



Norseman Woodlands to Eucla Coast

Notice of Meeting and Agenda Ordinary Council Meeting 30th March 2021

NOTICE OF MEETING

The next Ordinary Meeting of the Council will be held on 30th March 2021 in the Council Chambers at Prinsep Street Norseman, commencing at 6:00pm to consider and resolve on the matters set out in the attached agenda.

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

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

A handwritten signature in black ink, appearing to read "Peter Fitchat", is written over a horizontal line.

Peter Fitchat
Chief Executive Officer
24th March 2021

Notes to Agenda

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Any person or entity who has an application before the Shire must obtain, and should only rely on, written notice of the Shires decision and any conditions attaching to the decision and cannot treat as an approval anything said or done at a Council or Committee meeting.

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

AGENDA for the ORDINARY Meeting of Council
to be held in the Council Chambers at the Shire Administration Office –
Prinsep Street Norseman on the 30th of March 2021 commencing at 6.00pm

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1. Declaration of Opening and Announcement of Visitors.

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

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

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

1.1 Attendance at Meeting by Cr AR Patupis

The Shire President has been advised that Cr Patupis will be in Esperance, WA 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 58 Dempster Road Esperance, WA.

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 telephone connection from Esperance, WA on the basis that she is in a "suitable place" for the purpose of Administration Regulation 14A.

Moved: Cr.
Seconded: Cr.

Resolution

Carried by: Absolute Majority For: Against:

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

Financial Interests:

Proximity Interests:

Impartiality Interests:

Gifts Received by Councillors:

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

3. Record of Attendance of Councillors / Officers and Apologies.

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

Peter Fitchat	Chief Executive Officer
Pania Turner	Manager of Community Development
Joe Hodges	Manager of Works and Services
Tracy Dixon	Records Officer

Public Gallery

4. Applications for Leave of Absence.

5. Response to Previous Public Questions Taken on Notice.

6. Public Question Time.

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

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

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

7. Confirmation of Minutes of Previous Meeting.

Minutes of the Ordinary Meeting of Council held on 28th February 2021 be confirmed as a true and accurate record.

Recommendation

That the minutes of the Ordinary Council Meeting held on 28th February 2021 be confirmed as a true and accurate record.

Moved: Cr.
Seconded: Cr.

Resolution

Carried by: Simple Majority For: Against:

8. Petitions, Deputations or Presentations.

8.1 Reports of Committees

8.1.1. GVROC - Cr Bonza/Cr Warner

8.1.2. WALGA – Cr Bonza/Cr Patupis

8.1.3. Regional Roads Group – Cr Bonza/Cr Wyatt

8.1.4. Roadwise – Cr Wyatt/Cr Warner

9. Announcements by Presiding Member without Discussion.

10. Reports of Officers.

10.1 Planning, Development, Health and Building

Agenda Reference & Subject	
10.1.1 – Conversion of Leasehold to Freehold	
Location / Address	Lease N105471 over Lot 963 on Deposited Plan 205165
File Reference	A1018
Author	Chief Executive Officer - Peter Fitchat
Date of Report	15 th March 2021
Disclosure of Interest	Nil

Summary

For the Council to respond to an application to convert an existing leasehold to freehold land.

Background

The Shire has received advice from the Department of Lands that the lessor of Lease N105471 over Lot 963 on Deposited Plan 205165 wishes to convert the leasehold to freehold and seeks the Council's comments in relation to the proposal.

A copy of the maps is included in the papers relating.

Statutory Environment

Department of Lands, Shire of Dundas Town Planning Scheme No 2
Land Administration Act 1997

Policy Implications

Nil

Financial Implications

There are nil costs to the Shire in relation to freeholding land. However freehold may be more advantageous in rating issues as the Shire has more avenues available in relation to the recovery of outstanding rates.

Strategic Implications

Nil

Consultation

Chief Executive Officer
Department of Planning Lands and Heritage

Comment

There are no practical implications to the Shire in relation to whether land is freehold or there are leasing arrangements with the Department of Lands. Both are subject to the provisions of the town planning scheme and other legislative requirements, but the outcome for the lessor and the Shire would be more beneficial in retaining people in our community.

Voting Requirements

Simple Majority

Officer Recommendation

That the Council advise the Department of Planning, Lands and Heritage that the Shire of Dundas has no objection to Lot 963 on Deposited Plan 205165 Cornell Street, Norseman being converted from leasehold to freehold subject to the applicant being advised that any future development of the land must be in accordance with the provisions of the Shire of Dundas Town Planning Scheme.

Moved: Cr.
Seconded: Cr.

Resolution

Carried by: Simple Majority For: Against:

Agenda Reference & Subject	
10.1.2 - Request for Comment - Reserve 8322 proposed Lease K401497 – Case 2003117	
Location / Address	Shire of Dundas
File Reference	LP.PL.1
Author	Chief Executive Officer - Peter Fitchat
Date of Report	22 nd March 2021
Disclosure of Interest	Nil

Summary

For the Council to consider the request for comment for Reserve 8322 proposed Lease K401497 – Case 2003117.

Background

The Department of Planning, Land and Heritage has asked for comment on the Proposed Reserve Lease renewal (as per papers relating).

Statutory Environment

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

State Planning Policy 3.1 – Residential Design Codes, as published by the Western Australian Planning Commission applies to the proposed development.

Policy Implications

There are no policy implications resulting from the recommendation of this report.

Financial Implications

There are no financial implications resulting from the recommendation of this report.

