



**Minutes**  
**Ordinary Council Meeting**  
**18<sup>th</sup> April 2017**

MINUTES of the ORDINARY Meeting of the Council  
held in the Council Chambers at the Shire  
Administration Office – Prinsep Street Norseman on  
the 18<sup>th</sup> April 2017 commenced 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. The Shire President advised all in attendance that the Council meeting is under video surveillance.

This Council meeting is being held on the traditional lands of the Ngadju people and I wish to acknowledge them as traditional owners and pay my respects to their elders, past and present.

The Chief Executive Officer read aloud the disclaimer that is on the front page of the agenda.

The Shire President read aloud the following Affirmation of Civic Duty and Responsibility.

I make this affirmation in good faith on behalf of Elected Members and Officers of the Shire of Dundas. We collectively declare that we will duly, faithfully, honestly, and with integrity fulfil the duties of our respective office and positions for all the people in the district according to the best of our judgement and ability. We will observe the Shire's Code of Conduct and Standing Orders to ensure the efficient, effective and orderly decision making within this forum.

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

### Financial Interests:

Nil

### Proximity Interests:

Cr Webb – Item 12.1

### Impartiality Interests:

Nil

### Gifts Received by Councillors:

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

Nil

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

|                 |                                |
|-----------------|--------------------------------|
| Cr J Best       | Shire President                |
| Cr LW Webb      | Deputy Shire President         |
| Cr JEP Hogan    |                                |
| Cr AR Patupis   |                                |
| Cr LG Bonza     |                                |
| Doug Stead      | Chief Executive Officer        |
| Gihan Kohobange | Deputy Chief Executive Officer |
| Jon Fry         | Manager of Works & Services    |
| Pania Turner    | Community Development Officer  |

### **Apologies**

|                 |                               |
|-----------------|-------------------------------|
| Cr YH Vicensoni |                               |
| Sonya Ellison   | Senior Administration Officer |

**Public Gallery**

Michael Ramsay, William Farrelly, Yvonne Ramsay, Rhys Nevin, Janine Thornton, Shane Morgan, Jo Morgan, Shayne Annice, Tracy Dixon

**4 Response to Previous Public Questions Taken on Notice.**

Nil

**5 Public Question Time.**

Nil

**6 Applications for Leave of Absence.**

Cr Best – Ordinary Council Meeting 16<sup>th</sup> May 2017.

**7 Confirmation of Minutes of Previous Meeting.**

- 7.1 Minutes of the Ordinary Meeting of Council held on 18<sup>th</sup> March 2017 be confirmed as a true and accurate record.

**Recommendation**

**That the minutes of the Ordinary Council Meeting held on 18th March 2017 be confirmed as a true and accurate record.**

Moved Cr: Hogan  
Seconded Cr: Patupis

**Resolution**

**That the minutes of the Ordinary Council Meeting held on 18th March 2017 be confirmed as a true and accurate record.**

Carried by: Simple Majority For: 5 Against 0

**8 Petitions, Deputations or Presentations.**

Nil

**9 Announcements by Presiding Member without Discussion.**

The Shire President appreciated the efforts put in by the community development Manager and her team in organising Jungkajungka Woodlands festival in a very successful manner.

**10 Reports of Officers.**

**10.1 Planning, Development, Health and Building**

| <b>Agenda Reference &amp; Subject</b>  |                             |
|--|-----------------------------|
| <b>10.1.1 – Application for Mining Tenement Exploration Licence No 63/1849</b> |                             |
| Location / Address   | Shire of Norseman           |
| File Reference   | GR.SL.6                     |
| Author   | Doug Stead                  |
| Date of Report   | 11 <sup>th</sup> April 2017 |
| Disclosure of Interest   | Nil                         |

Summary

For the Council of the Shire of Dundas to consider and approve the application received for Mining Tenement Exploration Licence No 63/1849.

Background

Council may recall that at the March Council Meeting approval was given for Exploration Licences 63/1842 and 63/1843. The current application for 63/1849 lies to the left of 63/1843.

Statutory Environment

Mining Act 1978

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Consultation

Works Manager

Comment

The mine site in question does not infringe on any of the Shire's natural assets.

Voting Requirements

Simple Majority

**Officer Recommendation**

**That the Council of the Shire of Dundas approve the application for Exploration Licence 63/1849.**

Moved Cr: Webb  
Seconded Cr: Hogan

**Resolution**

**That the Council of the Shire of Dundas approve the application for Exploration Licence 63/1849.**

Carried by: Simple Majority

For: 5

Against 0

**10.2 Engineering and Works**

| <b>Agenda Reference &amp; Subject</b>                            |                             |
|--|-----------------------------|
| <b>10.2.1 – Awarding of Haulage Contract – Norseman Airstrip</b> |                             |
| Location / Address   | Shire of Dundas             |
| File Reference   | Reserve                     |
| Author   | Doug Stead                  |
| Date of Report   | 12 <sup>th</sup> April 2017 |
| Disclosure of Interest   | Nil                         |

**Summary**

For the Council of the Shire of Dundas to consider and approve the awarding of the contract for the haulage of rock from Higginsville to Norseman Airstrip.

**Background**

Council have approved the commencement of phase 2 of the Airstrip Update project. The hauling of rock from Higginsville to Norseman is the first step in phase 2 and the rock will be off-loaded along the airstrip.

**Statutory Environment**

Local Government Purchasing Policy.  
Local Government (Functions and General) Regulations.

**Policy Implications**

Compliance with Policy F-3 Purchasing Policy

**Financial Implications**

The cost of haulage forms part of the budget prepared for this fully funded project.

**Strategic Implications**

The Shire's Strategic Plan includes the upgrade of the Norseman Airstrip.

**Consultation**

Works Manager, DCEO, Project Consultants, Avoca Mining.

**Comment**

Rock required for the construction of the airstrip is provided by MetalsX at no cost. MetalsX has advised the Shire in writing that they will not permit an additional haulage contractor on their mine site (see letter in Papers relating) as this would severely impact on their operations and have requested that we utilise the services of their current haulage contractor, MLG OZ.

MLG is in a unique position to backload rock on their return run to Mt Henry and have submitted a quote.

