SHIRE OF COOLGARDIE

A G E N D A

OF THE

ORDINARY COUNCIL MEETING

23 October 2018

6.00pm

Kambalda

SHIRE OF COOLGARDIE

NOTICE OF ORDINARY MEETING OF COUNCIL

Dear Elected Member

The next Ordinary Meeting of the Shire of Coolgardie will be held on Tuesday 23 October 2018 in the Recreation Centre, Barnes Drive, Kambalda commencing at 6:00pm.

JAMES TRAIL
CHIEF EXECUTIVE OFFICER

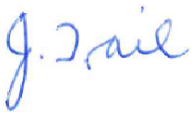
ORDINARY COUNCIL MEETING

23 October 2018

Welcome to the Ordinary Council Meeting of the Shire of Coolgardie.

The dates, times and locations of the Ordinary Council Meetings for 2018 are listed hereunder. This month's meeting is highlighted.

Tuesday	24 January 2018	6.00pm	Coolgardie
Tuesday	27 February 2018	6.00pm	Kambalda
Tuesday	27 March 2018	6.00pm	Coolgardie
Tuesday	24 April 2018	6.00pm	Kambalda
Tuesday	22 May 2018	6.00pm	Coolgardie
Tuesday	26 June 2018	6.00pm	Kambalda
Tuesday	24 July 2018	6.00pm	Coolgardie
Tuesday	28 August 2018	6.00pm	Kambalda
Tuesday	25 September 2018	6.00pm	Coolgardie
Tuesday	23 October 2018	6.00pm	Kambalda
Tuesday	27 November 2018	6.00pm	Coolgardie
Tuesday	18 December 2018	6.00pm	Kambalda



James Trail
Chief Executive Officer

DISCLAIMER

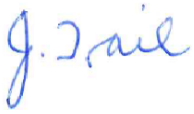
INFORMATION FOR PUBLIC ATTENDING COUNCIL MEETINGS

PLEASE NOTE:

THE RECOMMENDATIONS CONTAINED IN THIS AGENDA ARE OFFICERS RECOMMENDATIONS ONLY AND SHOULD NOT BE ACTED UPON UNTIL COUNCIL HAS RESOLVED TO ADOPT THOSE RECOMMENDATIONS.

THE RESOLUTIONS OF COUNCIL SHOULD BE CONFIRMED BY PERUSING THE MINUTES OF THE COUNCIL MEETING AT WHICH THESE RECOMMENDATIONS WERE CONSIDERED.

MEMBERS OF THE PUBLIC SHOULD ALSO NOTE THAT THEY ACT AT THEIR OWN RISK IF THEY ENACT ANY RESOLUTION PRIOR TO RECEIVING OFFICIAL WRITTEN NOTIFICATION OF COUNCILS DECISION.



James Trail
CHIEF EXECUTIVE OFFICER

COUNCIL MEETING INFORMATION NOTES

1. Your Council generally handles all business at Ordinary or Special Council Meetings.

2. From time to time Council may form a Committee to examine subjects and then report to Council.

3. Generally all meetings are open to the public; however, from time to time Council will be required to deal with personal, legal and other sensitive matters. On those occasions Council will generally close that part of the meeting to the public. Every endeavour will be made to do this as the last item of business of the meeting.

4. Public Question Time. It is a requirement of the Local Government Act 1995 to allow at least fifteen (15) minutes for public question time following the opening and announcements at the beginning of the meeting. Should there be a series of questions the period can be extended at the discretion of the Chairman.

   Written notice of each question should be given to the Chief Executive Officer fifteen (15) minutes prior to the commencement of the meeting. A summary of each question and response is included in the Minutes.

   When a question is not able to be answered at the Council Meeting a written answer will be provided after the necessary research has been carried out. Council staff will endeavour to provide the answers prior to the next meeting of Council.

5. **Councillors** may from time to time have a financial interest in a matter before Council. Councillors must declare an interest and the extent of the interest in the matter on the Agenda. However, the Councillor can request the meeting to declare the matter **trivial, insignificant** or **in common with a significant number of electors** or **ratepayers**. The Councillor must leave the meeting whilst the matter is discussed and cannot vote unless those present agree as above.

   Members of staff, who have delegated authority from Council to act on certain matters, may from time to time have a financial interest in a matter on the Agenda. The member of staff must declare that interest and generally the Chairman of the meeting will advise the Officer if he/she is to leave the meeting.

6. Agendas including an Information Bulletin are delivered to Councillors within the requirements of the Local Government Act 1995, i.e. seventy-two (72) hours prior to the advertised commencement of the meeting. Whilst late items are generally not considered there is provision on the Agenda for items of an urgent nature to be considered.

   Should an elector wish to have a matter placed on the Agenda the relevant information should be forwarded to the Chief Executive Officer in time to allow the matter to be fully researched by staff. An Agenda item including a recommendation will then be submitted to Council for consideration.

The Agenda closes the Monday week prior to the Council Meeting (i.e. ten (10) days prior to the meeting).

The Information Bulletin produced as part of the Agenda includes items of interest and information, which does not require a decision of Council.

7. Agendas for Ordinary Meetings are available in the Coolgardie and Kambalda Offices/Libraries seventy-two (72) hours prior to the meeting and the public are invited to secure a copy.

8. Agenda items submitted to Council will include a recommendation for Council consideration. Electors should not interpret and/or act on the recommendations until after they have been considered by Council. Please note the Disclaimer in the Agenda (page 3).

9. Public Question Time – Statutory Provisions – Local Government Act 1995

Time is to be allocated for questions to be raised by members of the public and responded to at:

(a) Every ordinary meeting of a council; and

(b) Such other meetings of councils or committees as may be prescribed

Procedures and the minimum time to be allocated for the asking of and responding to questions raised by members of the public at council or committee meetings are to be in accordance with regulations.

9A. Question Time for the Public at Certain Meetings – s5.24 (1) (b)

Local Government (Administration) Regulations 1996

Reg 5 For the purpose of section 5.24(1)(b), the meetings at which time is to be allocated for questions to be raised by members of the public and responded to are:

(a) every special meeting of a council; and

(b) every meeting of a committee to which the local government has delegated a power or duty.

Minimum Question Time for the Public – s5.24 (2)

Reg 6 (1) The minimum time to be allocated for the asking of and responding to questions raised by members of the public at ordinary meetings of councils and meetings referred to in regulation 5 is fifteen (15) minutes.

(2) Once all the questions raised by members of the public have been asked and responded to at a meeting referred to in sub regulation (1), nothing in these regulations prevents the unused part of the minimum question time period from being used for other matters.

Procedures for Question Time for the Public – s5.24 (2)

Local Government (Administration) Regulations 1996

Reg 7 (1) Procedures for the asking of and responding to questions raised by members of the public at a meeting referred to in regulation 6 (1) are to be determined:

(a) by the person presiding at the meeting; or

(b) in the case where the majority of members of the council or committee present at the meeting disagree with the person presiding, by the majority of members,

having regard to the requirements of sub regulations (2) and (3).

(2) The time allocated to the asking and responding to questions raised by members of the public at a meeting referred to in regulation 6(1) is to precede the discussion of any matter that requires a decision to be made by the council or the committee, as the case may be.

(3) Each member of the public who wishes to ask a question at a meeting referred to in regulation 6(1) is to be given an equal and fair opportunity to ask the question and receive a response.

(4) Nothing in sub regulation (3) requires:

(a) A council to answer a question that does not relate to a matter affecting the local government;

(b) A council at a special meeting to answer a question that does not relate to the purpose of the meeting; or

(c) A committee to answer a question that does not relate to a function of the committee.

10. Public Inspection of Unconfirmed Minutes (Reg 13)

A copy of the unconfirmed Minutes of Ordinary and Special Meetings will be available for public inspection in the Coolgardie and Kambalda Offices/Libraries within ten (10) working days after the Meeting.

NOTE:

10.3 Unopposed Business

(1) Upon a motion being moved and seconded, the person presiding may ask the meeting if any member opposes it.

(2) If no member signifies opposition to the motion the person presiding may declare the motion in sub clause (1) carried without debate and without taking a vote on it,

(3) A motion carried under sub clause (2) is to be recorded in the minutes as a unanimous decision of the Council or committee.

(4) If a member signifies opposition to a motion the motion is to be dealt with according to this Part.

(5) This clause does not apply to any motion or decision to revoke or change a decision which has been made at a Council or committee meeting.

QUESTION TIME FOR THE PUBLIC

(Please Write Clearly)

DATE: _____

NAME: _____

TELEPHONE:_____

ADDRESS: _____

QUESTIONS TO THE PRESIDENT:-

- **GENERAL QUESTION / QUESTION RELATED TO THE AGENDA)**
  (Strike out unnecessary words)

ITEM NO: _____ **PAGE NO:** _____

_____
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_____

PLEASE PASS TO THE CHIEF EXECUTIVE OFFICER FOR REFERRAL TO THE PRESIDENT BY 5.45PM AT THE MEETING, OR BY 12.30PM ON THE DAY OF THE MEETING AT THE KAMBALDA OFFICE, IRISH MULGA DRIVE, KAMBALDA.

SHIRE OF COOLGARDIE

DISCLOSURE OF INTERESTS

TO THE CHIEF EXECUTIVE OFFICER:
Under the Provisions of Division 6 of Part 5 of the Local Government Act 1995, I hereby disclose a Financial Interest/s in the matter/s listed on this form, which is/are scheduled for consideration at the meeting of Council to be held on:

TUESDAY _____	**2018**

Where indicated by the word 'YES' in column 6, I will be seeking a determination (under Section 5.68) by the meeting, for reasons I will expand on.

*(Print Name)*_____ *(Signature)* _____ *(Date)*

NOTE: Members of Council are asked to deliver this completed form to the Chief Executive Officer on the day of the Council Meeting as required by the Act. Where this is not practicable the Disclosure/s may be telephoned to the Council Office on 9080 2111 and/or the form subsequently passed to the Chief Executive Officer prior to the meeting.

ITEM	PAGE No.	TYPE	REASON

For inclusion for interest declaration

Interests Affecting Impartiality: Disclosing Statement
"With regard to….(the matter in item)… I disclose that I have an association with the applicant. As a consequence, there may be a perception that my impartiality on the matter may be affected. I declare that I will consider this matter on its merits and vote accordingly."

APPLICATION FOR LEAVE OF ABSENCE

I Cr, _____ herby request leave of absence for the following

Dates, From _____ to_____

Signed Cr: _____ Date_____

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1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

2 RECORD OF ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE

3 DECLARATIONS OF INTEREST

3.1 Declarations of Financial Interests – Local Government Act Section 5.60A

3.2 Declarations of Proximity Interests – Local Government Act Section 5.60B

3.3 Declarations of Impartiality Interests – Administration Regulation 34C

4 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5 PUBLIC QUESTION TIME

6 APPLICATIONS FOR LEAVE OF ABSENCE

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

7.1 Ordinary Council Meeting 25 September 2018

OFFICER RECOMMENDATION:

That the minutes of the Ordinary Meeting of Council of 25 September 2018 be confirmed as a true and accurate record.

8 ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

8.1 President's Report October 2018

The Shire received some welcome news last week during a site visit from St John Management representatives to Kambalda, whereby they announced they have come up with a model that will provide the best solution with regards to the provision of a raft of Medical Services to the Kambalda Community. This service will include a full time doctor ,provision for relieving doctors, staffing of the Kambalda Medical Centre to work with the current WACHS staff ,introducing volunteer driver services and in time a range of other medical services that will be developed for the benefit of the community as well as partnering with the mining companies in our region St John's have indicated the service will commence mid-November with a public Opening Day to celebrate this important occasion.

This will be the very first venture into primary health in regional WA by St John, and the Shire of Coolgardie is fortunate that we were facing the situation that we had with the withdrawal of the former medical practice in Kambalda, and that St John saw an opportunity to work with the Shire to this end. I would like to sincerely Thank Bridget McKenzie, the project manager from St John for the time and effort she has put into this project and I am sure the we will enjoy a long and fruitful partnership with this venture.

At the September Council meeting, a resolution was passed requesting the CEO to develop a Tourism Strategy for the Shire. As a result of this, the CEO has engaged our current consultant Mia Hicks to work on formulating a draft strategy to be presented at the November briefing forum for discussion with Councillors, and then put out into the community for comments and submissions from the wider community members. I would encourage anyone in our community that may have suggestions for future development and growth of tourism, as well as improvement of our many historic and cultural attractions, that you contact your Councillors or alternately bring them along to the community consultation sessions that will be held in the coming weeks.

Coolgardie residents will notice that there are roadworks occurring at the intersections on each end of Bayley Street once again. Unfortunately, this has arisen from part of the original work done during the project being substandard with sections of the pavement lifting following the recent rainfall events the region experienced over the past weeks. The contractors will be working to complete this remedial work over the next two weeks.

The new residential rubbish bin service will be commencing in November. This is a result of the Shire of Coolgardie and the City of Kalgoorlie /Boulder going to Tender jointly for waste services last year which has reduced the cost of our bin collection services to the Shire. The new service will see the introduction of brand new bins with red tops, which were purchased by the Shire and will have serial ID numbers and allocated to each property. With the introduction of the new service residents will only be allowed to put the number of bins they have paid for with their property rates. Should any residents require additional bins, they will have to make a request to our Shire Staff at either Coolgardie or Kambalda Offices. One other change with be the hours of the Friday services will be Kambalda commencing in the morning, followed by Coolgardie at around Midday. This is to allow for the disposal of the domestic waste from the truck at the Coolgardie Tip Facility. Over time these practices will result in further savings to the Shire due to efficiencies of the whole of waste, and facility services.

Meetings and Forums attended this period:

- Meeting with Department of Communities (child protection) ,Police and Coolgardie Primary School Principal regarding the behaviour of suspended and unsupervised children both at school and out in the wider community on 21st September.

- Myself and CEO met with Mincor and MRWA managers in Kalgoorlie to discuss progress of the Widgiemooltha - Cave Hill Road realignment.24th September.
- CEO, Laura Dwyer and I met with Amana Living managers regarding the provision of Aged Care services in the Shire.
- 28th September, the CEO ,Laura Dwyer and I met with Mia Hicks to discuss funding opportunities for Tourism related projects.
- Attended a joint workshop with Shires of Dundas and Coolgardie at the Kambalda Recreation Centre on 3rd October to develop an Emergency Risk Management template. The workshop was conducted in conjunction with OEM and FESA representatives.
- Attended the RRG Technical meeting in Kalgoorlie on 9th October, with Keith Dickerson and Peter Miller. The purpose of the meeting was the allocation of State Government funding for regional road projects next year.
- Myself Cr Winter and VC co-ordinator Meghan Kent met with Donna Malec, Art Gold and GEMS in Coolgardie on 10th October to discuss a future Arts and Culture trail that is being developed for the Goldfields - Esperance region.
- Travelled to Perth to attend the WALGA State Roads and Transport Forum on October 15 - 16th.

Malcolm Cullen
Shire President

9 PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Nil

10 REPORTS OF COMMITTEES

Nil

11 REPORTS OF OFFICERS

11.1 Chief Executive Officer

11.1.1 Monthly Activity Report

Location: Nil

Applicant: Nil

File Reference: NAM6275

Disclosure of Interest: The author has no financial interest

Date: 11 October 2018

Author: Executive Assistant, Elly McKay

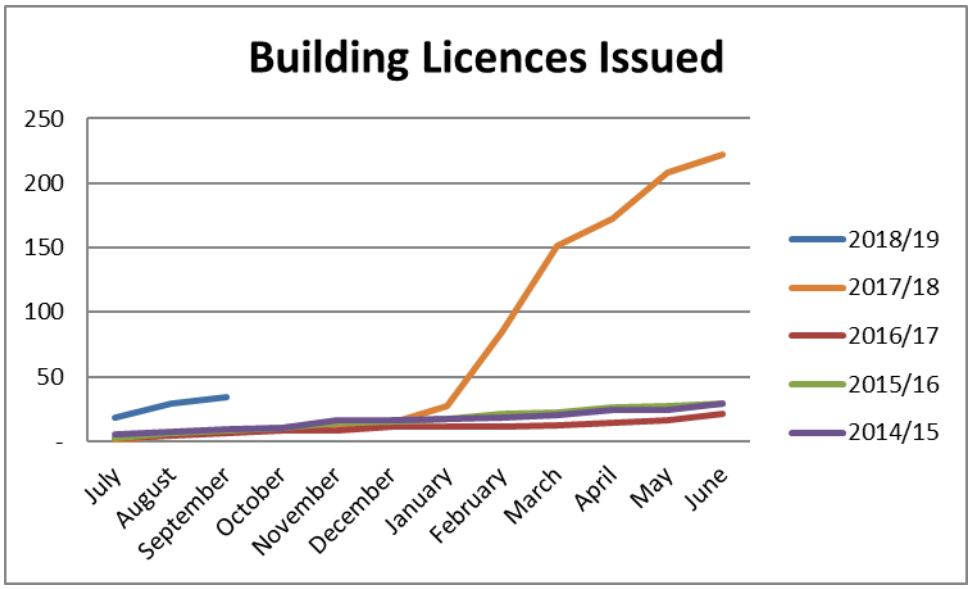
Summary:
For Council to receive the monthly activity report for September 2018.

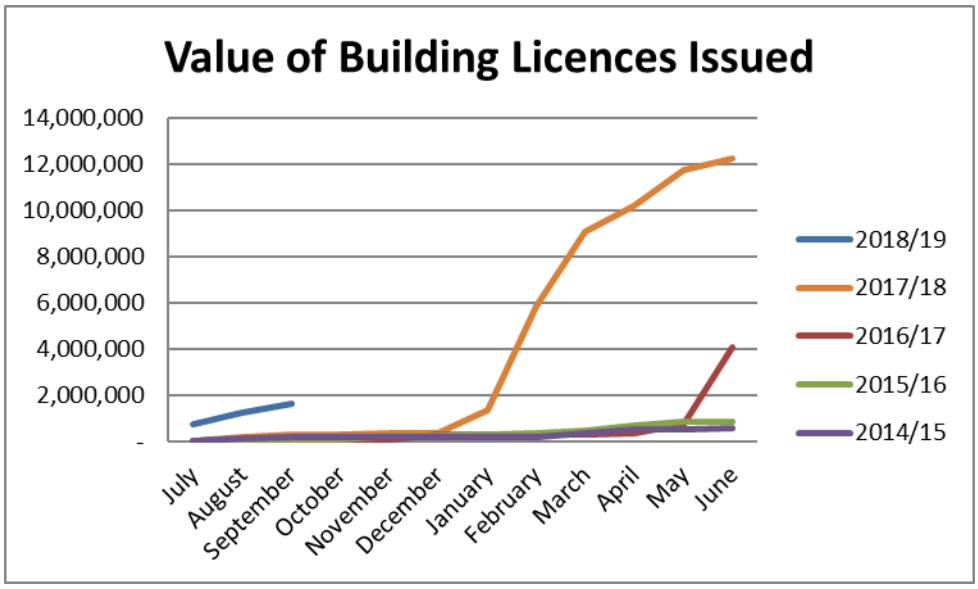
Background:
This report is to provide Council information on the activity of various Council services and facilities.

Comment:

Data

Regulatory




Value of Building Licences Issued
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2,000,000
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July
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March
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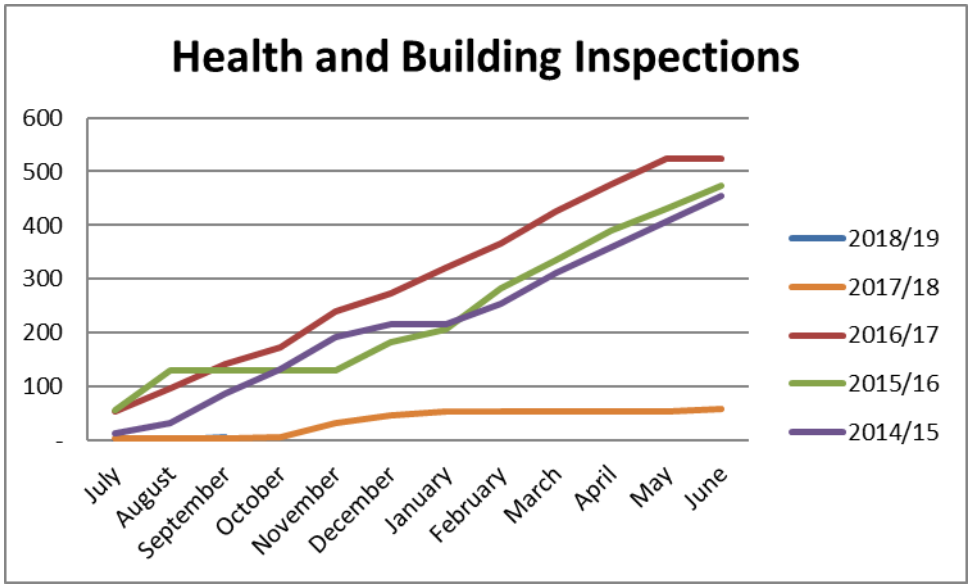
2016/17
2015/16
2014/15


Health and Building Inspections
600
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400
300
200
100
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November
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June
2018/19
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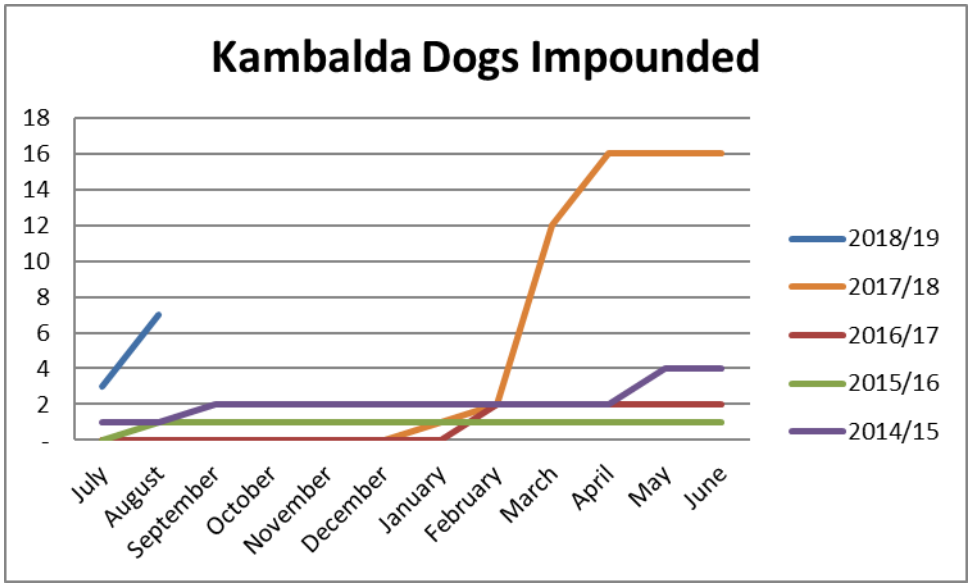
Kambalda Dogs Impounded
18
16
14
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May
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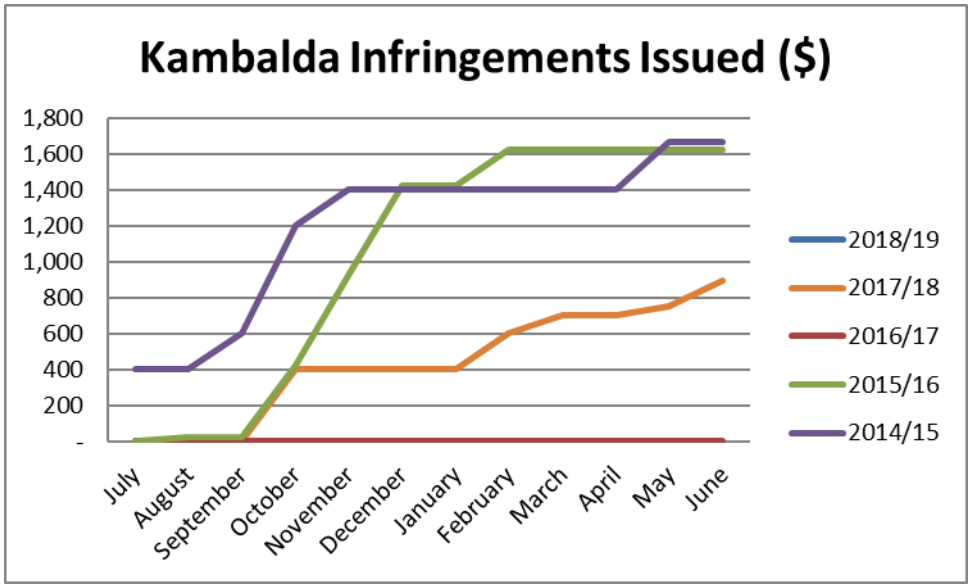
2014/15


Kambalda Infringements Issued ($)
1,800
1,600
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1,200
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800
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August
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May
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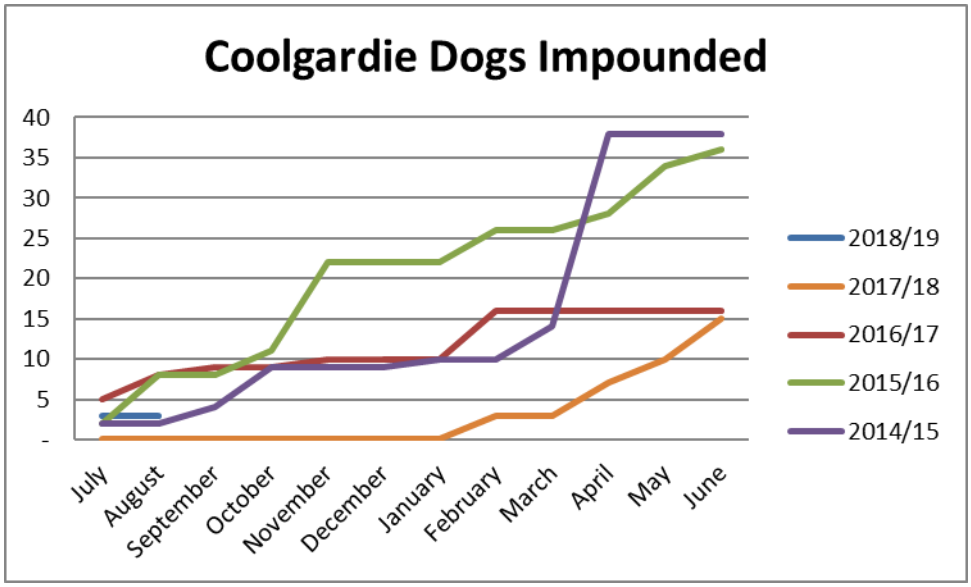
2015/16
2014/15


Coolgardie Dogs Impounded
40
35
30
25
20
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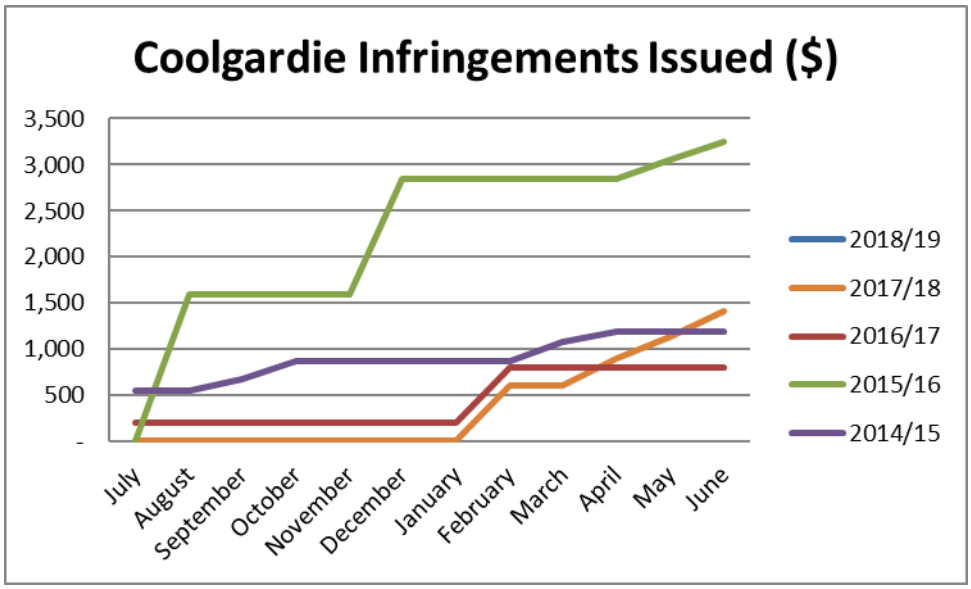
2016/17
2015/16
2014/15


