on 15th September 2020.
- June Bell, Regional Recovery Officer for the South WA region:
 - Only 20 Rural Recovery Officers in Australia, 2 in WA.
 - No assistance is the issue.
 - Not classed as drought in WA, but water deficiencies.
 - Data to determine eligibility for assistance is collected using averages over a 24 month period.
 - Data taken from rain gauges that are miles away from Pastoral Stations – ours being at the airport. This was bought up not just by Dundas, but a number of other Shires also.
 - Some small payments are available if criteria are met. For example, Farmhold Allowance – food on the table and other small payments eg \$100 amounts that are not much good to our area.
 - Feedback given by Dundas – formula is incorrect, and the system is flawed.
- John Walker spoke about new projects for Kalgoorlie-Boulder, including:
 - St Barbara's Square
 - New Childcare Centre
 - Golf Course Resort

- Coles new centre
- CBD apartment blocks
- Lynas Project – Cracking and Leasing Plant
- Re-location of rail line for East-West freight to out of town with intermodal set up
- Relocation would allow expansion of Super Pit
- Water Bark – increase capacity – selling water to industry including KCGM & Lynas.
- Carol-Anne Bradley, Roadwise:
 - Road safety goals – what can we do to achieve these?
 - Average cost for road accidents and recovery etc per year is \$965.1 million.
 - Tabled fact sheet for our area. Whole data sheet available by contacting Carol-Anne – c.bradley@walga.asn.au
- Camel Hub with Gilad Berman and Nat James:
 - Presented verbal proposal for GVROC.
 - Longer term tracking and data needed for camel issue in our Shire.
 - One program of fitting tracking collars to 10 female camels (as males wander off).
 - 24/7 alert monitoring and notifications of whereabouts.
 - Monthly data available – people can choose to see the camels or avoid those areas.
 - Track camels entering areas they are not wanted and be able to muster or have infrastructure in place to keep them out.
 - Collars are removed in event of a mortality.
 - One program for one year only costs just over \$98,000 – 30% requested from Local Government, with funding from State Government and Private Sector for the remaining balance.
 - Known camel numbers will go from 360,000 to 1.8 million in 20 years.
- Other:
 - Goldfields Record Storage in Kalgoorlie has been placed up for sale for \$459,000.
 - WALGA – Jo Burges, upcoming webinars
 - GEDC – Kris Starcevich announced new Chair Sabina Shug?
 - RDAGE – Jo Swann, no information on their funding yet. Ravensthorpe area has added to their Farm Gate Trail.

9.2.2 WALGA – Cr Bonza

- WALGA AGM - 25th September 2020
- COVID update webinars to continue
- 16th October - State Budget Overview
- 30th October – Chamber of Commerce & Industry – business issues arising from COVID
- There is now weekly testing for people crossing the border.
- Rules around events and mass gatherings scheduled to change mid/end of September.
- LG Act Review – input/feedback can still be lodged until the end of October but, Minister says no further action on the new bill will be undertaken until the next term of Govt.
- Financial Ratios reference group making progress
- WALGA Annual Report to be presented plus minutes from Zone meeting

9.2.3 Regional Roads Group – Cr Bonza

- Nil

9.2.4 Roadwise – Cr Wyatt

- Heavy haulage vehicles issues raised:
 - Debris from truck loads, specifically rocks. This can be caused by loading process.
 - Condition of vehicles, oil spills from poorly maintained vehicles
 - Responsibility under the Road Traffic Act- chain of command
 - Standard of safety on mine sites, compared to standard when truck head onto public roads.
- Complaints/ Reports to Main Roads WA:
 - Members of the public can report heavy vehicle incidents to the Main Roads WA Heavy Vehicles Team on 138 486.
- Community Awareness:
 - Investigate current Road safety campaigns and utilise their media resources to promote road safety initiatives.
 - Road safety messaging banners.
 - Police currently targeting fatigue.
 - Shire of Dundas to mirror the road safety messaging of Norseman Police to increase community and driver awareness.
 - National Road Safety Week 15th-22nd November -Yellow Ribbons

Minutes will be presented once confirmed.

10 Announcements by Presiding Member without Discussion.

Nil

11 Reports of Officers.

11.1 Planning, Development, Health and Building

Agenda Reference & Subject	
11.1.1 – Verandah 95A Roberts Street	
Location / Address	Lot 300 (95A) Roberts Street
File Reference	DB.IV/A2002
Author	Development Services Officer - Richard Brookes
Date of Report	25 th August 2020
Disclosure of Interest	Nil

Summary

For the Council to consider the repair or removal of the verandah in front of the shop located at 95A Roberts Street Norseman

Background

An inspection of the verandah in front of 95A Roberts Street was undertaken after concerns were raised in relation to its structural integrity.

The verandah is located over the footpath in the front of an existing unoccupied shop near the corner of Talbot and Roberts Street.

The shop is owned by Mr Martin Overy and the property is zoned commercial pursuant to the Shire of Dundas local planning scheme No 2.

The commercial zone objectives.

Zone Name	Objectives
Commercial	<ul style="list-style-type: none"> To provide for a range of shops, offices, restaurants and other commercial outlets in defined townsites. To maintain the compatibility with the general streetscape, for all new buildings in terms of scale, height, style, materials, street alignment and design of facades. To ensure that development is not detrimental to the amenity of adjoining owners or residential properties in the locality.

Statutory Environment

Building Act 2011
 Building Regulations 2012
 Planning & Development Act 2005

Policy Implications

There are no Council policies that deal with a matter of this nature.

Financial Implications

Structural repairs to the verandah are estimated at approximately \$2,500 with a similar cost for the demolition, removal and repair to the facade of the existing building to which the verandah is attached.

Strategic Implications

The proposal may be considered in light of the following themes in the Community Strategic Plan.

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
2.4 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

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
3.5 Improved streetscape.	To improve the streetscape for the town sites of Norseman and Eucla	That the town sites in the Shire are attractive, well presented and encourage people to work, live and visit the Shire.	Medium

Consultation

Council Worksop
 Executive management team
 Adjacent landowner Martin Overy, - comments in relation to the verandah are included in the papers relating

Comment

The inspection of the verandah revealed that a number of structural issues need to be addressed to ensure that the verandah remains in a sound condition.