Our Project Managers have obtained quotations from other contractors to haul rock from Higginsville on the assumption that Metalsx would entertain other contractors on site.

The quote from MLG is the most attractive.

The statement received from MetalsX provides an acceptable exemption from the requirements of the Local Government Purchasing Policies (and those accepted by the Shire). The exemptions are as set out in Local Government (Functions and General) Regulations 1996 – Reg 11 (f).

This document is included in Papers Relating.

#### Voting Requirements

Simple Majority

#### Officer Recommendation

**That the Council of the Shire of Dundas approve the quotation received from MLG OZ of \$2.86 per tonne for approximately 225,000 tonnes to be transported from Higginsville to the Norseman Airstrip under the exemption sets out in Local Government (Functions and General) Regulations 1996 – Reg 11 (f).**

Moved Cr: Patupis

Seconded Cr: Webb

#### Resolution

**That the Council of the Shire of Dundas approve the quotation received from MLG OZ of \$2.86 per tonne for approximately 225,000 tonnes to be transported from Higginsville to the Norseman Airstrip under the exemption sets out in Local Government (Functions and General) Regulations 1996 – Reg 11 (f).**

Carried by: Simple Majority

For: 5

Against 0

### 10.3 Members and Policy

| <b>Agenda Reference &amp; Subject</b>                          |                            |
|--|----------------------------|
| <b>10.3.1 – New Policy – Staff Recruitment &amp; Selection</b> |                            |
| Location / Address   | Shire of Dundas            |
| File Reference   | GV.CO                      |
| Author   | Gihan Kohobange            |
| Date of Report   | 4 <sup>th</sup> April 2017 |
| Disclosure of Interest   | Nil                        |

#### Summary

For the Council to consider the adoption of a new policy in relation to Staff Recruitment and Selection

#### Background

In considering the process for the appointment of staff it was noted that the Shire staff did not have a clear policy or direction on staff recruitment and selection.

#### Statutory Environment

Relevant legislations governing the recruitment and selection process are as follows:

- Workplace Relations Act 1996
- Fair Work Act 2009
- Age Discrimination Act 2004
- Human Rights and Equal Opportunity Commission Act 1986
- Equal Opportunity for Women in the Workplace Act 1999
- Local Government Act 1995
- Equal Opportunity Act 1984

#### Policy Implications

There is no Shire policy that deals with the appointment of staff

#### Financial Implications

Nil - however without a clear policy in relation to staffing issues, the Council may be subject to challenge in its process whereby incurring costs to defend it processes

#### Strategic Implications

N/A

#### Consultation

N/A

#### Comment

The recent resignation and appointment of a casual employee highlighted the lack of a definitive policy and process with which to undertake staff selection and recruitment. The development of a policy is necessary to ensure that the Shire undertakes a consistent approach and process when looking for new staff members.

The draft policy included in the papers relating is sourced from some other local governments who have documented their process in recruiting and appointing staff.

It is considered best practice to develop and adopt a similar policy that meets the needs of our organisation.

#### Voting Requirements

Simple Majority

#### Officer Recommendation

**That the draft policy “HR.14 Staff Recruitment and Selection” as included in the papers relating be adopted by the Council.**

Moved Cr: Bonza  
Seconded Cr: Patupis

#### Resolution

**That the draft policy “HR.14 Staff Recruitment and Selection” as included in the papers relating be adopted by the Council.**



Carried by: Simple Majority

For: 5

Against 0

| <b>Agenda Reference &amp; Subject</b>                    |                             |
|--|-----------------------------|
| <b>10.3.2 – Voting Delegates – Local Government Week</b> |                             |
| Location / Address                                       | Shire of Dundas             |
| File Reference   | GR.LO.3                     |
| Author   | Doug Stead                  |
| Date of Report   | 11 <sup>th</sup> April 2017 |
| Disclosure of Interest                                   | Nil                         |

Summary

For the Council of the Shire of Dundas to nominate two voting delegates for the WALGA 2017 Annual General Meeting to be held in Perth on the 2<sup>nd</sup> August 2017.

Background

The WALGA AGM is held every year in August during local government week. Each local government has the opportunity for two delegates to vote on WALGA resolutions.

Statutory Environment

N/A

Policy Implications

N/A

Financial Implications

N/A

Strategic Implications

To enable the Shire of Dundas to be involved in the direction of WALGA.

Consultation

Councillors

Comment

Elected members and serving officers are permitted to be voting delegates. The Shire President has already indicated that she will be attending local government week. As it is normal practice for the Shire President (although not compulsory) to be a voting delegate the Council has the opportunity to nominate another voting delegate.

The CEO will be attending local government week this year. The Council may also nominate a proxy delegate.

Voting Requirements

Simple Majority

**Officer Recommendation**

That the Council of the Shire of Dundas endorse the Shire President Jacquie Best and Cr. LG Bonza to be voting delegates and the Chief Executive Officer be endorsed as a proxy for the WALGA 2017 Annual General Meeting to be held at local government week in August 2017.

Moved Cr: Patupis  
Seconded Cr: Hogan

**Resolution**

That the Council of the Shire of Dundas endorse the Shire President Jacquie Best and Cr. LG Bonza to be voting delegates and the Chief Executive Officer be endorsed as a proxy for the WALGA 2017 Annual General Meeting to be held at local government week in August 2017.