Coolgardie Infringements Issued ($)
3,500
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500
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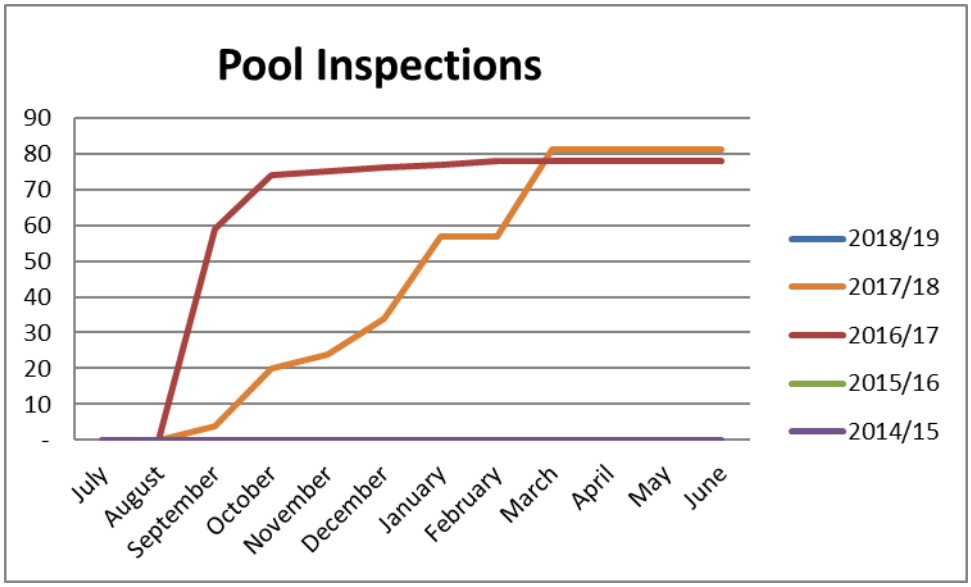
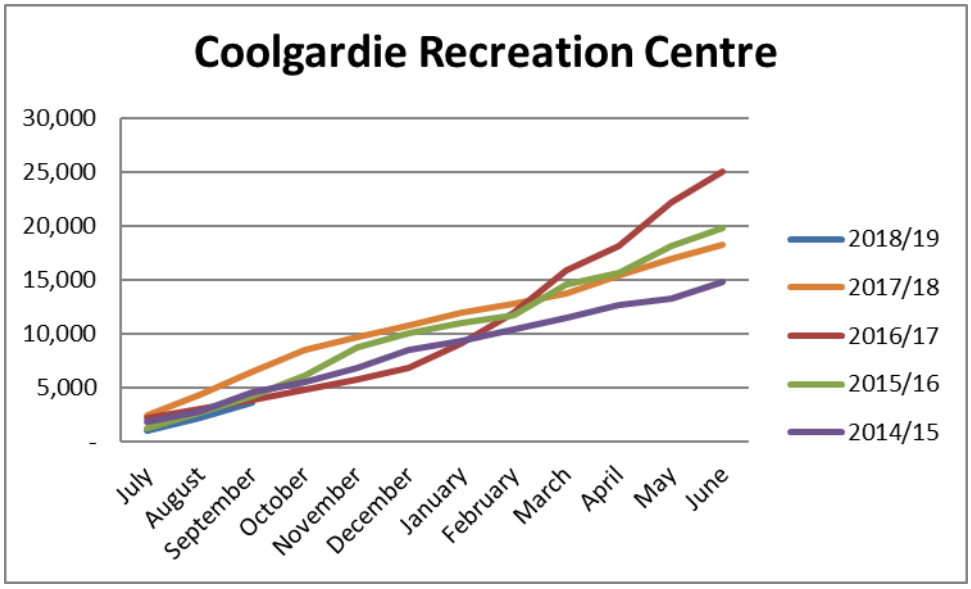
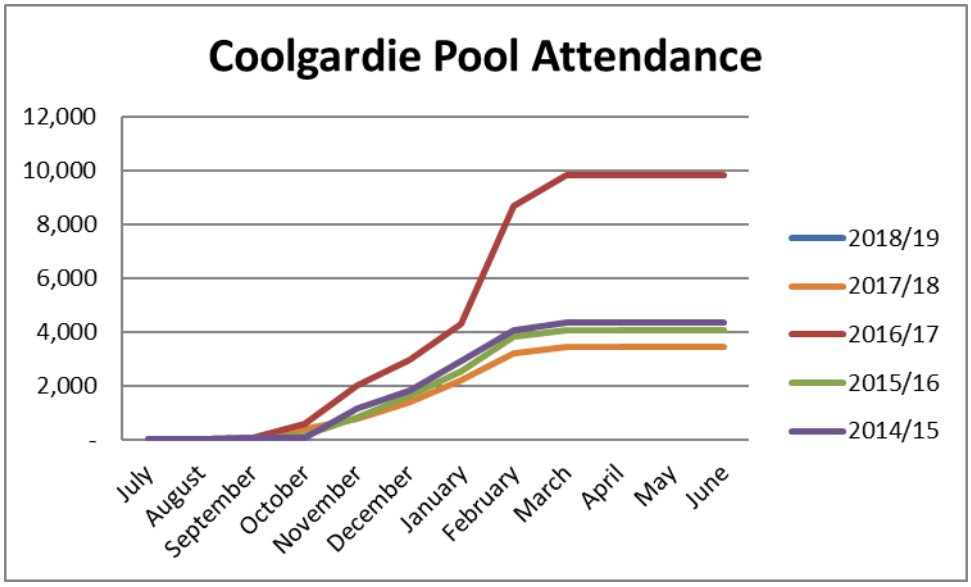
2018/19
2017/18
2016/17
2015/16
2014/15



Recreation Services




Coolgardie Pool Attendance
12,000
10,000
8,000
6,000
4,000
2,000
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July
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November
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April
May
June
2018/19
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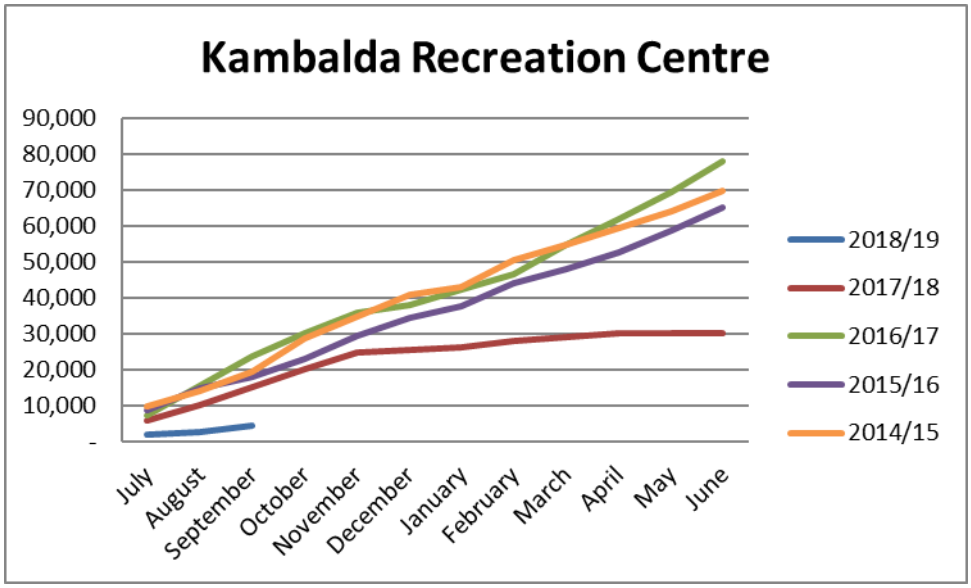
2016/17
2015/16
2014/15


Kambalda Recreation Centre
90,000
80,000
70,000
60,000
50,000
40,000
30,000
20,000
10,000
-
July
August
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November
December
January
February
March
April
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June
2018/19
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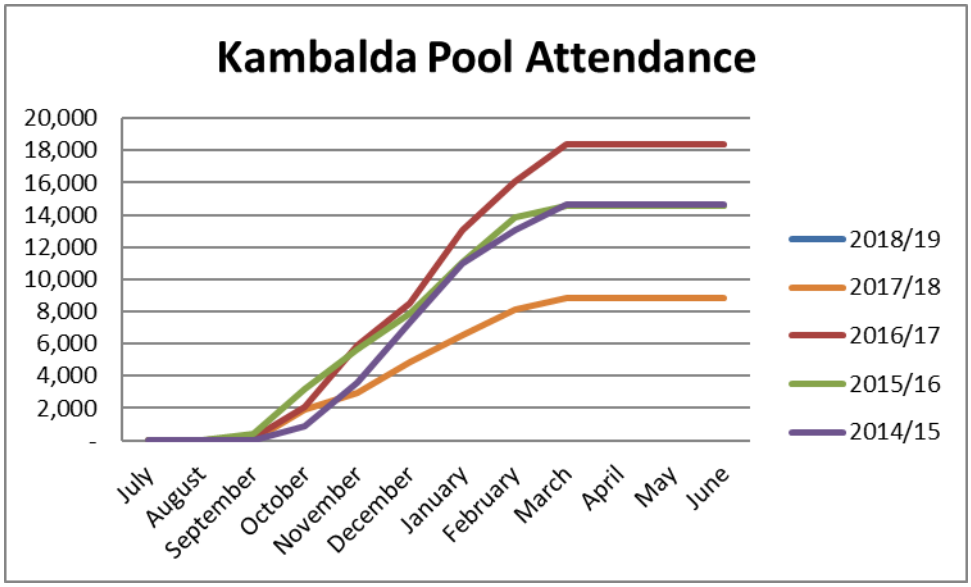
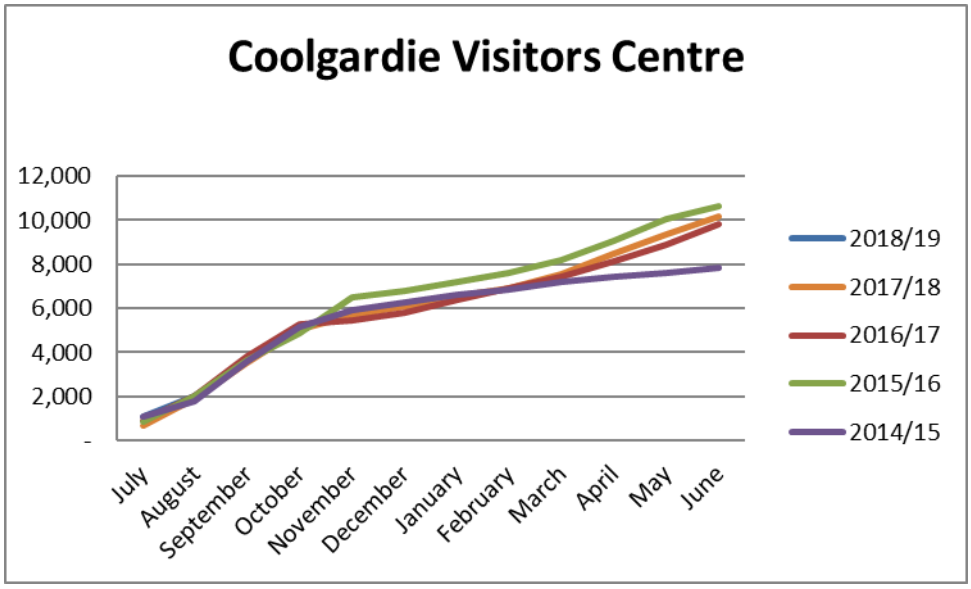
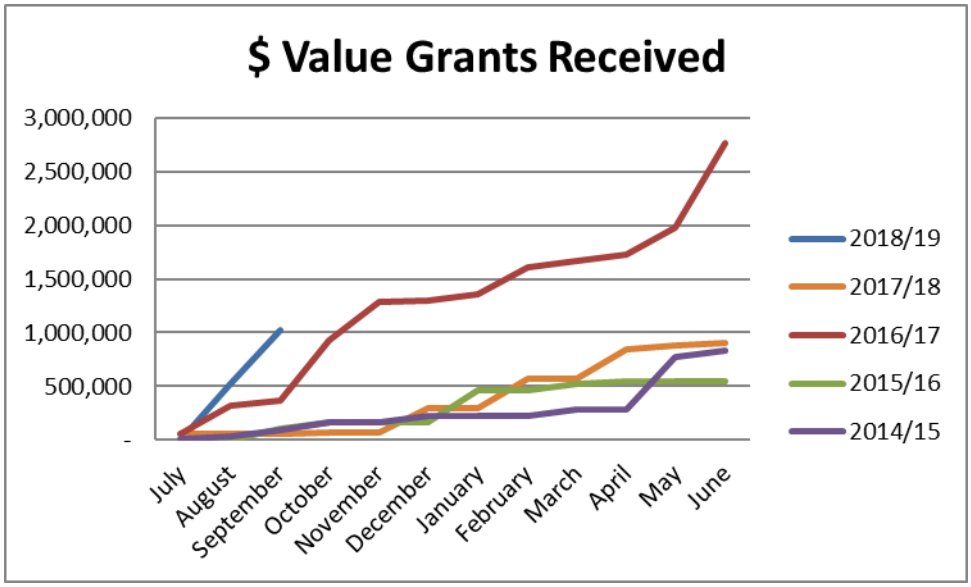
2016/17
2015/16
2014/15



Visitors / Grants




$ Value Grants Received
3,000,000
2,500,000
2,000,000
1,500,000
1,000,000
500,000
-
July
August
September
October
November
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January
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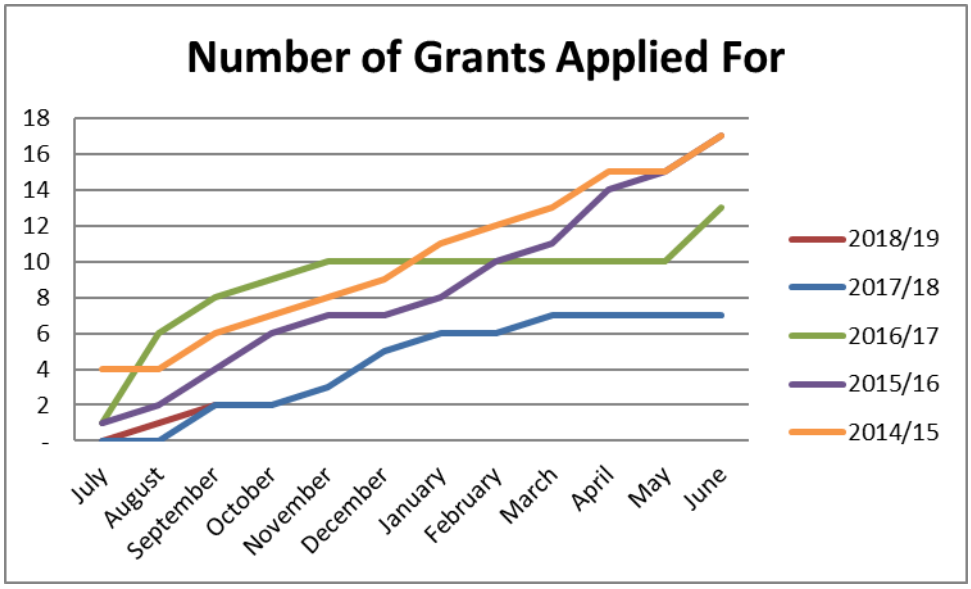
March
April
May
June
2018/19
2017/18
2016/17
2015/16
2014/15


Number of Grants Applied For
18
16
14
12
10
8
6
4
2
-
July
August
September
October
November
December
January
February
March
April
May
June
2018/19
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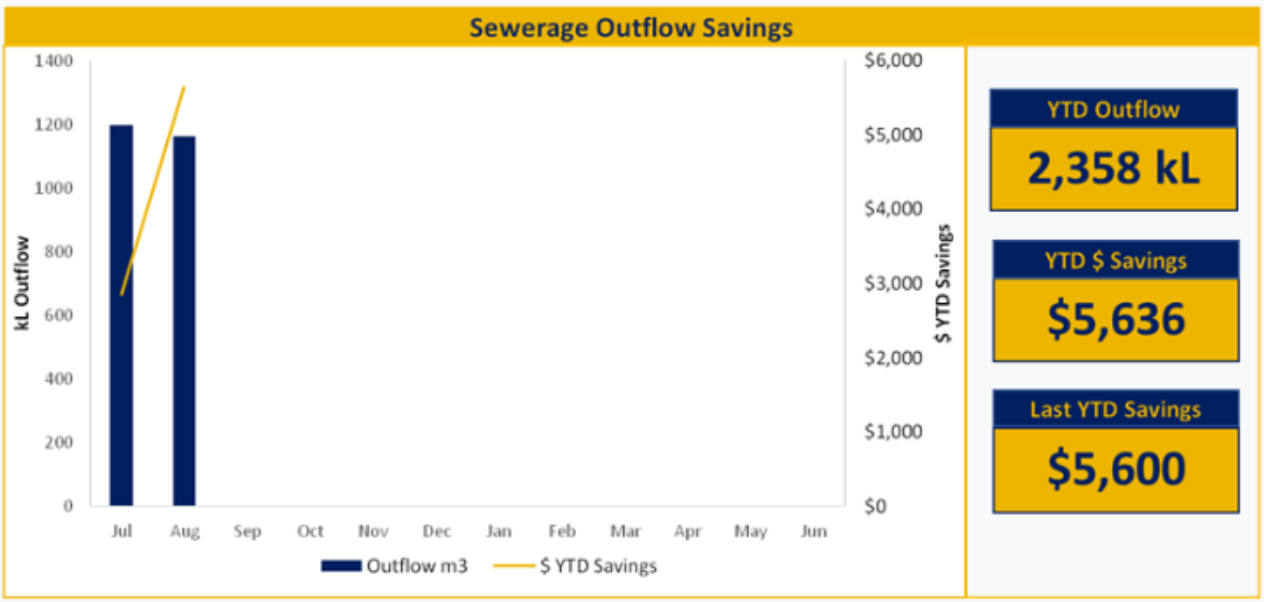
2015/16
2014/15

Waste


Sewerage Outflow Savings
kL Outflow
$ YTD Savings
1400
1200
1000
800
600
400
200
0
$6,000
$5,000
$4,000
$3,000
$2,000
$1,000
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Jul
Aug
Sep
Oct
Nov
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Jan
Feb
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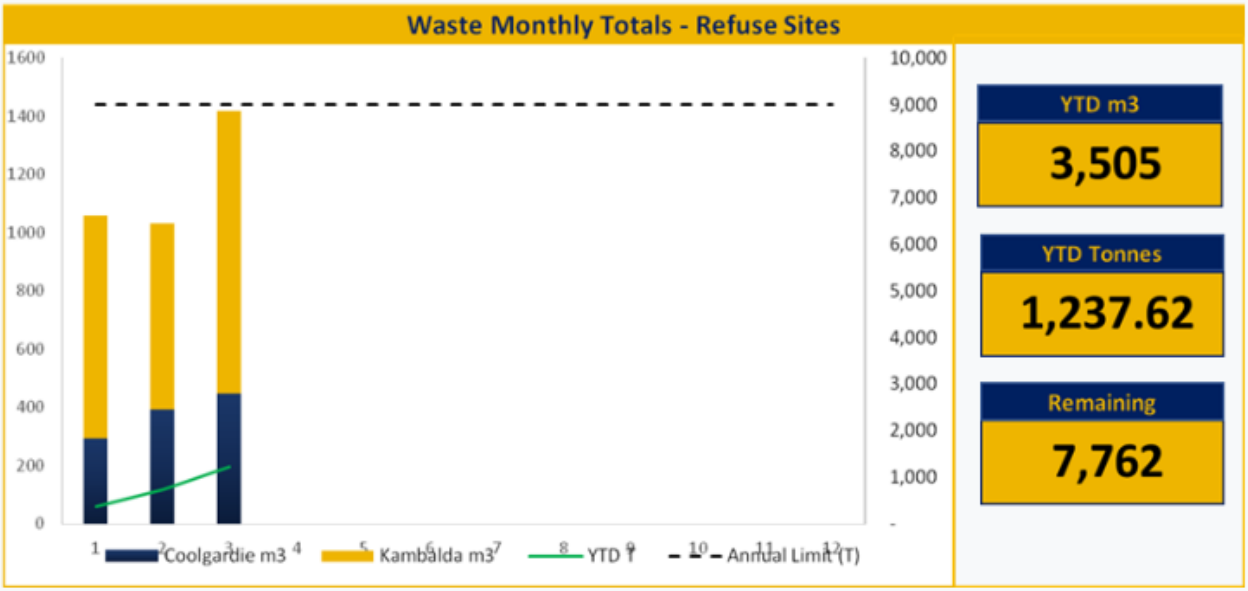
$5,636
Last YTD Savings
$5,600


Waste Monthly Totals - Refuse Sites
1600
1400
1200
1000
800
600
400
200
0
10,000
9,000
8,000
7,000
6,000
5,000
4,000
3,000
2,000
1,000
-
Coolgardie m3
Kambalda m3
YTD
Annual Limit (T)
YTD m3
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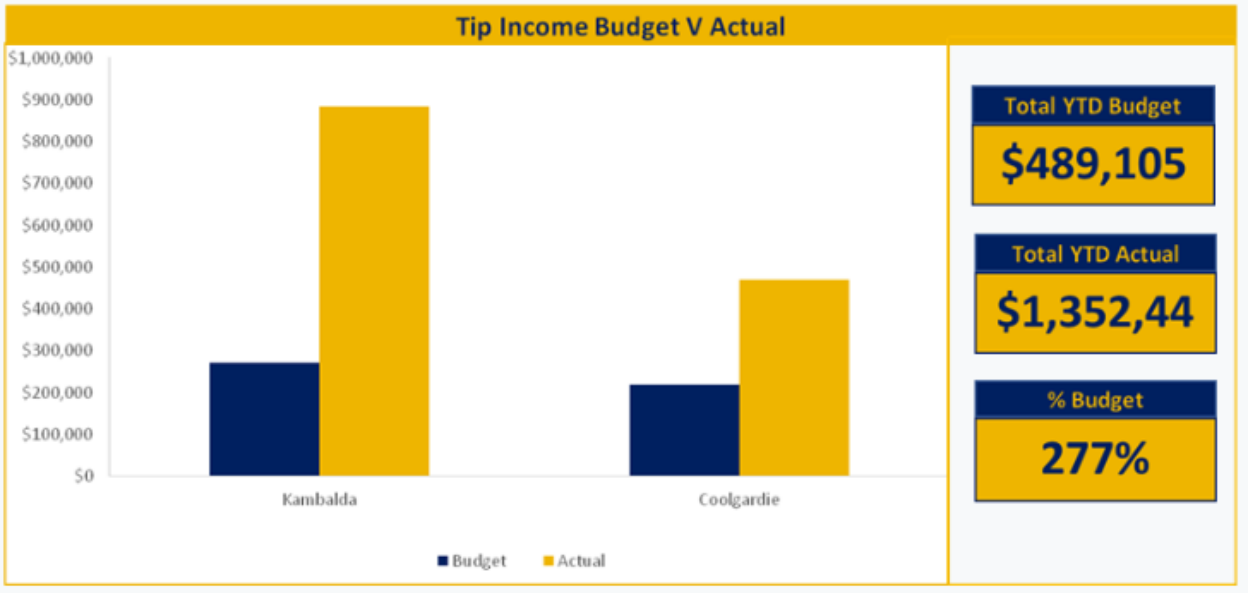
YTD Tonnes
1,237.62
Remaining
7,762



Governance

DATE	RES. No.	ACTION REQUIRED	
Ordinary Council Meeting 26 April 2016			
26 April 16	068/16	**COUNCIL RESOLUTION: # 068/16** **That Council** **1. Authorise the Chief Executive Officer or his delegate to negotiate an agreement between Goldfields Masonic Homes Inc and the Shire of Coolgardie for the sale of the six units, known as Montana Homes for a total of $30,000.00 (being $5,000.00 per unit), *with Masonic Homes Inc to provide a written commitment to construct an additional two units subject to Grant funding availability.*** **2. Advise the Minister for Lands of their support for the transfer of the Management Order over Reserve 35500, Lot 2126 of the units known as Montana Homes, 1, 3, 5, 7, 9, 11 Hunt Street Coolgardie to Goldfields Masonic Homes Inc** **3. Advertise the proposed disposal of Reserve 35500, Lot 2126 to Goldfields Masonic Homes Inc. in accordance with Section 3.58 of the Local Government Act 1995.** **4. Authorise the President and Chief Executive Officer to affix the Common Seal and sign the associated contract documents.**	In Progress. Meeting to be held with Montana Homes in August 2018.

Ordinary Council Meeting 26 April 2017			
26 April 17	105/17	**COUNCIL RESOLUTION: # 105/17** **1. That Council request the CEO to investigate options for the lease of land to the Kambalda subcentre branch** **2. That Council request all relevant stakeholders be consulted as part of the process** **That Council request following those discussions that the CEO write to the minister to lease the appropriate reserve giving the Shire the power to lease to the Kambalda Sub Centre branch of St Johns Ambulance.**	In progress – placed on hold to include in discussions with St Johns on medical services.
Special Council Meeting 14 November 2017			
14 Nov 2017	238/17	**COUNCIL RESOLUTION: # 238/17** **That Council:** **1. Endorse the proposed Amended Miscellaneous Licence 15/373 for pipeline and road from Mincor Resources within the Widgiemooltha Townsite with the inclusion of the proposed endorsement and conditions detailed below:** • **Endorsement: The grant of this lease does not include any private land referred to in Section 29(2) of the Mining Act 1978 except that below 30 meters from the natural surface of the land.** • **Conditions** o **Access to the surface of land within Widgiemooltha townsite for mining purposes being subject to the approval of the local Authority or relevant reserve vestee, and mining activities within the first 100 metres below the surface of the land being limited to such exploration activities as may be approved by the Director, Environment, DMIRS.** o **A Haulage permit is required to be obtained from the Shire of Coolgardie for the use of Kingswood Street;** o **Upgrading to the road junctions is to be upgraded where the proposal haulage road**	Completed

		connects to Kingwood Street to the satisfaction of the Shire of Coolgardie. **2. Endorse the proposed Miscellaneous Licence 15/374 for a pipeline and road from Mincor Resources within the Widgiemooltha Townsite with the inclusion of the proposed endorsement and conditions detailed below:** • **Endorsement: The grant of this lease does not include any private land referred to in Section 29(2) of the Mining Act 1978 except that below 30 meters from the natural surface of the land.** • **Condition:** o **Access to the surface of land within Widgiemooltha townsite for mining purposes being subject to the approval of the local Authority or relevant reserve vestee, and mining activities within the first 100 metres below the surface of the land being limited to such exploration activities as may be approved by the Director, Environment, DMIRS.** o **A Haulage permit is to be obtained from the Shire of Coolgardie for the use of Kingswood Street and Cave Hill Road.** o **Road Junction upgrades to T Junction standards are required where the proposal haulage road connects to Kingwood Street and Cave Hill Road.**	
Ordinary Council Meeting 28 November 2017			
28 Nov 17	252/17	**<u>COUNCIL RESOLUTION: # 252/17</u>** **For Council to consider One Tree Community Services request to replace the current outside play area at the leased portion of the Kambalda Community Recreation Facility known as the day-care facility with natural open space themed play equipment, with the following conditions** **1. One Tree Community Services seeks CEO approval of the final version of play equipment and natural open space before submitting funding applications.** **One Tree adhere to the following conditions as per the current lease that is in place with the Shire of Coolgardie** **2. One Tree Community Services must not make any Alterations to the Area without the prior written approval from the Shire which shall be**	Shire staff to meet with One Tree to determine whether they wish to proceed. Update report to be provide by end of October for consideration by Council in November

		provided in its sole discretion and in which case its decision shall be final. **3. In the event of any Alterations being made by One Tree Community Services:** **a) Such Alterations will be at the sole cost of One Tree Community Services;** **b) Such Alterations (including any fixtures or fittings affixed to the Area) will become the property of the Shire; and** **c) One Tree will reinstate the Area at its sole cost if the Shire reasonably requires it**	
28 Nov 17	262/17	**COUNCIL RESOLUTION: # 262/17** **That Council:** **1. SUPPORTS investigations into the partnership arrangements to provide government housing within Kambalda** **2. APPROVES undertaking investigations on the delivery of Government Housing within the townsite of Kambalda which comprise the following: -** **a. Agreement terms the timeframe** **b. Site identification** **c. Costs associated with the construction of the three houses** **d. Land Tenure options, costs and benefits** **e. Preliminary small lot subdivision design, costs, timeframe** **3. AUTHORISES the Chief Executive Officer to undertake investigations on the potential of developing a small lot subdivision (up to 10 lots).**	In Progress Further meeting hope to be held in October or November 2018. Shire President and CEO met with Kyle McGinn to ask for assistance to get a meeting
27 Feb 18	017/18	**COUNCIL RESOLUTION: # 017/18** **That Council:** **1) SUPPORT the finalisation of the closure of Tindals Road, Coolgardie pursuant to Section 58 of the *Land Administration Act 1997*, comprising the** **a) Release of road reserve from the Southern Section of the intersection of Tindals Road and the Mine Bypass Road in accordance with Council Plan 12-056 Ladyloch Road Preliminary Plan.** **b) All costs associated with advertising and survey as part of the disposal to be borne by Focus Minerals Pty Ltd.** **c) That Council indemnifies the Minster for Lands against any costs or compensation claims arising from the dissolution of land, Tindals Roads, within the Shire of**	In progress Request being processed by DPLH. Infrastructure agency information requested.