There are two options available to the Shire

- Undertake structural repairs to the verandah to maintain its integrity (approximately \$2,500)
- Demolish the verandah and repair the shopfront (approximately \$1,500)

Whilst the verandah is over the footpath and technically belongs to the Shire, the structure is attached to the existing shopfront.

All the existing shops in the Roberts street CBD have a verandah which is maintained by the Shire. These verandahs were constructed, repaired or replaced around 2010 when the street paving and underground power was installed as part of the street beautification program, including some repairs to the subject verandah.

In order to maintain the visual integrity and streetscape of the Roberts Street shopping area it is recommended that the verandah be repaired and maintained.

Voting Requirements

Simple Majority

Officer Recommendation

That the Council of the Shire of Dundas undertake to repair the verandah located adjacent the shopfront at 95A Roberts Street in order to maintain the integrity of the streetscape.

Moved Cr: Patupis
Seconded Cr: Wyatt

Resolution

That the Council of the Shire of Dundas undertake to repair the verandah located adjacent the shopfront at 95A Roberts Street in order to maintain the integrity of the streetscape.

Carried by: Simple Majority For: 5 Against: 1

Cr Hogan is recorded as being against the motion.

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	1 st September 2020
Disclosure of Interest	Nil

Summary

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

Background

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

Carried by: Simple Majority

For: 6

Against: 0

11.4 Administration, Finance and Community Service

Agenda Reference & Subject	
11.4.1 – Accounts Paid 1/08/2020 to 31/08/2020	
Location / Address	Shire of Dundas
File Reference	FM.CR
Author	A/Senior Finance & Administration Officer – Ciara Stewart
Date of Report	9 th September 2020
Disclosure of Interest	Nil

Trust Payments

Chq/EFT	Date	Name	Description	Amount
553	26/08/2020	Shire of Dundas Petty Cash	RECOUP TO PETTY CASH	200.00
EFT4854	06/08/2020	CALLUM DUGGAN	REFUND GYM KEY DEPOSIT	50.00
				\$250.00

Municipal Cheques

Cheque	Date	Name	Description	Amount
26386	13/08/2020	Shire of Dundas Petty Cash	Recoup to petty cash 09.05.2020 - 16.07.2020	720.50
26387	26/08/2020	Shire of Dundas Petty Cash	Recoup to Petty Cash 26.06.2020 - 25.08.2020	406.80
				\$1'127.30

Municipal Account EFT's

EFT	Date	Name	Description	Amount
EFT4855	11/08/2020	Telstra Corporation Limited	Phone Usage for Co-Location, Admin and Youth Centre for (20.07.2020 - 19.08.2020) \$536.79 Landlines and Internet 05.07.2020 – 04.08.2020 \$719.95 Satellite Phone Usage 16.07.2020 – 15.08.2020 \$180.00 Mobile Phone Usage 17.07.2020 – 16.08.2020 \$650.01 Home bundles for MOW and MFA 26.06.2020 – 25.07.2020 \$198.00	2284.75
EFT4856	12/08/2020	Astute Promotional & Apparel Pty Ltd	Purchase 10x Fleece Men's Jackets, 10x Ladies Softshell and 1x Men's Soft Shell plus embroidering on all.	1600.28
EFT4857	12/08/2020	BP Norseman	Diesel & Unleaded Fuel & ICE Charges for JUNE 2020	783.88

EFT4858	12/08/2020	Bonza Constructions Pty Ltd	Replace rivets at the front screen door, replace rollatrack sliding door at 124 Prinsep Street \$226.93 Repair cornice/seal tiling at 11 Roberts St \$191.40	418.33
EFT4859	12/08/2020	STEPHEN CHARLES BOWYER	Utilities Allowance 19/20	1000.00
EFT4860	12/08/2020	Shire of Dundas Municipal Fund	Payroll deductions	675.00
EFT4861	12/08/2020	Elite Gym Hire	Hire of Weights (12.07.2020 - 12.08.2020) \$568.65 Hire of Treadmill, Bike, Rower & Cross Trainer 12.07.2020 – 12.08.2020 \$442.70	1011.35
EFT4862	12/08/2020	FULL MOON CAFE	Meals for Brenton See (Painter) 10-20 July	248.82
EFT4863	12/08/2020	Goldfields Truck Power	Registration Inspection on Toyota Coaster Bus	191.90
EFT4864	12/08/2020	HART Sport	HART Ultra Basketball Pack size 7, HART Safety Darts, HART Club AFL Ball Pack Yellow.	300.70
EFT4865	12/08/2020	Harvey Norman	4 x Microsoft Surface Pro Type Cover	999.80
EFT4866	12/08/2020	Local Health Authorities Analytical Committee	Analytical Services 2020/21	198.00
EFT4867	12/08/2020	MARRAK GROUP SAFETY SUPPLIES AND APPAREL	Hard hats with brims x 5	180.50
EFT4868	12/08/2020	Navman Wireless Australia Pty Ltd	Monthly satellite service (05.07.2020 - 04.08.2020)	65.89
EFT4869	12/08/2020	Norseman Apartments	Accommodation for Brenton See & Assistant from 09.07.2020 to 21.07.2020	1471.68
EFT4870	12/08/2020	Online Business Equipment	Monthly Service Agreement No17649	71.50
EFT4871	12/08/2020	O'Dwyer Electrical	Remove & replace 26 fluorescents light fittings, upgrade switchboard, install exit lights, emergency lights & smoke detectors at Norseman Child Care Centre \$12820.50 Replace wall sockets in Administration Building, replace plug ends on extension cords and grills \$300.00	13120.50
EFT4872	12/08/2020	PFD Food Services Pty Ltd	5L Activate Hand Soap, Cartons Silk Optimum 2 ply Jumbo Toilet Tissue, Carton Silk 2 ply Premium Toilet Tissue, Cartons Ultra slim Hand Towels	465.35