Carried by: Simple Majority For: 5 Against 0

**10.4 Administration, Finance and Community Service**

| <b>Agenda Reference &amp; Subject</b>   |                          |
|---|--------------------------|
| <b>10.4.1 – Accounts Paid 1<sup>st</sup> March 2017 to 31<sup>st</sup> March 2017</b> |                          |
| Location / Address  | Shire of Dundas          |
| File Reference  | FM.CR                    |
| Author  | Accounts Payable Officer |
| Date of Report  |                          |
| Disclosure of Interest  | Nil                      |

**Trust Cheques**

| <b>Chq/EFT</b> | <b>Date</b> | <b>Name</b>                | <b>Description</b>   | <b>Amount</b>   |
|----------------|-------------|----------------------------|----------------------|-----------------|
| 525            | 08/03/2017  | Shire of Dundas Petty Cash | Recoup to Petty Cash | 200.00          |
| 526            | 31/03/2017  | Shire of Dundas Petty Cash | Recoup to Petty Cash | 550.00          |
|                |             |                            |                      | <b>\$750.00</b> |

**Municipal Cheques**

| <b>Cheque</b> | <b>Date</b> | <b>Name</b>                      | <b>Description</b>  | <b>Amount</b> |
|---------------|-------------|----------------------------------|---|---------------|
| 26226         | 03/03/2017  | Horizon Power                    | Electricity Usage 16.12.16 - 15.02.17 \$6908.90<br>Electricity Usage 15.12.16 – 14.02.17 \$3341.43<br>Electricity Usage 15.12.16 – 14.02.17 \$55.56<br>Electricity Usage 17.12.16 – 16.02.17 \$453.32 | 10759.21      |
| 26227         | 03/03/2017  | McLeod's Barristers & Solicitors | Advice in relation to defamatory statements (related to open letter)  | 1473.49       |
| 26228         | 03/03/2017  | Telstra Corporation Limited      | Landline & Internet Usage 05.02.17 - 04.03.17 \$1232.61<br>Satellite Usage 16.02.17 – 15.03.17 \$167.17<br>Mobile Usage 17.02.17 – 16.03.17 \$1023.93   | 2423.71       |
| 26229         | 08/03/2017  | Shire of Dundas Petty            | Recoup to Petty Cash 08.02.17 -   | 557.05        |

|       |            |                                  |   |                    |
|-------|------------|----------------------------------|---|--------------------|
|       |            | Cash                             | 07.03.17  |                    |
| 26230 | 10/03/2017 | Horizon Power                    | Street Light Usage 01.02.2017 - 28.02.2017 \$3236.98<br>Electricity Usage 21.12.17 – 20.02.17 \$3211.05 | 6448.03            |
| 26231 | 17/03/2017 | RCW Traders                      | Supply lunches for 6 people (German Golf Visit)   | 67.00              |
| 26232 | 17/03/2017 | Telstra Corporation Limited      | Youth ADSL 20.02.17 - 19.03.17  | 59.95              |
| 26233 | 27/03/2017 | Horizon Power                    | Electricity Usage 17.02.17 - 13.03.17   | 32.02              |
| 26234 | 27/03/2017 | Telstra Corporation Limited      | Landline & Internet Usage 05.03.17 - 04.04.17   | 1284.78            |
| 26235 | 31/03/2017 | Shire of Dundas Petty Cash       | Recoup to petty cash 10.03.17 - 31.03.17  | 212.00             |
| 26236 | 31/03/2017 | Banner Excavating & Rockbreaking | Hire of Ex.450 Rockbreaker 22.4hours, Labour and Accommodation – Mort Harslett Drive                    | 9499.93            |
| 26237 | 31/03/2017 | Telstra Corporation Limited      | Mobile Usage 17.03.17 - 16.04.17 \$824.00<br>Satellite Usage 16.03.17 – 15.04.17 \$140.00               | 964.00             |
| 26238 | 31/03/2017 | Water Corporation                | Various Water Accounts (01.03.2017 - 30.04.2017)  | 1685.31            |
|       |            |                                  |   | <b>\$35'466.48</b> |

**Municipal Account EFT's**

| <b>EFT</b> | <b>Date</b> | <b>Name</b>                   | <b>Description</b>   | <b>Amount</b> |
|------------|-------------|-------------------------------|--|---------------|
| EFT1385    | 03/03/2017  | Norseman All Terrain Survey's | Survey Mort Harslett Drive - 100km & 9.75hrs   | 1518.90       |
| EFT1386    | 03/03/2017  | Courier Australia             | Freight (Powerplant)   | 15.90         |
| EFT1388    | 03/03/2017  | Douglas Partners              | Norseman Aerodrome - Earthwork & Pavement Specifications Preparation   | 1952.50       |
| EFT1389    | 03/03/2017  | Esperance Communications      | Repair lost TV reception at 82 Angove (Install TV Wall point in office, replace UHF & VHF TV antennas and install booster. Connect Apple TV to Wi-Fi. All connected and working) | 1320.90       |
| EFT1390    | 03/03/2017  | Esperance Motor Group Pty Ltd | Carry out 12month/20'000km Service on Toyota Prado   | 556.61        |
| EFT1391    | 03/03/2017  | Fairies and Other Mischief    | Face painter, Travel & Accommodation for Gold Fever Festival   | 1200.00       |
| EFT1392    | 03/03/2017  | Golden Line Fencing           | Supply and Install Fencing at New Doctors Residence  | 21230.00      |
| EFT1393    | 03/03/2017  | FAJ IT Services Unit Trust    | Purchase 1x 3m Network Cable for Monique Guest Laptop  | 8.80          |
| EFT1394    | 03/03/2017  | City of Kalgoorlie-Boulder    | Box Destruction x7 - Records   | 77.00         |
| EFT1395    | 03/03/2017  | Kalgoorlie Retravision        | Purchase 113L White Bar Fridge for Norseman Pool   | 228.00        |
| EFT1396    | 03/03/2017  | Malcolm Thompson              | Rebuild mono pump at Effluent  | 2157.38       |