		Coolgardie, on the plan approved by the Chief Executive Officer. **2) ADVISES the Department of Lands that the Shire of Coolgardie is pursuing the re-dedication of the land referred to as the former Londonderry Road in accordance with Section 56 of the Land Administration Act 1997.**	
27 Feb 18	018/18	**COUNCIL RESOLUTION: # 018/18** **That Council:** **1) ENDORSES the dedication of the realigned subject road (currently referred to as the realigned Lady Loch Road) pursuant to Section 56 of the *Land Administration Act 1997* as shown on the attached Plans.** **2) ENDORSES submission to the Minister pursuant to Section 56 of the *Land Administration Act 1997* for the dedication of the realigned Lady Loach Road, comprising: -** **a. Location sketch map of the proposed road** **b. agrees in writing to cover the costs associated with the preparation of survey documentation to create the road reserve.** **c. Provides contact details of the applicants nominated Surveyor.** **3) AUTHORISES the Chief Executive Officer to prepare the survey plans and documentation associated with the road dedication of the realigned Lady Loch Road with costs to be borne by the Shire of Coolgardie.**	In Progress Request being processed by DPLH. Update to be provided to November Meeting
27 Feb 18	019/18	**COUNCIL RESOLUTION: # 019/18** **That Council:** **1) SUPPORT the realignment of Binneringie Road and the intersection upgrades at Coolgardie Esperance Highway, Widgiemooltha as shown on attached plans (ref MRWA Plan Ref 7796-C-600 & 7796-C-601).** **2) ENDORSE the dedication of the realigned section of Binneringie Road pursuant to Section 56 of the *Land Administration Act 1997* as shown on the attached Plans (ref MRWA Plans Ref Ref 7796-C-600 & 7796-C-601).**	In Progress – Dedication of Road with DPLH. Flora and fauna survey required Draft legal agreement signed by Shire sent to Tawana for signatures

		3) AUTHORISES the preparation of a legal agreement between the Shire of Coolgardie and Tawana in relation costs to facilitate, construct and maintain the realigned Binneringie Road comprising: - **a. Costs for the preparation and execution of the legal agreement by the Shires lawyers;** **b. Survey and documentation costs associated the road dedication costs.** **c. Construction costs for the new intersection and realigned Binneringie Road to the Shire and Main Roads requirements.** **d. Binneringie Road maintenance costs, comprising financial contribution to the maintenance of the Binneringie Road associated with the use of the road as a haul road for the mining activities.** **4) REQUIRES the draft legal agreement for the realignment and dedication of a portion of Binneringie Road, Widgiemooltha to be referred back to a further Council meeting for endorsement prior to signing of the document on behalf of the Shire of Coolgardie.**	
27 Feb 18	028/18	**<u>COUNCIL RESOLUTION: # 028/18</u>** **That Council:** **1) SUPPORT the realignment of Cave Hill Road, Widgiemooltha subject to the written support from the affected Mining Tenement lease holders.** **2) ENDORSE the dedication of the realigned section of Cave Hill Road pursuant to Section 56 of the *Land Administration Act 1997* as shown on the attached Plans** **3) AUTHORISES the preparation of a legal agreement between the Shire of Coolgardie and Mincor Resources in relation costs to facilitate, construct and maintain the realigned Cave Hill Road comprising: -** **a) Costs for the preparation and execution of the legal agreement by the Shires lawyers;** **b) Survey and documentation costs associated the road dedication costs.** **c) Construction costs for the realigned portion of the Road to the Shire and Main Roads requirements.** **d) Maintenance contribution costs associated with the use of the road as a haul road for the mining activities.** **4) REQUIRES the draft legal agreement for the dedication of portion of Cave Hill Road, Widgiemooltha to be referred**	In Progress – Road dedication being processed by DPLH. Clearing permit submitted to DWER Scope, design and costings of road completed Temporary access currently via Mt Edwards Intersection. Shire and Mincor in discussions re completion of works.

		back to a further Council meeting for endorsement prior to signing of the document on behalf of the Shire of Coolgardie.	
27 March 18	057/18	**COUNCIL RESOLUTION: #057/18** **That Council resolves the following action in relation to the disposal of Lot 311 and 83 (No 44) Bayley Street, Coolgardie.** **1. RESOLVES to cancel the contract for sale of No 44 Bayley Street, Coolgardie with Mr Donald Ottey.** **2.RETAIN the funds associated with the contract between Mr Ottey and the Shire of Coolgardie and instruct Goldfields Settlement to return the balance to Mr Ottey.** **3. AUTHORISE the taking of possession of Lot 311 and 83 No 44 Bayley Street Coolgardie (A1241) for non-payment of rates in accordance with the provisions of Section 6.64 of *the Local Government Act 1995*** **4. RESOLVES to dispose of the land at Lot 311 and 83 No 44 Bayley Street Coolgardie for non-payment of rates in accordance with the provisions of Section 6.64 of *the Local Government Act 1995* by way of: -** **a) Issuing Form 4 notice for the payment of outstanding rates in accordance with (Sch 6.3 clause 1(2)(a) Financial Reg 74 & 75)** **b) Advertise the sale of the property by giving State-wide public notice of the sale (Form 5)** **c)Selling the land by public auction or by private treaty if having been offered for sale by public auction, it has not sold.**	In Progress – Up date report to be provided to November Meeting
27 March 18	058/18	**COUNCIL RESOLUTION: #058/18** **That Council, AUTHORISE pursuant to Section 6.64 and Schedule 6.3 of the Local Government Act 1995, where all reasonable efforts to locate the owners of the properties listed proceed to:** **1. Take possession of the 90 properties listed in Attachment 1 & 2 and give notice in the prescribed Form to the owners of the land for non-payment of rates.** **2. Sell the land, listed in Attachment 2 (12 Properties) for rates unpaid for three or more years and recover from the proceeds of the sale the outstanding balance.**	In Progress – Update to be provided at November Council Meeting
Ordinary Council Meeting 24 April 2018			
24 April 18	075/18	**COUNCIL RESOLUTION: #075/18**	Still in progress.

		That Council, **1. Note Works Approval No W5644/2014/1 from Department of Environmental Regulation dated 26th June 2014** **2. Receive Notice of Amendment to Works Approval No W5644/2014/1 from Department of Water and Environmental Regulation dated 28th March 2018** **3. Endorse Site Plan – Kambalda Waste Facility – KWF1506-M-001 dated 27th November 2017** **4. Authorise a budget amendment of $385,000 to account 510018 Acquisition Refuse Site for the construction of the Kambalda Waste Facility** **5. Authorise a transfer of $385,000 from the Landfill Reserve for the construction of the Kambalda Waste Facility**	Update report to be provided to November Council Meeting
24 April 18	079/18	**COUNCIL RESOLUTION: #079/18** **That Council,** **1. RESOLVES that portion of Lot 888 (No15) Santalum Street, Kambalda, as shown on the attached plan, is surplus to Shire of Coolgardie requirements by virtue of: -** • **Its separated from the depot activities by a fence since 1984 at handover of the land from Western Mining Corporation.** • **The land has never been used for Shire purposes** • **The land contains a workshop in use by the adjoining landowner.** **2. INITIATES the process to dispose of portion of Lot 888 (No 15) Santalum Street, Kambalda West as shown of the attached plan, in accordance with section 3.58 of the Local Government Act 1995 by Private Treaty by giving Local Public Notice with the following details: -** **(1) Description of the property** **(2) Details of the disposition** **(3) Names of all parties** **(4) Price** **(5) Market valuation (which is not older than 6 months)** **(6) Invite submission** **(7) Council consideration of submission** **3. AUTHORISES the Chief Executive Officer to: -**	In Progress – Discussion progressing with adjoining landowner

<table>
<tr><td></td><td></td><td>1. Obtain a Market valuation for the portion of Lot 888 (No 15) Santalum Street, Kambalda West as shown on the attached plan.
2. Prepare subdivision survey documentation.

REQUIRES a further report on the outcome of the investigations and discussions with the applicant prior to commencing Local Public Notice.</td><td></td></tr>
<tr><td colspan="4">Ordinary Council Meeting 22 May 2018</td></tr>
<tr><td>22 May 2018</td><td>093/18</td><td><u>COUNCIL RESOLUTION: #093/18</u>

That Council,
1. INITATES Amendment No 1 to Local Planning Scheme No 5 as follows
a. Modifying the use class permissibility in the Rural Residential Zone as follows

<table>
<tr><th>Use Class</th><th>From</th><th>To</th></tr>
<tr><td>Workers Accommodation</td><td>X</td><td>D</td></tr>
<tr><td>Aged Person</td><td>X</td><td>D</td></tr>
<tr><td>Motel</td><td>X</td><td>D</td></tr>
<tr><td>Industry Cottage</td><td>X</td><td>D</td></tr>
<tr><td>Restaurant / Café</td><td>X</td><td>D</td></tr>
</table>
b. Insert additional development provisions under clause 32 of the Scheme comprising the follows:
i. All workforce accommodation, whether designed as permanent or temporary structures, shall be regarded as residential development and is subject to the requirements of the R-Codes.
ii. Except in the Residential zone, the requirements of the R-Codes may be varied for workforce accommodation by the local government provided adequate justification for the variation is submitted by the proponents of the accommodation and the local government considers the variation appropriate.
iii. Development applications for workforce accommodation within areas outside the Workforce Accommodation zone, shall be accompanied by information and plans</td><td>In Progress – Advertising commenced.

Scheme documents finalised</td></tr>
</table>

		indicating, to the local government's satisfaction, how the development and use contributes to the amenity of the townsite. **iv. Development applications for temporary structures to provide workforce accommodation shall be accompanied to the local government's satisfaction by information and plans indicating how and when the development will be removed, and the site rehabilitated.** **2. CONSIDERS Amendment No1 to Local Planning Scheme No 5 to be 'standard' under the provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015.*** **3. PREPARES the scheme amendment documentation.** **4. AUTHORISES the public advertising of the proposal upon Notice of Assessment being received.**	
Ordinary Council Meeting 26 June 2018			
26 June 18	107/18	**COUNCIL RESOLUTION: #107/18** **That Council, APPROVES the caretakers dwelling to Lot 877 No 27 Clianthus Road, Kambalda West as shown on plans dated 21 June 2018 subject to the following conditions:** **2. All development to be carried out in accordance with the approved plans.** **3. Building permit being obtained prior to the commencement of development.** **4. All stormwater generated by the development must be contained and disposed of on-site to the satisfaction of the Shire of Coolgardie.**	In Progress
26 June 18	116/18	**COUNCIL RESOLUTION: # 116/18** **That Council,** **1. Endorse the proposal for Allied Health Services in the Shire of Coolgardie and the proposed pricing structure** **2. Include funding in the 2018/2019 Budget for a minimum of 520 hours per year** **3. Request a quarterly report be provided by the service provider on the outcomes of the Service** **4. Review the service after 1 year.**	In Progress – MOU being prepared – funding included in 2018/2019 Budget
24 July 2018	124/18	**That Council APPROVES the development comprising replacement workshop, service station**	Completed – Development

		and caretakers dwelling at Lot 8 Granby Road, Kambalda East, as shown on plans dated 16 May 2018 and revised plans dated 19 June 2018 subject to the following conditions: **1) All development to be carried out in accordance with the approved plans.** **2) Building permit being obtained prior to the commencement of development.** **3) All stormwater generated by the development must be contained and disposed of on-site to the satisfaction of the Shire of Coolgardie.** **4) All vehicle parking, trailer parking and loading areas, line marking, and hard stand areas shall be designed and in accordance with the approved plans and designed, drained, sealed and kerbed in accordance with approved plans to the satisfaction of the Shire of Coolgardie.** **5) Access and egress crossovers onto Granby Road to be sealed, kerbed, constructed and maintained to the satisfaction of the Shire of Coolgardie** **6) The wash-down area, including petrol and oil separators must be constructed, sealed and contained to the satisfaction of the Shire of Coolgardie and maintained for the duration of the development.** **7) All contaminated waste and soils are to be disposed of in accordance with Environmental regulations** **8) Adequate precautions and measures to be undertaken to ensure effluent or contaminated liquids does not enter the Shire of Coolgardie drainage systems.** **9) All landscaping to be maintained to the satisfaction of the Shire of Coolgardie Chief Executive Officer** **10) The development to be implemented in compliance with the Bushfire Management Plan.** **11) Upgrading of Granby Road to be undertaken by the applicant to the specifications, design and standards of the Shire as signed off by the Chief Executive Officer, at the applicants costs prior to commencement of the fuel service operations.** **12) The development shall be substantially commenced within 3 years from the date of this decision. If the development does not substantially commence before expiration of the 3 year period this approval becomes invalid and expires.**	and Building Approval submitted – Construction Commenced
24 July 2018	128/18	**That Council,** **1) Award quotation number RFQ 014 – 17/18 Refuse and Recycling Contract Services, to Transpacific Cleanaway Pty Ltd for the provision of refuse collection services for the sum of $139,252.82 per annum (GST Inclusive) based on a total rateable properties model. The service will include: -** ** Residential and commercial refuse collection;** **2) Authorise a contract to Transpacific Cleanaway Pty Ltd, 171 Camboon Road, Malaga WA for Refuse Collection Services.**	In Progress – Meeting held with Cleanaway. Contract being prepared by Shire Solicitor

		3) Authorise the Shire President and the Chief Executive Officer to sign and affix the Common Seal in accordance with Part 19.1(2) of the Standing Orders Local Law to any required documentation.	
24 July 2018	130/18	**1. *The CEO negotiate with Paris with regards to* the remaining upgrade works for Binneringie Road as soon as possible and get the required works done. If Paris does not complete the works, it is proposed the Shire cost and complete the works and charge Paris** **2. *The CEO negotiate with a contractor* to determine if an agreement can be reached for the maintenance of 68 km of Binneringie Road. The agreement to be brought to Council for consideration** **3. *The CEO negotiate with Lithco No 2 Pty Ltd to contribute* $168,000 towards maintenance of the slk 0 to slk 28 of Binneringie Road to be paid for in quarterly instalments in 2018/2019** **4. *The CEO write to Lithco Pty Ltd requesting payment to the Shire in quarterly* instalments in 2018/2019 for the $233,067 spent on upgrade of the first 28 km of Binneringie Road** **5. Shire staff undertake a quarterly audit of the 68km of Binneringie Road.**	In Progress
Ordinary Council Meeting 28 August 2018			
28 Aug 2018	160/18	**<u>COUNCIL RESOLUTION: #160/18</u>** **That Council** **1. Receive Shire of Coolgardie Pool Assessments December 2017 – Norman Disney and Young – Confidential Attachment 1.** **2. Receive 2018 Safety Assessment and Safety Improvement Plan Coolgardie and Kambalda Pools – Royal Lifesaving – Confidential Attachments 2 and 3.** **3. Receive Kambalda West Swimming Pool Core Survey July 2018 – Airey Taylor Pty Ltd – Confidential Attachment 4.** **4. Resolve to close the Kambalda Swimming Pool for the 2018/2019 Season** **5. Request the Chief Executive Officer call for tenders for the refurbishment of the Kambalda Swimming Pool in accordance with instrument of delegation 1.1.4.**	In Progress
28 Aug 2018	168/18	**<u>COUNCIL RESOLUTION: #168/18</u>**	In Progress – Planning

		That Council APPROVES the development comprising workers accommodation at Lot 1965 Reserve R46628 Gnarlbine Road, Coolgardie, as shown on plans dated 22 August 2018 subject to the following conditions: **1) The development shall be substantially commenced within 2 years from the date of this decision. If the development does not substantially commence before expiration of the 2-year period, this approval becomes invalid and expires.** **2) The development to be carried out in accordance with the approved plans with modification to the designated exit crossover Gnarlbine Road. Amended plans to be provided addressing the location of the designated exit crossover onto Gnarlbine Road.** **3) Building permit being obtained prior to the commencement of development.** **4) Dust suppression measures to be implemented to prevent dust blown from the sites.** **5) A Bushfire Management Plan to be prepared and implemented and maintained in accordance with the approved plan.** **6) The design and location of all effluent systems to be designed and constructed in accordance with requirements of Health Department.** **7) All landscaping to be maintained to the satisfaction of the Shire of Coolgardie Chief Executive Officer** **8) All stormwater generated by the development must be contained and disposed of on-site to the satisfaction of the Shire of Coolgardie.** **9) All vehicle parking, loading areas, hard stand and line marking areas are shown on the approved plans shall be designed, drained, sealed and kerbed in accordance to the satisfaction of the Shire of Coolgardie Chief Executive Officer.** **10) Access and egress crossovers onto Gnarlbine Road to be sealed, kerbed, drained, constructed and maintained to the satisfaction of the Shire of Coolgardie** **Advice Notes** **1) The applicant is advised that granting of development approval does not constitute a building permit and that an application for relevant building permits must be submitted and approved before any work requiring a building permit can commence on site.** **2) The applicant is advised that approval from the Department of Health is required for any onsite waste water treatment processes.**	approval been signed Amended plans been signed off Efluent system been agreed and signed off

28 Aug 2018	169/18	**COUNCIL RESOLUTION: #169/18** **That Council** **1. NOTES the actions taken to effect the resolution to enter into a lease at the Kambalda Health Centre, Gumnut Place, Kambalda with Jupiter Health (March 2017 resolution #084/17 and October 2017 resolution #230/17 and the finalisation and closing out of this matters due to the cessation of the lease negotiations with the applicant Jupiter Health following withdrawal of health services.** **2. Note the CEO's comments in the body of the report.** **3. Note that September 2017 resolution #212/17 remain a current resolution of Council.** **Reason; The Coolgardie Men's Shed have contacted the Shire and stated they have requested a lease of the goods shed precinct**	In Progress
28 Aug 2018	170/18	**COUNCIL RESOLUTION: #170/18** **That Council** **1. NOTES the actions taken to effect the resolution and ceases to pursue new reserve over vacant crown land for the purposes of Horse Blocks Kambalda; Motorized Sports Kambalda; Rifle Club Kambalda and ceases further action.** **2. NOTES the actions taken and outcomes of discussion with the Department of Finance on the Coolgardie Post Office Reserve regarding the building upgrades and leasing.**	In Progress
28 Aug 2018	171/18	**COUNCIL RESOLUTION: #171/18** **That Council,** • **Authorise the Chief Executive Officer to award Tender 05/18 to (Tender A) to Industrial Road Pavers Pty Ltd (10 Sudlow Rd, Bibra Lake WA 6163) for $387,211.50 ex GST.** • **Authorise a contract to Industrial Road Pavers Pty Ltd for Junction Upgrade at the Kambalda Tip Road and the Goldfields Highway.** • **Authorise the Shire President and the Chief Executive Officer to sign and affix the Common Seal in accordance with Part 19.1(2) of the Standing Orders Local law to any required documentation.**	In Progress – Contract drafted awaiting signatures. Proposed start date 20th October

28 Aug 2018	172/18	**COUNCIL RESOLUTION: #172/18** **That Council** **1. Receive and note the Shire of Coolgardie ICT Assessment Audit undertaken by Market Creations** **2. Authorise Market Creations to be engaged to provide services as detailed in Confidential Attachments Network Infrastructure Agreement, Synergy Cloud Hosting Agreement, IP Telephone Agreement, Managed Services Agreement and Disaster Recovery Test and Plan Agreement** **3. Endorse the action taken by the Chief Executive Officer on 20th August, given the risk identified, to;** **i. Sign the Network Infrastructure agreement (Confidential Attachment 1)** **ii. Sign the Synergy Cloud Hosting Agreement (Confidential Attachment 2)** **iii. Sign the IP Telephone Agreement (Confidential Attachment 3)** **iv. Sign Managed Service Agreement (Confidential Attachment 4)** **4. Endorse costings for Option 2 with IPTEL OPEX and Synergy in the Cloud as per (Confidential Attachment 5) for one off upfront costs of $65,198.59 ex GST and monthly cost of $10,786.73 ex GST** **5. Authorise the Chief Executive to issue purchase orders for Option 2 with IPTEL OPEX and synergy in the Cloud as per (Confidential Attachment 5)** **6. Note the adoption of the 2018/2019 Annual Budget on the 14th August 2018 included enough funding for Option 2 with IPTEL OPEX and Synergy in the Cloud as prepared by Market Creations in (Confidential Attachment 5)**	Completed – Purchase Orders raised and sent. Documents sent to Market Creations
Ordinary Council Meeting 25 September 2018			
25 Sept 2018	177/18	**COUNCIL RESOLUTION: # 177/18** **That Council,** **1. Notes and receives management comments on the Financial Management Review Shire of Coolgardie June 2018 in Confidential Attachment 1.** **2. Requests the Chief Executive Officer provide an update report to the December Meeting of Council on management comments on the Financial Management Review Shire of Coolgardie June 2018.**	In Progress

25 Sept 2018	181/18	**COUNCIL RESOLUTION: # 181/18** **That Council,** **1) Endorse the submission of DLGSC's CSRFF Forward Planning grant application for elements of the Redevelopment of the Kambalda Aquatic Facility project.** **2) Confirms the ongoing costs of operating and maintaining the facility in the future will be funded in the Annual Shire Budget.**	Completed – Application submitted
25 Sept 2018	182/18	**COUNCIL RESOLUTION: # 182/18** **That Council ENDORSES the action undertaken by the Chief Executive Officer to ensure the** **temporary supply of fuel in Kambalda as follows: -** **1. Approval is granted for temporary restricted access fuel sales at 8 Granby Road subject to the following: -** **a. 6-month period ending on 31 March 2019.** **b. Maintenance of the access road to the Shires satisfaction** **c. Directional signage to be installed along Durkin, Airleg and Granby Roads to the satisfaction of the Chief Executive Officer** **2. At the end of this temporary period the applicant finalise the approval as granted by the Shire in July 2018 including upgrading of Granby Road at the applications cost to Shire specifications to facilitate access and circulation for vehicles up to RAV 10 rating.**	In Progress – Facility open – no issues received to date
25 Sept 2018	183/18	**COUNCIL RESOLUTION: # 183/18** **That Council, APPROVES the proposed outbuilding and Residential Design Code variations on** **Lot 1045 (No 4) Banksia Court, Kambalda West, as shown on plans dated 19 September 2018** **subject to the following conditions:** • **Building permit being obtained prior to the commencement of development.** • **The Outbuilding (shed) shall not be used for human habitation, commercial or industrial purposes.**	In Progress
25 Sept 2018	185/18	**COUNCIL RESOLUTION: # 185/18** **That Council lay item on the table for further information to be sought and bring back to the** **October 2018 Ordinary Council Meeting.** Reason - receive further information on outright purchase and leasing to buy.	Report to be provided to November Council Meeting – Further discussions between Uniqco and the Shire

25 Sept 2018	186/18	**COUNCIL RESOLUTION: # 186/18** **That Council** **1. Authorise the Chief Executive Officer to write to the Department of Transport requesting they administer and deliver the service in Kambalda.** **2. Request the Chief Executive Officer to bring a report back to the December 2018 Ordinary Council Meeting on the response received from the Department of Transport to determine whether to terminate the current contract.**	In Progress
25 Sept 2018	187/18	**COUNCIL RESOLUTION: # 187/18** **That Council** **1. Authorise the Chief Executive Officer to withdraw membership from Australia Day Council and arrange for staff to organise nominations for awards internally.** **2. Request Australia Day Citizenship Award Policy 025 be amended** **3. Bring policy 025 back to the October 2018 Ordinary Council meeting for acceptance.**	In Progress
25 Sept 2018	188/18	**COUNCIL RESOLUTION: # 188/18** **That Council,** **1. Authorise the Chief Executive Officer to arrange for bottle groups 3 and 4 which are seconds and those of little value for public auction and arrange for the staged sale of items of the Eastern States rare beer bottles in consultation with BACWA.** **2. Authorise the Chief Executive Officer to pay $3000 to BACWA for the provision of their service to value the Waghorn Bottle Collection.**	Report being presented to October Council Meeting
25 Sept 2018	190/18	**COUNCIL RESOLUTION: # 190/18** **That Council,** **1. Note the Shire has paid their financial contribution of $11,500 and $25,000 to Goldfields Tourism Network Association for the period until 30 June 2019.** **2. Endorse the participation of Shire delegates in functions of the board until 30 June 2019 to enable the Chief Executive Officer of Goldfields Tourism Network Association to perform the functions of the organisation under direction of the board.** **3. Investigate a tourism strategy over the next 6 months with a view to promoting tourism and Shire tourism facilities to replace the current arrangement in place with GTNA**	In Progress – Proposal for Tourism Strategy received – CEO to issue purchase order for work to commence

		4. Provide a report to the December 2018 Ordinary Council Meeting with outcomes of the GTNA and the progress of the tourism strategy. **5. make funding available from account number S0415 consultancy, to fund the proposed strategy.**	
25 Sept 2018	192/18	**COUNCIL RESOLUTION: # 192/18** **That Council,** • **Authorise the Chief Executive Officer to award Tender 02/18 to (Tender B) Gencon Civil Pty Ltd (23 Santalum Street, Kambalda West WA 6442) for $942,595.07 ex GST.** • **Authorise a contract to Gencon Civil Pty Ltd for Construction of the approach and junction of Binneringie Road at the Coolgardie/Esperance Highway.** • **Authorise the Shire President and the Chief Executive Officer to sign and affix the Common Seal in accordance with Part 19.1(2) of the Standing Orders Local law to any required documentation.**	In Progress
25 Sept 2018	193/18	**COUNCIL RESOLUTION: # 193/18** **That Council,** **1. Authorise the CEO to award Tender 06/18 - Supply and Deliver of sub-base and base course** **gravel and road base material delivered to site for its annual road construction projects to** **Davenne Holdings Pty Ltd t/as Bergie's and Bergmeier Earthmoving in accordance with their** **tendered schedule of rates for the supply and delivery of the Shire's annual gravel and road** **base generally in the Coolgardie area and at the best calculated cost to the Shire.** **Item 1 - Sub Base Material** **$14.00 ex GST per tonne - Supply Only Rate in Coolgardie area** **$16.00 ex GST per tonne 10km radius of Coolgardie townsite** **$17.20 ex GST per tonne 10-20km radius of Coolgardie townsite** **$18.40 ex GST per tonne 20-30km radius of Coolgardie townsite** **$19.60 ex GST per tonne 30-40km radius of Coolgardie townsite** **$20.80 ex GST per tonne over 40 km radius from Coolgardie town site** **Item 2 – Base Course Material** **$14.00 ex GST per tonne - Supply Only Rate in Coolgardie area**	In Progress

		$16.00 ex GST per tonne 10km radius of Coolgardie townsite **$17.20 ex GST per tonne 10-20km radius of Coolgardie townsite** **$18.40 ex GST per tonne 20-30km radius of Coolgardie townsite** **$19.60 ex GST per tonne 30-40km radius of Coolgardie townsite** **$20.80 ex GST per tonne over 40 km radius from Coolgardie town site** **Item 3 – Road Base Material** **$23.00 ex GST per tonne - Supply Only Rate in Coolgardie area** **$23.00 ex GST per tonne 10km radius of Coolgardie townsite** **$24.20 ex GST per tonne 10-20km radius of Coolgardie townsite** **$25.40 ex GST per tonne 20-30km radius of Coolgardie townsite** **$26.60 ex GST per tonne 30-40km radius of Coolgardie townsite** **$27.80 ex GST per tonne over 40 km radius from Coolgardie town site** **Cartage Formula** **For sealed roads only – the price per 10-kilometre section (over 40km from Coolgardie Town** **site) is $1.20 per tonne + GST (rate is applicable for sub-base, road-base and gravel).** **For unsealed roads - the price per 10-kilometre section (over 40km from Coolgardie Town** **site) is $2.00 per tonne + GST (rate is applicable for sub-base, road-base and gravel).** **2. Authorise the CEO to award Tender 06/18 - Supply and Deliver of sub-base and base course** **gravel and road base material delivered to site for its annual road construction projects to** **NB Little & Sons Pty Ltd t/as Little Industries in accordance with their alternative tendered** **schedule of rates as per clause 1.9.6 of Request for Tender for the supply and delivery of the** Shire of Coolgardie Ordinary Council Meeting 25 September 2018 91 **Shire's annual gravel and road base generally in the Kambalda area and at the best** **calculated cost to the Shire.** **Item 1 - Sub Base Material** **$11.00 ex GST per tonne - Supply Only Rate ex Scahill Pit** **Sub base material in the Kambalda area according to the below-mentioned cartage formula** **Item 2 – Base Course Material** **$16.00 ex GST per tonne - Supply Only Rate ex Scahill Pit**	

		Base course material in the Kambalda area in accordance to the below-mentioned cartage formula **Item 3 – Road Base Material** **$6.50 ex GST per tonne - Supply Only Rate 10mm Road base ex Kambalda Quarry** **$16.00 ex GST per tonne - Supply Only Rate 20mm Road base ex Kambalda Quarry** **Road base material in the Kambalda area in accordance to the below-mentioned cartage formula** **Cartage Formula** **Flag fall = $2.50 (ex GST)** **Single Trailer – 23t = $0.20 c/t/k** **"B" Double – 35t = $0.16 c/t/k** **Double – 50t = $0.13 c/t/k** **35.5m 2 & half RAV 7.1 - 60t = $0.12 c/t/k** **35.5m 2 & half RAV 7.3 - 68t = $0.11 c/t/k**	

Rates Batch Transaction listing (Delegated Authority)
Nil

Technical Services
Nil

Attachments:
Nil

Consultation:
Nil

Statutory Environment:
Nil

Policy Implications:
Nil

Financial Implications:
Nil

Strategic Implications:
Solutions focussed and customer-oriented organisation
Attraction, development and retention of a productive and effective workforce
Development of Shire's resources to provide optimum benefit to the community
Effective communication and engagement processes
High quality corporate governance, accountability and compliance.