Strategic Implications

Strategic Community Plan,
2.1 Opportunity for Economic Diversification 2021 SHIRE OF DUNDAS Page 26-
A vibrant economy that includes and supports opportunities for mining industry, creative and cultural industries, tourism shopping and business.

Theme

3: Natural & Built Environment.

Consultation

Executive Management Team
Department of Planning, Lands and Heritage

Comment

This opportunity can provide someone with common land close to town, and the opportunity to increase diversity in our community.

Voting Requirements

Simple Majority

Officer Recommendation

That the Council of the Shire of Dundas support the Lease renewal for Reserve 8322 proposed Lease K401497 – Case 2003117.

Moved: Cr.
Seconded: Cr.

Resolution

Carried by: Simple Majority

For:

Against:

10.2 Engineering and Works

Agenda Reference & Subject	
10.2.1 – New Watercart Prime Mover	
Location / Address	Shire of Dundas
File Reference	PL.AC.2
Author	Manager Works & Services – Joe Hodges
Date of Report	26 th February 2021
Disclosure of Interest	Nil

Summary

Councils existing water cart is beyond its due date and required trading.

Background

The Shire water cart is a small 6x4, 13,000 litre water cart that was carried over several years and now requires replacement. Additionally, the vehicle type is increased to a semi-trailer type size vehicle to increase the water delivery capacity, as approved by Council on 23rd June 2020.

Statutory Environment

Local Government Act 1995

Policy Implications

As per plant Replacement policy.

Financial Implications

As per budget costings.

Strategic Implications

Efficient plant replacement program is paramount in achieving strategic objectives of the Shire.

Consultation

Chief Executive Officer
Manager of Works and Services

Comment

There are 3 submissions that come under the tendered budget value, HINO, FUSO and UD. After deliberating on each of these trucks it comes down between the HINO and UD with quality. The UD tips others with operator working area, engine, suspension and driveline. Other companies to provide quotes was the dealer for Volvo and Mack, with one for Freightliner being received after the closing date.

Voting Requirements

Simple Majority

Officer Recommendation

It is recommended that the Shire of Dundas purchase the UD, GW 460 is the preferred truck for the replacement Water Cart, at an excluding gst price of \$205,697.

Moved: Cr.
Seconded: Cr.

Resolution

Carried by: Simple Majority For: Against:

Agenda Reference & Subject	
10.2.2 – New Water Cart trailer	
Location / Address	Shire of Dundas
File Reference	PL.AC.2
Author	Manager Works & Services – Joe Hodges
Date of Report	2 nd March 2021
Disclosure of Interest	Nil

Summary

Two quality quotes were received with a \$28,000 difference in price.

Background

The Shire water cart is a small 6x4, 13,000 litre water cart that was carried over several years and now requires replacement. Additionally, the vehicle type is increased to a semi-trailer type size vehicle to increase the water delivery capacity, as approved by Council on 23rd June 2020.

Statutory Environment

Local Government Act 1995

Policy Implications

As per Plant Replacement policy

Financial Implications

As per Budget

Strategic Implications

Efficient plant replacement program is paramount in achieving strategic objectives of the Shire.

Consultation

Chief Executive Officer
Manager of Works and Services

Comment

The two quotes were received one from Howard Porter and another from Western Truck sales. The Howard Porter quote is for a trailer with Stainless Steel tube and Western Truck sales is for a mild steel tube.

Voting Requirements

Simple Majority

Officer Recommendation

The Shire of Dundas purchase from Howard Porter a Tri-Axle Stainless Steel Tube Water Cart Trailer of a value of \$113,390 excluding GST but including registration.

Moved: Cr.

Seconded: Cr.

Resolution

Carried by: Simple Majority

For:

Against:

Agenda Reference & Subject	
10.2.3 – Plant Replacement Light Vehicles	
Location / Address	Shire of Dundas
File Reference	PL.AC.2
Author	Manager Work & Services – Joe Hodges
Date of Report	26 th February 2021
Disclosure of Interest	Nil

Summary

Quotes received from 2 suppliers Avon Isuzu and Goldfield Motors, providing quotes on Isuzu and Mitsubishi vehicles.

Background

Replacement of light vehicles for the Community Development Officer, The Projects Officer, and the Works Tradie ute.

Statutory Environment

Plant replacement policy

Policy Implications

As per Plant replacement policy

Financial Implications

Budgeted items

Strategic Implications

Nil

Consultation

Manager of Community Development
Projects Officer
Chief Executive Officer

Comment

The overall pricing for the 3 new vehicles from each of the suppliers Avon Isuzu supplied a trade price for the PO vehicle but not the CDO vehicle. Therefore, Avon Isuzu total quoted value for all 3 cars is \$119,320.

Golden City Motors quoted on all vehicles with a total quoted value for all 3 cars is \$97,404.30. Trade-in Toyota Hilux \$27,782.50 inc gst and Subaru Forrester \$17,981.00 is included in the outright purchase of 2 of the vehicles. With an outright purchase for the Tradie ute, with the old Tradie ute retained by the Shire for Community use.

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas purchase from Golden City Motors the supply of 3 new vehicles to the Shire. For the Community Development Officer, the Projects Officer, and the replacement Works Tradie Ute.

Moved: Cr.
Seconded: Cr.

Resolution

Carried by: Simple Majority For: Against:

Agenda Reference & Subject	
10.2.4 – Retain existing Hino Watercart	
Location / Address	Shire of Dundas
File Reference	PL.AC.2
Author	Manager Works & Services- Joe Hodges
Date of Report	9 th March 2021
Disclosure of Interest	Nil

Summary

For the Council to consider the retaining the existing water cart.