EFT4873	12/08/2020	Rasa Patupis	Claim (Ordinary Meeting - 23.06.2020 & 21.07.2020), IB Session - 07.07.2020 - & 04.08.20, Budget 02.06.2020 & 09.06.2020.	832.00
EFT4874	12/08/2020	IT Vision	Renew SynergySoft and Universe Annual License Fees 01 July 2020-30 June 2021.	37381.30
EFT4875	21/08/2020	Aquatic Services WA Pty Ltd	Postage for parts	13.20
EFT4876	21/08/2020	Laurene Bonza	Claim (Ordinary meeting - 18.08.2020) - IB Session - 04.08.2020, GVROC - 24.07.2020	576.00
EFT4877	21/08/2020	BRENTON SEE	Mural Design and Installation Woodlands Centre (Remaining 50%)	5783.00
EFT4878	21/08/2020	BOC Limited	Container Service Fee (28.06.2020 - 28.07.2020)	40.51
EFT4879	21/08/2020	Shire of Dundas Municipal Fund	Payroll deductions	710.00
EFT4880	21/08/2020	Esperance Plumbing Service	Repair the burst/leaking section of the pipe at Welcome Park	206.50
EFT4881	21/08/2020	John Edward Patrick Hogan	Claim (Ordinary meeting - 18.08.2020) - Workshop-04.08.2020.	312.00
EFT4882	21/08/2020	Landgate	Gross Rental Valuations Chargeable, Schedule NO: G2020/1, 24.08.2019 to 10.01.2020 \$67.85 Certificate of title for Airstrip \$26.20	94.05
EFT4883	21/08/2020	Star Track Credit	Freight (Shenton Pumps)	596.43
EFT4884	21/08/2020	Norseman Men's Shed Association Inc.	2 x Timber slabs for bench top, preliminary surfacing of slabs, polyurethane coating, timber for skirting, 80hrs labour charge.	5265.00
EFT4885	21/08/2020	Office National Kalgoorlie	Slat wall Display Panel 1200wx900H & Freight	2377.54
EFT4886	21/08/2020	Shenton Pumps	Repairs to Wave 300 (Norseman Pool Equipment)	15950.00
EFT4887	21/08/2020	RUIYUAN AUSTRALIA PTY LTD	Rates refund for assessment A4014 LOT EL 63-1829 NORSEMAN 6443 \$47.21 Rates refund for assessment A4015 LOT EL 63-1830 NORSEMAN 6443 \$47.21	94.42
EFT4888	21/08/2020	Stratco (WA) Pty Ltd	Slat kit for rear partition Woodlands Centre	3473.76
EFT4889	21/08/2020	South Coast Foodservice	Aussie Care Towel 24 x 30cm	682.88
EFT4890	21/08/2020	SHOPFITTINGS STORE PTY LTD	Clothing rack, 2 x slat panel, 2 x basket display medium, 2 x basket display small, 50 x flip scan	2255.23

			slat panel, + Shipping and handling for Woodlands Centre.	
EFT4891	21/08/2020	Veronica Wyatt	Claim (Ordinary meeting - 18.08.2020), IB Session 04.08.2020.	312.00
EFT4892	21/08/2020	Water Corporation	Various Water Accounts (26.05.2020 - 28.07.2020)	32044.31
EFT4893	21/08/2020	Western Australian Local Government Association	WALGA Membership and Subscriptions for 2020/21 \$24281.08 Introduction to Local Government – Joy tucker \$215.00	24496.08
EFT4894	21/08/2020	Sharon Warner	Claim (Ordinary meeting - 18.08.2020) - Workshop - 04.08.2020, GVROC - 24.07.2020	416.00
EFT4895	21/08/2020	Valma Joy Schultz	Claim (Ordinary meeting - 18.08.2020) - Workshop- 04.08.2020.	312.00
EFT4896	28/08/2020	Aerodrome Management Services Pty Ltd	Airport Reporting Officer training course + (Travel & Accommodation), 28.07.2020 - 31.07.2020	12443.15
EFT4897	28/08/2020	Australian Taxation Office	BAS (JULY 2020)	59842.00
EFT4898	28/08/2020	Australia Post	Postage for July 2020	784.48
EFT4899	28/08/2020	Australian Communications & Media Authority	LICENSE RENEWAL- Renewed to 02.09.2021	45.00
EFT4900	28/08/2020	ZircoDATA Pty Ltd	Storage of Registers (26.06.2020 - 25.07.2020)	160.24
EFT4901	28/08/2020	BP Norseman	Diesel & Unleaded & Charges for JULY 2020	335.04
EFT4902	28/08/2020	BEINGTHERE SOLUTIONS PTY LTD	Video Conferencing Regular Subscription - 6 Months (July - Dec)	10120.00
EFT4904	28/08/2020	Department of Water and Environmental Regulation	Norseman Liquid Waste Licence Fee	1217.26
EFT4905	28/08/2020	Devlyn Australia Pty Ltd	Claim for 50% retention at completion for Woodland Cultural and Visitor Centre	51029.29
EFT4906	28/08/2020	EAGLE PETROLEUM (WA) PTY LTD	1 x 240V AdBlue kit for IBC, 3 x Bitumen & Asphalt cleaner - 20L	1809.50
EFT4907	28/08/2020	Department of Fire & Emergency Services	ESL (JULY 2020)	7101.03
EFT4908	28/08/2020	FULL MOON CAFE	Assorted sandwiches and finger food for Engineering staff training \$600.00 Sandwiches and fruit platter for 10 people for councillor workshop 04.08.2020 \$120.00 Toasties for Engineering staff training 30.07.2020 \$79.99	799.99