|         |            | Pumps                                    | Pond  |          |
|---------|------------|--|---|----------|
| EFT1397 | 03/03/2017 | Norseman Turf Club                       | Contributions Towards 2017 Race Day   | 3500.00  |
| EFT1398 | 03/03/2017 | Raven Song Sessions                      | Tani Walker Trio: Friday 10th March – Gold fever festival   | 1000.00  |
| EFT1399 | 03/03/2017 | South East Petroleum                     | Diesel 7900lts \$9659.80<br>Diesel & Unleaded Fuel Sales \$1126.67  | 10786.47 |
| EFT1400 | 03/03/2017 | Sheridan's for Badges                    | Badge x1 for Pania Turner (Manager of Community Development)  | 60.20    |
| EFT1401 | 03/03/2017 | SJR Civil Consulting Pty Ltd             | Road Design for Mort Harslett Drive (8 Hours)   | 968.00   |
| EFT1402 | 03/03/2017 | IT Vision                                | SynergySoft GDA Update  | 495.00   |
| EFT1403 | 03/03/2017 | Bubble Ventures Pty Ltd                  | Monster Bubbles & Giant Bubbles Blowing Activity for Gold Fever (50% of invoice)  | 1099.45  |
| EFT1405 | 07/03/2017 | James Doyle Amusements                   | Supply & Operate Equipment for Gold Fever Festival 11.03.2017   | 7600.00  |
| EFT1406 | 10/03/2017 | Eucla Motor Hotel                        | Accommodation, Meals and Diesel for Steve 02.03.17 - 04.03.17 \$600.29<br>Accommodation & Fuel for Steve Bowyer 27.02.17 – 01.03.17 \$480.33<br>(Community hall fire)   | 1080.62  |
| EFT1407 | 10/03/2017 | Australia Post                           | Postage (03.01.17 - 31.01.17)   | 295.19   |
| EFT1408 | 10/03/2017 | OfficeMax                                | Purchase 4x Inks, 3x Monitor Stands and 3x Document Holders \$358.04<br>Supply 6x Boxes of clips, 2x packs of adhesive flags and 5x Ctn's of A4 paper \$172.22<br>Purchase stationery for Community Meeting 11.02.17 \$142.00<br>Purchase labelling tape, drawing pins, storage shelves & packing tape \$50.62<br>Purchase laminating pouches, document holder stands and monitor stands \$117.25 | 840.13   |
| EFT1409 | 10/03/2017 | Carroll & Richardson - Flagworld Pty Ltd | Purchase 6 Flag Push pull Rods  | 1315.60  |
| EFT1410 | 10/03/2017 | Child Support                            | Payroll deductions  | 87.63    |
| EFT1411 | 10/03/2017 | Shire of Dundas Municipal Fund           | Payroll deductions  | 600.00   |
| EFT1412 | 10/03/2017 | Dundas Fencing & Building Maintenance    | Works at Museum - Gazebo Alterations \$8250.00<br>Unblock male public toilet at Welcome Park \$82.50<br>Works at town hall – Clear blockage \$165.00<br>Pump out septic tank at pensioner units \$416.90  | 10025.40 |

|         |            |                                    |  |         |
|---------|------------|------------------------------------|--|---------|
|         |            |                                    | Carry out temporary repairs on veranda at youth centre \$77.00<br>Supply & install new ceiling to veranda at youth centre \$1034.00    |         |
| EFT1413 | 10/03/2017 | Elite Gym Hire                     | Hire of Weights System (12.02.17 - 12.03.17) \$568.65<br>Hire of Treadmill (12.02.17 - 12.03.17) \$316.53                              | 885.18  |
| EFT1414 | 10/03/2017 | Esperance Beachfront Resort        | Accommodation for Vicensoni (31.1.17 - 2.2.17) and D.Stead (02.02.17)  | 387.00  |
| EFT1415 | 10/03/2017 | Goldfields Toyota                  | Carry out 12month/20'000km Service on Toyota Hiace Bus   | 365.16  |
| EFT1416 | 10/03/2017 | Griffin Valuation Advisory         | Final 50% of agreed amount for professional valuation & disbursements  | 5961.47 |
| EFT1417 | 10/03/2017 | Happy Mutants P/L T/as Acorn Photo | Phoenix Park Aluminium Plaque  | 210.65  |
| EFT1418 | 10/03/2017 | FAJ IT Services Unit Trust         | Monthly Service Agreement  | 2548.18 |
| EFT1419 | 10/03/2017 | Tipsy Jipsy's                      | Live Entertainment at Norseman Workers Club 11.03.2017 for Gold Fever Festival   | 1000.00 |
| EFT1420 | 10/03/2017 | Kelmatt Australia                  | Supply 3x Post Padding Velcro for Swimming Pool  | 724.90  |
| EFT1421 | 10/03/2017 | Star Track Credit                  | Freight (Jason Signmakers x3) \$930.29<br>Freight (Bunzl) \$173.10   | 1103.39 |
| EFT1422 | 10/03/2017 | Norseman IGA                       | Various Items Purchased 03.01.2017 - 31.01.2017  | 1101.54 |
| EFT1423 | 10/03/2017 | Norseman Community Resource Centre | Laminating for M.McEwan  | 40.00   |
| EFT1424 | 10/03/2017 | Navman Wireless Australia Pty Ltd  | Monthly Satellite Service 05.02.17 - 04.03.17  | 65.89   |
| EFT1425 | 10/03/2017 | Online Business Equipment          | Supply 5x Assorted inks for Sharp Printer \$473.00<br>Purchase 1x Matt Black Ink \$94.60<br>Supply 2x Paper Rolls for Plotter \$114.40 | 682.00  |
| EFT1426 | 10/03/2017 | Office National Kalgoorlie         | Purchase 3x Magazine Racks for CEO Office  | 45.30   |
| EFT1427 | 10/03/2017 | Powerplant Motorcycles Pty Ltd     | Please supply a self-feed head and spindle for Honda Brush Cutter  | 50.00   |
| EFT1428 | 10/03/2017 | Party Tricks Kalgoorlie            | Hire of Trixie" - Airbrush Tattoo's & Balloon Twisting for 4 Hours" - Gold fever festival  | 900.00  |
| EFT1429 | 10/03/2017 | E & MJ Rosher                      | Supply 2x Discharge Covers, 2x Pins and 2x Springs for P300  | 120.10  |
| EFT1430 | 10/03/2017 | Soil Water Consultants             | Design work for Drying beds - Project No SDD-005-5-17 \$3465.00<br>NLWF Biannual Waste Water & Ground Water Sampling \$2385.90         | 5850.90 |