Background

The Shire water cart is a small 6x4, 13,000 litre water cart that was carried over several years and due for replacement. However due to current condition most truck dealers did not take up option to offer a

trade, however one dealer offered \$15,000 for the water cart. The truck is in reasonable condition that with minor repairs and a limited workload could continue to serve the Shire for a number of years to come.

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

Some of these costs are difficult to quantify as the individual cost of vehicles are not itemised and some are included in “fleet” costs i.e., insurance.

Strategic Implications

Efficient plant replacement program is paramount in achieving strategic objectives of the Shire.

Consultation

Chief Executive Officer
Manager of Works and Services

Comment

The current water cart has been used extensively around the Norseman townsite, washing down the streets of dirt, dust and any foreign matter to clean the town.

The new water cart being a larger sized water cart can be used for this use but not fully suited for the role. The current water cart also is utilised as a water storage fill point during the high fire season.

In this role the water cart only sits at a location close to the fire supplying water to fire fighters, the larger watercart is not suited for this role though could still be utilised but not as efficiently as the small water cart.

With some minor modifications the small water cart can be retro fitted for tree watering. And can also be used as a back-up water cart to the larger watercart.

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas retain the current Hino Watercart P266 for ongoing use by Shire staff.

Moved: Cr.

Seconded: Cr.

Resolution

Carried by: Simple Majority

For:

Against:

10.3 Members and Policy

Agenda Reference & Subject	
10.3.1 – Receive the Information Bulletin	
Location / Address	Shire of Dundas
File Reference	PE.ME.2
Author	Chief Executive Officer - Peter Fitchat
Date of Report	23 rd March 2021
Disclosure of Interest	Nil

Summary

For Council to consider receiving the Information Bulletin for the period ending 28th February 2021.

Background

The Councillors' Information Bulletin for the period ending 28th February 2021 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 28th February 2021, as included in confidential papers relating.

Moved: Cr.

Seconded: Cr.

Resolution

Carried by: Simple Majority

For:

Against:

Agenda Reference & Subject	
10.3.2 - Proposed New Policy – Financial Hardship Policy	
Location / Address	88-92 Prinsep Street
File Reference	CM.PO.1
Author	Manager of Community Development – Pania Turner
Date of Report	23 rd March 2021
Disclosure of Interest	Nil

Summary

For the Council to consider and, if thought appropriate to adopt a new policy relating to financial hardship.

Background

On 8 May 2020, the Minister for Local Government made the Local Government (COVID-19 Response) Order 2020.

That Order provided for the adoption by local governments of Financial Hardship policies.

The Order also provided for limits on the interest that may be imposed by local governments that do not adopt Financial Hardship policies.

Statutory Environment

The Local Government (COVID-19 Response) Order 2020 modifies the operation of certain sections of the Local Government Act 1995 and (where applicable) the corresponding regulations.

Most relevantly to this report, it changes the interest rates that may be applied under the Act and the Local Government (Financial Management) Regulations 1996 so that the maximum interest rates that can be charged are as follows:

	s6.13 Interest on money owing	s6.45 Interest on Instalments	s6.51 Interest on overdue rates
"Excluded persons" under hardship policy	0%	0%	0%
Other debtors	8%	3%	8%

The Order also provides that the instalment administration charge cannot be imposed on "excluded persons".

Excluded person means a person who –

- (a) as a residential ratepayer or small-business ratepayer of a local government; and
- (b) is considered by the local government to be suffering financial hardship as a consequence of the COVID-19 pandemic.

Policy Implications

This report recommends the adoption of a new policy.

Financial Implications

It is difficult to assess the financial implications in advance of seeing how many Financial Hardship Applications are received and how many are assessed as complying with the policy.

Strategic Implications

There are no strategic implications resulting from the recommendation of this report.

Consultation

Chief Executive Officer

Comment

The proposed new Policy is provided to Council in the papers relating.

Voting Requirements

Simple Majority

Officer Recommendation

That the Financial Hardship Policy as presented in the papers relating be adopted.

Moved: Cr.
Seconded: Cr.

Resolution

Carried by: Simple Majority For: Against:

10.4 Administration, Finance and Community Development

Agenda Reference & Subject	
10.4.1 – Accounts Paid 01/02/2021 to 28/02/2021	
Location / Address	Shire of Dundas
File Reference	FM.CR
Author	Accounts and Payroll Officer – Ali Sherifi
Date of Report	17 th March 2021
Disclosure of Interest	Nil

Trust Payments

Chq/EFT	Date	Name	Description	Amount
				\$0.00

Municipal Cheques

Cheque	Date	Name	Description	Amount
				\$0.00

Municipal Account EFT's

EFT	Date	Name	Description	Amount
EFT5299	02/02/2021	Arts and Culture Goldfields Association Inc. (Art Gold)	Our Gems - Peter Kenyon workshop 18th November 2020	\$3500.00
EFT5300	02/02/2021	Kulbardi Hill Consulting	First progress payment for implementation of interpretation strategy for the Woodlands Centre.	\$46843.50
EFT5282	05/02/2021	Valma Joy Schultz	Claim (Council meeting - 21.01.2021), Workshop -15.12.2020 & 12.01.2021, Woodlands Workshop - 05.01.2021	\$624.00
EFT301	09/02/2021	Telstra Corporation Limited	Phone Usage - (Admin, Co-location & Woodlands Centre) - 20.01.2021 - 19.02.2021 - \$698.87 Landline & internet Usage for (Admin, Youth, Visitor Centre, Depot & Pool) – 05.12.2020 – 04.01.2021 – \$637.81 Mobile Phone Usage + Tablets – 17.12.2020 – 16.01.2021 – \$646.96 Landlines and Internet Usage for (Admin, Visitor Centre, Youth, Pool and Doctor – 05.01.2021 – 04.02.2021 – \$286.45 Satellite Charges – 16.01.2021 – 15.02.2021 - \$195 Mobile Phone + Tablet Usage - \$650.80	\$2704.78