Voting Requirement: Simple Majority

Officer Recommendation:

That Council note the various activity reports and delegated authority used for September 2018.

11.1.2 Debtors Balance Write-Off

Location: NIL

Applicant: NIL

File Reference: NAM6262

Disclosure of Interest: The Author has no interest in this matter

Date: 16 October 2018

Author: Senior Finance Officer, Jade Tarasinski

Summary:
Council approval is sought to write off sundry bad debts totalling **$4315** that were either raised in error, have been paid or have become stale and deemed irrecoverable.

Background:
This report has been prepared as a consequence of internal review of the debtors control account and subsidiary ledger, the purpose of which was to verify receivables balances.

Comment:
Presented in the below table are the three debts that are proposed for write off

Debtor Name	Invoice No.	Amount	Date Raised	Reason for Write off
25725	IN4460	$ 360	24 June 2015	Declared bankruptcy Nov
	IN4473	$ 1485	30 June 2015	2015
	IN4478	$ 1080	30 June 2015	
24907	IN4924	$ 720	14 March 2016	Numerous attempts have been made, Debtor has moved. No forwarding address.
27372	IN5641	$ 200	17 October 2017	Numerous attempts have been made to contact debtor. Debtor has moved. No forwarding address.
26911	IN5352	$470	24 February 2017	Unable to contact the debtor. Calls, emails, post. Return to sender.
	TOTAL	**$4315**		

The debt for Debtor 25725 was original put to council for write off in September 2017, however at the time it was not made aware to council that Debtor 25725 declared bankruptcy on the 12 November 2015.

Debtor 24907 debt of $720 was raised in March 2016 and pertains to rubbish/building waste dumped at one of the Shire of Coolgardie's waste sites, this was taken to Council in September 2017 and after numerous attempts to retrieve funds via post, email and phone no contact has been made

27372 debt of $200 was raised in October 2017 and pertains to a littering fine. After numerous attempts to retrieve funds via post, email and phone no contact has been made

26911 debt of $470 was raised in February 2017 and pertains to a ghost tour. After numerous attempts to retrieve funds via post, email and phone no contact has been made

The age of these outstanding receivables precludes an efficient investigation into the reason behind these outstanding amounts. The cost to ascertain whether these invoices were raised incorrectly, have been paid, or cannot be recovered, may outweigh the value which *might* eventually be recovered.

Attachments:
Nil

Consultation:
Chief Executive Officer, James Trail
Finance Officer, Amy Grazziadelli

Statutory Environment:
Local Government Act 1995 Paragraph 6.12.Power to defer, grant discounts, waive or write off debts

(1) Subject to subsection (2) and any other written law, a local government may —

(a) when adopting the annual budget, grant a discount or other incentive for the early payment of any amount of money; or*

(b) waive or grant concessions in relation to any amount of money; or

(c) write off any amount of money,

which is owed to the local government.

** Absolute majority required.*

Policy Implications:
Council's attention is drawn to Delegation 1.1.7 Debts – Waiver, Concessions or write off,

The Chief Executive Officer is delegated authority to

1. Waive or grant concessions in relation to sundry debts owed to the Shire.
2. Write off money owed to the Shire.
3. Determine the conditions to be applied to waive, grant a concession or write off money owed to the Shire.

Council's Conditions on Delegation:
A Limit to individual sundry debts that do not exceed $500, with the exception of rate debts. Rate debts are limited to amounts of up to $50.

Financial Implications:
The proposed bad debt to be written off totals $4315. Given that council's allowance for doubtful debts currently sits at $1,924,556.00, this write off accounts for 0.02%, so will have negligible impact on the current budget, or budgeted surplus

Strategic Implications:

Solutions focussed and customer-oriented organisation
High quality corporate governance, accountability and compliance.

Voting Requirement: Absolute Majority
Officer Recommendation:

That Council resolves to write off sundry bad debts

Debtor Name	Invoice No.	Amount	Date Raised
25725	IN4460	$ 360	24 June 2015
	IN4473	$ 1485	30 June 2015
	IN4478	$ 1080	30 June 2015
24907	IN4924	$ 720	14 March 2016
27372	IN5641	$ 200	17 October 2017
26911	IN5332	$470	24 February 2017
	TOTAL	**$4315**	

It has been determined that they may have been raised in error, have been paid, or have become stale and are deemed irrecoverable.

11.1.3 Quarterly Report for Period Ending 30 September 2018

Location:	Shire of Coolgardie
Applicant:	Shire of Coolgardie
File Reference:	NAM6276
Disclosure of Interest:	Nil
Date:	16 October 2018
Author:	Chief Executive Officer, James Trail

Summary:
For Council to receive the quarterly report for the period ending 30 September 2018.

Background:
The CEO has engaged Excel IQ to produce a business information tool specifically designed for staff to monitor their budgets. The implementation of this tool has been designed to help staff quickly identify over or under expenditure of their budgets and report to Council in a simple and easy to read format. By providing this report Council can see how each department is tracking with their budgets and staff will be able to provide answers to any variances in the reports.

The Council committed to undertaking an organisation wide service review with the following objectives:

Improved service
To understand the services delivered and enable improved management of the services.

Resource allocation
To confirm the level of resource allocation across the Council's portfolio of service.

Inform
To informs elected members and executives, new and old alike, to what the Council does and how it goes about doing it.

Service standards
To understand and better target its service level/standard to avoid gold-plating services – providing services that exceed community expectations, thereby wasting limited resources.

Benchmarking
To benchmark services against other Councils, against KPIs or against "future self" as part of a continuous improvement program.

Shared services/Partnerships
To capture relevant data to specify the service for the purpose of exploring the provision of shared services/partnerships with neighbouring councils, regional organisations of councils, government agencies as part of a joined-up-approach, not-for-profit organisations or other likeminded parties.

Efficiency Dividend
State and Federal Governments have been adopting efficiency dividends for many years. Efficiency dividends are targets set to achieve savings from improvements in operations – how the services are delivered. Council has implemented an efficiency dividend (2% of Council rate income) as part of its 2018/19.

The adoption of an efficiency dividend is consistent with the Service Review theme for year one, which is all about focusing on managing costs and narrowing the gap between income and expenditure.

Conclusion
The Service Reviews will serve as a blueprint for the direction of the Council's portfolio of services.

Three-year plan

Year One will focus service managers on understanding their service data and the Council's business – what services are being delivered by Council and why. Knowing the numbers that make up the expenditure and income of each service will enable service managers to manage costs and narrow the gap between income and expenditure.

Year Two will focus the service managers on gathering data, reporting and evidence-based decision-making. This will lead to service managers making changes and improving how services are being delivered to the community.

Year Three will focus the service managers on benchmarking, innovative thinking and implementing new ways of delivering services to achieve better results for the community. The service managers will understand what makes up their service and be able to speak with authority about what makes their services tick.

Performance management
Following the Council's consideration of the Service Reviews the Shire will be well placed to develop a performance management framework using the service reviews as its performance spine. While some of the review recommendations will be implemented immediately there are other recommendations that will require work over coming months and years.

The planning and timing for implementation of these Review recommendations should form part of the Shire's performance management framework moving forward to ensure all Council resolutions are implemented.

In addition, some time and effort has been spent during the service review process on understanding and developing performance indicators for each service. It is now opportune to build a reporting and monitoring program around service KPIs that can be used to guide the ongoing performance improvement for each service.

In addition, some time and effort has been spent during the service review process on understanding and developing performance indicators for each service. It is now opportune to build a reporting and monitoring program around service KPIs that can be used to guide the ongoing performance improvement for each service.

KPIs
The Council makes significant investment in people and service delivery. To appreciate how well the Council's investment is being leveraged into outcomes we intend on measuring and monitoring:

- staff numbers and salaries;
- budget income and expenditure versus actual; and
- effectiveness and progress of each service.

Staff numbers and salaries
The Shire's employment establishment is made up of 45 FTEs (full-time equivalents) made up of full-time, part time and casual employees. The total annual cost of the Council's establishment is $3.9 million or 63% of the Council's annual rates.

Staff numbers and salaries are a significant cost to Council and will be monitored as part of the performance management framework.

Budget v actual (Costs and Benefits)
The Council's adopted budget will be monitored to ensure income/expenditure against each service is on target. While the Council monitors the service financials it is also important to understand what the service spend achieves in terms of service outcomes/community benefits.

The Shire's performance objective should be to at least improve on what it achieved in the previous year and to better its service delivery in some way from year to year. Therefore, performance reports will also track service performance outcomes against previous year.

Commercial activity – cost recovery
Various activities undertaken by the Shire, that may be deemed commercial, should not be subsidised by Council. These services should be run at a breakeven or better financial result. The commercial services should pay their own way – charged for the space they occupy and internal services and resources they draw down. Therefor before we declare that the gymnasiums are running at a profit they need to cover the internal hire rate for the space they occupy and the equipment they utilise. Therefore, the Council needs to adopt a process of cost recovery for services deemed to be commercial activities.

Government funding – cost shifting
The Council receives considerable funding from the State Government for the delivery of various government services. The cost of delivering these services should be borne entirely by the State Government (unless it was a condition of funding for council to contribute). Some detailed analysis needs to take place to determine if the Council is subsidising the delivery of various government services and if that level of subsidy is acceptable to Council.

Internal charges/overheads
For the Council to appreciate the "true" cost of services some internal charges need to be applied against specific services. Internally facing services such as administration, finance and IT provide significant support to externally facing services. Therefore, some of the administration finance and IT costs should be apportioned to externally facing services to better reflect the "true" cost of their delivery.

Technical services support other services such as recreation centres with grounds maintenance. Therefore, some of the technical services costs should be apportioned to other services to better reflect the "true" cost of their delivery.

The Shire's current technical and administrative overheads are too high and greater effort should go into reducing them in coming years.

Similarly, the Shire provides fleet, plant and equipment and a maintenance workshop to support internally and externally facing services. Therefore, some of these costs should be apportioned to other services to better reflect the "true" cost of their delivery.

The Shire's plant hire rates only partially recover the cost of providing the fleet plant and equipment and workshop services.

Strategic Recommendations
That the Council:

- benchmark against other similar councils to determine and set a target range for expenditure on internally facing services;
- review its commitment to the Tourism, Heritage and Museum activities with a view to capping its commitment in the short term and exploring how it can manage cost and narrow the gap between income and expenditure in coming years;
- explore the skills and knowledge required by the Shire staff in implementing the service reviews over coming three years and consider implementing a professional development program for its key personnel/service managers;
- note that a performance management framework will be developed and implemented using the service reviews as a mechanism to provide the Council with executive oversight of its operations;
- as part of the its 2018/19 Budget deliberations adopt a process of cost recovery for services deemed to be commercial activity;
- minimise its financial exposure to the provision of government services that are funded by various government agencies;
- benchmark internal charges/overheads with other similar councils with a view to setting an appropriate range for overheads as a percentage of cost of labour;
- set a target for administrative and technical overheads at 90% of the labour costs to be achieved over the coming three years;
- set its plant hire rates to fully recover the cost of providing fleet, plant and equipment and workshop services; and
- as part of the 2018/19 Budget deliberations adopt an efficiency dividend of 2% of the Council's rate to be achieved through improvements in operations.

All responsible officers have completed their first quarterly reports within the time frame. If Council request additional information to add value this can be provided in the next quarterly reporting period.

Comment:
The quarterly report for the period ending 30th September 2019, demonstrates the Shire has generated savings and efficiencies already in the first 3 months. The Shire is continuing in 2018/2019 to share services with the City of Kalgoorlie – Boulder which has significantly reduced the Shire's operational expenditure.

The first quarter of the financial year has seen normal operational activities occur. The Budget was adopted in mid-August – capital works have now been programmed. The Shire has invested $3,900,000 for reserves and $4,500,000 for unrestricted funds. To the 30th September 2018, rates revenue of $4,905,000 had been collected

The CEO and Administration Manager have worked with all senior staff and RAVIM to develop KPI's for all senior management. This then flows to KPI's for various services. Finalisation of the KPI's will be completed by the end of October 2018. The reporting system developed by Excel IQ is being used to report on not only the KPI's for senior staff but also the CEO. This reporting has been refined to report on other data and statistics using a Business Intelligence Tool. It is anticipated the second quarterly report for 18/19 will be done using the BI Tool.

Attachments:
1. Quarterly Presentation September 2018 **[11.1.3.1]**

Consultation:
Bec Horan – Manager Administration Services
Noeline Poke – Senior Rates Officer
Peter Miller – Works Supervisor
Laura Dwyer – Manager Recreation and Community Development
Rod Franklin – Waste Co-ordinator
Leanne Shilton – Team Leader Recreation and Community
Jade Tarasinski – Senior Finance Officer
Leesa Treen – Team Leader Recreation and Community

Statutory Environment:
Nil

Policy Implications:
Nil

Financial Implications:
Nil

Strategic Implications:
Solutions focussed and customer-oriented organisation
Attraction, development and retention of a productive and effective workforce
Development of Shire's resources to provide optimum benefit to the community
Effective communication and engagement processes
High quality corporate governance, accountability and compliance.

Voting Requirement: Simple Majority

Officer Recommendation:

That Council;
1. **Receive the quarterly report for the period ending 30 September 2018**

Service Review Report

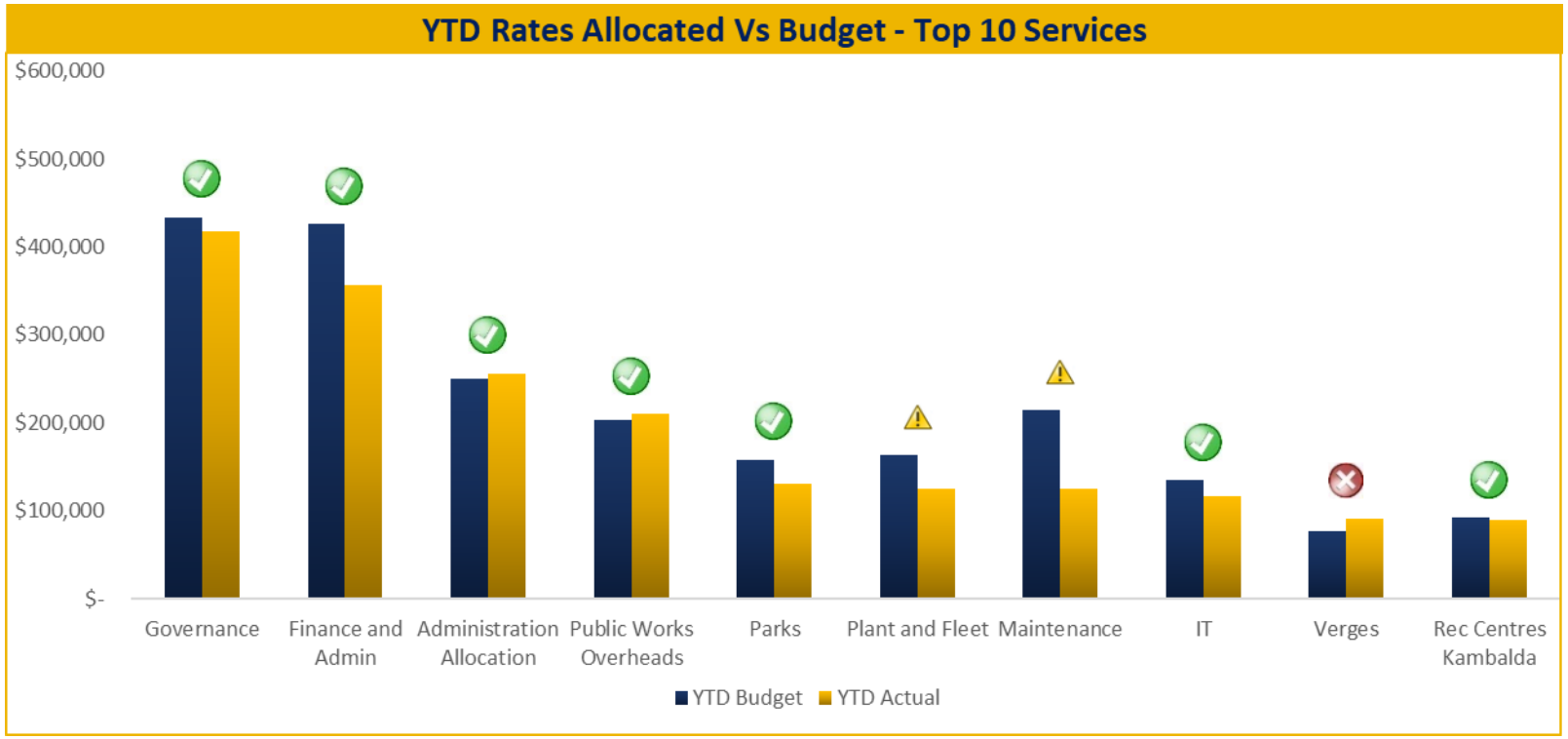
September Quarter 2018

Summary Slide

Summary Points

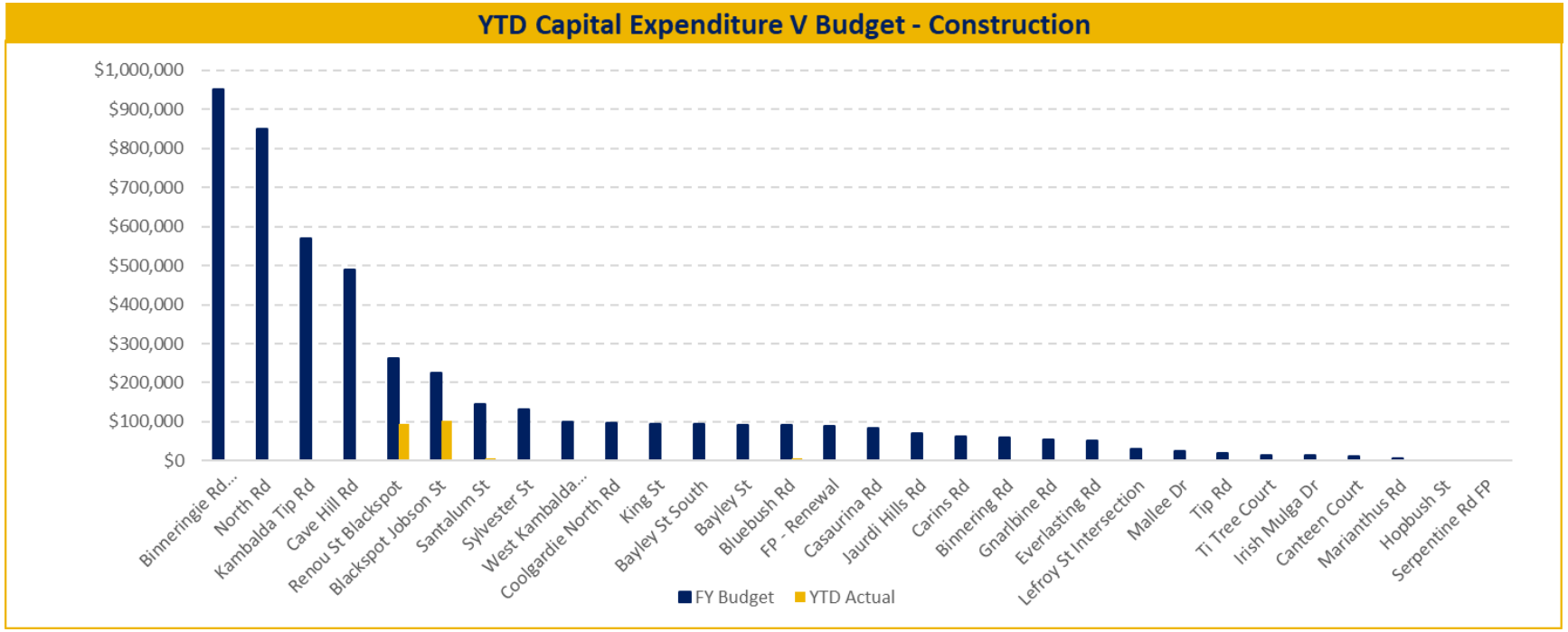
- The first quarter of the financial year has seen normal operational activities occur
- The Budget was adopted in mid August – capital works have now been programmed
- The Shire has invested $3,900,000 for reserves and $4,500,000 for unrestricted funds
- To the 30th September 2018, rates revenue of $4,905,000 had been collected

Top 10 Services



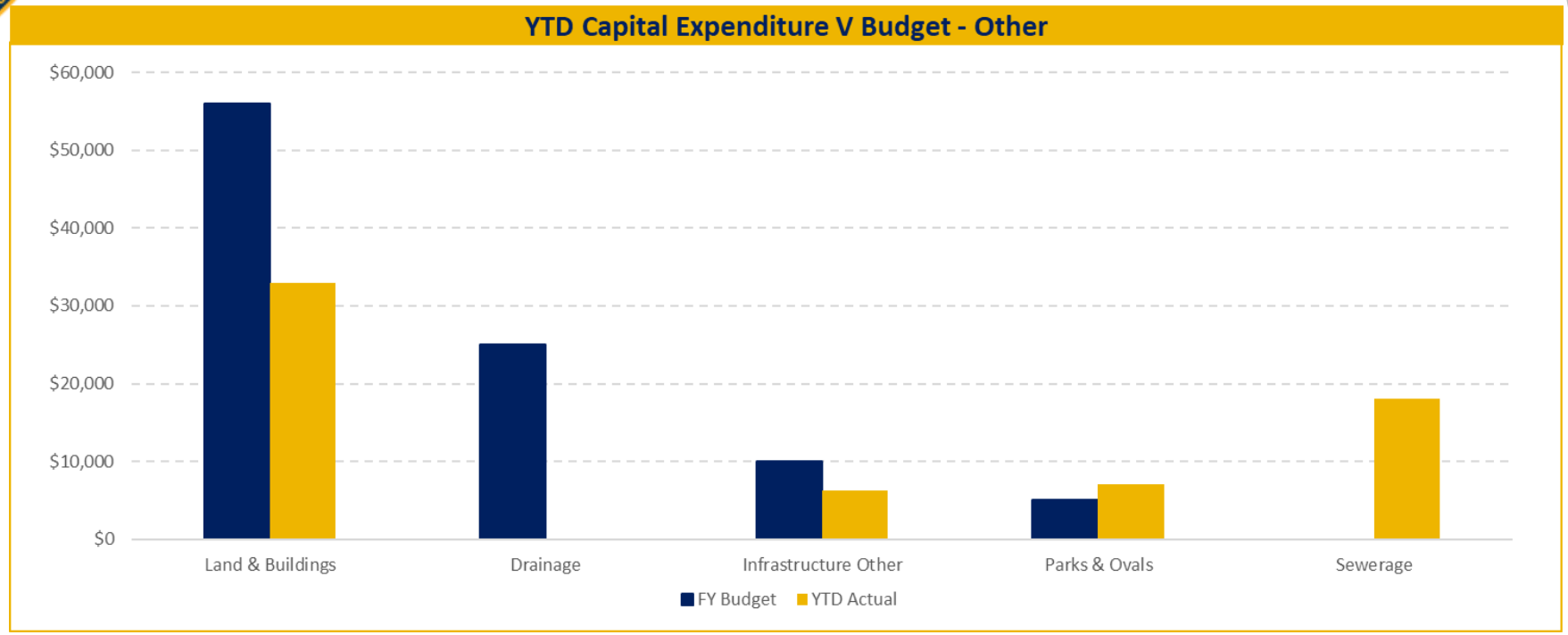
- **Rates allocated is expenditure minus any income generated by the service**

Capital Expenditure - Construction



- In the first quarter of 2018/2019 most capital works have been planned but not commenced
- The adoption of the budget in August allows planning for the capital programme to commence
- It is anticipated that the Roads to Recovery works will be 80% completed by end of Dec 2018.
- Expenditure incurred is on Blackspot project in Coolgardie

Capital Expenditure - Other

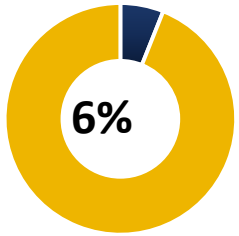


- Works have been 90 % completed on the toilet block at the depot
- Scheduled works at the Coolgardie sewerage plant have commenced

