



Notice of Meeting and Agenda Special Council Meeting 8th November 2018

NOTICE OF MEETING

A Special Meeting of the Council will be held on 8th November 2018 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.

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

Peter Fitchat
Chief Executive Officer
5th November 2018

Notes to Agenda

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AGENDA for the SPECIAL Meeting of the Council to
be held in the Council Chambers at the Shire
Administration Office – Prinsep Street Norseman on
the 8th November 2018 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 Special 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 Councillor AR Patupis.

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

Cr Patupis will be at Lot 15, Eleven Mile Beach Road, Esperance WA 6450.

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

Recommendation

That Cr Patupis be permitted to attend this meeting by way of instantaneous telephone connection from Esperance, Western Australia, 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 L Bonza	Shire President
Cr R Patupis	Deputy Shire President
Cr JEP Hogan	
Cr S Warner	
Cr B Bayley	
Cr V Wyatt	
Peter Fitchat	Chief Executive Officer
Gihan Kohobange	Deputy Chief Executive Officer
Pania Turner	Manager of Community Development
Peter Crawford	Manager of Works and Services
Sonya Ellison	Senior Administration Officer
Tracy Dixon	Administration Officer

4 Public Question Time.

5 Petitions, Deputations or Presentations.

6 Announcements by Presiding Member without Discussion.

7 Reports of Officers

7.1 Engineering and Works

Agenda Reference & Subject	
7.1.1 – Official Opening Norseman Airstrip	
Location / Address	Norseman Airstrip
File Reference	TT.SP.1
Author	CEO
Date of Report	1/11/2018
Disclosure of Interest	Nil

Summary

The Airstrip project is now complete and Council Staff are working through the acquittal process and we are getting ready for the official opening.

Background

This project was completed 2016/17 Financial Year and funded by Department of Primary Industries and Regional Development, Royalties for Regions through Goldfields Esperance, Department of Transport - RADS (Regional Airport Development Scheme), and the Department of Infrastructure and Regional Development – RAAP (Regional Aviation Access Programme).

Statutory Environment

None

Policy Implications

None

Financial Implications

Budget for catering included in our Administration budget

Strategic Implications

None

Consultation

Councillors, Staff and funding bodies

Comment

I am finalising letters to all Departments regarding funding contributions to be present at our official opening.

I have sent the dates to the relevant Departments as between 26th -30th November to fit into lead-time requirements with other Departments.

Our intention is to invite the school, hospital, ambulance, local businesses, Ngadju representation, previous elected members and also possible users like some of the mining companies to attend.

Voting Requirements

Simple Majority

Officer Recommendation

That Council approves the 29th November 2018 as the Official opening day for the Norseman Airstrip, and that all the relevant Departments be notified.

Moved Cr:

Seconded Cr:

Resolution

Carried by: Simple Majority

For:

Against

7.2 Administration, Finance and Community Service

Agenda Reference & Subject	
7.2.1 – Sale of Council Owned Lands in Norseman	
Location / Address	Shire of Dundas
File Reference	A570
Author	Gihan Kohobange
Date of Report	30 October 2018
Disclosure of Interest	Nil

Summary

For Council to consider authorising the auctioneer to sell selected lots of land as one parcel of land.

Background

At the Ordinary Meeting of Council held on 18th September 2018, the following Resolution was passed by Council:

That Council appoint Brett Thorp of Thorp Realty Pty Ltd of Esperance to conduct the auction of the following lots of land in Norseman:

1. Lots 297, 298, 299 and 300 Angove Street,
2. Lots 280, 289 and 290 Prinsep Street

In accordance with their proposal as attached under the heading Confidential in the papers relating, and,

That a reserve price of \$5,000 inclusive of GST apply to all Lots offered for sale.

Statutory Environment

Section 3.58 of the *Local Government Act 1995* establish the methodologies by which a local government may dispose of property (assets).

Policy Implications

Council has no Policies in relation to this matter

Financial Implications

Will assist in increasing the rates income

Strategic Implications

Creates the potential for development if Norseman

Consultation

CEO, Manager Works

Comment

Since publicising about the auction, there have been a few queries about buying six lots (lots 297, 298, 299 and 300 Angove Street and lots 289 and 290 Prinsep Street) together for the purpose of setting up an accommodation facility.

Having more accommodation facilities within the town boundaries will undoubtedly help the Shire attracting mining employees working in mining sites closer to the town to stay in the town.

Offering six lots together will not risk getting all six lots sold individually. In the absence of any interest at the auction to buy those lots together, then the Shire could proceed with auctioning the individual lots

Voting Requirements

Simple Majority

Officer Recommendation

That Council authorise Brett Thorp of Thorp Realty Pty Ltd to first auction the following lots of land together as one parcel of land subject to a reserve price of \$30,000 inclusive of GST and in the absence of any interest to buy these lots together, to auction lots individually subject to a reserve price of \$5,000 inclusive of GST for each lot.