			Home Bundles for MOW & EA – 26.12.2020 – 25.01.2021 – \$223 Telstra 4GXWifi Plus for Peter Fitchat – 04.02.2021 – 03.03.2021 Credit made for old Visitor Centre – 06.03.2020 – 24.09.2020 = -\$663.11	
EFT5302	09/02/2021	Bunnings Group Limited	2 x Shovel adjustable, 1 x adjustable Wrench, 1 x spray paint, 1x lubricant smart straw, 1 x fuel Can BMW 5L	\$254.52
EFT5303	09/02/2021	Laurene Bonza	Claim (Council Meeting - 21.01.2021), IB Session - 12.01.2021, GVROC - 27.11.20	\$680.00
EFT5304	09/02/2021	Dundas Fencing & Building Maintenance	Repair damaged sewer line to ladies toilet at museum + materials	\$196.74
EFT5305	09/02/2021	FULL MOON CAFE	Catering food for Council Meeting - 21.01.2021 - \$350 Catering for the Workshop - \$280	\$630.00
EFT5306	09/02/2021	Dowling Giudici and Associates	Balance payment for professional services as per DG+A Service proposal for development + reporting on proposed workforce & accommodation in Norseman - 30.11.2020	\$467.50
EFT5307	09/02/2021	John Edward Patrick Hogan	Claim (Council Meeting - 21.01.2021), IB Session - 12.01.2021 - \$312 Special Meeting – \$104	\$416.00
EFT5308	09/02/2021	Norseman Historical Museum Association	Norseman Main link Advert 2021	\$185.00
EFT5309	09/02/2021	Navman Wireless Australia Pty Ltd	Monthly Satellite Service – (05.10.2020 – 04.11.2020)	\$65.89
EFT5310	09/02/2021	South East Petroleum	DIESEL 8000 litres - \$9373.76 Diesel and Unleaded fuel purchases – January 2021 (Bp Card) – \$243.22	\$9616.98
EFT5311	09/02/2021	Solutions IT	Managed support - Monthly Billing for January 2021 – \$1479.50 Office365 Licenses - Monthly Billing for January 2021 – \$723.88 Offsite Backup – Cloud back up - Monthly Billing for January 2021 - \$180.68	\$2384.06
EFT5312	09/02/2021	Aflex Technology (NZ) Ltd	1 x H-Zilerator, 1 x Rocker, 1 x High Pressure Blower for Town Activity Programs	\$3137.20
EFT5313	09/02/2021	Veronica Wyatt	Claim (Council Meeting - 21.01.2021), IB Session - 12.01.2021 - \$312 Claim (Special Meeting) - \$104	\$416.00
EFT5314	09/02/2021	Sharon Warner	Claim (Council Meeting - 21.01.2021), IB Session - 12.01.2021, Woodlands Workshop - \$416 Claim (Special Meeting) - \$104	\$520.00
EFT5315	10/02/2021	Kulbardi Hill Consulting	Preparation of interpretation strategy for the Woodlands Centre, including field work, preparation cost estimates and report writing.	\$14168.00
EFT5316	10/02/2021	Katherine Hays	Graphic Design - 14 Page Prospectus, digital file supplied and approved, overall document layout, design & compilation, tables, financials, graphs & charts.	\$400.40
EFT5317	12/02/2021	Calypso Creative	Renew Domain Jungkajungka.com Renewal every 2 years	\$44.00

