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# **ORDINARY COUNCIL MEETING**

## **21 MAY 2024**

# **PAPERS RELATING**

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## ITEM 7.1 UNCONFIRMED MEETING MINUTES

### Appendix 1: APRIL UNCONFIRMED MINUTES ORDINARY COUNCIL MEETING

WEB LINK : [https://www.dundas.wa.gov.au/council-meetings/ordinary-council-meeting/ordinary-council-meeting/168/documents/appendix-1\\_unconfirmed-minutes-ocm-20-april-2024.pdf](https://www.dundas.wa.gov.au/council-meetings/ordinary-council-meeting/ordinary-council-meeting/168/documents/appendix-1_unconfirmed-minutes-ocm-20-april-2024.pdf)

## ITEM 7.2 UNCONFIRMED SPECIAL MEETING MINUTES

### Appendix 2: MAY UNCONFIRMED MINUTES SPECIAL COUNCIL MEETING

WEB LINK : [https://www.dundas.wa.gov.au/council-meetings/ordinary-council-meeting/ordinary-council-meeting/168/documents/appendix-2\\_unconfirmed-minutes-special-meeting-14-may-2024.pdf](https://www.dundas.wa.gov.au/council-meetings/ordinary-council-meeting/ordinary-council-meeting/168/documents/appendix-2_unconfirmed-minutes-special-meeting-14-may-2024.pdf)

## ITEM 10.1.2 PROPOSED COASTAL PLANNING STRATEGY – KEY GUIDING PRINCIPLES

### Appendix 3: DRAFT KEY GUIDING PRINCIPLES - Attachment 10.1.2 (i)

WEBLINK: [https://www.dundas.wa.gov.au/council-meetings/ordinary-council-meeting/ordinary-council-meeting/168/documents/appendix-3\\_draft-key-guiding-principles\\_attachment-1012-\(i\).pdf](https://www.dundas.wa.gov.au/council-meetings/ordinary-council-meeting/ordinary-council-meeting/168/documents/appendix-3_draft-key-guiding-principles_attachment-1012-(i).pdf)

## ITEM 10.2.2 FINANCIAL REPORT FOR THE PERIOD ENDING 30 APRIL 2024

### Appendix 4: SHIRE OF DUNDAS MONTHLY FINANCIAL REPORT COMBINED-APRIL 2024

WEBLINK: [https://www.dundas.wa.gov.au/council-meetings/ordinary-council-meeting/ordinary-council-meeting/168/documents/appendix-4\\_2024-04- Dundas-monthly-financial-report-combined.pdf](https://www.dundas.wa.gov.au/council-meetings/ordinary-council-meeting/ordinary-council-meeting/168/documents/appendix-4_2024-04- Dundas-monthly-financial-report-combined.pdf)

## ITEM 10.3.3 OFFICERS' REPORTS

### MANAGER OF WORKS AND SERVICES

#### TOWN WORKS

- Anzac banners erected in CBD.
- Removal of fallen branches around town and trees on verges.
- Missing street signs being installed around town.
- Planes in Monday, Tuesday.
- Dog park septic tanks pumped out.
- Pump out laundry tanks when required.
- Pump sewerage pond 1 into pond 2 then to drying bed.
- Verge slashing continued.
- Tip works, move tip head, clean up steel pile, green waste, and cardboard, push up slot and cover with dirt.
- Set up chairs at Rotunda and Town Hall for ANZAC Day service.

- Repair blocked septic pipe to toilets at the IGA.
- Digging out tree stumps around the town to eliminate hazards.
- Mowing and snipping of all parks and gardens.
- Eucla Postie run, cans and bottles for recycling being transported back to Norseman by the Postie truck.
- IGA grocery run to Perth; two loads were picked up from Perth for Norseman IGA.
- Pool cleaners sent to Perth for servicing.
- Mulch added to gardens.
- Metal sheets fitted to the walls of the Arcade in readiness for the artist to paint mural.
- Unblock men's toilet at the Woodlands.
- Repairs to the door at Diggers ice cream shop.
- Sand and pavers have been replaced at the Rotunda to be ready for ANZAC Day, weeds and pavers have been sprayed and grass removed, welding splatter on disability handrail ramp has been removed.
- Repaired fence at the waste facility where the old vehicles are, to stop people breaking in and taking car parts.
- Sports oval has had gypsum, fertiliser and sand added to the grassed surface area and has been slashed.
- Cans and bottles brought back from Eucla for recycling for the Norseman School.
- Carry out repairs to airstrip landing surface.



**Culvert work carried out in Eucla.**

### **Signage on the Hyden Road**



### **ROAD CREW**

- Old tyres and 2 cars taken from the Eucla tip and brought back to the Norseman waste facility.
- All Shire roads and airstrip graded and rolled, new culverts and drains constructed and put in place at Eucla.
- 75t of cracker dust delivered to Eucla for roadworks.
- Chevron and speed signs have been erected on the Hyden to Queen Victoria turn off road.