EFT4909	28/08/2020	Stitch and Gift	Apply Shire Logo Embroidery to outside staff uniforms.	578.50
EFT4910	28/08/2020	Horizon Power	Streetlights - 01.07.2020 - 31.07.2020 \$4852.50 All other various power charges 17.06.2020 – 18.08.2020 \$15312.25	20164.75
EFT4911	28/08/2020	IT Vision User Group Inc	IT Vision User Group - Membership Subscription 2020/2021	748.00
EFT4912	28/08/2020	Jason Signmakers	6 x Custom Adhesive Stickers 600mm x 300mm for Norseman Waste Facility	425.90
EFT4913	28/08/2020	Just Ribbons & Rosettes	Norseman Flower & Garden Show 2020 Awards	288.50
EFT4914	28/08/2020	Kalgoorlie Retravisoin	TECO 7 kg Top Loader Washing Machine for 36 Angove Street + Delivery	599.00
EFT4915	28/08/2020	Kilima (WA) Pty Ltd	Rates Reimbursement 2020/21 for 81 Robert Street, Norseman. \$2203.52 Rent for the month of July & August 2020 \$440.00	2643.52
EFT4916	28/08/2020	Moore Australia (WA) Pty Ltd	Services as per agreement, Additional hours required to complete June 2020 rates processing	3441.16
EFT4917	28/08/2020	Marketforce	Advertising council meeting dates (K.M - 08.07.2020)	371.03
EFT4918	28/08/2020	MARRAK GROUP SAFETY SUPPLIES AND APPAREL	Safety Boots for Patrick Beattie	130.00
EFT4919	28/08/2020	Navman Wireless Australia Pty Ltd	Monthly satellite service (05.08.2020 - 04.09.2020)	65.89
EFT4920	28/08/2020	WESFARMERS INDUSTRIAL AND SAFETY	Assorted uniforms for Outside Crew	4683.20
EFT4921	28/08/2020	South East Petroleum	Diesel 9500lts	10704.98
EFT4922	28/08/2020	South Coast Foodservice	16 x Essential Roll Towel 1 ply 100m Livi	52.80
EFT4923	28/08/2020	Solutions IT (invoice S + B)	Managed Support (Monthly billing for August) \$1479.50 Agreement – Cloud backup (August) \$180.68	1660.18
EFT4924	28/08/2020	Town Planning Innovations Pty Ltd	General Planning Advice for 6 John Street, Norseman.	825.00
EFT4925	28/08/2020	Toll Transport Pty Ltd	Freight (PathWest, State Library)	59.35
EFT4926	28/08/2020	IT Vision	SynergySoft Upgrade - After Business Hours \$1361.80 Adjustments to Rates Notices Crystal Template \$275.00	1636.80
EFT4927	28/08/2020	WesTrac Pty Ltd	Repaired engine harness, replaced faulty sensors, repair	3823.95

			harness wiring + labour cost to 2016 Caterpillar Loader.	
EFT4928	28/08/2020	Waterman Irrigation Australia	Perform standpipe control modification shut down valves 30 mins after no water flow.	544.50
PAY	04/08/2020	Payroll	Direct Debit of Net Pays	62102.68
6057	11/08/2020	Centrepay	Centrepay Fees for A629 & A698)	1.98
PAY	18/08/2020	Payroll	Direct Debit of Net Pays	61568.27
6070	19/08/2020	Desert in Hotel	Accommodation for CEO, President & Cr. Warner (23.07.2020)	330.00
6078	25/08/2020	Centrepay	Centrepay Fees for A629 & A698)	1.98
				\$482,451.34

Municipal Account Direct Debts

	Date	Name	Description	Amount
6034	03/08/2020	ANZ	Merchant Fees	278.88
6036	03/08/2020	Equipment Rents	Sharp Interactive Board	256.30
DD10416	20/08/2020	SuperChoice	Superannuation 22.07.2020 - 04.08.2020	14960.40
6047	05/08/2020	ANZ	BPAY Transaction Fee	18.15
DD10426	20/08/2020	SuperChoice	Superannuation 05.08.2020 – 18.08.2020	14839.23
6062	14/08/2020	3E Advantage Pty Limited	CRC photocopier, Shire photocopier & Printer meter readings – JULY 2020	2823.77
				\$33'176.73

Municipal Account Credit Cards

Chq/EFT	Date	Name	Description	Amount
6066	17/08/2020	Chief Executive Officer	ANZ Credit Card Purchases 22.06.2020 – 21.07.2020	2056.83
	19/06/2020	Amazon Sydney	VR Samsung Gear Headset x6 (Recoup cost from CRC)	190.80
	27/06/2020	Doodly.com	Doodly Enterprise – Monthly Subscription (69.00 USD)	103.94
	30/06/2020	Landgate Perth	Registration Fee for Caveat Withdraw	326.70
	03/07/2020	Full Moon Café	Meals for Maddy (ABC Interview)	36.50
	07/07/2020	Abeltek Mechanical Kalgoorlie	Inspection of Hiace Bus DS131 (Youth)	133.05
	08/07/2020	Landgate Midland	Title Search (26 Fuller)	26.70
	09/07/2020	Kalgoorlie Retravision	Purchase Microwave & URN for Woodlands Centre	476.00
	11/07/2020	Dropbox	Dropbox Yearly Subscription for CEO	316.11
	12/07/2020	Adobe	Monthly Adobe Subscription	25.74
	15/07/2020	EOT Training Sydney	White Card Training for S Bowyer	73.66
	15/07/2020	Barnett's Osborne Park	Door Lock for Admin Building	347.63

			Total Credit Card Payment for Purchases	\$2,056.83
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Summary of Account Totals

Trust EFT's / Cheques	\$250.00
Municipal Cheques	\$1,127.30
Municipal EFT's	\$482,451.34
Municipal Direct Debit's	\$33,176.73
Municipal Credit Card's	\$2,056.83
Grand Total for August 2020	\$519,062.20

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas monthly accounts paid from 11/08/2020 to 31/08/2020 be noted.

Moved Cr: Wyatt
Seconded Cr: Schultz

Resolution

That the Shire of Dundas monthly accounts paid from 11/08/2020 to 31/08/2020 be noted.