EFT5318	12/02/2021	Seek Limited	Advertising - Road Construction Team Leader/Grader operator – \$324.50 Advertising – Bush fire Risk – 313.50	\$638.00
EFT5319	16/02/2021	Horizon Power	Power charges for 105 Prinsen street – 16.12.2021 – 01.02.2021 - \$88.55 Streetlights - 01.01.2021 - 31.01.2021 - \$4845.65	\$4934.20
EFT5320	16/02/2021	Jump 4 Us	Hire of Pirate Ship + supervision (3x hrs and travel) for Australia Day 2021	\$1020.00
EFT321	16/02/2021	Kilima (WA) Pty Ltd	Rent for the month February 2021 - 81 Roberts Street	\$220.00
EFT322	16/02/2021	Norseman Community Resources Centre	Printing of the Norseman Today Vol39 No1 (300 Copies)	\$900.00
EFT323	16/02/2021	O'Dwyer Electrical	Replace and install two new Token Machines for lighting, install new security light to pool area and install double 15-amp power point to Depot	\$2566.30
EFT324	16/02/2021	Outdoor Cameras Australia	48 AA Fujitsu Rechargeable NiMH batteries for trail camera on the Norseman Hyden Road + Freight	\$249.20
EFT5325	16/02/2021	Water Corporation	Various Water Accounts (23.11.2020 - 25.01.2021)	\$33824.63
EFT5326	16/02/2021	Wilsons Diesel & Auto Repairs	4 new drive tyres for Isuzu Tip Truck DS10 P285	\$1825.20
EFT5327	24/02/2021	Australian Taxation Office	BAS (JANUARY 2021)	\$20052.00
EFT5328	24/02/2021	Eucla Motor Hotel	Accommodation for Steve Bowyer & Bonza Constructions including meals & 90.31 litres of Fuel - 9th February 2021	\$537.50
EFT5329	24/02/2021	Advertiser Print	2021 Community Calendar x 750	\$4806.00
EFT5330	24/02/2021	ZircoDATA Pty Ltd	Storage of Registers (26.12.2020 - 25.01.2021)	\$160.24
EFT5331	24/02/2021	Abberfield Technology Pty Ltd	2 x Coin timer - Microprocessor AI Token 240 Volts AC, 200 Tokens - Abberfield Industries	\$1530.00
EFT5332	24/02/2021	BP Norseman	Diesel & Unleaded Charges for January 2021	\$510.76
EFT5333	24/02/2021	Bonza Constructions Pty Ltd	Showerhead at 36 Angove St	\$146.30
EFT5334	24/02/2021	Bunnings Warehouse Kalgoorlie	Pallet sand, Cement & Timber for Norseman Hyden Road	\$2421.80
EFT5335	24/02/2021	Laurene Bonza	Claim (Council Meeting - 23.2.2021), Audit - 23.02.2021, IB Session 02.02.2021, Budget meeting - 16.02.202, GVROC - 05.02.2021 & 19.02.2021	\$888.00
EFT5336	24/02/2021	BOC Limited	Container Service Fee (29.12.2020 - 28.01.2021)	\$40.51
EFT5337	24/02/2021	Shire of Dundas Municipal Fund	Payroll deductions	\$820.00
EFT5338	24/02/2021	Down to Earth Training	Basic worksite traffic management & traffic control refresher training - 1-day course, communicate in the workplace / work safely & follow WHS procedures - Participants: Outside Crew, accommodation & meals, and travel costs.	\$6090.25
EFT5339	24/02/2021	Department of Fire & Emergency Services	ESL (JANUARY 2021)	\$960.71
EFT5340	24/02/2021	FULL MOON CAFE	Catering for Council Workshop for 12 People - 02.02.2021	\$200.00

EFT5341	24/02/2021	Glen Flood Group Pty Ltd T/A GFG Consulting	Attend site for a 12-month defects liability period inspection, monthly disbursements charge (2.5%) + Labour and travel charge	\$2762.38
EFT5342	24/02/2021	John Edward Patrick Hogan	Claim (Council Meeting - 23.2.2021), Audit - 23.02.2021, Workshop - 02.02.2021, Budget meeting - 16.02.202	\$520.00
EFT5343	24/02/2021	Horizon Power	Various Power Charges - 15.12.2020 - 12.02.2021	\$12564.11
EFT5344	24/02/2021	JR & A Hersey Pty Ltd	5 x Bisley L/S Shirt Midnight 2XL with Shire logo for Steve Bowyer.	\$175.00
EFT5345	24/02/2021	Landgate	Mining Tenements Chargeable – Schedule no. M2021/1 – Date 16.12.2020 – 15.01.2021 – \$73.80 Gross Rental Valuation Chargeable. Schedule no. G 2021/1 - Dated 28.11.2020 to 08.01.2021 – \$410.31	\$484.11
EFT5346	24/02/2021	Star Track Credit	Freight - (JR A & Hersey Pty Ltd)	\$59.83
EFT5347	24/02/2021	Raymond Marcon	Work on logs at Welcome Park completed & organised by Raymond Marcon for Joe to take to Depot	\$1042.95
EFT5348	24/02/2021	Moore Australia (WA) Pty Ltd	Compilation of MFS Dec 2020 & rates processing and management assistance Dec 2020	\$4290.00
EFT5349	24/02/2021	MARRAK GROUP SAFETY SUPPLIES AND APPAREL	Various PPE Equipment	\$4302.23
EFT5350	24/02/2021	Norseman Concrete	Screening Pit 2A - Loader Hire 81 hrs, Screening 34 hrs, Service 5hrs - 11.01.2021 - 15.01.2021 - \$23732.50 Credit - Screening Pit 2A – Labour hire overcharged -\$715 Cart Gravel – Hire single tipper 43 hours on 07.01.2021 to 13.01.2021 – \$6858.50 Labour hire 66 hours – 07.01.2021 \$4719 Cart Gravel – Single Tipper hire 19 hours from 18.01.2021 – 19.01.2021 – \$3030.50 Labour hire 19 hours – 18.01.2021 – 19.01.2021 - \$1358.50 Screening Pit 2A – Loader hire 30hrs, service truck 3 hours – 18.01.2021 – 27.01.2021 - \$6435	\$45419.00
EFT5351	24/02/2021	Norseman IGA	Various IGA Purchases - 01.01.2021 - 31.01.2021	\$2344.94
EFT5352	24/02/2021	Office National Kalgoorlie	2 x parchment card A4 Natural pack 50, 2 x Office Chair, 1 x Collins 2021 Diary, 1 x Keyboard Gel wrist rest, 1 x foldback clip – \$1176.20 1 x Mouse pad wrist rest, 2 x office chair, 1 x mouse pad with touch wrist rest. \$1077.95.	\$2254.15
EFT5353	24/02/2021	Pet Tags Australia	20x Yellow Dog Tags (EXP 2021) + Postage	\$66.95
EFT5354	24/02/2021	Rasa Patupis	Claim (Council Meeting - 15.12.2020, 21.01.2021, 23.02.2021), Workshop - 01.12.2020, 12.01.2021, Budget meeting - 16.02.202, Special meeting - 28.01.2021 plus travel	\$1352.00