|         |            |                                       |   |          |
|---------|------------|---------------------------------------|---|----------|
| EFT1431 | 10/03/2017 | Norseman Hardware                     | Various hardware items (January 2017)   | 634.32   |
| EFT1432 | 10/03/2017 | Wilson's Diesel & Auto Repairs        | Carry out 1000hr service on Bomag Road Roller \$1882.50<br>Weld up bracket for deck wheel, replace missing pin with bolts for deck pivot on P268 \$113.80   | 1996.30  |
| EFT1433 | 10/03/2017 | WesTrac Pty Ltd                       | Travel cost for Replacing fuel tank on P301   | 1210.00  |
| EFT1436 | 17/03/2017 | Australian Taxation Office            | BAS (February 2017)   | 31006.00 |
| EFT1437 | 17/03/2017 | Austral Mercantile Collections        | Rates Debt Collection   | 7476.25  |
| EFT1438 | 17/03/2017 | OfficeMax                             | Purchase 2x Black Toners for CEO office \$271.35<br>Credit – Returned 3x Document Holders -\$89.66<br>Purchase 1x pack of blu take \$1.73<br>Supply 2x Stamps (President & Deputy President) \$136.00 | 319.42   |
| EFT1439 | 17/03/2017 | J Best                                | Claim (Council & Audit Meeting 21.02.17)  | 363.00   |
| EFT1440 | 17/03/2017 | Laurene Bonza                         | Claim (Council & Audit Meeting 21.02.17)  | 240.00   |
| EFT1441 | 17/03/2017 | BOC Limited                           | Container Service Fee (29.01.17 - 25.02.17)   | 30.75    |
| EFT1442 | 17/03/2017 | Cuten Guneder Machinery               | Truck hire - 159.50 Hours (2nd - 28th Feb) \$13557.50<br>Hire of Venieri – 30hrs (6,7,13 Feb 17) \$1500.00  | 15057.50 |
| EFT1443 | 17/03/2017 | Dundas Fencing & Building Maintenance | Dry hire of Cherry picker   | 104.50   |
| EFT1444 | 17/03/2017 | Esperance Rural Supplies              | Purchase 4x Kamba 10lt  | 882.11   |
| EFT1445 | 17/03/2017 | Florissons Furniture                  | Supply and Install Window Treatments for Doctors Residence (plus travel)  | 5985.00  |
| EFT1446 | 17/03/2017 | Great Western Motel                   | Accommodation & Meals for John Phillips 6-8 March 2017  | 268.00   |
| EFT1447 | 17/03/2017 | JEP Hogan                             | Claim (Council & Audit Meeting 21.2.17)   | 240.00   |
| EFT1448 | 17/03/2017 | John Phillips Consulting              | CEO Workshop Review 7 March 2017  | 2750.00  |
| EFT1449 | 17/03/2017 | Star Track Credit                     | Freight (Jason Signmakers & Fulton Hogan)   | 1338.39  |
| EFT1450 | 17/03/2017 | Norseman Community Resource Centre    | Printing of the Norseman Today - Vol 33 No2 420x Copies   | 2520.00  |
| EFT1451 | 17/03/2017 | Online Business Equipment             | Monthly Fee for Annual Timebased Agreement No17649  | 71.50    |
| EFT1452 | 17/03/2017 | Rasa Patupis                          | Claim (Council & Audit Meeting 21.02.17)  | 240.00   |
| EFT1453 | 17/03/2017 | YH Vicensoni                          | Claim (Council & Audit Meeting 21.02.17)  | 240.00   |

|         |            |   |   |          |
|---------|------------|---|---|----------|
| EFT1454 | 17/03/2017 | Bubble Ventures Pty Ltd                 | Monster Bubbles & Giant Bubbles Blowing Activity for Gold Fever (Remaining 50% of invoice)  | 1099.45  |
| EFT1455 | 17/03/2017 | Wilsons Diesel & Auto Repairs           | Carry out 140'000km Service on P284 \$1940.10<br>Supply parts for repairs to kangaroo damage on P302 (job done 17.10.16)\$144.80<br>Remove & replace left rear light assembly on Nissan Navara \$237.40<br>Remove and replace damaged bumper on Hino 500 Truck \$805.70<br>Check battery light on dash and repair on P300 \$705.80<br>Carry out 70'000km service on P288 and replace all four tyres (job done 14.09.17) \$1498.60 | 5332.40  |
| EFT1456 | 17/03/2017 | LW Webb                                 | Claim (Council & Audit Meeting 21.02.17)  | 240.00   |
| EFT1457 | 17/03/2017 | West Australian Newspapers Limited      | Kalgoorlie Miner - Gold Fever Festival Advertisement 04.03.2017   | 440.00   |
| EFT1458 | 17/03/2017 | Shire of Dundas                         | Excess rates utilised to settle an invoice for private work.  | 315.00   |
| EFT1459 | 21/03/2017 | Newman's Landscaping                    | Supply & Installation of Landscaping at Doctors New Residence   | 33005.50 |
| EFT1487 | 27/03/2017 | ZircoDATA Pty Ltd                       | Storage of Rate Books, Minute Books New & Old 01.02.17 - 28.02.17   | 172.07   |
| EFT1488 | 27/03/2017 | J Best                                  | Gold Fever Arts & Craft 2017  | 180.00   |
| EFT1489 | 27/03/2017 | BP Norseman                             | Diesel, Unleaded & Catering for FEBRUARY 2017   | 1477.53  |
| EFT1490 | 27/03/2017 | Bay of Isles Furniture                  | Purchase furniture for doctors new residence  | 14349.00 |
| EFT1491 | 27/03/2017 | Child Support                           | Payroll deductions  | 82.77    |
| EFT1492 | 27/03/2017 | Shire of Dundas Municipal Fund          | Payroll deductions  | 675.00   |
| EFT1493 | 27/03/2017 | Dundas Fencing & Building Maintenance   | Works at Phoenix Park - Cut trees to allow for electrical works - Prune tree's as requested \$682.00<br>Work at admin – install picture hangers and change handle to west door \$385.00   | 1067.00  |
| EFT1494 | 27/03/2017 | Department of Fire & Emergency Services | ESL (February 2017)   | 739.56   |
| EFT1495 | 27/03/2017 | Goldfields Image Works                  | Collate information and provide photographs for various mine license applications   | 2750.00  |
| EFT1496 | 27/03/2017 | Jason Signmakers                        | Purchase 3x road train entering signs, 6x post extra lights, 6x post gap galvanised and 24x bolt nut &  | 1958.22  |