Carried by: Simple Majority For: 6 Against: 0

Agenda Reference & Subject	
11.4.2 – Financial Statements for the Period Ending 31st August 2020	
Location / Address	Shire of Dundas
File Reference	FM.FI
Author	Manager of Finance and Administration – Aruna Rodrigo
Date of Report	9 th September 2020
Disclosure of Interest	Nil

Officer Recommendation

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

Moved Cr: Patupis
Seconded Cr: Hogan

Resolution

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

Carried by: Simple Majority For: 6 Against: 0

Agenda Reference & Subject	
11.4.3 – CRC Management Report & Financial Statements to 31st August 2020	
Location / Address	Shire of Dundas
File Reference	CS.SP.8
Author	CRC Manager & Accounts Payable Officer
Date of Report	4 th September 2020
Disclosure of Interest	Nil



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

Officer Recommendation

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

Moved Cr: Hogan
Seconded Cr: Wyatt

Resolution

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

Carried by: Simple Majority For: 6 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	9 th September 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 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 and the Visitors and Administration Services Officer.

Moved Cr: Wyatt

Seconded Cr: Hogan

Resolution

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

Carried by: Simple Majority

For: 6

Against: 0

Agenda Reference & Subject	
11.4.5 – New bank Account for the Visitor Centre	
Location / Address	Shire of Dundas
File Reference	FM.AT
Author	Manager Finance & Administration - Aruna Rodrigo
Date of Report	10 th September 2020
Disclosure of Interest	Nil

Summary

To open a new bank account for the Visitor Centre.

Background

As the Shire has taken over the management of the Visitor Centre, a separate new bank account would facilitate monitoring of the Visitor Centre cash flow on routine basis.

The existing Visitor Centre EFTPOS machine will be linked to the proposed account and all collections and payments relating to the Visitor Centre will be directed through this bank account.

The authorised signatories to the new account will be the authorised signatories to current bank accounts of the Shire namely

1. The President
2. The Chief Executive Officer
3. The Manager Finance & Administration

A sum of \$10,000 will be transferred from the Municipal account to the new account and will be transferred back to the Municipal account when a sufficient amount of cash has piled up in the new Visitor Centre bank account.

As required by the Audit, all Visitor Centre transactions are recorded in the Synergy ledger. However, for internal management purpose, a MYOB ledger will be set up for the Visitor Centre to record transactions in detail. This includes stock purchases, invoicing, agency transactions etc.

Statutory Environment

Local Government Act 1995

Local Government (Financial Management) Regulations 1996

Policy Implications

Shire of Dundas Policy Manual - Finance

Financial Implications

A separate bank account helps monitor Visitor Centre cash inflows and outflows more easily and conduct bank reconciliations in a user-friendly manner.

Strategic Implications

Nil

Consultation

Manager Community Development
CEO

Voting Requirements

Simple Majority

Officer Recommendation

For the Shire of Dundas Councillors to note, that a new bank account for the Visitor Centre be opened with ANZ for the reasons stated above.

Moved Cr: Hogan

Seconded Cr: Wyatt

Resolution

For the Shire of Dundas Councillors to note, that a new bank account for the Visitor Centre be opened with ANZ for the reasons stated above.

Carried by: Simple Majority

For: 6

Against: 0

Agenda Reference & Subject	
11.4.6 – Community Loan Vehicle	
Location / Address	Shire of Dundas
File Reference	PL.FL.2
Author	Development Services Officer - Richard Brookes
Date of Report	24 th August 2020
Disclosure of Interest	Nil

Summary

For the Council to consider the use of the proposed Community Loan Vehicle.

Background

Councillors in the past have discussed the issue of making a Shire ute available to the Community to undertake community activities.

It was first envisaged to donate a vehicle to the Men's Shed however it was considered appropriate to make the vehicle available to Community groups/organisations in general.

At the Ordinary meeting held in June 2020, the following was included in the papers relating as part of the plant replacement program.

P282 Colorado Tradie ute has been carried over for 7 years so far and this ute is the proposed vehicle to be utilised as a community loan vehicle to the men's shed and other community groups.

Statutory Environment

Local Government Act 1995 & associated regulations.

Policy Implications

T.5 – Plant Replacement Program

Plant is to be sold, replaced or changed over when:

- An optimum return is possible.
- The cost of maintenance, repairs and parts are considered excessive.
- The plant has reached the end of its useful life.
- It no longer meets the operational requirements of the Shire

T.6 – Shire Plant and Equipment – After Hours Use

The Chief Executive Officer is authorised to permit the after-hours use of the Shires plant and equipment at no cost provided that the plant and equipment:

- Is used to facilitate works for a local community organisation or sporting body;
- Is operated by appropriately trained and authorised Shire employees only;
- Does not leave the Shire of Dundas;
- Is available at the depot and does not involve unnecessary transportation;
- Is returned to the depot in time for normal Shire operations.

T.7.- Operation of Shire Plant

That all Shire plant and equipment is to be operated only by authorised personnel, and that the Chief Executive Officer and/or Manager of Works are the only persons permitted to provide that authorisation.

Financial Implications

There are a number of financial implications to consider in relation to the cost of providing the Community Loan Vehicle namely:

- Licencing/ registration;
- Insurance – comprehensive & 3rd party; a \$1500 excess applies to Shire vehicles
- Servicing, repairs and maintenance;
- Garaging/ storage; and
- Fuel
- Staff costs in making the vehicle available after hours
- Staff time in checking vehicles for damage, fuel etc following community use.

Some of these costs are difficult to quantify as the individual cost of vehicles are not itemised and some are included in “fleet” costs ie insurance. The RAC vehicle calculator suggest a running cost for a 2wd ute is around 19c per km.

Strategic Implications

There are no themes in the Community strategic plan that are relevant to this issue.