EFT5355	24/02/2021	PUZZLE CONSULTING PTY LTD	Consulting service for tender process and implementation - 2 days preparation, 1.5 on site, travel and follow up.	\$3903.08
EFT5356	24/02/2021	Valma Joy Schultz	Claim (Council Meeting - 23.2.2021), Audit - 23.02.2021, IB Session - 02.02.2021, Budget meeting - 16.02.2021	\$520.00
EFT5357	24/02/2021	South Coast Foodservice	8 CTN Toilet Hand towels	\$475.38
EFT5358	24/02/2021	Solutions IT (invoice S + B)	Pre-Paid Support Hours - 20 Hours - \$2178 Managed support (Maintain monthly billing for February 2021) - \$1479.50 Office365 Licenses - Exchange plan 1 (Monthly billing for February 2021) Offsite backup - Cloud back up (Monthly billing for February 2021) - \$180.68	\$4562.06
EFT5359	24/02/2021	Toll Transport Pty Ltd	Freight - (State Library, Advertiser Print)	\$67.83
EFT5360	24/02/2021	Veronica Wyatt	Claim (Council Meeting - 23.2.2021), Audit - 23.02.2021, IB Session - 02.02.2021, Budget meeting - 16.02.2021	\$520.00
EFT5361	24/02/2021	Venus Corporation Pty Ltd	Permanent placement fee for leading hand/grader operator - Joanne Bennett.	\$8030.00
EFT5362	24/02/2021	Western Australian Local Government Association	Laurene Bonza Registration - Transport and Roads Forum 11/02/21 - \$70 Peter Fitchat Registration - Transport and Roads Forum 11/02/21 - \$70	\$140.00
EFT5363	24/02/2021	Sharon Warner	Claim (Council Meeting - 23.2.2021), Audit - 23.02.2021, Workshop - 02.02.2021, Budget meeting - 16.02.2021, GVROC - 05.02.2021 + Travel	\$936.00
EFT5364	26/02/2021	Stitch and Gift	Face Masks x200 - Reusable with Filters	\$800.00
6389	01/02/2021	Centrepay fees	Fees for Pensioner Rent	\$0.99
PAY	02/02/2021	Payroll	Direct Debit of Net Pays	\$55100.77
6380	08/02/2021	Centrepay fees	Fees for Pensioner Rent	\$0.99
6381	09/02/2021	Centrepay fees	Fees for Pensioner Rent	\$0.99
6408	15/02/2021	Centrepay fees	Fees for (Helen Moir Rent, A525)	\$1.98
PAY	15/02/2021	Payroll	Direct Debit of Net Pays	\$55072.12
6411	17/02/2021	Wilson's Diesel	Refund for fire infringement notices	\$250.00
6412	17/02/2021	Brad Woollett	Refund for fire infringement notices	\$500.00
6413	17/02/2021	Van Houg Nguyen	Refund for fire infringement notices	\$500.00
6415	22/02/2021	Centrepay Fees	Fees for (A771)	\$0.99
6416	22/02/2021	Jason Ellison	Refund for fire infringement notices	\$250.00
6417	22/02/2021	Woodlands Centre	Woodlands Centre set up	\$10000.00
6420	23/02/2021	Centrepay Fees	Fees for (A629, A698)	\$1.98
6426	24/02/2021	Margaret McEwan	Meals and incidentals for Youth Training	\$321.40
6430	26/02/2021	Joanne Bennett	Reimbursement of Pre-Employment medical cost and travel	\$160.00
				\$392,350.38

Municipal Account Direct Debts

	Date	Name	Description	Amount
6387	01/02/2021	ANZ	Merchant Fees	\$221.34
6391	03/02/2021	ANZ	BPAY Transaction Fee	\$24.75
6407	15/02/2021	3E Advantage Pty Limited	CRC photocopier, Shire photocopier & Printer meter readings - December 2020	\$2453.92
DD10588	22/02/2021	SuperChoice	Superannuation - 24.12.2020 - 05.01.2021	\$ 11257.51
DD10616	22/02/2021	SuperChoice	Superannuation - 06.01.2021 - 19.01.2021	\$11690.80
				\$25,648.32

Municipal Account Credit Cards

Chq/EFT	Date	Name	Description	Amount
6401	15/02/2021	Chief Executive Officer	ANZ Credit Card Purchases 22.12/2020 – 21/01/2021	\$1,177.36
	27/12/2020	Doodly	Monthly Subscription	\$93.99
	29/12/2020	Office National Kalgoorlie	Stationary	\$68.04
	04/01/2021	Collins Debden Pty Ltd	Work diary Re-fill + Portfolio	\$94.65
	06/01/2021	Nespresso Australia	Coffee Capsules or Admin	\$95.40
	12/01/2021	Adobe	Monthly PDF Subscription	\$25.74
	13/01/2021	Full Moon Café	Toasted Sandwiches for Budget Meeting	\$19.50
	25/12/2020	LinkedIn	Monthly Subscription	\$336.41
	06/01/2021	SQ DFX Design	Eagle design Collection	\$129.23
	05/01/2021	MYOB	MYOB Subscription for Woodlands Centre	\$54.50
	22.12.2020	Eucla Motor Hotel	Awaiting Receipt	\$18.00
	22/12/2020	Eucla Motor Hotel	Awaiting Receipt	\$160.00
	29/12/2020	Bunnings Kalgoorlie	Awaiting Receipt	\$41.91
	01/01/2021	LinkedIn	Monthly Subscription	\$39.99
			Total Credit Card Payment for Purchases	\$1,177.36

Summary of Account Totals

Trust EFT's / Cheques	\$0.00
Municipal Cheques	\$0.00
Municipal EFT's	\$392,350.38
Municipal Direct Debit's	\$25,648.32
Municipal Credit Card's	\$1,177.36
Grand Total for January 2021	\$419,176.06

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas monthly accounts paid from 01/02/2021 to 28/02/2021 be noted.