- Terrapave product has been added to the road to the entrance to the airstrip and used to bond the material at the carpark area at the terminal building.
- No Trucks over 5t signage has been erected at the West and East end of the Hyden Road.
- Hyden Road 4 x toilets cleaned, and septic pumped out.

#### **PLANT**

- P345 IGA truck, drive tyre mudguards repositioned, and electrical wiring harness rerouted.
- P353 Service and repairs (Toyota Foretuner)
- P340 1000 Hr service and repairs (John Deere Loader)
- P283 Repair breakdown on air aux circuit replace air regulator valve. (Fuso tip truck)
- P344 DPF fault, force engine to clear DPF (Volkswagen Caddy)
- P284 Repair left hand passenger door window not working. (Fuso Truck)
- P331 Repair electrical and mechanical faults. (Case Loader)
- P354 Electrical wiring connected up to compressor and Adelblue electric motor. (Isuzu Service Truck)
- P352 Searching for long range fuel tanks for the Post Office Eucla run Volkswagen Crafter.
- P349 Service of refrigeration unit. (IGA Refrigerated Trailer)
- P346 Remove container box from rear of vehicle.
- P279 Replace faulty engine fuel filter head, oil and coolant hoses replaced due to heat cracks. (Cat Grader)
- P321 Replace rusted wheel rims. (8 x 5 Tandem trailer)

#### **Norseman Landfill**

- Move green waste from the secondary holding section.

#### **OCCUPATIONAL SAFETY AND HEALTH, TRAINING AND RANGER SERVICES**

- Ongoing JHA and SWP procedures being added to our system.
- RV counts ongoing.
- Rectify faults found on the risk assessment audit to all machines (WIP)
- Conduct security checks of buildings 2 x a week at staggered times.
- Bromus/Dundas rubbish run 2 x week and inspections.
- Dog and feral cat catching ongoing.
- Clean up pound, make up dog beds and tidy up storeroom.
- 1 x employee has returned from maternity leave to part time back at the Shire.
- Ranger travelled to Eucla to trap wild dogs hanging around the Eucla waste facility, also sprayed weeds around the Eucla town Hall.

#### **BUILDING MAINTENANCE**

- Build new stainless-steel benches and install in the butcher shop, and baking area at the IGA.
- Installed new rubber seals to the meat chiller doors.
- Security cameras installed at the courthouse and air terminal building.
- Unblock toilets at laundry, clear roots out from sewerage line pipes and replace angle pipe.
- Eucla Town Hall verandah has been completed.
- Unblock sewerage lines at Woodlands Centre.

#### **AIRPORT TERMINAL BUILDING.**

- Concrete for the verandah to be completed, should be started 9-5-24.

- Fencing ongoing around facility, new side opening gate has been fitted to the main entrance of the car park. Fencing around the perimeter of the airstrip has begun again.

**CEMETERY**

- Cemetery sprayed and weeded.

**MWS WORKING ITEMS**

- New Shire boundary sign to be ordered and erected to Queen Victoria Rocks Road.
- Pick up remaining trees and branches around the community.
- Saturday 27<sup>th</sup> April close down the Men’s Shed premises.
- Unsafe trees that need pushing over on the Heritage Trail and Hyden Road.



**Repair works to Norseman Airstrip**



**An example of trees that will need pushing over on the Heritage Trail**

**PRIVATE WORKS**

- Nil last month

WOODLANDS CULTURAL, COMMUNITY & VISITOR CENTRE REPORT



## Woodlands Cultural, Community & Visitor Centre Report

**Reporting Officer:** Tourism and Events-Margaret McEwan

**Reporting Period:** 13th April- 13th May 2024

### Norseman Community Resource Course

Room Hire - 10  
Digital Assistance - 25  
TransWA Bookings – 10  
Photocopying - 21  
Printing - 25  
Scanning/Email – 13  
Internet Usage - 11

<p><b>Services Australia</b> 40 customers accessed Services Australia 40 self service 4 needed assistances with their claim 4 needed to be referred to a Services Australia Centre</p>	<p><b>Service Provider Visits</b> Centrecare, Kalgoorlie – Financial Counselling. Services Australia Hairdresser GEDC Grant writing workshop Department of Transport</p>
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### Upcoming Events

Financial Workshop, Tuesday 21<sup>st</sup> May, 11:30am– 1pm, Woodlands Centre.  
Biggest Morning Tea, 17<sup>th</sup> May 10:30am-12:00pm, Woodlands Centre.  
Community Markets 15<sup>th</sup> June 8am – 12pm, Town Centre.