Consultation

Men's Sheds
Executive Management Group
Councillors

Comment

There are a number of issues that the Council need to consider in relation to the vehicle as outlined in the following table:

Consideration	Options
Costs associated with the operation and maintenance of the vehicle	<ul style="list-style-type: none"> • The Shire bear all the costs of providing the vehicle to the community • The Shire charge a fee for the use of the vehicle • The Shire require fuel costs to be borne by the user.
Who will be permitted to use the vehicle	<ul style="list-style-type: none"> • The Shire allow any community member to use the vehicle • The Shire allow any community group to use the vehicle • The Shire allow any incorporated community group to use the vehicle.
Where will the vehicle be stored	<ul style="list-style-type: none"> • The vehicle is to be stored at the Shire depot • The vehicle may be stored at the location of the community group. ie Men's Shed • An alternative location, eg overnight
Is the person or organisation responsible for the vehicle.	<ul style="list-style-type: none"> • The vehicle may be used by any person in the community group. • The vehicle may be used by an "authorised person" in the community group. • Licence check is to be undertaken
Access to the vehicle	<ul style="list-style-type: none"> • The vehicle will be available to the Community at any time • The vehicle will be available during normal office hours • The vehicle will need to be booked to ensure availability
Cleaning, check for damage, fuel etc	<ul style="list-style-type: none"> • The vehicle is to be checked prior to use • The vehicle is to be checked after use • A deposit to be held by the Shire

To reduce risk to the Shire and the Shire's assets it is advisable to limit use of the Community vehicle to community groups that are incorporated, have appropriate insurances and have an active role in the Community.

This raises a number of issues eg The Norseman Golf Club and the Mines and Norseman Workers club and Ngadju Rangers are all incorporated and can be considered to be community organisations. Is it the Shires intention that these organisations have access to the Community vehicle gratis?

The Norseman Garden Group, Norseman Markets and the Ngadju Women's Cultural Group are Community groups however are unincorporated. Is it the Shires intention that these organisations being excluded from having access to the Community vehicle?

To address the above issues, it is suggested that "Community Groups" be invited to make application to the Shire to be eligible to use the Community vehicle. In this manner the Council can look at the circumstances of each group and determine their eligibility or otherwise. This will also enable the Council to include different conditions on each community group depending on their circumstances.

To ensure that the Shire's asset is appropriately protected it is suggested that the Community Loan Vehicle be treated in a similar manner to the hiring of the Community Bus. A copy of a draft "Application to Use Community Vehicle" is included in the papers relating.

The use of the Shire vehicle for Community purposes is contrary to some aspects of Council policies relating to Shire plant and equipment. If the Council wishes to provide a Shire vehicle for community purposes, these policies will need to be modified to accommodate the use.

Voting Requirements

Simple Majority

Officer Recommendation

That the Council of the Shire of Dundas:

1. approve in principal the use of P282 Colorado ute as a community loan vehicle to be used by community groups for community purposes;

2. invite expressions of interest from community groups to enable them to be considered to use the community loan vehicle for community purposes;
3. require that usage of the community loan vehicle will be in accordance with the terms of the "Application to Use the Community Vehicle" as included in the papers relating;
4. advise the Chief Executive Officer to prepare changes to the plant and equipment policies to reflect conditions relating to the proposed community loan vehicle

Moved Cr: Wyatt
 Seconded Cr: Patupis

Resolution

That the Council of the Shire of Dundas:

1. approve in principal the use of P282 Colorado ute as a community loan vehicle to be used by community groups for community purposes;
2. invite expressions of interest from community groups to enable them to be considered to use the community loan vehicle for community purposes;
3. require that usage of the community loan vehicle will be in accordance with the terms of the "Application to Use the Community Vehicle" as included in the papers relating;
4. advise the Chief Executive Officer to prepare changes to the plant and equipment policies to reflect conditions relating to the proposed community loan vehicle.

Carried by: Simple Majority For: 6 Against: 0

Cr Schultz declared a financial interest in the following item 11.4.7 - Appointment of Mural Artist Woodlands Centre Project, as the artist is her son and she will be actively working in support of the project.

Cr Schultz exited the Chambers at 6:31pm.

Agenda Reference & Subject	
11.4.7 – Appointment of Mural Artist Woodlands Centre Project	
Location / Address	78 Prinsep Street, Norseman WA
File Reference	CP.DC.2
Author	Community Development Manager – Pania Turner
Date of Report	7 th September 2020
Disclosure of Interest	Nil

Summary

For Council to approve the proposal from mural artist Brenton See regarding the Woodlands Centre northern wall and Prinsep Street face upper façade.

Background

The Woodlands Centre Project is nearing full completion with furnishing of the interior and outdoor areas being finalised. Council has also recognised that the Woodlands Centre would be a vital drawcard attracting people to stop, stay and explore Norseman and the Shire of Dundas. Ensuring that the Woodlands Centre is a vibrant and attractive building and recognising the need for cultural heritage to be acknowledged and celebrated. Council dedicated a specific area to Ngadjju and Mirning artworks.

Kyle Wicker is an upcoming Western Australian Artist building his portfolio of mural artworks. Kyle is a Ngadju man and has a strong cultural connection to Norseman, recognising the area as Ngadju Country, the Country of his ancestors and cultural lines.

Statutory Environment

Nil

Policy Implications

As per the Purchasing Policy purchases of amounts is \$2,501-\$50,000 require two (2) written quotes specifying applicable terms and conditions, and specification of the goods and services.

Shire officers called for an Expression of Interest with only one responder, Kyle Wicker. Due to the specialised look and creative element of the Woodlands Centre and the cultural recognition called for, Kyle's submission suits the project's criteria. Council can authorise purchasing specific to the requirement of the Woodlands Centre.

Financial Implications

The Ngadju/Mirning Mural has been budgeted for in the approved Project Costs. The quote presented sits within the budgeted amount.

Strategic Implications

Strategic Community Plan,

Theme 1: A thriving local economy and economic base.

2.1 Opportunity for Economic Diversification

A vibrant economy that includes and supports opportunities for mining industry, creative and cultural industries, tourism shopping and business.

Theme 3: Natural & Built Environment

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.

Consultation

Council workshop

CEO

CDM

Comment

With such a significant project and investment from Council it is important to ensure that the exterior of the Woodlands centre is a quality, visually appealing workable environment that meets the needs of the community. The mural will be another item to add to include in the Shire's tourism suite and offers not only an attractive eye-catching artwork but will educate visitors and community about the cultural connection of Ngadju to the area and will be an item of pride for Ngadju. The mural will be added to the OUR GEMS WA trail promoted throughout the region and State.