Moved: Cr.

Seconded: Cr.

Resolution

Carried by: Simple Majority

For:

Against:

Agenda Reference & Subject	
10.4.2 – Financial Statements for the Period Ending 28th February 2021	
Location / Address	Shire of Dundas
File Reference	FM.FI
Author	Moore Australia
Date of Report	17 th March 2021
Disclosure of Interest	Nil

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas Financial Statements for the period ending 28th February 2021 be accepted.

Moved: Cr.
Seconded: Cr.

Resolution

Carried by: Simple Majority For: Against:

Agenda Reference & Subject	
10.4.3 – CRC Management Report & Financial Statements to 28th February 2021	
Location / Address	Shire of Dundas
File Reference	CS.SP.8
Author	CRC Manager & Accounts Payable Officer
Date of Report	17 th March 2021
Disclosure of Interest	Nil



**Management Report & Monthly Statement of Financial Activity
For the period ending 28th February 2021**

Officer Recommendation

That the Norseman Community Resource Centre Management Report and Financial Statements for the period ending 28th February 2021 be accepted.

Moved: Cr.
Seconded: Cr.

Resolution

Carried by: Simple Majority For: Against:

Agenda Reference & Subject	
10.4.4 – Officers Reports	
Location / Address	Shire of Dundas
File Reference	CM.PL.1
Author	Chief Executive Officer – Peter Fitchat
Date of Report	23 rd March 2021
Disclosure of Interest	Nil

Summary

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

Comment

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

Voting Requirements

Simple Majority

Officer Recommendation

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

Moved: Cr.
Seconded: Cr.

Resolution

Carried by: Simple Majority For: Against:

Agenda Reference & Subject	
10.4.5 - Extension of Contracts RFT 03-18 and RFT 01-18	
Location / Address	88-92 Prinsep Street, Norseman
File Reference	FM.TE.3
Author	Chief Executive Officer – Peter Fitchat
Date of Report	22 nd March 2021
Disclosure of Interest	Nil

Summary

For the Council to consider and, if thought appropriate, extend the term of Contracts RFT03-18 and RFT01-18.

Background

The following tenders were publicly invited in 2018:

- RFT 01/18 Panel Tender for Plant Hire
- RFT 03/18 Provision of Handyman Services

And after the tender selection process was finalised, resulted in the following resolutions:

Ordinary Council Meeting – 22nd November 2018

RFT 01/18 Panel Tender of Plant Hire

Moved Cr Wyatt
Seconded Cr Bayley

That Council:

1. Award RFT 01/18 Preferred Supplier Panel – Plant Hire to Norseman Concrete for a period of two years from 1 December 2018 to 1 December 2020, in accordance with the tendered documents and pricing included in confidential schedules; and
2. Direct the Chief Executive Officer to sign a Formal Instrument of Agreement (as contained in the papers relating) with the General Manager of Norseman Concrete.

Ordinary Council Meeting – 22nd November 2018

RFT 03/18 Provision of Handyman Services

Moved Cr Wyatt
Seconded Cr Bayley

That Council:

1. Award RFT 03/18 Provision of Handyman Services to Bonza Constructions for a period of two years from 1 December 2018 to 1 December 2020, in accordance with the tendered documents and pricing included in confidential schedules and
2. Direct the Chief Executive Officer to sign a Formal Instrument of Agreement (as contained in the Papers Relating) with Bonza Constructions.

Statutory Environment

Section 3.57 of the *Local Government Act 1995* states that:

Tenders for providing goods or services

- (1) A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services.
- (2) Regulations may make provision about tenders.

Regulation 11 of the *Local Government (Functions and General) Regulations 1996* provides that

- (2) Tenders do not have to be publicly invited according to the requirements of this Division if —
 - (a) the contract is a renewal or extension of the term of a contract (the original contract) where —
 - (i) the original contract is to expire within 3 months; and
 - (ii) the renewal or extension is for a term of not more than 12 months from the expiry of the original contract; and
 - (iii) the contract for renewal or extension is entered into at a time when there is in force a state of emergency declaration applying to the district, or part of the district, of the local government;

Policy Implications

There are no policy implications resulting from the recommendation of this report.

Financial Implications

There are no financial implications resulting from the recommendation of this report.

Strategic Implications

There are no strategic implications resulting from the recommendation of this report.

Consultation

Chief Executive Officer
Manager of Works and Services

Comment

The tenders for “Plant Hire” and “Provision of Handyman Services” were due to be publicly invited early 2021 as the term for the current awarded suppliers has concluded.

Due to the time constraints and capacity of the current staff, these tenders have not yet been advertised and with the current upcoming and ongoing workload, this is not likely to happen soon.

An example of the current projects and tasks that our staff are currently working towards is:

- The Community Strategic Plan
- The Road Strategy
- The 10 Year Long Term Financial Plan
- The 10 Year Asset Management Plan – including the works to condition assess all the Council assets

Background

1. Due to regrettable circumstances, the Norseman Cup was not held at the full capacity this financial year which would have seen horse racing and evening events. This has resulted in funds being made available within the Shire Norseman Cup Events Budget which was to be utilised for prize money and other authorised contributions from the Shire.
2. It was also recently identified during the final completion of construction of the Woodlands Cultural and Visitor Centre that a roof walkway is required for safety reasons. These safety reasons being the ability to safely install signage and to maintain the lighting in the long term. The signage is to be installed before the official opening on the 26th of March 2021, and to ensure this is done safely, a roof walkway would need to be installed as soon as possible to prevent injury or death.