|         |            |                                 |  |          |
|---------|------------|---------------------------------|--|----------|
|         |            |                                 | washers  |          |
| EFT1497 | 27/03/2017 | Marketforce                     | Advertisement - Regional Price Preference Policy WA 03.02.17   | 316.94   |
| EFT1498 | 27/03/2017 | Norseman IGA                    | Various Items Purchased<br>01.02.17 - 28.02.17   | 792.92   |
| EFT1499 | 27/03/2017 | Online Business Equipment       | Supply black toner for Samsung Printer   | 150.15   |
| EFT1500 | 27/03/2017 | Fulton Hogan Industries Pty Ltd | 48x 20kg Ezystreet Bioblend Asphalt  | 1795.20  |
| EFT1501 | 27/03/2017 | Puzzle Consulting               | Community Meeting, Lotterywest applications, Building better regions fund application  | 11968.00 |
| EFT1502 | 27/03/2017 | Raywyn Bond                     | Gold Fever Arts & Craft 2017   | 350.00   |
| EFT1503 | 27/03/2017 | Redcat.Media                    | Gold fever festival film and editing with delivery of promotional footage  | 440.00   |
| EFT1504 | 27/03/2017 | South East Petroleum            | Diesel 7900lts \$9554.66<br>Diesel and unleaded fuel sales \$580.88<br>Diesel 7000lts \$8603.21  | 18738.75 |
| EFT1505 | 27/03/2017 | Valma Schultz                   | Gold Fever Arts & Craft 2017   | 100.00   |
| EFT1506 | 27/03/2017 | Misty-Lee Smart                 | Gold Fever Arts & Craft 2017   | 100.00   |
| EFT1507 | 27/03/2017 | Angela Smart                    | Gold Fever Arts & Craft 2017   | 100.00   |
| EFT1508 | 27/03/2017 | Norseman Hardware               | Various hardware items<br>(01.02.2017 - 28.02.2017)  | 946.68   |
| EFT1509 | 27/03/2017 | Keana Buckley                   | Gold Fever Arts & Craft 2017   | 225.00   |
| EFT1510 | 27/03/2017 | WA Tyre Recovery                | Collection of 419x Tyres   | 2904.90  |
| EFT1511 | 27/03/2017 | Sharon Warner                   | Gold Fever Arts & Craft 2017   | 475.00   |
| EFT1512 | 27/03/2017 | Kim Wills                       | Gold Fever Arts & Craft 2017   | 200.00   |
| EFT1513 | 31/03/2017 | Eucla Motor Hotel               | Accommodation & Meals (2x Shire Workers) 19th & 20th March 2017 – Street maintenance work  | 677.00   |
| EFT1514 | 31/03/2017 | Australia Post                  | Large Post Office Box and Postage 01.02.17 – 28.02.17  | 547.89   |
| EFT1515 | 31/03/2017 | Bunzl Limited                   | Purchase 10x Cartons of HD Bin Liners  | 556.16   |
| EFT1516 | 31/03/2017 | OfficeMax                       | Supply of 4x Ergonomic Office Chairs (As per ergonomic assessment report November 2016 LGIS)   | 1880.03  |
| EFT1517 | 31/03/2017 | J Best                          | President Allowance (Jan-March)  | 3000.00  |
| EFT1518 | 31/03/2017 | BP Norseman                     | Catering for Meeting on 07.03.17   | 78.50    |
| EFT1519 | 31/03/2017 | Courier Australia               | Freight (Pathwest) \$55.03<br>Freight (State Library) \$42.17  | 97.20    |
| EFT1520 | 31/03/2017 | Commander Australia Limited     | Service & Equipment - Quarterly System Maintenance 09.04.17 - 08.07.17   | 284.16   |
| EFT1521 | 31/03/2017 | Esperance Rural Supplies        | Supply Trodon 10lt, Soil wetter 20lt, Enhance 20lt, Ammonia Sulphate 25kg, Metsulfuron 500gm, Red dye marking 5lt, Drum Master 5lt & Garlon 20lt | 914.44   |
| EFT1522 | 31/03/2017 | A.D. Engineering                | Town clock quarterly service   | 132.00   |



|         |            |                                   |  |          |
|---------|------------|-----------------------------------|--|----------|
|         |            | International                     | (02.03.17 - 03.06.17)  |          |
| EFT1523 | 31/03/2017 | Full Throttle Auto Pty Ltd        | Carry out service on Honda Trimmer   | 367.25   |
| EFT1524 | 31/03/2017 | Goldfields Locksmiths             | Purchase 20x ABUS Padlocks for Phoenix Park  | 314.00   |
| EFT1525 | 31/03/2017 | Golden City Motors                | Purchase 1x 2017 8x5 Box Trailer with spare wheel, 8x5 cage and spring loaded ramp & freight   | 6220.00  |
| EFT1526 | 31/03/2017 | Hornsey Plumbing & Gasfitting     | Install Admin Hot Water System, Phoenix Park repair broken waste pipes, Welcome Park info centre repair drink fountain, call out to pool to check chlorinator, fix taps at info centre | 2030.00  |
| EFT1527 | 31/03/2017 | Hamersley Building Co Pty Ltd     | Eucla Hall Fire - Removal of Debris  | 23980.00 |
| EFT1528 | 31/03/2017 | Jason Signmakers                  | Purchase 4x Road train entering signs, posts and fitting to suit signs \$3093.20<br>Supply 1x stop sign for haul road \$59.18<br>Supply 7x tags for road train signs \$621.78          | 3774.16  |
| EFT1529 | 31/03/2017 | City of Kalgoorlie-Boulder        | User charges for Records Storage 01.02.17 - 28.02.17   | 77.00    |
| EFT1530 | 31/03/2017 | Norseman Golf Club Inc            | Community Grant application 21/02/2017   | 3836.00  |
| EFT1531 | 31/03/2017 | Norseman District High School     | Community Grant Application 21/02/2017 – P&C additional equipment for fund raising   | 3000.00  |
| EFT1532 | 31/03/2017 | Navman Wireless Australia Pty Ltd | Monthly Satellite Service 05.03.17 - 04.04.17  | 65.89    |
| EFT1533 | 31/03/2017 | Wilson's Diesel & Auto Repairs    | Carry out 70'000km service on P283 and repair tyre puncture \$1681.60<br>Load test and supply battery on P269 \$176.60   | 1858.20  |
| EFT1534 | 31/03/2017 | LW Webb                           | Deputy President Allowance (Jan-March)   | 750.00   |
| 3971    | 02/03/2017 | Kilma Pty Ltd                     | Water Charges for CRC 81 Roberts St  | 94.15    |
| PAY     | 07/03/2017 | Payroll                           | Payroll Direct Debit of Net Pays   | 60552.58 |
| PAY     | 21/03/2017 | Payroll                           | Payroll Direct Debit of Net Pays   | 63159.60 |
| 3990    | 27/03/2017 | Tracy Dixon                       | Gold Fever Arts & Craft 2017 – Winner  | 100.00   |
| 3991    | 27/03/2017 | David Fagan                       | Gold Fever Arts & Craft 2017 – Winner  | 100.00   |
| 3992    | 27/03/2017 | Joyce Shields                     | Gold Fever Arts & Craft 2017 – Winner  | 100.00   |
| 3993    | 27/03/2017 | Kaydie Negus                      | Gold Fever Arts & Craft 2017 – Winner  | 100.00   |
| 3994    | 27/03/2017 | J Y Bennett                       | Gold Fever Arts & Craft 2017 – Enrico \$50.00 & Ellie \$50.00 Winners  | 100.00   |
| 3995    | 27/03/2017 | Michelle Robertson                | Gold Fever Arts & Craft 2017 –   | 375.00   |