The mural represents a much-loved story and dance of the Ngadju rangers, and will sit as the back drop to the performance area.

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas Council approve the artwork presented by artist Kyle Wicker and appoint Kyle Wicker to paint the mural as per the quote in confidential papers relating for the cost of up to \$13,100 (GST incl.).

Moved Cr: Wyatt
Seconded Cr: Warner

Resolution

That the Shire of Dundas Council approve the artwork presented by artist Kyle Wicker and appoint Kyle Wicker to paint the mural as per the quote in confidential papers relating for the cost of up to \$13,100 (GST incl.).

Carried by: Simple Majority For: 5 Against: 0

Cr Schultz re-entered the Chambers at 6:33pm.

Cr Wyatt and Pania Turner (CDM) declared a financial interest in the following item 11.4.8 – Community Grant Application Norseman DHS P&C Association - Country Week as their children will be attending and any amount of grant money received may reduce the amount required to be paid by parents.

Cr Wyatt and Pania Turner exited the Chambers at 6:33pm.

Agenda Reference & Subject	
11.4.8 – Community Grant Application Norseman DHS P&C Association - Country Week	
Location / Address	Shire of Dundas
File Reference	GS.PR.20/21
Author	Community Development Manager - Pania Turner
Date of Report	7 th September 2020
Disclosure of Interest	Financial

Summary

That the Shire of Dundas Council review the Community Grant Application submitted by the Norseman DHS P&C Association to support Norseman students participating in the 2020 District High School Country Week held in Perth.

Background

DHS Country Week provides allows students from rural and remote areas to compete in high quality sports rounds. The opportunity to participate in such events are quite limited for children attending district high schools due to the costs of travel and accommodation and the time required to travel to regional centres to compete.

Country Week is a much looked forward to annual sporting event for Norseman District High School students who are keen to represent school and community at the state level. The students are particularly keen this year as excursions were not able to be held during the higher level restrictions of COVID-19.

Statutory Environment

Nil

Policy Implications

C.5 Community Grants Program

Financial Implications

The 20/21 Budget has an allocation for Community Grant applications.
The community Grant also considers the in-kind costs of the Youth Officer services.

Strategic Implications

Strategic Community Plan

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

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

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

Consultation

Elected Members

Norseman DHS P&C President

Norseman DHS Staff

Chief Executive Officer

Shire of Dundas Youth Officer

Comment

The Community Grant application highlights the leadership development that occurs in students by participating in such programs. When the students are competing and, on their return, it is commented that they all represent Norseman well and help develop a great sense of pride amongst the broader community.

The capacity to hold fundraising events has been impacted by the pandemic.

Voting Requirements

Simple Majority

Officer Recommendation

1. That the Shire of Dundas Council approve the Community Grant Application to the amount of \$_____.
2. That Norseman District High School Country Week Team prepare and present a presentation to Council during the November meeting of Council.

Moved Cr: Bonza

Seconded Cr: Pastupis

Resolution

1. That the Shire of Dundas Council approve the Community Grant Application to the amount of \$3000.

2. That Norseman District High School Country Week Team prepare and present a presentation to Council during the November meeting of Council.

Carried by: Simple Majority

For: 5

Against: 0

Cr Wyatt and Pania Turner re-entered the Chambers at 6:35pm.

Agenda Reference & Subject	
11.4.9 – Sale of Shire Land	
Location / Address	Lots 297 - 301 Angove St & Lots 288 - 290 Prinsep Street Norseman
File Reference	A4150 - A4156 & A255
Author	Chief Executive Officer - Peter Fitchat
Date of Report	10 th September 2020
Disclosure of Interest	Nil

Summary

For the Council to formally resolve the sale of land.

Background

The Council at its ordinary meeting held in July 2020 resolved:

That the Council of the Shire of Dundas:

- 1. accept the offer included in the expression of interest by Resource Accommodation Management on the behalf of Tulla Group for the purchase of lots 297, 298, 299, 300, 301 Angove Street and Lot 289 and 290 Prinsep Street Norseman for the sum of \$52,500 +GST; and***
- 2. accept the offer included in the expression of interest by Resource Accommodation Management on the behalf of Tulla Group for the purchase of Lot 288 for the sum of \$7,500 +GST when the issue of the caveat on the title has been resolved; and***
- 3. advise Resource Accommodation Management that the sale of the lots does not constitute support for, development consent or approval of any proposed development as outlined in the expression of interest.***
- 4. offer for sale by expression of interest Lot 287 Prinsep Street Norseman.***

Statutory Environment

Local Government Act 1995

Policy Implications

Council Policy A7 Common Seal

Financial Implications

There are no financial implications for the Shire in relation to this issue

Strategic Implications

There are no Strategic implications for the Shire in relation to this issue

Consultation

RAM

Settlement Agent – Settlement Hub WA

Comment

In relation to the Council's resolution above, the issue of the caveat has been resolved and the expressions of interest for the sale of Lot 287 Prinsep Street has been advertised.

Refer to report 11.1.4 - Sale of Shire Land, July 2020.

Voting Requirements

Simple Majority

Officer Recommendation

That the Council of the Shire of Dundas accept the offer included in the expression of interest by Resource Accommodation Management on the behalf of Tulla Group for the purchase of lots 297, 298, 299, 300, 301 Angove Street and Lots 288, 289 and 290 Prinsep Street Norseman for the sum of \$60,000 +GST and the Shire of Dundas common seal be affixed to the documentation.

Moved Cr: Patupis

Seconded Cr: Wyatt

Resolution

That the Council of the Shire of Dundas accept the offer included in the expression of interest by Resource Accommodation Management on the behalf of Tulla Group for the purchase of lots 297, 298, 299, 300, 301 Angove Street and Lots 288, 289 and 290 Prinsep Street Norseman for the sum of \$60,000 +GST and the Shire of Dundas common seal be affixed to the documentation.

Carried by: Simple Majority

For: 6

Against: 0

Recommendation

That the meeting proceeds behind closed doors to address Agenda Item 11.4.10 due to the item referring to staff matters.