The surplus funds from the Norseman Cup Events Budget would assist to fund this safety requirement.

Statutory Environment

Local Government Act 1995 – Division 2 – Annual Budget provides that:

6.8. Expenditure from municipal fund not included in annual budget

(1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —

- (a) is incurred in a financial year before the adoption of the annual budget by the local government;
or
- (b) is authorised in advance by resolution*; or
- (c) is authorised in advance by the mayor or president in an emergency.

Policy Implications

There are no policy implications resulting from the recommendation of this report.

Financial Implications

There are no financial implications resulting from the recommendation of this report. The balanced budget will not change consequently as surplus funds are being transferred from one budget to another.

Strategic Implications

There are no strategic implications resulting from the recommendation of this report.

Consultation

Shire President
Chief Executive Officer
Temp Executive Assistant

Comment

As per *Section 6.8 of the Local Government Act 1995*, authorisation was given in advance by the Shire President in the form of a signed letter to transfer the surplus funds of \$18,000 from the Norseman Cup Events Budget to the Woodlands Cultural and Visitor Centre Capital Budget. This letter is available in the papers relating.

The reason for this amendment is to assist in funding the emergency purchase of a roof walkway at the Woodlands Cultural and Visitor Centre. Once authorisation was given in advance by the Shire President, a purchase order was issued to Safemaster Safety Products Pty Ltd for \$46,508 (including GST) to carry out the fabrication and installation works of the roof walkway. This supplier has shown work integrity and

the ability to supply in short time constraints as they have previously been a sub-contractor of the original construction works of the Woodlands Cultural and Visitor Centre. An attempt to source other quotes via phone was done, however the timeframe to supply and being that there was no knowledge of the building from other suppliers meant the works could not be done by them in the timeframe required.

Voting Requirements

Absolute Majority

Officer Recommendation

That Council accept the amendment to the following 2020/2021 budget items:-

Current Budget		Amend Budget to:	
Budget Item	Amount	Budget Item	Amount
OC40 – Norseman Races	\$23,000	OC40 – Norseman Races	\$5,000
HP63 – Woodlands Cultural and Visitor Centre	\$521,003	HP63 – Woodlands Cultural and Visitor Centre	\$539,003

Moved: Cr.

Seconded: Cr.

Resolution

Carried by: Absolute Majority

For:

Against:

Agenda Reference & Subject	
10.4.7 - Formation of the Dundas Cemetery & Memorials Advisory Group	
Location / Address	88-92 Prinsep Street, Norseman
File Reference	CS.SP.20
Author	Manager of Community Development – Pania Turner
Date of Report	23 rd March 2021
Disclosure of Interest	Nil

Summary

For the Council to consider and approve the formation of the Dundas Cemetery & Memorials Advisory Group, and to nominate two members to sit on the advisory group.

Background

Cemeteries and Memorials are places of significance in communities. Due to the emotional connection people have with cemeteries, Cemetery Advisory Committees can offer local government a place of consultation and community feedback. Cemeteries are also places of memorial and history and continue to see an interest from historic societies and genealogists.

Statutory Environment

Cemeteries ACT 1986

Local Government 1995

Shire of Dundas Cemeteries Local Law 2020

Policy Implications

C.8 Memorials and Plaques in Public Places

Financial Implications

It is expected that the 2021-2022 will include an Advisory Group budget of \$10,000.

Strategic Implications

Theme 1:

A vibrant, active and healthy socially connected Community

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

1.3 Engagement of the Community

The Community are engaged in constructive activities that encourage social and Community development.

Theme 3 – Natural & Built Environment

A protected and enhanced environment that is aesthetically pleasing and provides benefits for the whole Community.

Consultation

Shire of Dundas Council
Chief Executive Officer
Manager of Community Development
Development Services
P&L Hogan Funeral Services

Comment

The advisory group will be a formal advisory group to Council and will have opportunity to provide input on cemetery development, beautification, accessibility, inclusion, and future planning. Membership will be by invitation as well as two positions open to the Shire of Dundas residents via an Expression of Interest submitted to and approved by Council.

Voting Requirements

Simple Majority

Officer Recommendation

That the Council of the Shire of Dundas:

- 1. Approve the establishment of the Dundas Cemetery and Memorials Advisory Group.**
- 2. Authorise the CEO to issue invitations to the following groups to nominate a representative to sit on the Dundas Cemetery and Memorials Advisory Group:**
 - **Norseman Historical Society**
 - **Ngadju Native Title Aboriginal Corporation**
 - **Norseman Visitor Centre Committee Inc.**
- 3. Authorise the CEO to call for expressions of interest for two community positions on the Dundas Cemetery and Memorials Advisory Group.**
- 4. Nominate the Cr. _____ and Cr. _____ to the sit as Council representatives on the Dundas Cemetery and Memorials Advisory Group.**

Moved: Cr.
Seconded: Cr.

Resolution

Carried by: Simple Majority For: Against:

11. Elected Members Motions of Which Previous Notice Has Been Given

12. New Business of an Urgent Nature Introduced by the President or by a decision of the Meeting

13. Next Meeting

The next Ordinary Meeting of the Council is scheduled to be held on the 17th April 2021.

14. Closure of Meeting

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