### Norseman Visitor Centre

From 13<sup>th</sup> April to the 13<sup>th</sup> May 2024, a total of one thousand nine hundred and fifteen (1915) patrons have been through the Woodlands Centre (excluding CRC customers).

### Norseman Community Resource Centre

From 13<sup>th</sup> April to the 13<sup>th</sup> May 2024, a total of two hundred and fifty two (252) patrons have been through the Woodlands Centre (excluding VC & Services Australia customers).

RV Park receipts collected 13<sup>th</sup> April – 13<sup>th</sup> May \$9957.57. The VC team is encouraging tourists to submit their receipts to assist in capturing the tourism spend in Norseman. We also encourage travellers to leave feedback or suggestions to how we can improve our RV space, a lot of the feedback is positive, love how we have created park bays, and it feels safe and secure.

### **VC catch up's**

Once a month Visitor Centre in the Goldfields catch up via a zoom and share what is happening in our area for tourism and community. This includes Visitor Centre from Ravy, Esperance, Wiluna, Kalgoorlie, Coolgardie, Norseman, Menzies Laverton and Leonora along with AGO's Industry Engagement & Membership Coordinator Chloe and Donna Malec AGO's Goldfields Tourism Development Manager. The cross region networking allows for joint promotion of regional events, and discussion around regional issues.

## **YOUTH & RECREATION SERVICES**

### **Youth & Recreation Services**

Youth & Recreation Officer: Brad Turner  
Period of reporting: 15 April-15May

### **Norseman Youth Centre Attendance and Activities**

The Youth Centre has had 650 visits during the reporting period. We have been participating in a variety of activities to keep ourselves occupied and busy. We have put together some kites in anticipation of a big gust of wind in the near future. The kids are enjoying a nice warm drink of Milo after school now that the weather is starting to cool down. We have been playing cards and a variety of board games and watched a couple of movies while munching on popcorn. In the next couple of weeks we will be going Roller-skating in Kambalda which should be fun for the youth.

### **Kidz Klub-Tiny Tots**

Tiny Tots for 0–5-year-olds is running each Wednesday Morning between 10-11.30. This month we have celebrated a couple of birthdays with a special cupcakes treats. We have been making some wrist bands and necklaces, making models using plasticine as well as painting and drawing. Each week we read a fun book to the tiny tots as well as sing some nursery rhymes.

Kidz Club runs from 10am to 12.00pm every second Saturday at the Woodlands Centre. This month we will be putting our creative eye to the test painting self-portraits and landscapes.

### **Reporting**

Norseman Youth Centre is supported by the Department of Communities as such requires. bi-annual reports. The reporting 6-month period from July-December 2023 pleasingly noted the rise in youth numbers and engagement with the Centre. Specific details of the report are confidential however the numbers and service delivery objectives highlights the importance of this service and the partnership between the Shire and the Department of Communities.



There are three outcome areas reported to:

- Young people's relationships with their families improve.
- Young people's connection with other support services is increased.
- Clients have access to diversional and recreational activities.

Norseman Youth Services prioritise 'clients have access to diversional and recreational activities', doing so allows engagement with the two preceding outcomes.

Occasionally the youth officer will be requested to do formal case management, this occurs when an external provider such as Youth Justice, the school, or family support services request support with a specific young person and their participation in required activities.

More common is informal case management this is when the youth officer supports individual young people at the request of family, or services request informal support for activities already in place. An example is a young person may be struggling with school attendance, the youth officer will have engage conversations with the young person about school, education, future goals etc.

During the reporting period the Youth Centre has 3900 youth contacts. This excludes community activities, Kidz Klub and Tiny Tots.

The Norseman Youth Centre can support families to connect with family, children, and youth services. Parents and carers re welcome to speak to the Youth Officer if they have questions about what services are available. If you would like to speak to the Youth Officer, please contact the Shire of Dundas on 9039 1205.

### **Working with Community Service Partners**

The Shire works with Youth Justice to support young people who require additional programs in Norseman. The Shire also works with other providers such as Hope Community Services, Norseman District High School. All with the goal of providing positive activities that help children and you people make good life choices.

### **Community Markets**

The Youth and Recreation Officer works with the Norseman CRC to support the Community Markets. With the start of the new Marketing and Communications Officer we will be focusing on improving the engagement of stall holders and customers at the markets.

Our markets for this month were held on the Saturday the 18<sup>th</sup> of May.

### **Walking Group**

Community requests have come through for a Norseman walking group. To start we will do a morning trial, with a couple of routes around town at a distance of between two and five kilometres, the starting It will be at the Woodlands Centre. The starting date will be advertised through the CRC, and people are encouraged to register their interest with the Norseman CRC on 9039 0040 in person.