Governance

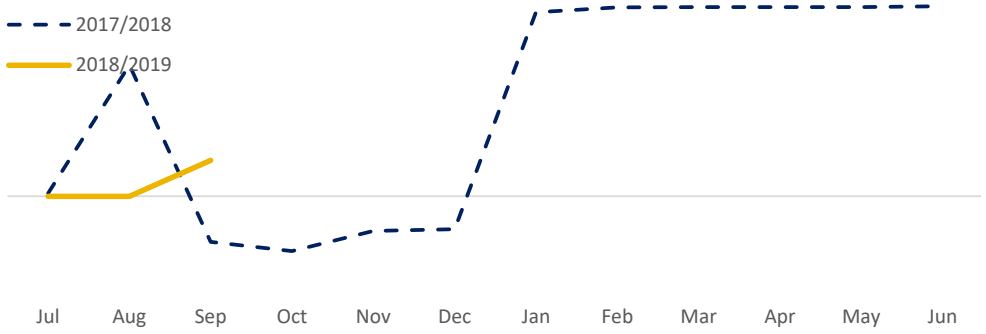
	INCOME	EXPENDITURE
BUDGET YTD	$750	$434,501
ACTUAL	$3,875	$420,929

SHARE OF RATES

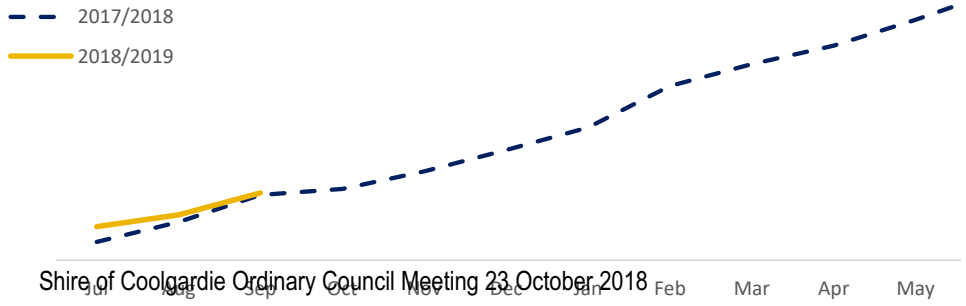


% EXPENDITURE SPENT

YTD Income Year on Year



YTD Expenditure Year on Year



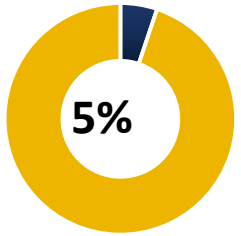
Manager's commentary

- The over expenditure actual is because there was an incorrect allocation for subscriptions.
- Income actual is higher then budgeted for.
- Governance is tracking to budget

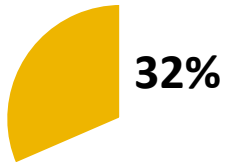
Finance and Admin

	INCOME	EXPENDITURE
BUDGET YTD	$0	$425,584
ACTUAL	$1,155	$358,168

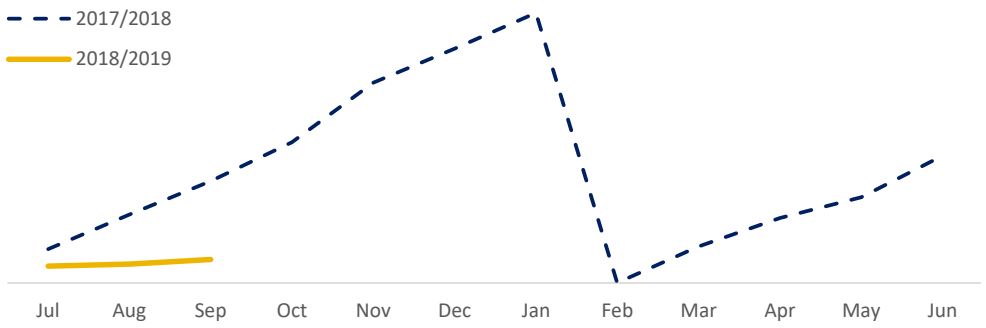
SHARE OF RATES



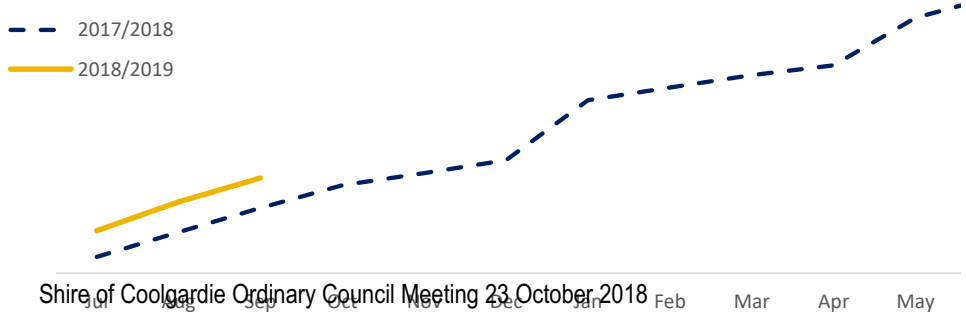
% EXPENDITURE SPENT



YTD Income Year on Year



YTD Expenditure Year on Year



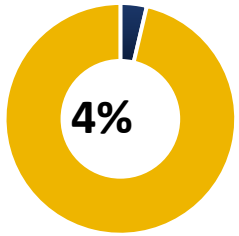
Manager's commentary

- **Expense tracking as expected for the first Quarter.**

Administration Allocation

	INCOME	EXPENDITURE
BUDGET YTD	$0	$250,740
ACTUAL	$0	$256,285

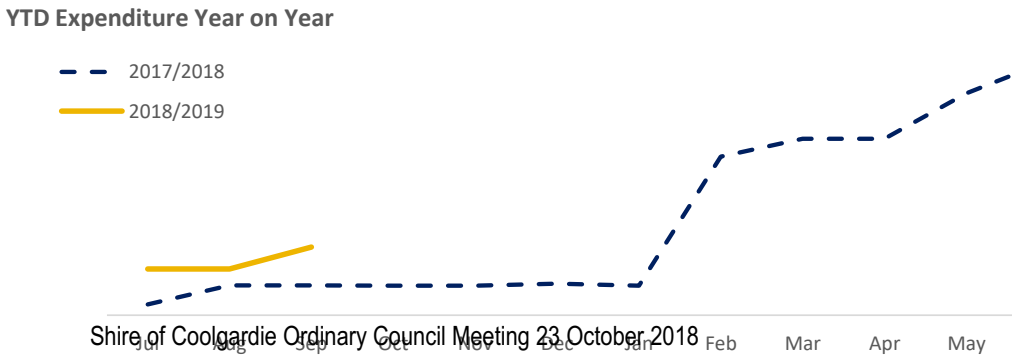
SHARE OF RATES



% EXPENDITURE SPENT

Manager's commentary

- Tracking in accordance with Budget



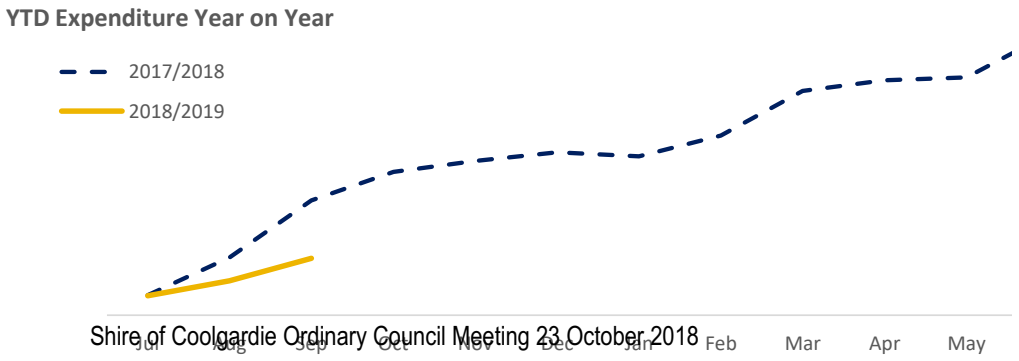
Maintenance

	INCOME	EXPENDITURE
BUDGET YTD	$0	$213,858
ACTUAL	$0	$124,891

SHARE OF RATES	% EXPENDITURE SPENT
2%	16%

Manager's commentary

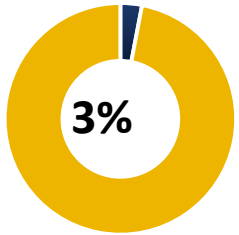
- **Expense Variance – purchase orders have been issued to suppliers but invoices have not yet been received by the Shire.**



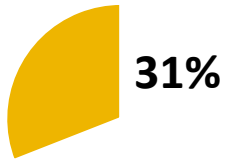
Public Works Overheads

	INCOME	EXPENDITURE
BUDGET YTD	$0	$203,235
ACTUAL	$0	$209,832

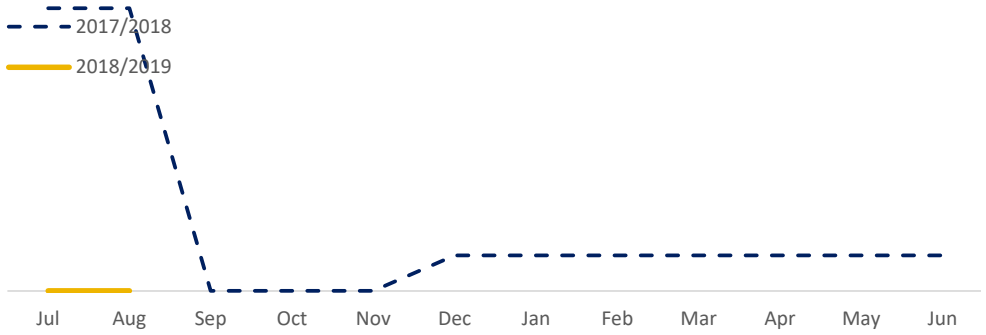
SHARE OF RATES



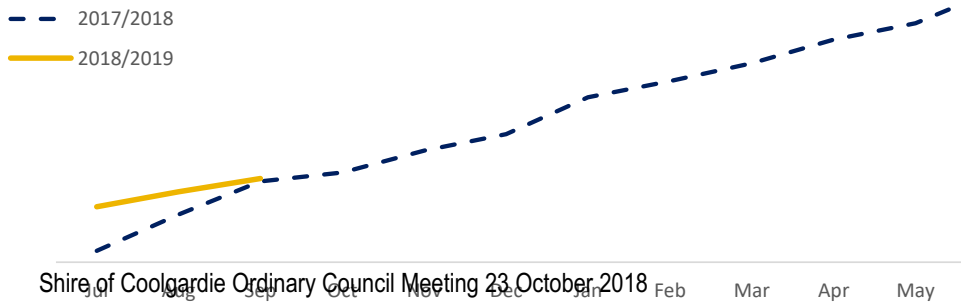
% EXPENDITURE SPENT



YTD Income Year on Year



YTD Expenditure Year on Year



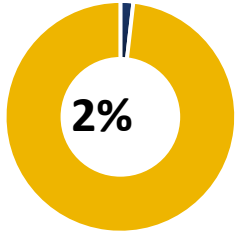
Manager's commentary

- **Expenditure Variance – some expense streams identified, however, budget is tracking similar to 2017/2018.**

Plant and Fleet

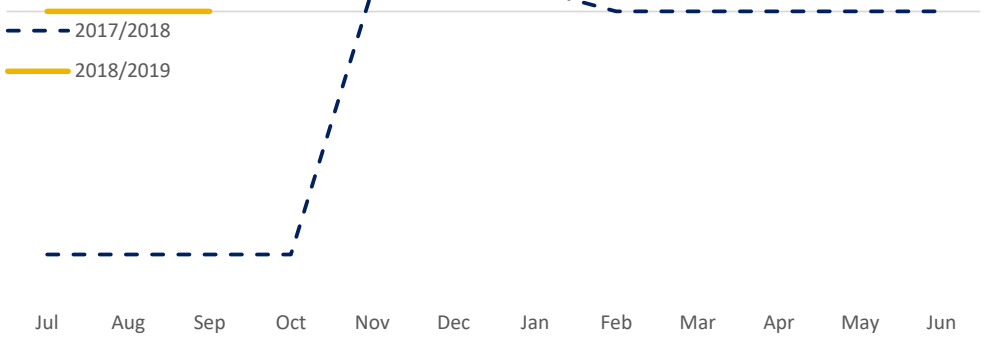
	INCOME	EXPENDITURE
BUDGET YTD	$0	$163,034
ACTUAL	$0	$125,563

SHARE OF RATES

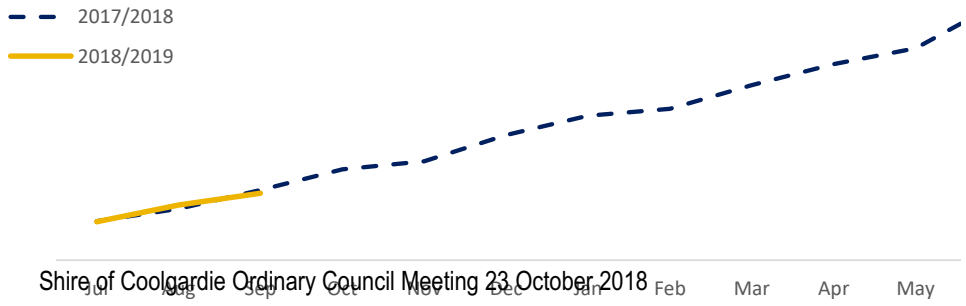


% EXPENDITURE SPENT

YTD Income Year on Year



YTD Expenditure Year on Year

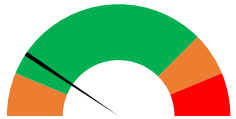


Manager's commentary

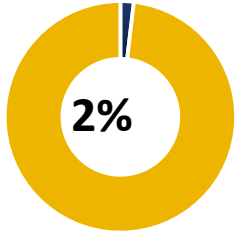
- **Expense Variance – slight underspend due to no major plant breakdowns and good maintenance.**

Parks

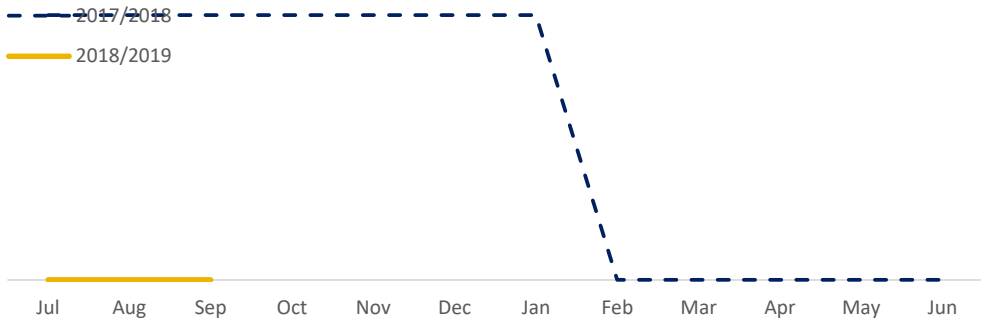
	INCOME	EXPENDITURE
BUDGET YTD	$0	$158,070
ACTUAL	$0	$130,049



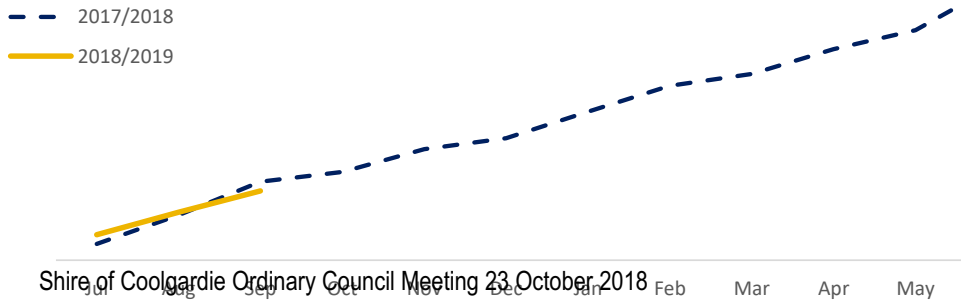
SHARE OF RATES	% EXPENDITURE SPENT



YTD Income Year on Year



YTD Expenditure Year on Year

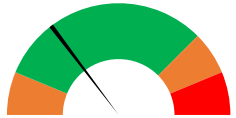


Manager's commentary

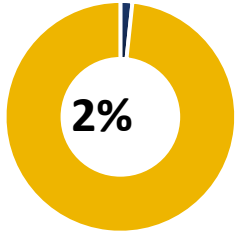
- **Overall budget is performing well. Reduced costs resulted from less maintenance being required.**

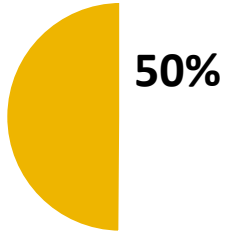
IT

	INCOME	EXPENDITURE
BUDGET YTD	$0	$134,893
ACTUAL	$0	$116,678



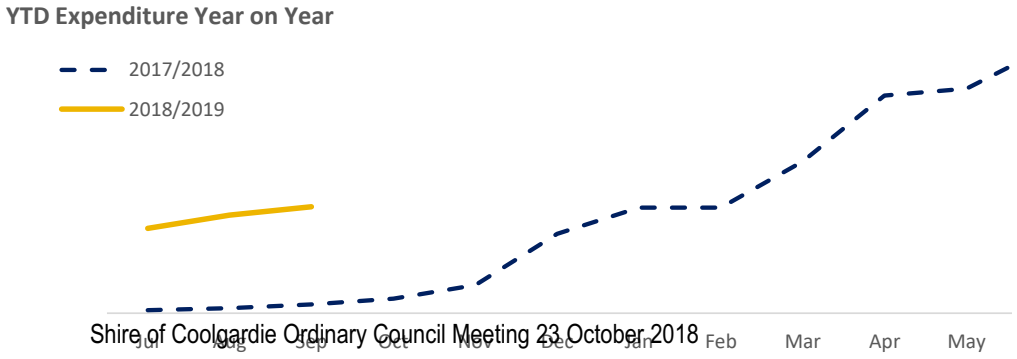
SHARE OF RATES	% EXPENDITURE SPENT





Manager's commentary

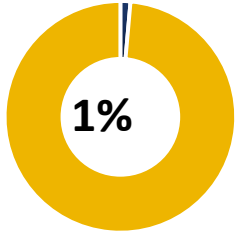
- IT budget is showing over half of the budget already spent with more than 9 month of the financial year remaining. This is due to purchase orders being created for Marketforce to complete the upgrades.



Tourism and Museums

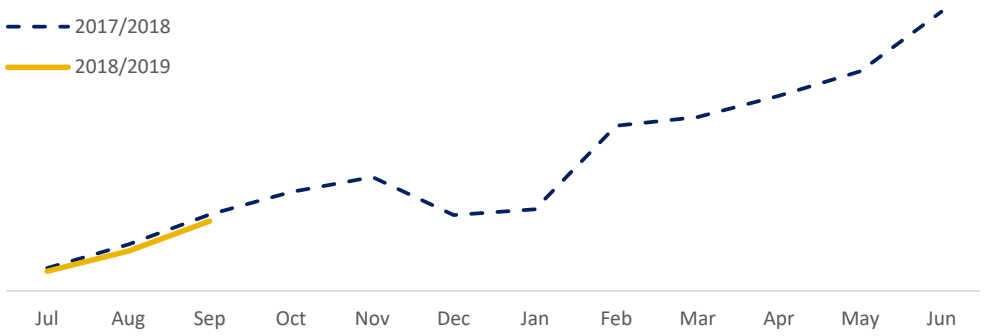
	INCOME	EXPENDITURE
BUDGET YTD	$13,998	$138,681
ACTUAL	$17,212	$97,662

SHARE OF RATES

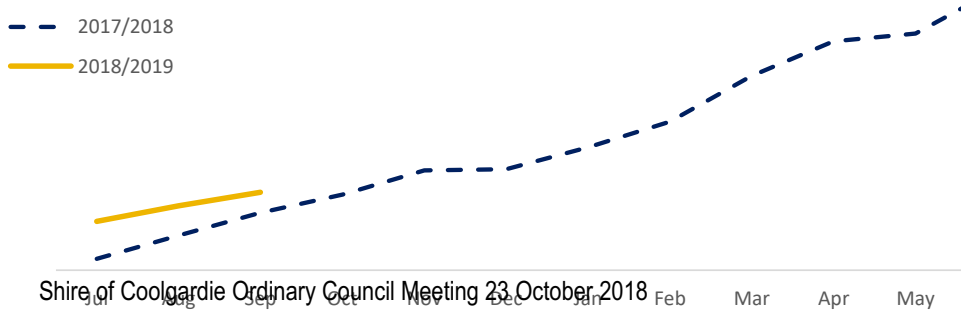


% EXPENDITURE SPENT

YTD Income Year on Year



YTD Expenditure Year on Year

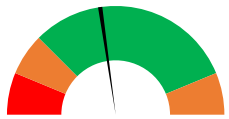


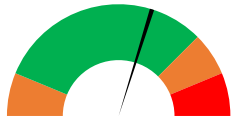
Manager's commentary

- Tourism and Museum is tracking as expected for this time of the year.
- The Visitors Centre has seen an increase in Visitor numbers, bring the income a little higher than the previous years.
- It is expected that the expenditure will decrease as the peak tourism season begins to slow.

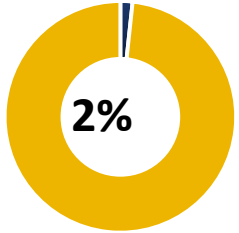
Rec Centres Kambalda

	INCOME	EXPENDITURE
BUDGET YTD	$27,873	$119,775
ACTUAL	$28,688	$118,113



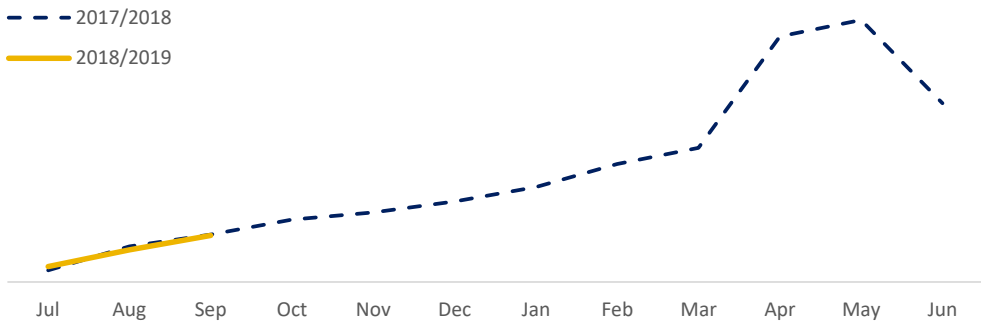


SHARE OF RATES

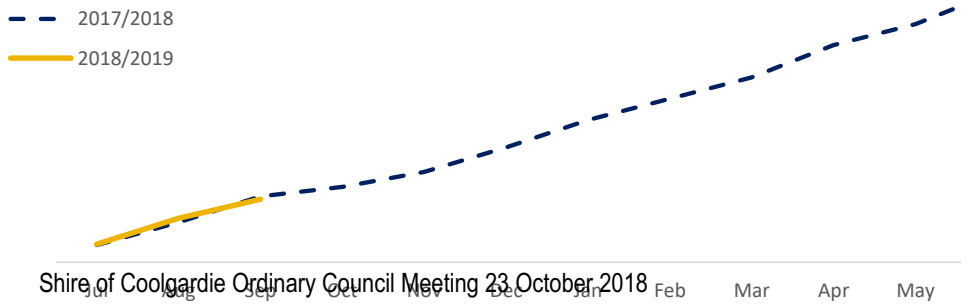


% EXPENDITURE SPENT

YTD Income Year on Year



YTD Expenditure Year on Year



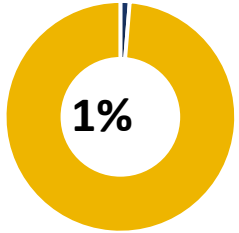
Manager's commentary

- The Rec centre is staying on track with expenditure.
- There has been some scheduled maintenance to the centre that needed to be completed but was planned.

Verges

	INCOME	EXPENDITURE
BUDGET YTD	$0	$76,599
ACTUAL	$0	$90,623

SHARE OF RATES

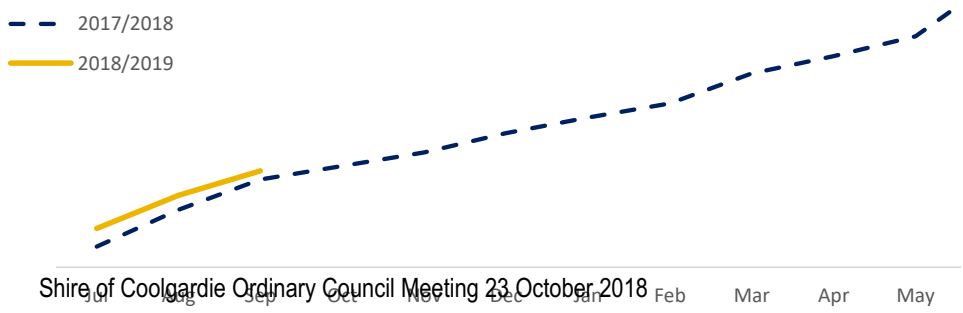


% EXPENDITURE SPENT

Manager's commentary

- **Expense Expenditure: A concentrated effort was placed on Coolgardie verges in time for Coolgardie Day which affected staffing allocation hours, hire of street sweeping machine and extra street bin emptying. It is expected that a monthly reduction in costs will now occur.**

YTD Expenditure Year on Year

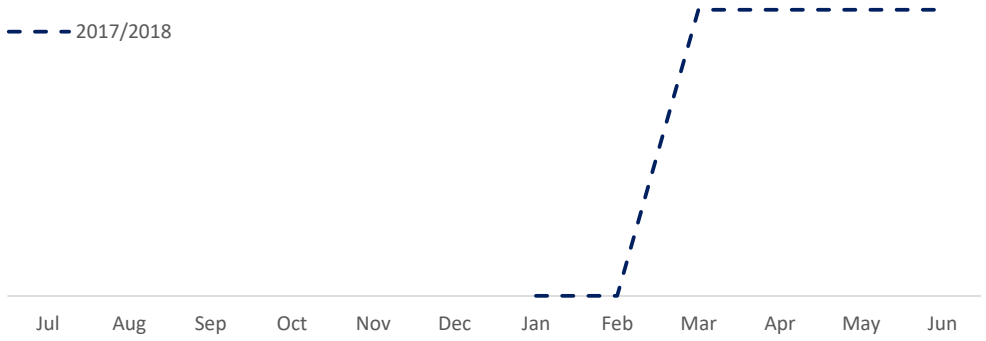


Human Resources

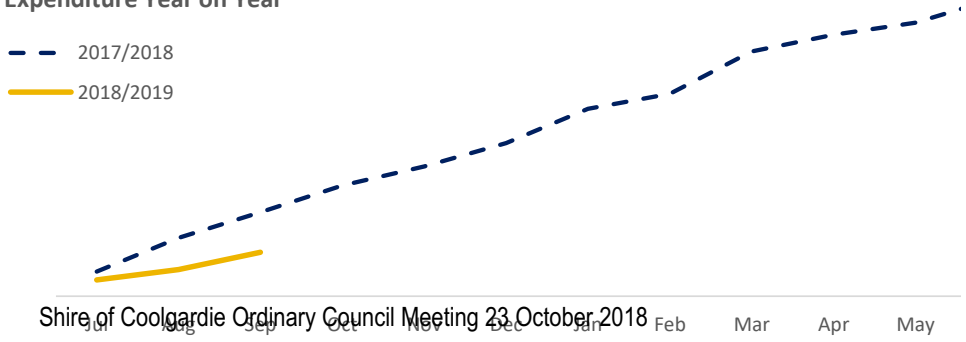
	INCOME	EXPENDITURE
BUDGET YTD	$0	$72,750
ACTUAL	$0	$27,469

SHARE OF RATES	% EXPENDITURE SPENT
0%	10%

YTD Income Year on Year



YTD Expenditure Year on Year



Manager's commentary

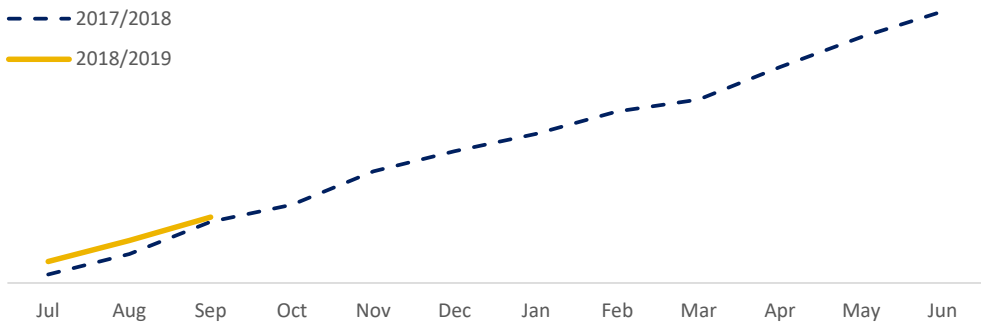
- **HR Budget currently on track for the financial year. Expenditure will increase over the next 3 months due to staff training, team building sessions and outside assistance with OSH and Risk projects.**

Rec Centres Coolgardie

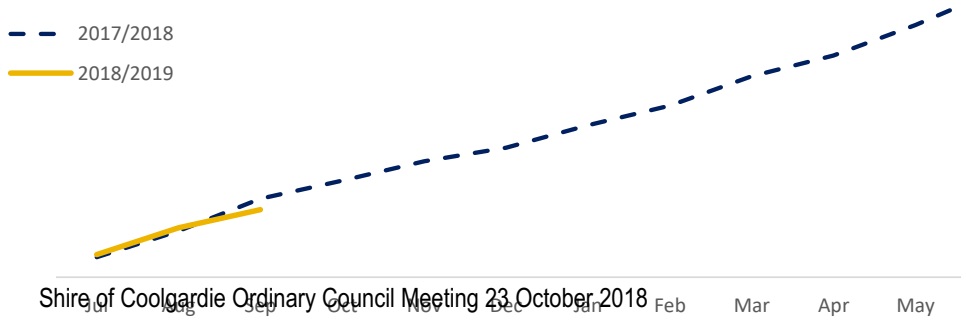
	INCOME	EXPENDITURE
BUDGET YTD	$2,499	$60,129
ACTUAL	$2,439	$42,359

SHARE OF RATES	% EXPENDITURE SPENT
1%	18%

YTD Income Year on Year



YTD Expenditure Year on Year



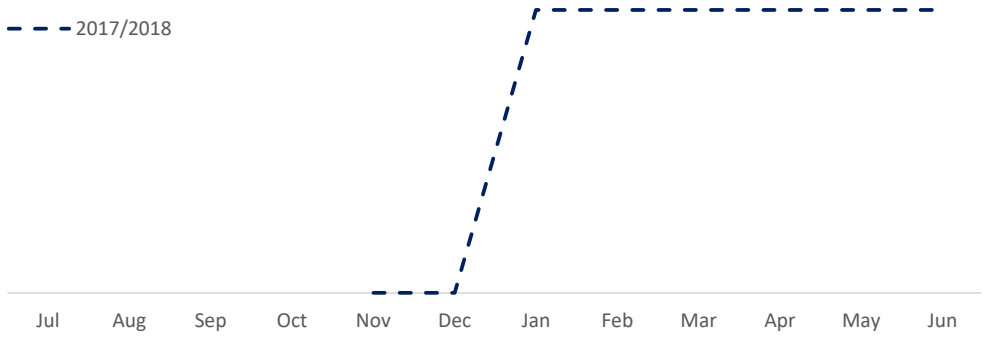
- The Coolgardie Recreation Centre has seen a increase in Gym Memberships with the new Gym fees that were adopted by Council.
- There was also a increase in attendance numbers for the school holiday activities with positive feedback about the programs and affordability from the parents and community members of the children.
- We are running slightly under budget with our expenditure but will be drawing on this in the next quarter with the programs that we will running.