1. Lots 297, 298, 299 and 300 Angove Street,
2. Lots 289 and 290 Prinsep Street

Moved Cr:

Seconded Cr:

Resolution

Carried by: Simple Majority

For:

Against

Agenda Reference & Subject	
7.2.2 – Selection Criteria for the Woodlands Cultural Community and Visitor Centre Building and Construction tender documents.	
Location / Address	Shire of Dundas
File Reference	
Author	Pania Turner
Date of Report	1/11/2018
Disclosure of Interest	Nil

Summary

The Selection Criteria in the Woodlands Cultural Community and Visitor Centre Building and Construction tender documents are presented to Council for their consideration and approval.

Background

The Woodlands Centre project has been part of the Shire of Dundas forward planning for several years with the building having been purchased during 2014/15. The project will form part of the development of a "precinct" on the Coolgardie- Esperance road (Prinsep Street when traveling through Norseman) creating an interest and destination point to both travellers and local community. On completion the Woodlands Cultural Community and Visitor Centre the project will add to the economic and social diversity of Norseman and the Shire of Dundas.

Statutory Environment

When a local government is proposing to enter into a contract for the supply of goods or services and the value of that contract exceeds \$150,000 excluding GST, it is required to call for tenders. There is an exemption to this requirement if the goods or services are purchased using the WALGA Preferred Supplier Panel.

Policy Implications

F.3 Shire of Dundas Purchasing Policy

Financial Implications

The Woodlands Cultural, Community and Visitor Centre Project grant funds received are allocated in the Shire's budgets.

Strategic Implications**Theme 2: A thriving local economy and economic base.**

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

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.

2.4 Provide Infrastructure that Stimulates Growth

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

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

CEO

DCEO

Manager of Works

Shire of Dundas Development Services

GFG Consulting

Comment

GFG Consulting are in the final stages of preparing the documents for the tender process. The selection criteria presented to Council below will assist the assessment panel in making open and transparent judgements once the tender process has closed and applications are evaluated.

The selection criteria address both *Qualitative Criteria* and *Price Criteria*, with weighting reflecting the relative importance of each criteria. Weighting allows for evaluation of the more than just Price, it does not exclude Price consideration.

Specific criteria such as Access, Inclusion & Cultural Diversity & Regional Preference are areas which need to be reported back to funding bodies.

The table below contains the suggested *Selection Criteria* and allocated *Weighting* to be included in the tender.

Selection Criteria	Weighting %
Key Personnel (SCHEDULE B3)	15%
Outline Key Personnel to be used on the Project and their project involvement; and a summary of their project experience.	
Relevant Project Experience (SCHEDULE B5)	10%
Provide a summary of relevant projects completed by your company within the last 10 years.	
Occupational Health & Safety (SCHEDULE B15)	5%

Provide a summary of the company's OH&S practices and safety record (including LTI's, MTI's & First Aid incidents) for the past 5 years.	
<p>Access, Inclusion & Cultural Diversity (SCHEDULE B18)</p> <p>Provide details of the employment opportunities your organisation offers for <i>to people with disability, Aboriginal Australians, young people, seniors and people from culturally diverse backgrounds.</i></p>	5%
<p>Regional Preference</p> <p>Provide details of the regional contractors/subcontractors within below zones, to be involved in the project. <i>Zone 1 is the Shire of Dundas</i> <i>Zone 2 includes the Shires comprising Goldfields Voluntary Regional Of Councils namely Ravensthorpe, Coolgardie, Kalgoorlie-Boulder, Menzies, Laverton, Leonora, Wiluna, Ngaanyatjarraku and Esperance.</i></p>	15%
<p>Price</p> <p><u>Regional Price Preference</u></p> <p>The following levels of preference, (excluding GST) may be applied under this policy: Zone 1: Goods and services including Construction (building) services, up to a maximum price variation of 5% Zone 2: Goods and services including Construction (building) services, to a maximum Price variation of 2.5%</p> <p><i>The level of preference outlined above will be applied as either a regional business preference or as a regional content preference but not both. The maximum variation shall not exceed \$50,000 in any circumstance.</i></p> <p><i>Zone 1 is the Shire of Dundas.</i></p> <p><i>Zone 2 includes the Shires comprising GVROC namely Ravensthorpe, Coolgardie, Kalgoorlie-Boulder, Menzies, Laverton, Leonora, Wiluna, Ngaanyatjarraku and Esperance.</i></p> <p><i>To qualify, a business must have established a permanent office in the Prescribed Area for at least six (6) months prior to bids being sourced.</i></p> <p><i>Contractors to provide details of the regional content and evidence of office location and tenure to satisfy this criteria.</i></p>	50%

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas Council approve the Selection Criteria and designated Weighting Percentages for the Woodlands Cultural, Community and Visitor Centre Building and Construction Tender Document as presented in the Officer's report.

Moved Cr:
Seconded Cr:

Resolution

Carried by: Simple Majority For: Against

8 Next Meeting

The next Special Meeting of the Council will be called as required.

9 Closure of Meeting

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