|      |            |                |   |                     |
|------|------------|----------------|---|---------------------|
|      |            |                | Winner  |                     |
| 3996 | 27/03/2017 | Rachel Lambert | Gold Fever Arts & Craft 2017 – Winner                                   | 100.00              |
| 3997 | 27/03/2017 | Gretta Golubic | Gold Fever Arts & Craft 2017 – Winner                                   | 50.00               |
| 3998 | 27/03/2017 | Corryn Smart   | Gold Fever Arts & Craft 2017 – Winner                                   | 145.00              |
| 4001 | 31/03/2017 | Kilma Pty Ltd  | Rent for 81 Roberts Street – April 2017 (Norseman CRC)                  | 1100.00             |
| 4002 | 31/03/2017 | Kilma Pty Ltd  | Increase in Public Liability and Products for 81 Roberts (Norseman CRC) | 272.44              |
| 4003 | 31/03/2017 | Josie Boyle    | Participation in the Jungkajungka Woodlands Festival                    | 500.00              |
|      |            |                |   | <b>\$449'810.07</b> |

**Municipal Account Direct Debts**

| Chq/EFT | Date       | Name         | Description                               | Amount             |
|---------|------------|--------------|---|--------------------|
| 3969    | 01/03/2017 | ANZ Bank     | ANZ Merchant Fees                         | 108.85             |
| DD9229  | 10/03/2017 | Click Super  | Superannuation 22.02.2017 – 07.03.2017    | 16096.12           |
| 3983    | 14/03/2017 | 3E Advantage | Photocopier Lease Payment – February 2017 | 4380.17            |
| DD9254  | 28/03/2017 | Click Super  | Superannuation 08.03.2017 – 21.03.2017    | 15317.07           |
|         |            |              |   | <b>\$35'902.21</b> |

**Municipal Account Credit Cards**

| Chq/EFT     | Date              | Name                           | Description                                       | Amount          |
|-------------|-------------------|--------------------------------|---|-----------------|
| <b>3977</b> | <b>07/03/2017</b> | <b>Chief Executive Officer</b> |   |                 |
|             | 03/02/2017        | Caltex Esperance               | Diesel for Toyota Prado                           | \$129.19        |
|             |                   |                                |   | <b>\$129.19</b> |
| 3977        | 21/02/2017        | Bank Fees                      | ANZ Credit Card Bank Fees 23.01.2017 – 21/02/2017 | 18.92           |
|             |                   |                                |   | <b>\$148.11</b> |

## Summary of account totals

|                                   |                     |
|-----------------------------------|---------------------|
| Trust Cheques                     | \$750.00            |
| Municipal Cheques                 | \$35'466.48         |
| Municipal EFT's                   | \$449'810.07        |
| Municipal Direct Debit's          | \$35'902.21         |
| Municipal Credit Cards            | \$148.11            |
| <b>Grand total for March 2017</b> | <b>\$521'326.87</b> |

Voting Requirements

Simple Majority

Officer RecommendationThat the Shire of Dundas monthly accounts paid from 1<sup>st</sup> March 2017 to 31<sup>st</sup> March be noted.

Moved Cr: Webb  
 Seconded Cr: Hogan



| Agenda Reference & Subject  |                             |
|---|-----------------------------|
| <b>10.4.3 – CRC Management Report &amp; Financial Statements to 31st March 2017</b> |                             |
| Location / Address  | Shire of Dundas             |
| File Reference  | CS.SP.8                     |
| Author  | Deputy CEO                  |
| Date of Report  | 12 <sup>th</sup> April 2017 |
| Disclosure of Interest  | Nil                         |

Norseman Community Resource Centre



**Management Report & Monthly Statement of Financial Activity  
For the period ending 31<sup>st</sup> March 2017**

**Officer Recommendation**

**That the Norseman Community Resource Centre Management Report and Financial Statements for the period ending 31<sup>st</sup> March 2017 be accepted.**

Moved Cr: Webb  
Seconded Cr: Bonza

**Resolution**

**That the Norseman Community Resource Centre Management Report and Financial Statements for the period ending 31<sup>st</sup> March 2017 be accepted.**

Carried by: Simple Majority                          For:     5                          Against    0

| <b>Agenda Reference &amp; Subject</b> |                             |
|---------------------------------------|-----------------------------|
| <b>10.4.4 – Officers Reports</b>      |                             |
| Location / Address                    | Shire of Dundas             |
| File Reference                        | CM.PL.1                     |
| Author                                | Chief Executive Officer     |
| Date of Report                        | 12 <sup>th</sup> April 2017 |
| Disclosure of Interest                | Nil                         |

### Summary

For Council to note the reports received from the CEO, Works manager, Community Development Officer and the Youth 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, Community Development Officer and Youth 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 CEO, Works Manager, Community Development Officer and the Youth Officer.**