Depots and Street Lighting

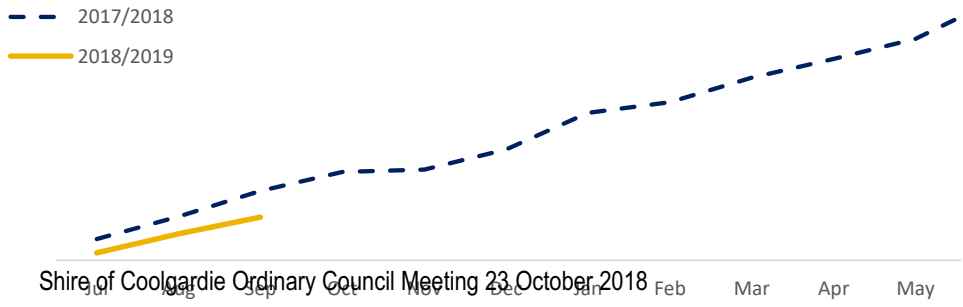
	INCOME	EXPENDITURE
BUDGET YTD	$0	$51,315
ACTUAL	$0	$33,591

SHARE OF RATES	% EXPENDITURE SPENT
0%	16%

YTD Income Year on Year



YTD Expenditure Year on Year



Manager's commentary

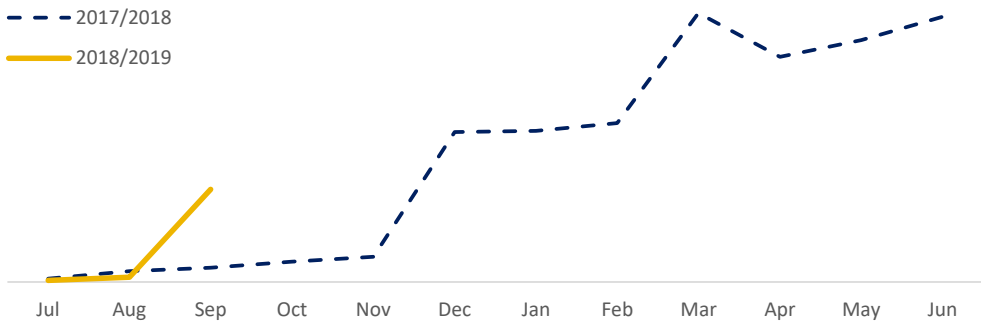
- **Expenditure Variance – slight underspend but generally on target.**

Haulage Campaign

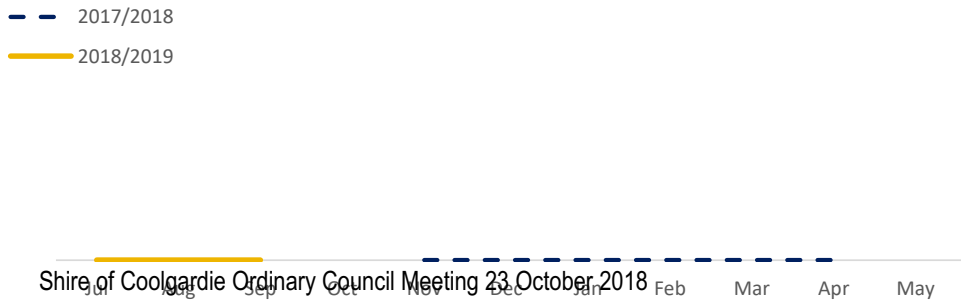
	INCOME	EXPENDITURE
BUDGET YTD	$0	$46,437
ACTUAL	$85,585	$0

SHARE OF RATES	% EXPENDITURE SPENT
0%	0%

YTD Income Year on Year



YTD Expenditure Year on Year



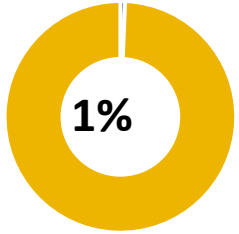
Manager's commentary

- Increased applications for haulage campaigns have seen the need to develop a new Shire Service "Haulage Campaign".
- Based on actual deterioration cost - contribution agreements include the expense provision of capital and/or maintenance, of the road being used, during the period of the haulage campaign.

Miscellaneous

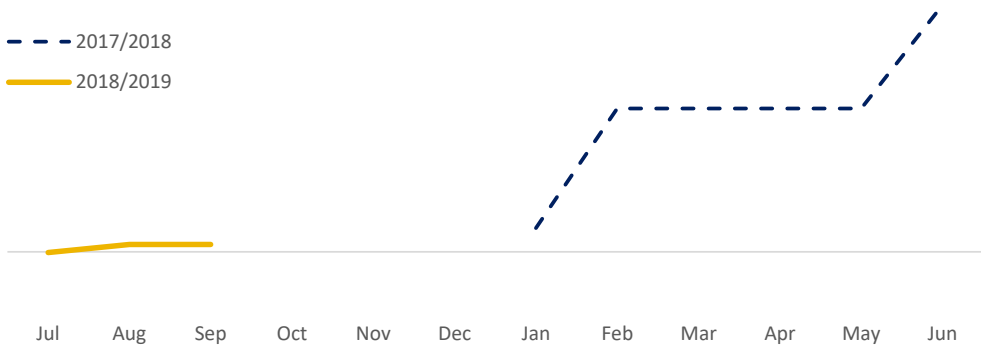
	INCOME	EXPENDITURE
BUDGET YTD	$2,622	$43,653
ACTUAL	$1,347	$46,116

SHARE OF RATES



% EXPENDITURE SPENT

YTD Income Year on Year



YTD Expenditure Year on Year

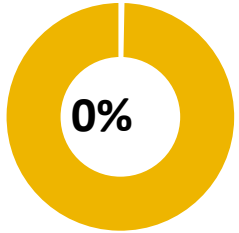
Manager's commentary

- Tracking on Budget

Pools Coolgardie

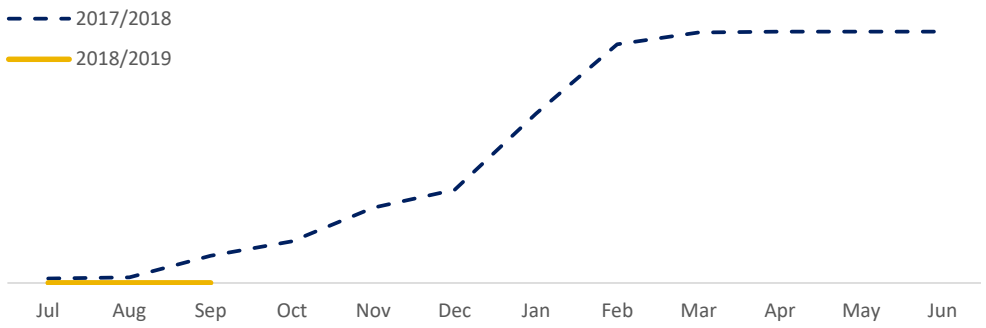
	INCOME	EXPENDITURE
BUDGET YTD	$3,750	$43,362
ACTUAL	$0	$21,122

SHARE OF RATES

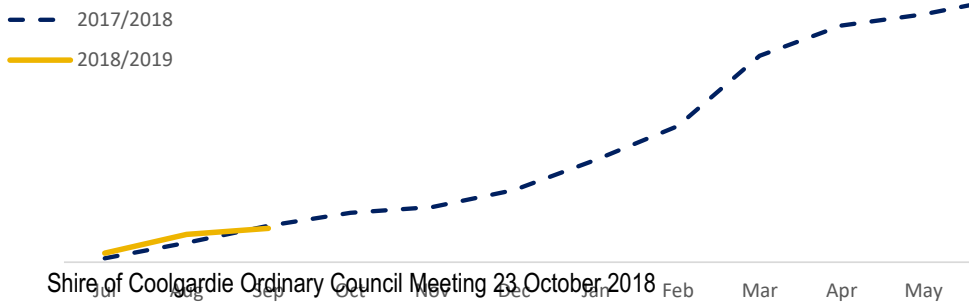


% EXPENDITURE SPENT

YTD Income Year on Year



YTD Expenditure Year on Year



Manager's commentary

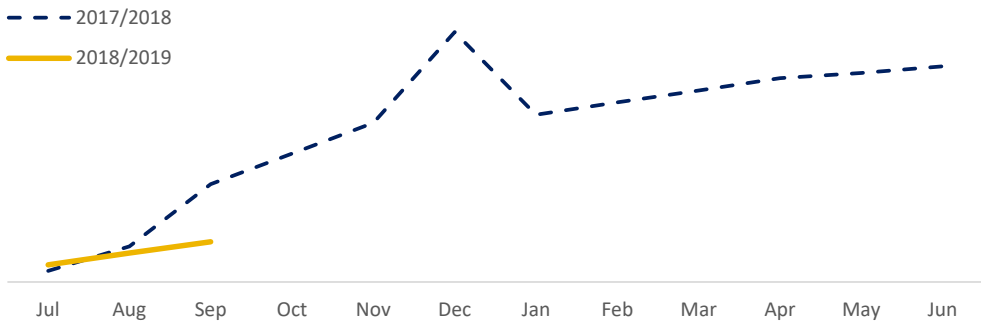
- Pool closed for season
- Staff more hours due to preseason maintenance for start up
- Staff hours increased Pool testing due to Health Dept sampling for season start up
- Update procedures Pool Operations manual for audit/grant

Animal Control

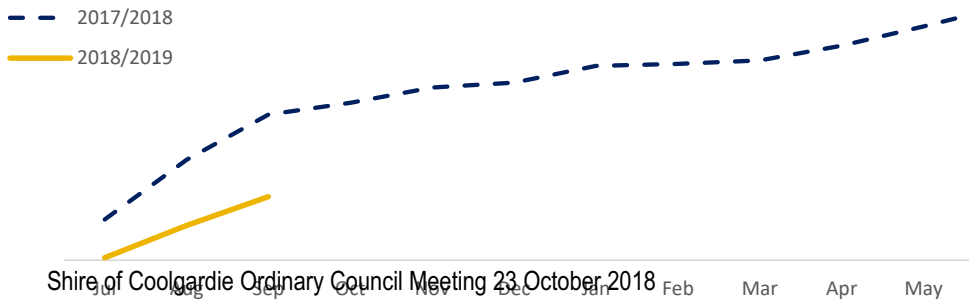
	INCOME	EXPENDITURE
BUDGET YTD	$4,749	$33,000
ACTUAL	$3,095	$11,957

SHARE OF RATES	% EXPENDITURE SPENT
0%	9%

YTD Income Year on Year



YTD Expenditure Year on Year



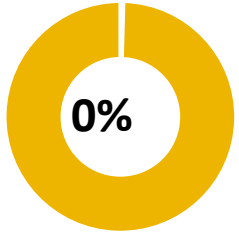
Manager's commentary

- Expenditure is lower at this point in the year due to CKB staff absence due to illness.
- Income is slightly lower but will increase as October is the month renewal notices are issued.

Trees

	INCOME	EXPENDITURE
BUDGET YTD	$0	$27,486
ACTUAL	$0	$29,711

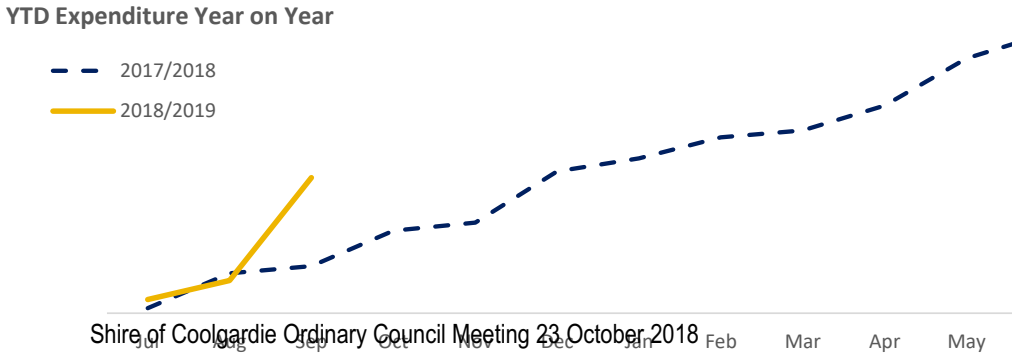
SHARE OF RATES



% EXPENDITURE SPENT

Manager's commentary

- **Expenditure Variance = slight overspend. Two major expense streams identified a) removal of an unexpected number of trees (in Coolgardie Park) due to unsafe conditions identified by Contractor leading up to Coolgardie Day b) Western Power notifications (outside Shire's control).**

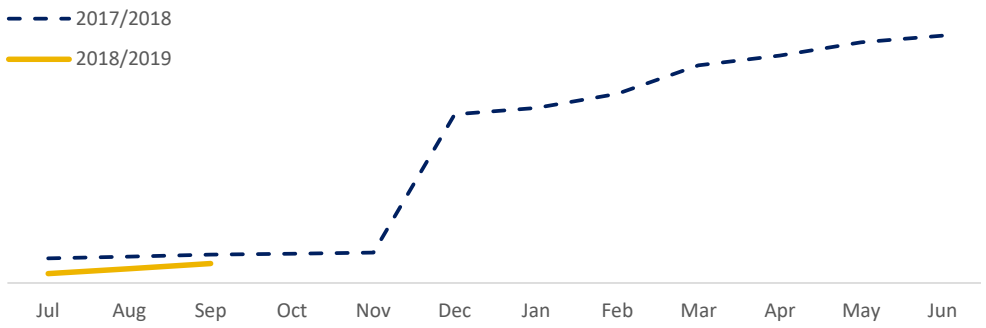


Development Control

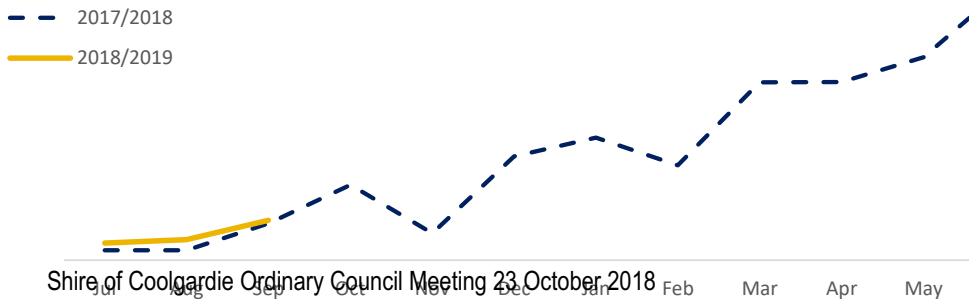
	INCOME	EXPENDITURE
BUDGET YTD	$6,249	$32,496
ACTUAL	$5,958	$31,125

SHARE OF RATES	% EXPENDITURE SPENT
0%	24%

YTD Income Year on Year



YTD Expenditure Year on Year



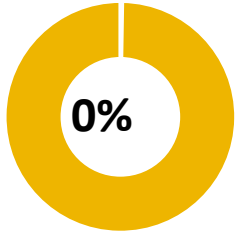
Manager's commentary

- **Tracking on budget**

Pools Kambalda

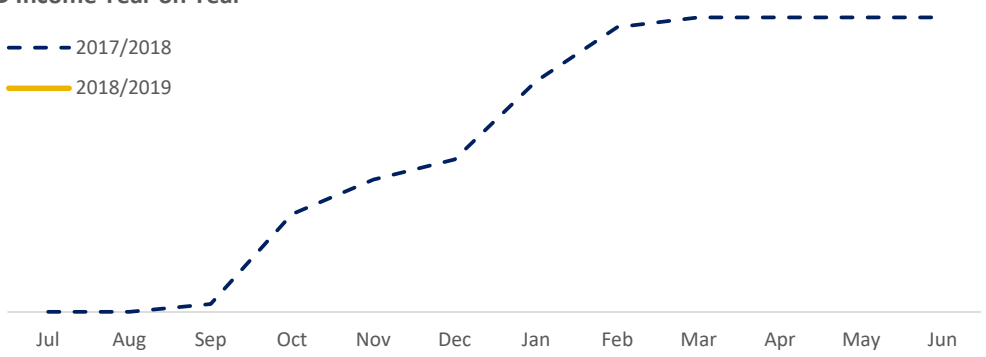
	INCOME	EXPENDITURE
BUDGET YTD	$0	$25,107
ACTUAL	$0	$17,918

SHARE OF RATES

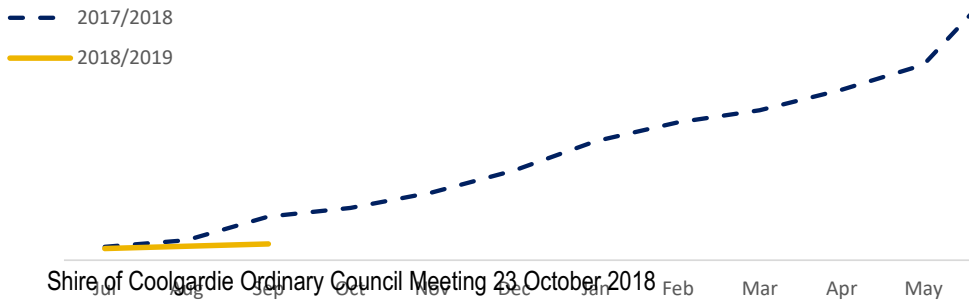


% EXPENDITURE SPENT

YTD Income Year on Year



YTD Expenditure Year on Year

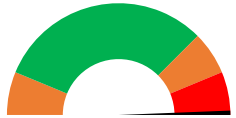


Manager's commentary

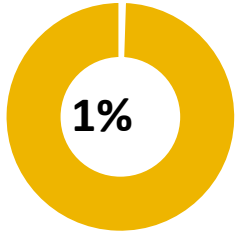
- Pool closed for season
- Staff engaged to liaise with consultants and provide details for grants
- Grant applications, QC report and Draft Design for grant

Footpath Maintenance

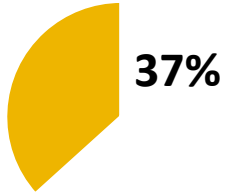
	INCOME	EXPENDITURE
BUDGET YTD	$0	$24,225
ACTUAL	$0	$35,585



SHARE OF RATES

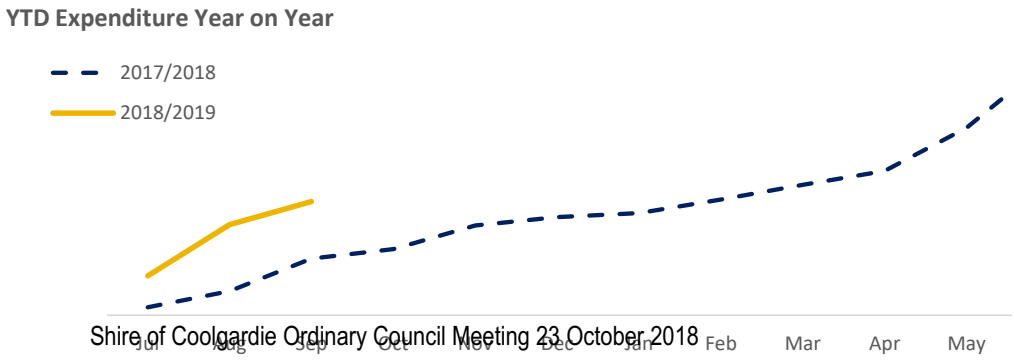


% EXPENDITURE SPENT



Manager's commentary

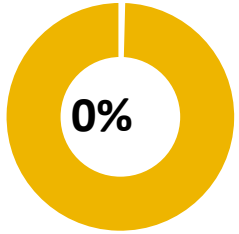
- **Footpath programme has commenced - costs will reduce in the 3rd quarter due to the planned completion of works.**



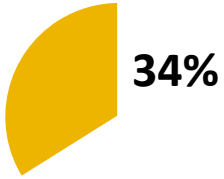
Records

	INCOME	EXPENDITURE
BUDGET YTD	$0	$20,821
ACTUAL	$0	$28,246

SHARE OF RATES

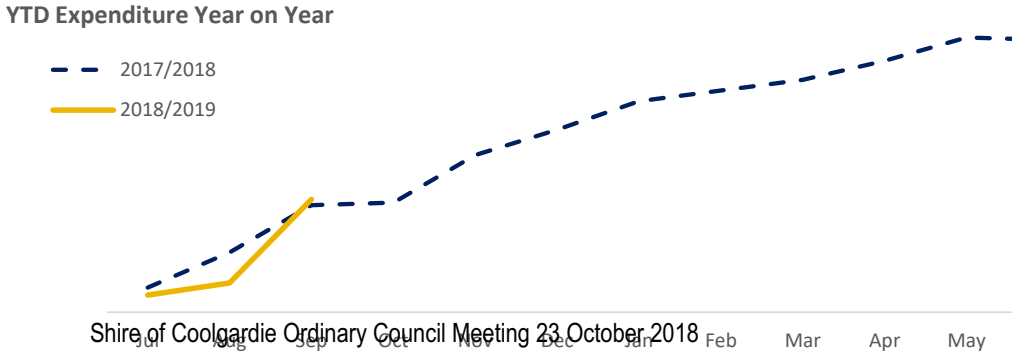


% EXPENDITURE SPENT



Manager's commentary

- This report is reflective of the expense of the council records, ie wages not the GRS Storage Facility.
- Expense is tracking a little high however not uncommon for this time of year.