Moved Cr: Hogan

Seconded Cr: Wyatt

Council Resolution

That the meeting proceeds behind closed doors to address Agenda Item 11.4.10 due to the item referring to staff matters.

Carried by: Simple Majority

For: 6

Against: 0

Peter Fitchat declared a financial interest in the following item 11.4.10 – Confidential Item - Performance Appraisal - CEO as it deals with his performance appraisal.

Peter Fitchat, Aruna Rodrigo, Joe Hodges, Pania Turner, Tracy Dixon, Richard Brookes, Lynn Webb, Michelle Hindmarsh, Judy Fleming and Pricilla Fleming exited the Chambers at 6:37pm.

Minute taker was informed that video recording had not been started at beginning of meeting and remained off.

Agenda Reference and Subject	
11.4.10 – Confidential Item - Performance Appraisal - CEO	
Location / Address	Shire of Dundas
File Reference	221
Author	Community Development Manager - Pania Turner
Date of Report	11 th September 2020
Disclosure of Interest	N/A

Recommendation

That the Council come from behind closed doors.

Moved: Hogan

Seconded: Wyatt

Council Resolution

That the Council come from behind closed doors.

Carried by: Simple Majority For: 6 Against:

Peter Fitchat, Aruna Rodrigo, Joe Hodges, Pania Turner, Tracy Dixon, Richard Brookes, Lynn Webb, Michelle Hindmarsh, Judy Fleming and Pricilla Fleming re-entered the Chambers at 6:41pm.

Video recording started.

Committee Recommendation

That the Council of the Shire of Dundas:

- 1. Notes that Mr Peter Fitchat's annual appraisal as Chief Executive Officer for the Shire of Dundas for the period August 2019 to July 2020 has been undertaken;**
- 2. Endorses the overall rating of 'Highly Satisfactory' and thanks Mr Fitchat for his outstanding support of Council and the community during 2019/20;**
- 3. Schedules the next review of the CEO's performance to be completed by 30 September 2021;**
- 4. Endorses the updated key focus areas and actions for the 2021 annual appraisal;**
- 5. Offers a new contract of employment to Mr Fitchat, for the period 21 September 2020 to 20 September 2025. Terms and conditions to be finalised by the October 2020 Ordinary Meeting of Council.**

Moved: Cr Patupis

Seconded: Cr Hogan

Council Resolution

That the Council of the Shire of Dundas:

- 1. Notes that Mr Peter Fitchat's annual appraisal as Chief Executive Officer for the Shire of Dundas for the period August 2019 to July 2020 has been undertaken;**

2. Endorses the overall rating of 'Highly Satisfactory' and thanks Mr Fitchat for his outstanding support of Council and the community during 2019/20;
3. Schedules the next review of the CEO's performance to be completed by 30 September 2021;
4. Endorses the updated key focus areas and actions for the 2021 annual appraisal;
5. Offers a new contract of employment to Mr Fitchat, for the period 21 September 2020 to 20 September 2025. Terms and conditions to be finalised by the October 2020 Ordinary Meeting of Council.

Carried by: Simple Majority For: 6 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 Requirements

Simple Majority

Recommendation

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

Moved: Cr Hogan
Seconded: Cr: Warner

Resolution

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

Carried by: Simple Majority For: 6 Against: 0

Agenda Reference & Subject	
13.1.1 – Lease 80 Prinsep Street, Norseman, WA 6443	
Location / Address	Lot 49, 80 Prinsep Street, Norseman, WA 6443
File Reference	LEASES/A31
Author	Community Development Manager - Pania Turner
Date of Report	11 th September 2020
Disclosure of Interest	Nil

Summary

For the Council to consider the lease of 80 Prinsep Street, Norseman.

Background

On 1st October 2015 the Shire of Dundas entered into a lease agreement with the owners of Gallery of Splendid Isolation Association to lease the premises at 80 Prinsep Street, Norseman. The lease ends on the 30th September 2020. Council called for Expression of Interest in July 2020 for businesses to apply for leasing the building. One application was received.

Statutory Environment

Local Government Act 1996

Policy Implications

There are no Shire of Dundas policies that relate to this issue.

Financial Implications

While the original lease was for the amount of \$7,800 per annum Council has recognised the economic impact of the COVID-19, opting for a call for Expressions of Interest that would allow applicants to put forward their capacity in relation to leasing the building.

There are no additional financial burdens that relate to the property other than landlord responsibilities that may occur from time to time with regards to maintenance. As a Shire property the Shire maintains insurance on the building. All utilities other than water (the Shire uses the water to retic the precinct's public gardens),

The following table outlines maintenance and capital expenditure over the past 5 years

Strategic Implications

Theme 2:

A strong, diversified economy with a number of commercial businesses and industries providing new and varied employment opportunities for all age groups.

2.4 Provide infrastructure that stimulates growth.

To assist in the provision of infrastructure that encourages development of existing and new opportunities.

Consultation

Chief Executive Officer
Development Services Officer
Sharon and Lynn Webb
Elected Members

Comment

The Gallery of Splendid Isolation has been operating from the premises for over 5 years and there have been no breaches of lease conditions.

The Shire has made a significant investment to upgrade the precinct with the construction of the Woodlands Cultural, Community and Visitors Centre and the proposed business fits well into the tourism and environment, playing a role in marketing the Shire of Dundas and surrounds.

Voting Requirements

Simple Majority

Officer Recommendation

That the Council of the Shire of Dundas endorse the lease agreement as per confidential papers relating, for the Gallery of Splendid Isolation to lease the premises at Lot 49, 80 Prinsep Street Norseman.

Moved Cr: Hogan
Seconded Cr: Wyatt

Resolution

That the Council of the Shire of Dundas endorse the lease agreement as per confidential papers relating, for the Gallery of Splendid Isolation to lease the premises at Lot 49, 80 Prinsep Street Norseman.

Carried by: Simple Majority For: 6 Against: 0

14 Next Meeting

The next Ordinary Meeting of the Council is scheduled to be held on the 20th October 2020.

15 Closure of Meeting

There being no further business the Shire President thanked all those in attendance and declared the meeting closed at 6:44pm.