Moved Cr: Bonza  
 Seconded Cr: Patupis

**Resolution**

**That Council note the reports of the CEO, Works Manager, Community Development Officer and the Youth Officer.**

Carried by: Simple Majority For: 5 Against 0

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

Nil

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

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

Voting Requirement Simple Majority

**Recommendation**

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

Moved Cr: Patupis  
Seconded Cr: Hogan

**Resolution**

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

Carried by: Simple Majority For: 5 Against 0

Cr Webb left the meeting at 6:16pm

| <b>Agenda Reference &amp; Subject</b>                  |  |
|--|--|
| <b>Late Item 12.1 – Development Application - Shed</b> |  |
| Location / Address                                     | Lot 48 (82) Cnr Prinsep & Ramsey Street Norseman |
| File Reference   | Assessment No A37                                |
| Author   | Doug Stead                                       |
| Date of Report   | 18 <sup>th</sup> April 2017                      |
| Disclosure of Interest                                 | Proximity  |

**Summary**

For the Council to consider a development application for the construction of a shed on Lot 48 (82) Prinsep Street Norseman

### Background

The Council has received a development application from Mr B.C Ramsay the owner of the old Post Office to erect a 116.35m<sup>2</sup> colorbond shed with a wall height of 3.4m to the rear of the old Post Office lot.

The shed is to be clad in classic cream walls and roof with manor red trim and to be utilised as a storage shed for personal use.

The subject lot is 1012m<sup>2</sup> in area and zoned Town Centre pursuant to the Shire of Dundas Town Planning Scheme No 2 (TPS).

The restrictions to shed floor area and wall heights are addressed in the Residential Design Codes and the Town Planning Scheme.

A copy of the shed plans and a site plan is attached.

### Statutory Environment

Shire of Dundas Town Planning Scheme No 2  
Residential Design Codes  
Heritage of Western Australia Act 1990

### Policy Implications

N/A

### Financial Implications

There are no financial implications for the Shire

### Strategic Implications

N/A

### Consultation

Shire of Dundas - Building Surveyor  
State Heritage Office

### Comment

The Council in the past has generally limited shed wall heights to 3.0m however this applies in the main to residential lots. In this instance the shed is located in the Town Centre on a commercial lot. On commercial lots the restrictions in height are limited in general to 2 stories or 8m and the proposal at 3.4m is not considered over height, notwithstanding that there is a residence on the Post Office Lot.

The Shire has a number of development standards and under the "appearance of buildings" the TPS stipulates that:

"As a minimum standard the facades of commercial buildings shall be constructed of masonry stone, concrete, glass or a combination of these materials as approved by the Council."

In this instance the shed is to be used for personal use and not intended for commercial purposes. As it is located to the rear of the lot, the colorbond finish is considered appropriate

The Council has the discretion to modify the standards however they must be satisfied that:

- Approval of the proposed development would be consistent with the orderly and proper planning of the locality and the preservation of the amenity of the area;
- The non-compliance will not have any adverse effect upon the users of the development or the inhabitants of the locality or upon the likely future development of the locality; and
- The spirit and purpose of the requirement or standard will not be unreasonably departed from thereby.

The existing Post Office building has considerable historical significance and is located on a prominent entrance into the commercial centre of Norseman. The Norseman Post Office is listed on the State Register (No 767) and classified by the National Trust as well as being included in the Shire of Dundas Municipal Heritage Inventory. As such any changes proposed to the building or building curtilage needs to be referred to the State Heritage Office for comment.

Comment has been received from the State Heritage Office (copy attached). In brief the advice states "the proposed development, in accordance with the plans submitted, is supported."

#### Voting Requirements

Simple Majority

#### Officer Recommendation

**That the application by Mr B.C. Ramsay to erect a 116.35m<sup>2</sup> colorbond shed with a 3.4m wall height to be utilised for personal use on Lot 48 (82) Prinsep Street Norseman be approved subject to:**

1. **The issue of a building permit; and**
2. **The shed is not to be used for commercial purposes.**

Moved Cr: Bonza  
Seconded Cr: Patupis

#### Resolution

**That the application by Mr B.C. Ramsay to erect a 116.35m<sup>2</sup> colorbond shed with a 3.4m wall height to be utilised for personal use on Lot 48 (82) Prinsep Street Norseman be approved subject to:**

1. **The issue of a building permit; and**
2. **The shed is not to be used for commercial purposes.**

Carried by: Simple Majority For: 4 Against 0

Cr Webb returned to the meeting at 6:17pm.

| <b>Agenda Reference &amp; Subject</b>                         |                             |
|---|-----------------------------|
| <b>Late Item 12.2 –Application to Clear Native Vegetation</b> |                             |
| Location / Address  | Shire of Dundas             |
| File Reference  | CM.PL.1                     |
| Author  | Chief Executive Officer     |
| Date of Report  | 18 <sup>th</sup> April 2017 |
| Disclosure of Interest  | Nil                         |



Summary

For the Council of the Shire of Dundas to consider the application and approve or not approve the application.

Background

The Department of the Environment have passed on to the Shire an application received from Super Beyond Pty Ltd for the clearance of 11.09 hectares of native vegetation within Lot 333 on Deposit Plan 52833, Balladonia for the purpose of Lucerne and sorghum plantation.

Statutory Environment

Environmental Protection Act 1983 sub-division 51E(4)

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Consultation

Manager of Works

Comment

The Department of Environmental Regulation requires comment from the Shire on the above proposal.

Voting Requirements

Simple Majority

Officer Recommendation

**That the Council of the Shire of Dundas approve the application to clear 11.09 hectares of native vegetation within Lot 333 on Deposited Plan 52833, Balladonia for the purpose of a lucerne and sorghum plantation.**

Moved Cr: Patupis

Seconded Cr: Hogan

Resolution

**That the Council of the Shire of Dundas approve the application to clear 11.09 hectares of native vegetation within Lot 333 on Deposited Plan 52833, Balladonia for the purpose of a lucerne and sorghum plantation.**

Carried by: Simple Majority

For: 5

Against 0

**13 Next Meeting**

The next Ordinary Meeting of the Council is scheduled to be held on the 16<sup>th</sup> May 2017.

**14 Closure of Meeting**

There being no further business the Shire President thanked all those in attendance and declared the meeting closed at 6.20pm.