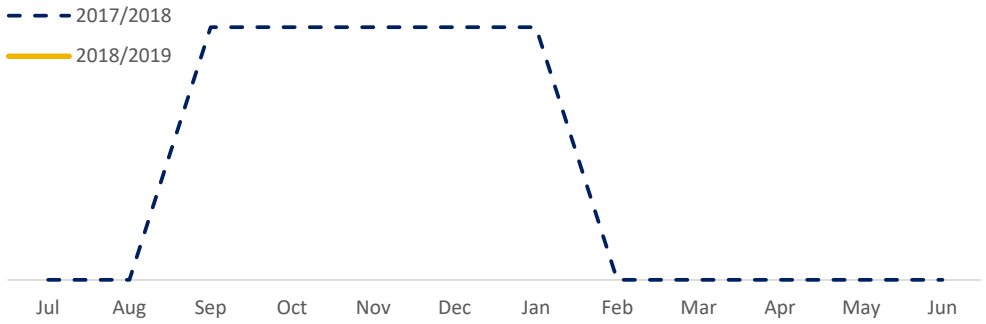


Law and Order

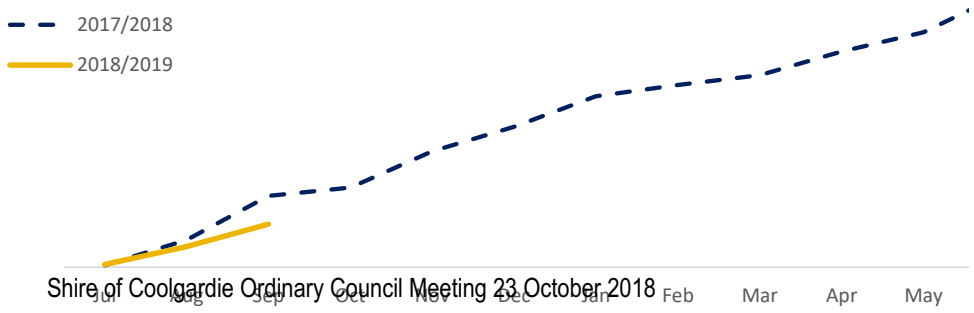
	INCOME	EXPENDITURE
BUDGET YTD	$0	$17,391
ACTUAL	$0	$6,747

SHARE OF RATES	% EXPENDITURE SPENT
0%	10%

YTD Income Year on Year



YTD Expenditure Year on Year

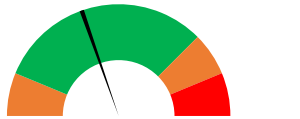


Manager's commentary

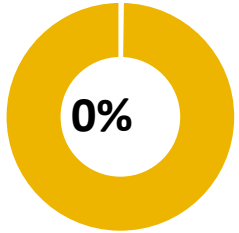
- **Expenditure is lower than projected due to CKB staff being absent due to illness.**

Drainage

	INCOME	EXPENDITURE
BUDGET YTD	$0	$17,208
ACTUAL	$0	$15,567



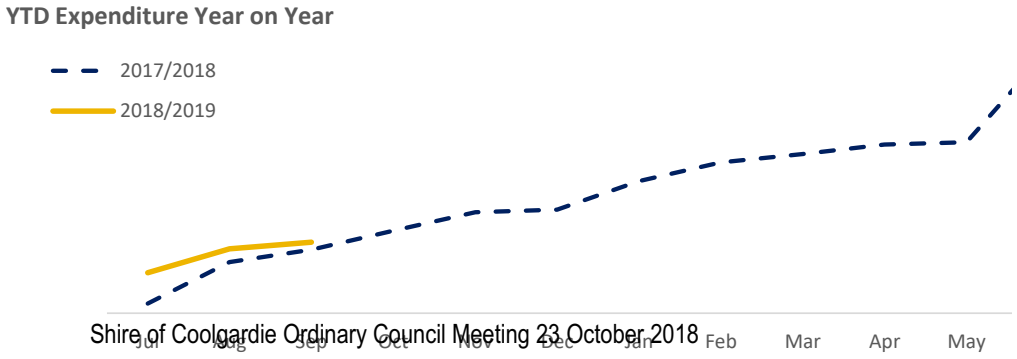
SHARE OF RATES



% EXPENDITURE SPENT

Manager's commentary

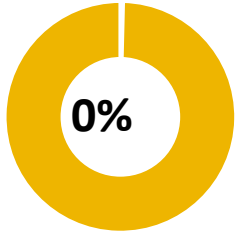
- **Budget tracking well.**



CRC Coolgardie

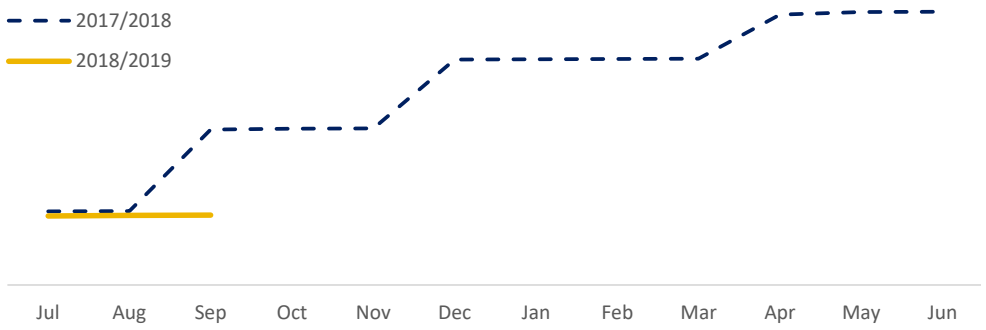
	INCOME	EXPENDITURE
BUDGET YTD	$25,686	$42,651
ACTUAL	$25,848	$26,110

SHARE OF RATES

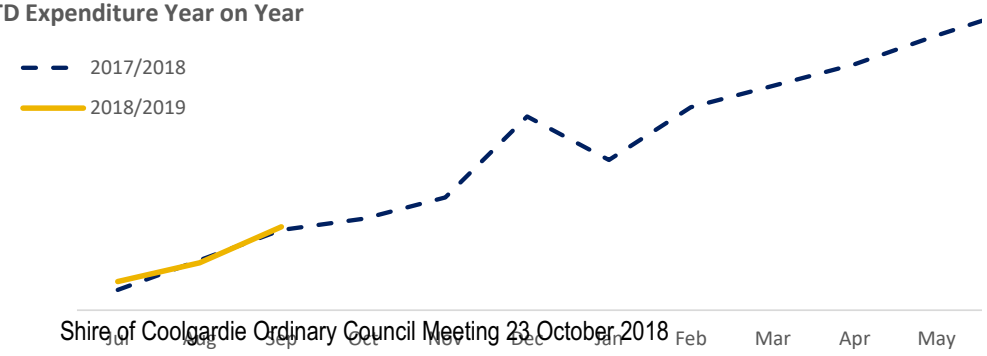


% EXPENDITURE SPENT

YTD Income Year on Year



YTD Expenditure Year on Year

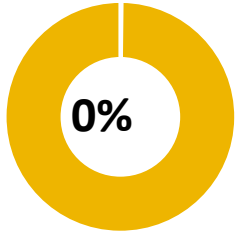


- The Coolgardie CRC has had good attendances from the community for the qualitive programs delivered in the first quarter and meeting our contractual agreement with DPIRD
- We are running slightly under budget with our expenditure but will be drawing on this in the next quarter with the programs that we will running.

Public Amenities

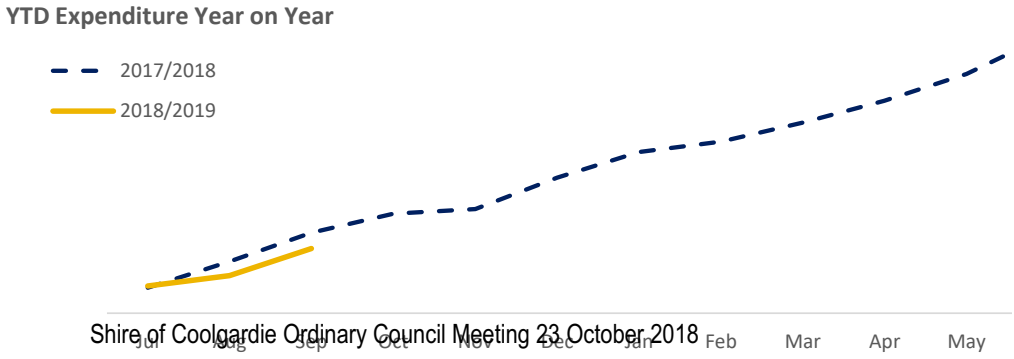
	INCOME	EXPENDITURE
BUDGET YTD	$0	$16,512
ACTUAL	$0	$12,162

SHARE OF RATES	% EXPENDITURE SPENT
0%	18%



Manager's commentary

- **Budget allocation expected to remain underspent in next Quarter due to less maintenance requirements than previous years.**

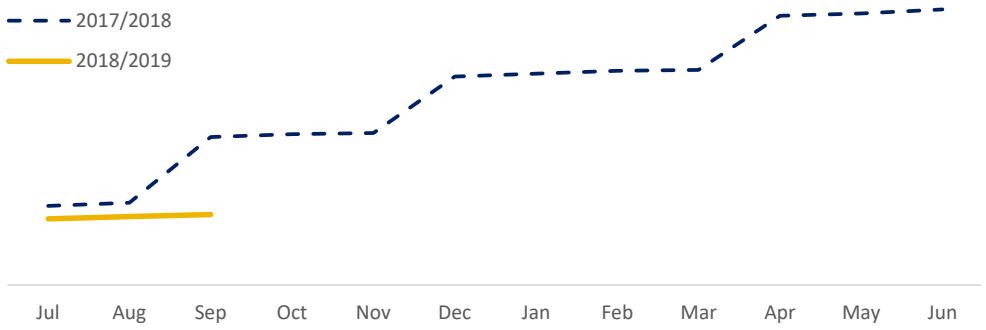


CRC Kambalda

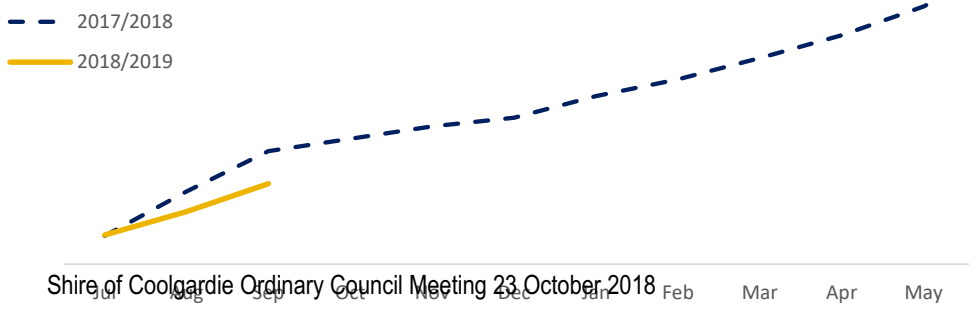
	INCOME	EXPENDITURE
BUDGET YTD	$27,813	$42,522
ACTUAL	$34,720	$30,212

SHARE OF RATES	% EXPENDITURE SPENT
0%	18%

YTD Income Year on Year



YTD Expenditure Year on Year



Manager's commentary

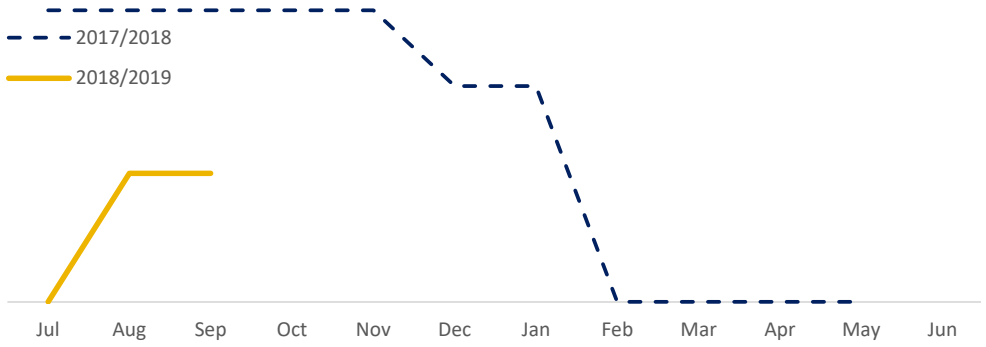
- **There is still a large amount of the budget available for our CRC programs. We are in the process of developing sustainable plans and programs for the remaining tendered budget.**

Health

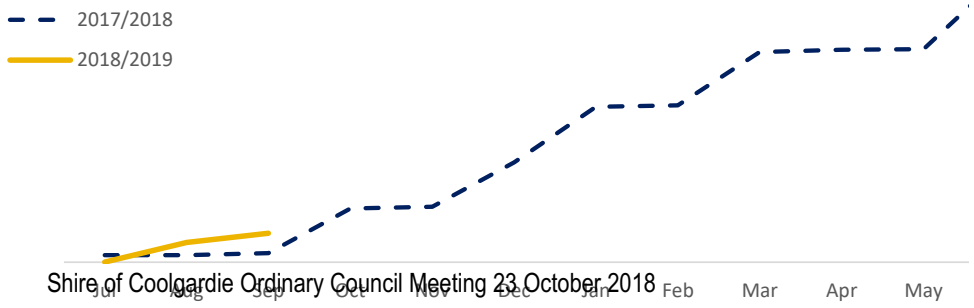
	INCOME	EXPENDITURE
BUDGET YTD	$0	$11,247
ACTUAL	$238	$3,624

SHARE OF RATES	% EXPENDITURE SPENT
0%	8%

YTD Income Year on Year



YTD Expenditure Year on Year



Manager's commentary

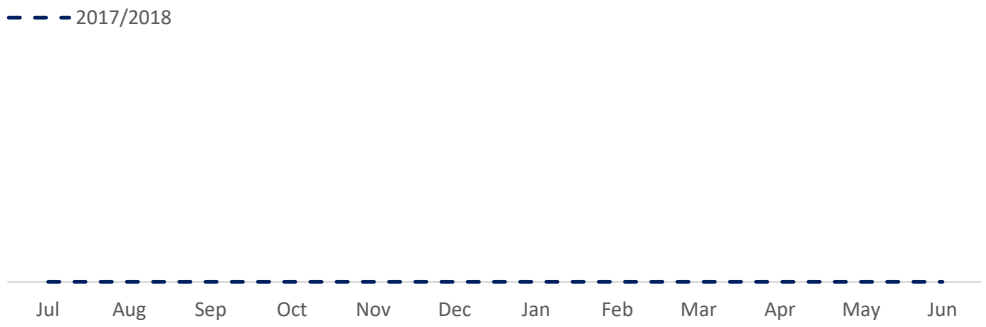
- **Under budget for the first quarter.**

Medical Services

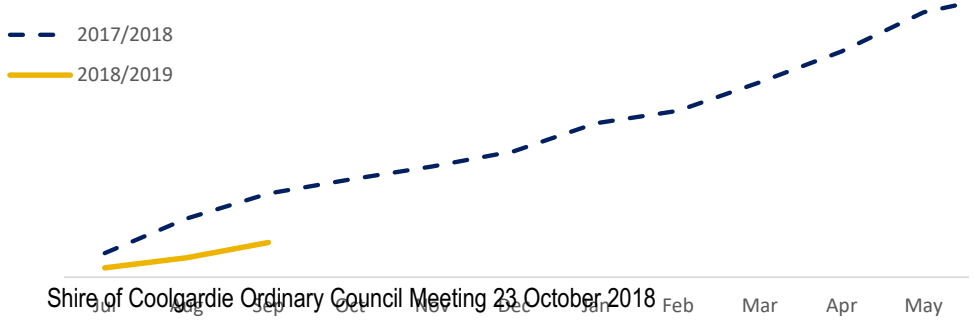
	INCOME	EXPENDITURE
BUDGET YTD	$0	$7,464
ACTUAL	$0	$3,799

SHARE OF RATES	% EXPENDITURE SPENT
0%	4%

YTD Income Year on Year



YTD Expenditure Year on Year



Manager's commentary

- Costs lower for the first quarter due to medical services being placed on hold with Jupiter leaving

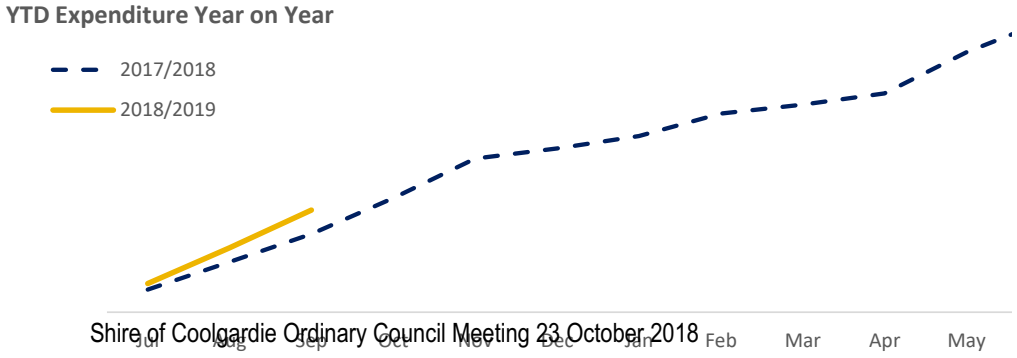
Look Out

	INCOME	EXPENDITURE
BUDGET YTD	$0	$7,296
ACTUAL	$0	$7,996

SHARE OF RATES	% EXPENDITURE SPENT
0%	27%

Manager's commentary

- **Expense Variance – slight overspend due to increased staffing activity ie emptying bins and beautification of sites/rubbish cleanups etc. Overall positive position for budget status.**

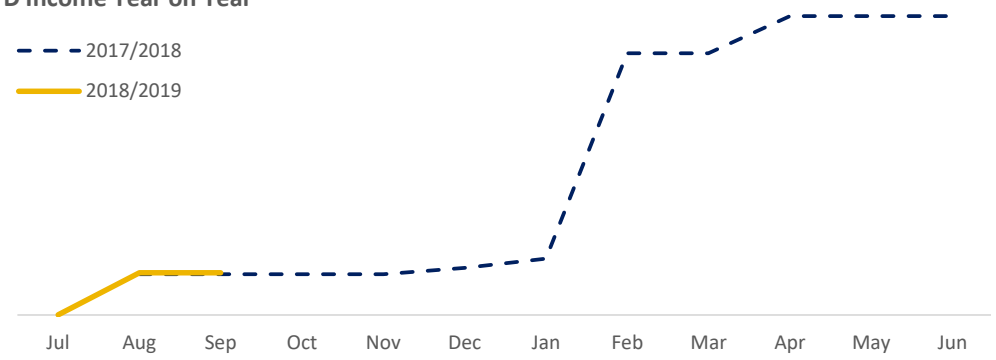


Environmental Health

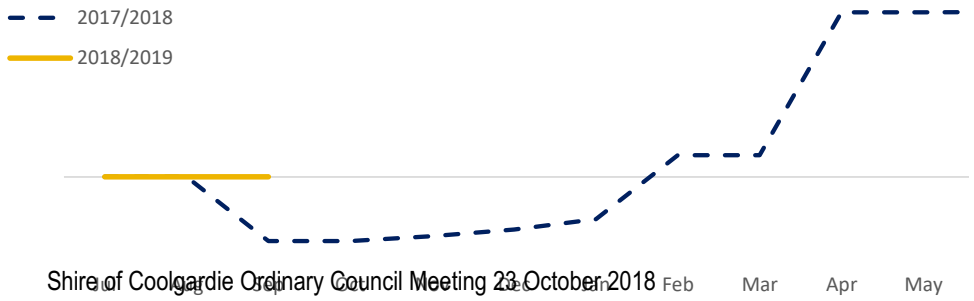
	INCOME	EXPENDITURE
BUDGET YTD	$600	$6,255
ACTUAL	$909	$7

SHARE OF RATES	% EXPENDITURE SPENT
0%	0%

YTD Income Year on Year



YTD Expenditure Year on Year



Manager's commentary

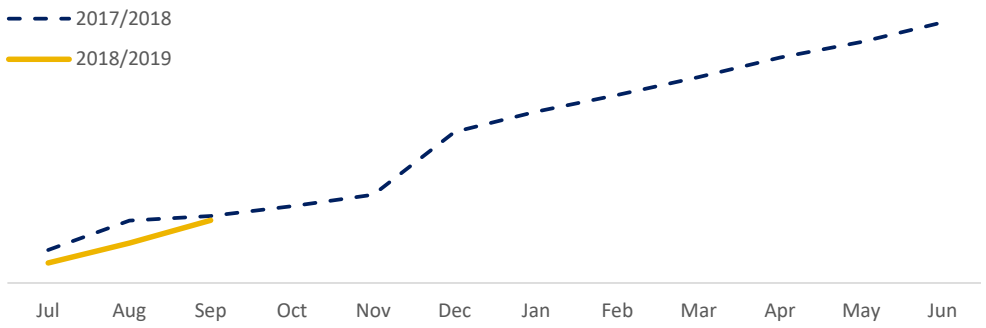
- **Little or no expenditure incurred for first quarter of the year**

Aged Accommodation

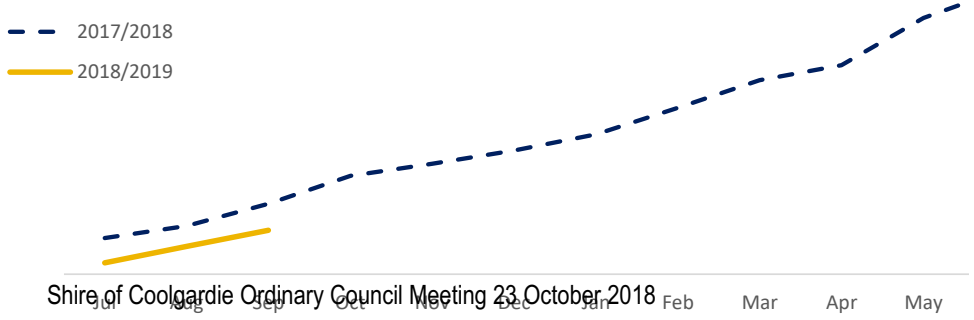
	INCOME	EXPENDITURE
BUDGET YTD	$11,700	$16,335
ACTUAL	$9,663	$8,259

SHARE OF RATES	% EXPENDITURE SPENT
0%	13%

YTD Income Year on Year



YTD Expenditure Year on Year



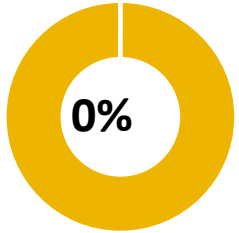
Manager's commentary

- **Maintenance costs have been lower in first quarter**

Fire Prevention

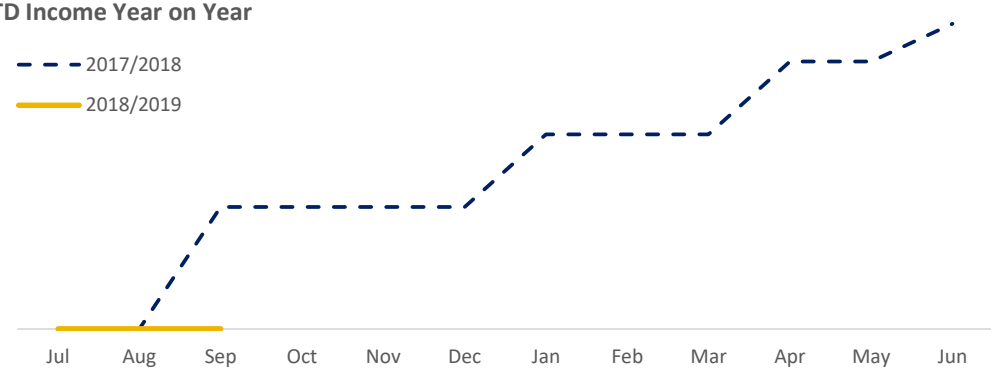
	INCOME	EXPENDITURE
BUDGET YTD	$846	$5,295
ACTUAL	$0	$1,975

SHARE OF RATES

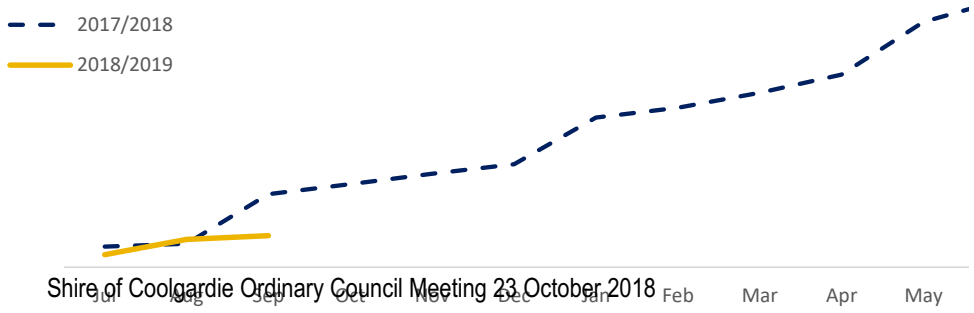


% EXPENDITURE SPENT

YTD Income Year on Year



YTD Expenditure Year on Year



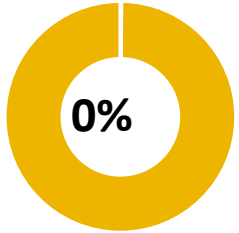
Manager's commentary

- With the upcoming fire season increased expenditure will come.
- Income is lower at this point, but will increase when infringements begin to be issued due to non-compliance with the Bush Fire Act provisions.

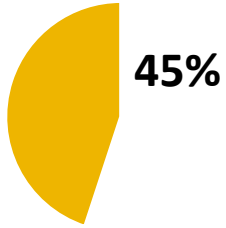
Cemetery

	INCOME	EXPENDITURE
BUDGET YTD	$999	$5,379
ACTUAL	$2,250	$9,693

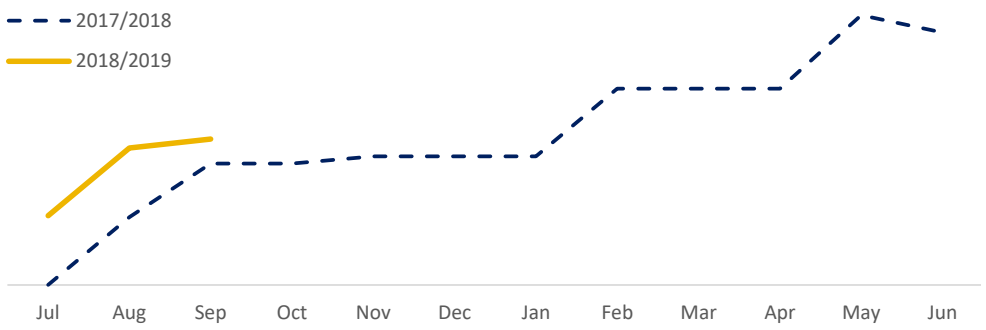
SHARE OF RATES



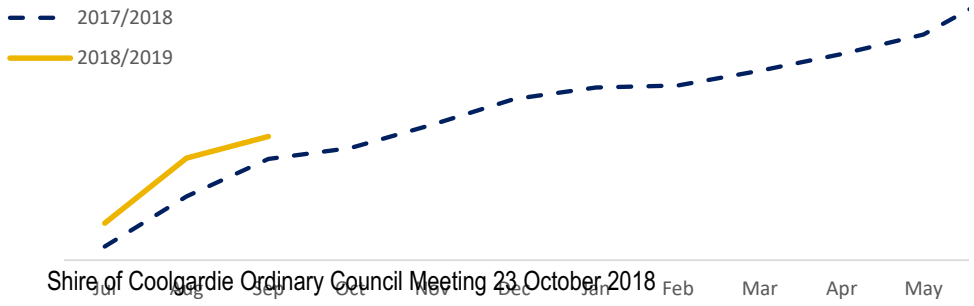
% EXPENDITURE SPENT



YTD Income Year on Year



YTD Expenditure Year on Year



Manager's commentary

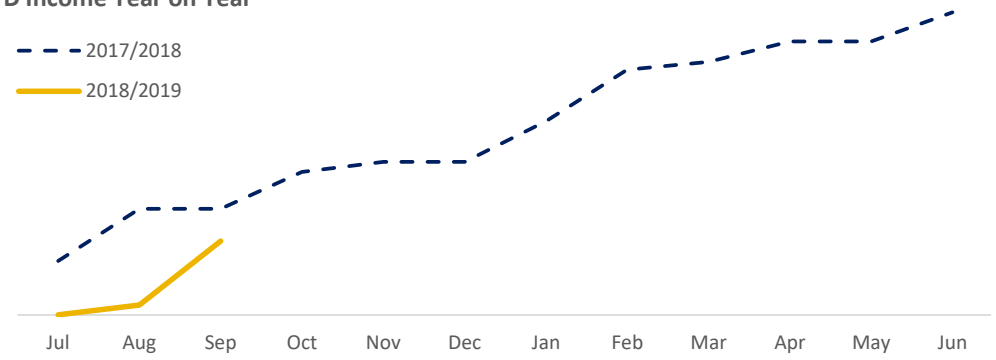
- **Income Variance – above expected budget income (note: impossible to predict level of activity).**
- **Expenditure Variance – 1) increased number of burials & other costs associated with providing this service 2) increased maintenance at site ie tidying up. Tighter controls will be implemented to reduce staffing costs.**
- **Maintenance hours have been allocated to the incorrect accounts. These allocations will be journaled to the correct accounts and then show the correct percentage of expenditure.**

Clubs

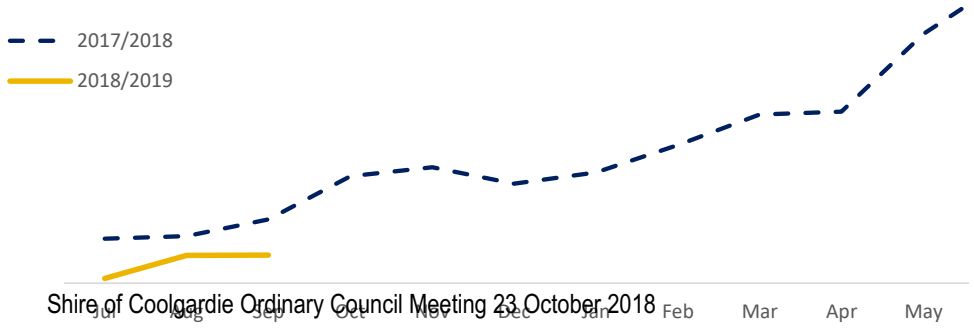
	INCOME	EXPENDITURE
BUDGET YTD	$3,750	$6,513
ACTUAL	$3,652	$3,520

SHARE OF RATES	% EXPENDITURE SPENT
0%	13%

YTD Income Year on Year



YTD Expenditure Year on Year



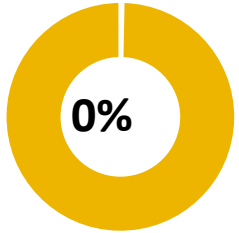
Manager's commentary

- **Expenditure is slightly under but contains leased premises and the costs of maintenance to those properties, and less has been required in this period.**

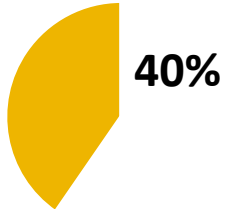
Council Housing

	INCOME	EXPENDITURE
BUDGET YTD	$11,988	$13,368
ACTUAL	$30,589	$21,640

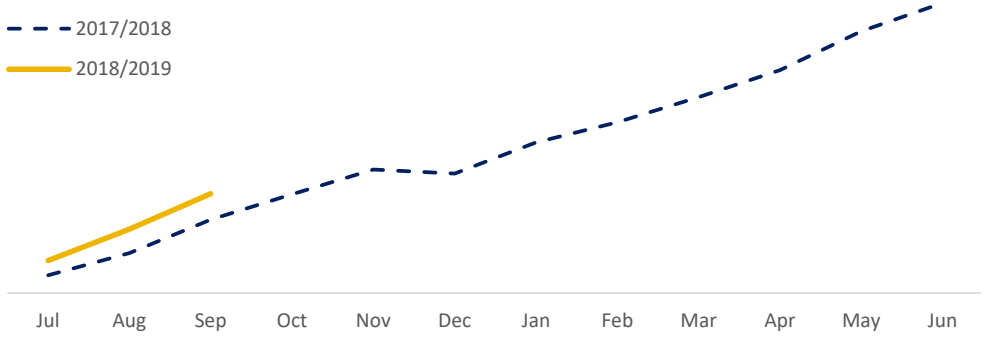
SHARE OF RATES



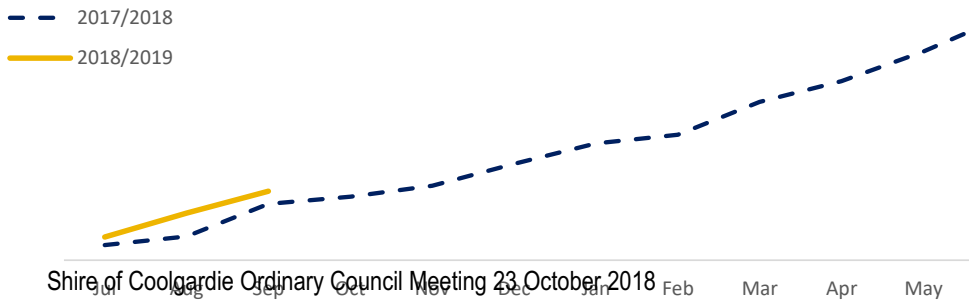
% EXPENDITURE SPENT



YTD Income Year on Year



YTD Expenditure Year on Year



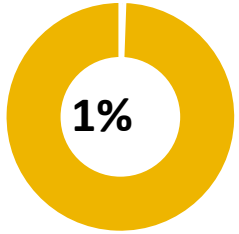
Manager's commentary

- **Current expenditure is a little above budget due to general maintenance and repairs to a number of properties that were not budgeted for. Some bring storm damage which we can claim back from the insurance company.**

GVROC Facility

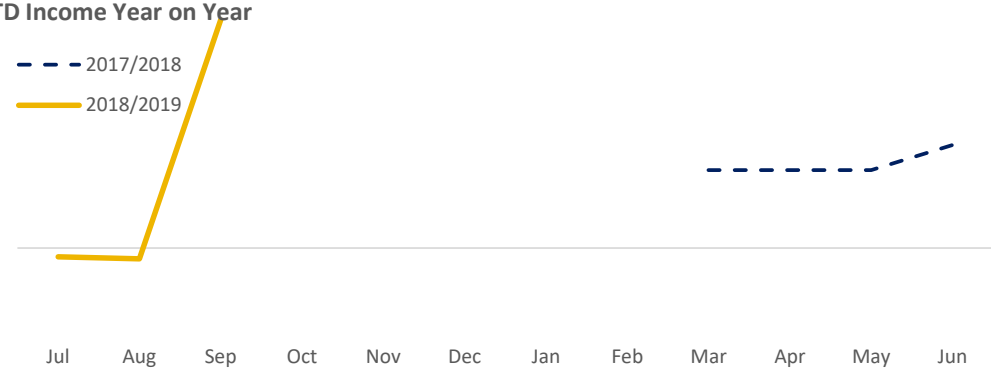
	INCOME	EXPENDITURE
BUDGET YTD	$51,000	$50,028
ACTUAL	$140,758	$39,445

SHARE OF RATES



% EXPENDITURE SPENT

YTD Income Year on Year



YTD Expenditure Year on Year

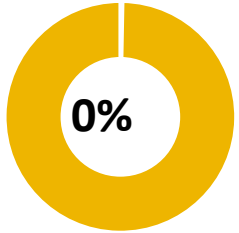
Manager's commentary

- Income is notably higher in this first quarter as invoicing to member Councils has been for the year and not in installments.
- Expenditure has been conservative in this period but may increase later in the year with maintenance and training costs.

Cashless Card

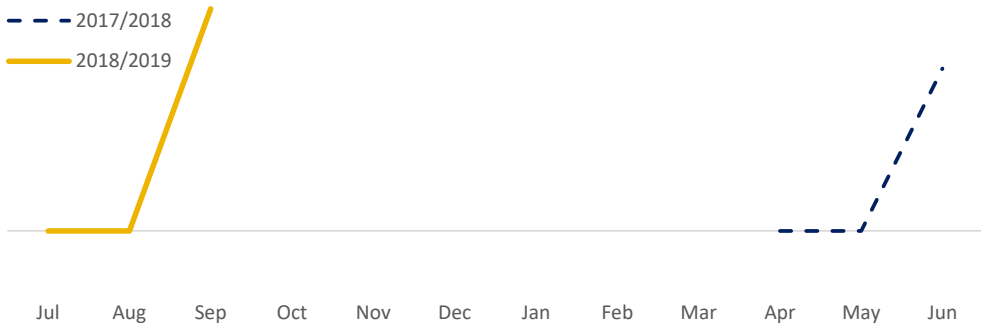
	INCOME	EXPENDITURE
BUDGET YTD	$30,229	$21,591
ACTUAL	$82,252	$20,722

SHARE OF RATES



% EXPENDITURE SPENT

YTD Income Year on Year



YTD Expenditure Year on Year

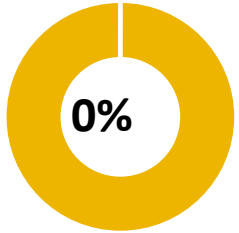
Manager's commentary

- Income for the period is under, but will increase when invoices to Indue are paid for the contract service delivery.
- Income over the financial year will be greater as the service contract has been extended and will be funded until 30 June 2018.

Community Development

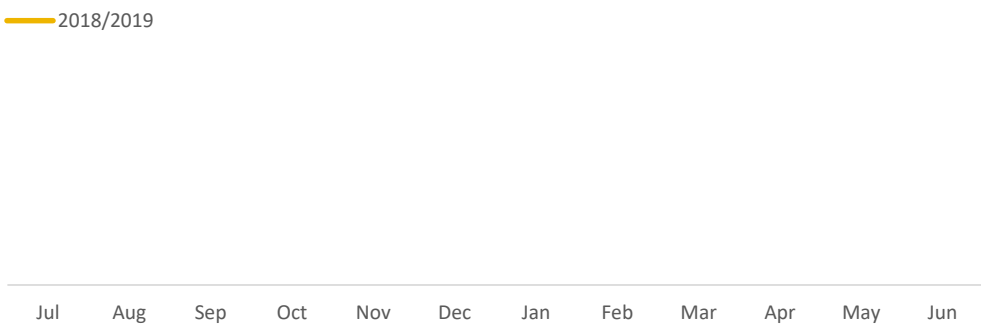
	INCOME	EXPENDITURE
BUDGET YTD	$39,205	$24,510
ACTUAL	$37,559	$1,761

SHARE OF RATES

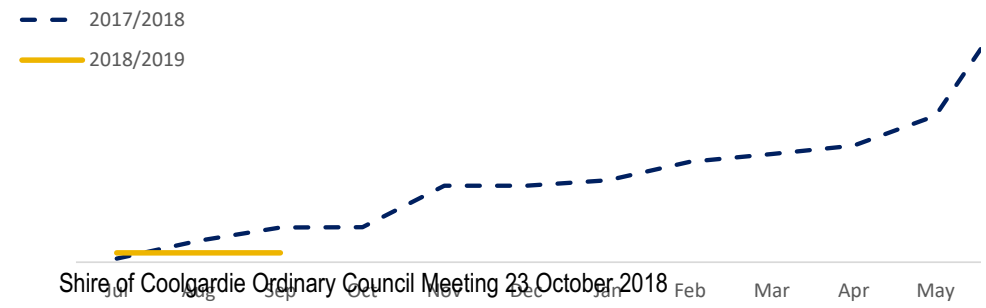


% EXPENDITURE SPENT

YTD Income Year on Year



YTD Expenditure Year on Year



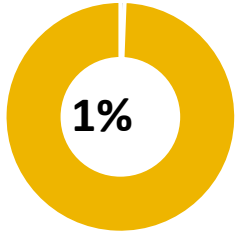
Manager's commentary

- **Current expenditure in this area is under, but will increase when approved projects are costed to this area over the financial year.**

Sewerage

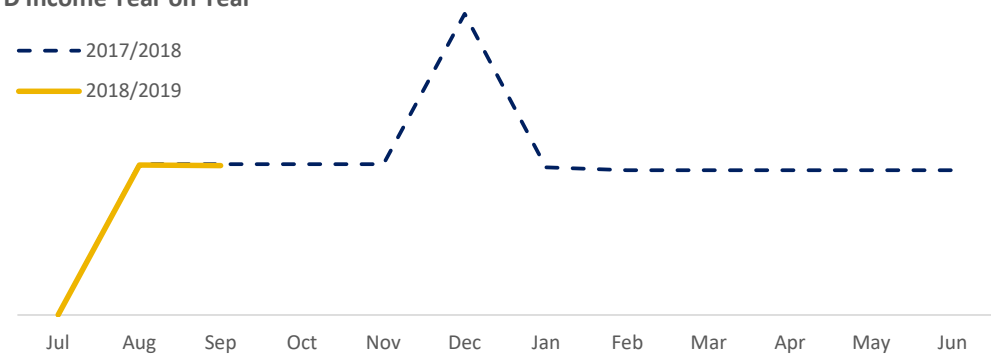
	INCOME	EXPENDITURE
BUDGET YTD	$266,982	$43,766
ACTUAL	$276,300	$41,436

SHARE OF RATES

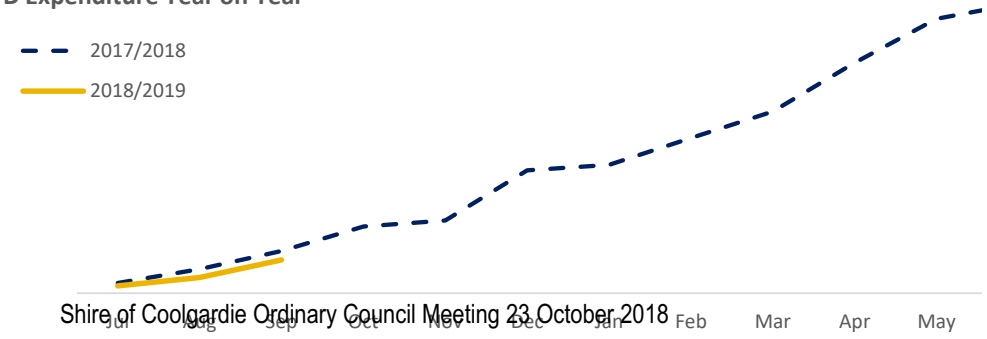


% EXPENDITURE SPENT

YTD Income Year on Year



YTD Expenditure Year on Year



Manager's commentary

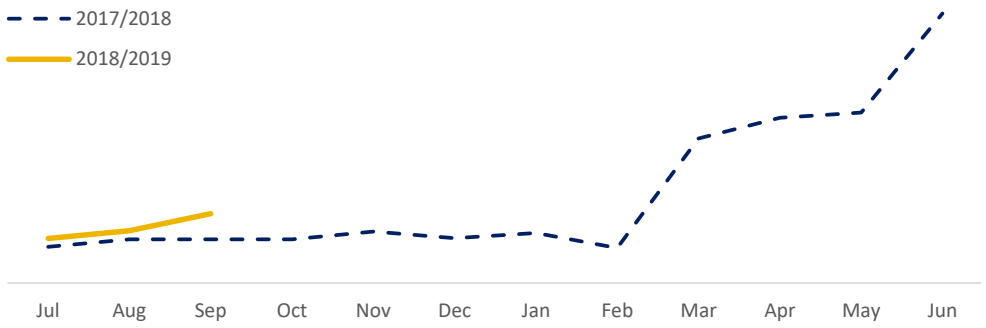
- Sewerage budget on target for July-September Quarter.
- Expect a significant budget discrepancy for Oct/Nov/Dec due to vandalism event and several large, unexpected sewerage line blockages in this current quarter.

Road Construction

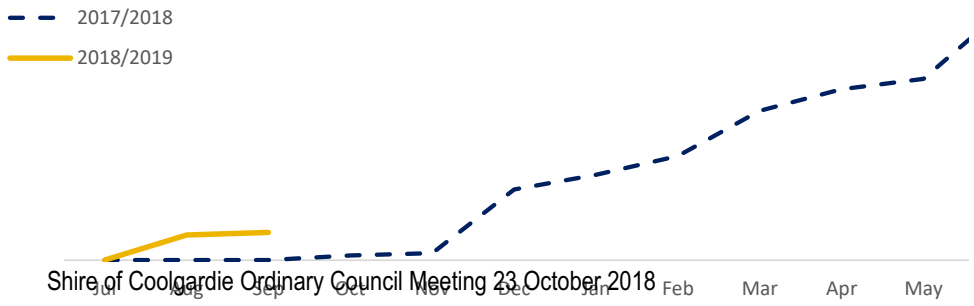
	INCOME	EXPENDITURE
BUDGET YTD	$693,152	$368,264
ACTUAL	$533,888	$217,375

SHARE OF RATES	% EXPENDITURE SPENT
3%	5%

YTD Income Year on Year



YTD Expenditure Year on Year



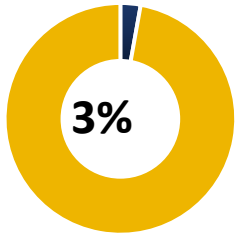
Manager's commentary

- **All Purchase Orders have been raised and sent to Contractors for seal works, stabilising and material supplies. Construction work should commence late October early November 2018.**

Waste

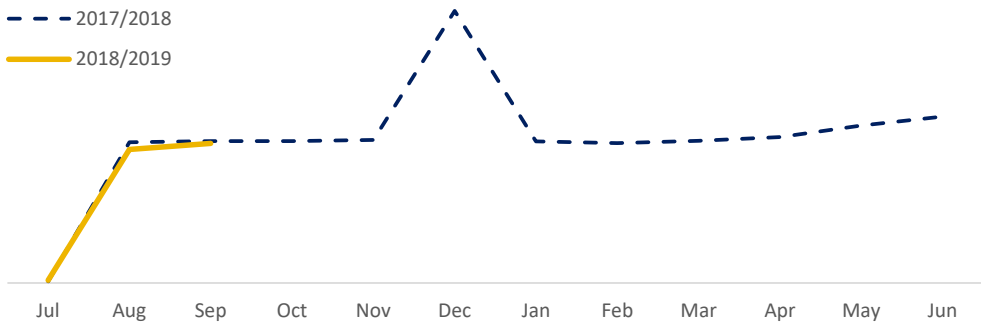
	INCOME	EXPENDITURE
BUDGET YTD	$634,370	$221,634
ACTUAL	$689,470	$196,589

SHARE OF RATES

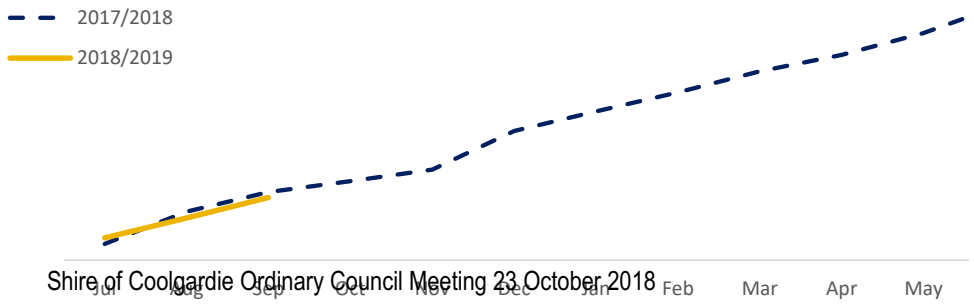


% EXPENDITURE SPENT

YTD Income Year on Year



YTD Expenditure Year on Year



Manager's commentary

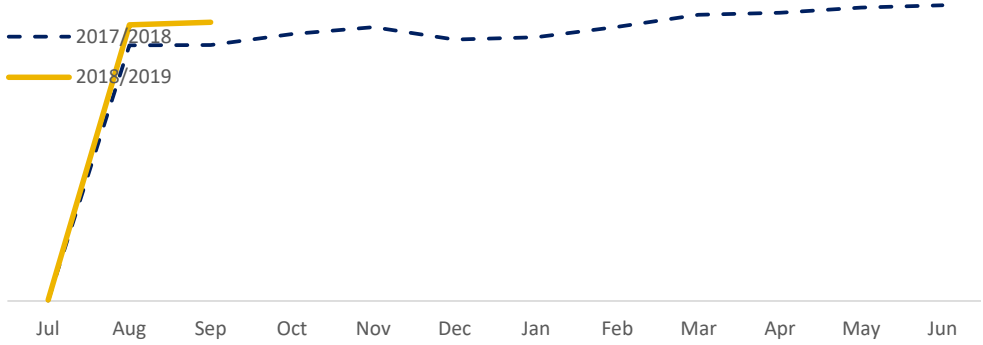
- On target for this quarter (July-September).
- Next quarter will see significant impact on the budget subject to proposed changes being approved by DWER and initial implementation of refuse sites plans.

Rates and General Purpose Funding

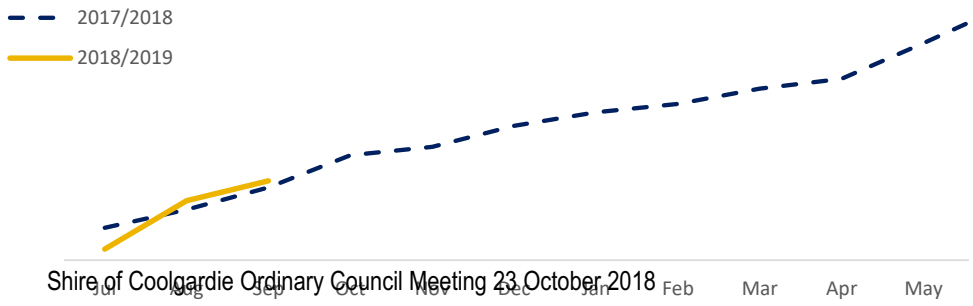
	INCOME	EXPENDITURE
BUDGET YTD	$6,842,237	$36,802
ACTUAL	$6,883,613	$62,064

SHARE OF RATES	% EXPENDITURE SPENT
1%	28%

YTD Income Year on Year



YTD Expenditure Year on Year



Manager's commentary

- **Increase in costs for the quarter due to budget profiling. Costs incurred for August and September in debt collection and rates processing and assessment**

11.1.4 Waste & Building Services Quarterly Report

Location:	Shire of Coolgardie
Applicant:	Shire of Coolgardie
File Reference:	*NAM6257*
Disclosure of Interest:	The Author has no financial interest in this item
Date:	12 October 2018
Author:	Waste & Building Services Co-ordinator, Rod Franklin

Summary:
For Council to receive the First Quarter 2018/19 Waste & Building Services progress report.

Background:
This report is to provide Council with information on the progress of quarterly works in the Waste and Building Services Section within the Shire of Coolgardie.

Comment:
Kambalda Refuse Site

- Parsissons Transport – Kambalda Refuse Site contract ended 18 September 2018.
- Outside crew re-commenced maintaining Kambalda Refuse Site 19 September 2018.
- Asbestos roof deliveries have reduced significantly.
- Amendment to Kambalda Refuse Site license to only push up and cover tip face weekly is under preliminary discussions with DWER and pending submission of application. This will save the Shire significant funds annually.

Table 1 – Strategen consultancy update

Current Progress	Next Steps
SAQP approval from DWER (following confirmation of requirement for PFAS analysis) on 15 August 2018	Complete
Philip Jefferies of DWER (Compliance Officer) notified that field work to start week commencing 27 August 2018 (within the 6-week period required by DWER)	Complete
Mobilisation to site	Complete
Installation of groundwater monitoring wells across site and sampling of these and existing monitoring wells	Use input from surveyor (Cardno) for well position and level and input from plumber on screened interval in existing monitoring wells
Waste soil characterisation of landfill from stockpiles: 1, 2, 3, 4, A, B, C, D, E, F, G, H. Surface soil samples collected from perimeter of stockpiles waste	Further leachate analysis to be scheduled if required (dependent on initial results).

Cupels collected from stockpiles where evident (1, 2, 3, 4, D). Samples dispatched to NATA accredited laboratory for initial analysis.	Final results to be tabulated and waste characterisation/remediation action plan report completed within
Philip Jefferies of DWER (Compliance Officer) notified that field work was completed on 7 September 2018 (within the 6-week period required by DWER)	Shire of Coolgardie and DWER to be presented with sample results within 10 weeks of the completed works. As per the RAP provided by DWER the next steps are: If the sampling provides sufficient confidence the lead cupels meet the waste classification for a Class 11 land fill, they can remain in situ subject to any reasonable conditions the CEO may require. If the sampling shows that the lead cupels do not meet the waste classification criteria for a Class 11 landfill a Remediation Action Plan (RAP) must be prepared. Prepare a RAP for the approval Shire of Coolgardie and DWER by the close of 2018.

Coolgardie Tip

- Soil testing analysis in progress (refer table below).
- Test bores finished awaiting results (refer table below).
- Awaiting replacement of water trailer via insurance from theft in May 2018.

Table 2 - Strategen consultancy update

Current Progress	Next Steps
Initial telecon meeting with Steve Checker (Manager, Waste Industries Regulatory Services – Environment) to confirm scope and approach to proposed landfill upgrade to Class III landfill	Complete
Mobilisation to site	Complete
Preliminary hydrogeological assessment of Coolgardie landfill provided favourable initial results: Geology/soils appeared to be uniform across the site. Saprock/granitoid was encountered between 8-9 mbgl, field estimate is that that the material on top was inorganic, high plasticity clay.	Initial field clay characterisation to be verified pending geotechnical lab analysis. Provision of report on Preliminary Hydrogeological Feasibility Assessment in 3 weeks
Sentinel well drilled to target depth of 50m. Groundwater level stabilising at 29.3mbgl. Favourable result providing good separation distance from base of landfill	
Landfill Management Strategy Shire waste stream and site data reviewed. Waste questionnaire drafted.	Landfill management strategy drafted over next 3 weeks. Darren Walsh to review upon return from leave prior to submission to Shire by 19 October.

Interview with Rod over next week to confirm waste stream forecast.	Once strategy agreed by Shire, proceed to next stage of work to initiate approval application to DWER.
	Shire engages next stage – November (prepare proposal, Shire authorises) Approval application submitted – December-January (draft then final) – assumes no further field work required, otherwise could push out Approval issued – March-June (processing time 3-5 months)

Sewerage

- Six (6) blockages at Kambalda RV dump point – blockages cleared.
- Four (4) raw sewerage leaks in Coolgardie town site (one leak was on private property and did not involve Shire). All blockages were related to tree roots. All Shire blockages resolved.
- One (1) pump failure related to one of the above leaks - pump swapped out with spare.
- Two (2) spare pumps have been replaced with new (as no longer cost effective to repair).
- Vandals caused considerable damage to Sewer Pond equipment, repairs ongoing. Power has been restored to the site and de-toxification of ponds in progress and electrical and plumbing repairs are ongoing.

Wheelie Bins

- Several instances of missed wheelie bin pickups, all related to new operator on truck and two truck break downs. Issues resolved by SUEZ within 24-48 hours.
- Eight (8) bins replaced by SUEZ (at Shire request) in response to enquiries by residents due to theft and damage through fair wear and tear.
- New wheelie bins still on target to commence assembly and rollout during October.
- New wheelie bin contractor Cleanaway to commence contract 02 November 2018. Contract presently being drafted.
- Old bins – to be collected by SUEZ over the week (05-09 November) on off bin collection days.
- SUEZ has requested early termination of their contract due to staff resignations and truck replacement parts not being available. Cleanaway have offered to fill in for Suez on and from 12 October 2018 until commencement of their contract on 02 November 2018.

Building Maintenance

- Electrical repairs and grey water blockage clearance completed at Unit 2 (Kambalda pensioner units).
- Several lights in units repaired and faulty switch replaced (Kambalda pensioner units)
- Clearing of gutters in all units in progress (Kambalda pensioner units).
- Air con units at Kambalda pensioner units checked and cleaned where needed.
- Three (3) additional window security screens fitted to 11 Wildflower Court, Kambalda.
- Quote requested for window locks at 11 Goodenia Court, Kambalda
- 11 Sturt Pea Crescent, Kambalda - inspection and basic repairs completed.
- Ongoing liaison with Kathy Brooking (Kambalda Pool Manager) RE: Kambalda Pool - scope of works.
- Attended airport inspection and survey with contractor.
- Ongoing liaison, monitoring and consultation RE: Wardens Court project.
- Ongoing liaison, monitoring and consultation RE: Coolgardie Post Office.

- Ongoing liaison RE: Coolgardie mining camp proposal.
- Ongoing liaison RE: Kambalda Mens Shed.

Staffing

- Steve Forward on leave 4-21 October 2018.
- John Hewitt not available until after 21 October 2018.
- Kris Dobbie not available until early November 2018.
- Appointed new casual staff member (Mel Rowlands) - 1 October 2018.

Attachments:
Nil

Consultation:
Strategen Consultants
Rod Franklin – Waste & Building Services Co-ordinator

Policy Implications:
Nil

Financial Implications:
Nil

Strategic Implications:
Effective management of infrastructure, heritage and the environment
Develop and maintain Shire buildings, facilities and infrastructure assets

Solutions focussed and customer-oriented organisation
High quality corporate governance, accountability and compliance.

Voting Requirement: Simple Majority

Officer Recommendation:

That Council receive 1st Quarter 2018/19 Waste & Building Services progress report.

11.1.5 Monthly List of Municipal and Trust Fund Payments

Location: Nil

Applicant: Nil

File Reference: NAM6268

Disclosure of Interest: Nil

Date: 16 October 2018

Author: Senior Finance Officer, Jade Tarasinski

Summary:
For council to receive the list of accounts for September 2018.

Background:
The Local Government (Financial Management) Regulations 1996, Regulation 13(3)(b) requires that Council receive a list of accounts paid in the month, and that this be recorded in the minutes. Council has delegated to the Chief Executive Officer that authority to make these payments from Municipal and Trust Funds.

Comment:
Presented in this item is a table of accounts (invoices) and includes that cheque (or EFT) identifier for the transaction, the entity, date and amount paid, description of the goods, service, or other that relates to the payment. Extra details of invoices relating to payments are included for the information of Councillors.

The schedule of payment made under delegated authority as summarised below and recommended to be received by Council, has been checked and is supported by vouchers and invoices which have been duly certified as to the receipt of goods and provision of services, and verification of prices and costings.

Attachments:
1. September 2018 List of Payments **[11.1.5.1]**

Consultation:
Nil

Statutory Environment:
Local Government (Financial Management) Regulations 1996, Regulation 13 – Lists of Accounts.

Policy Implications:
CS-PROCUREMENTS POLICY. Policy CS-11 sets the guides with regards to the purchase of goods or services provided.

Financial Implications:
Nil

Strategic Implications:
Effective management of infrastructure, heritage and the environment
Develop and maintain Shire buildings, facilities and infrastructure assets

Solutions focussed and customer-oriented organisation
High quality corporate governance, accountability and compliance.

Voting Requirement: Absolute Majority

Officer Recommendation:

That Council receive listing (attached) of accounts paid during the month of September 2018 by the Chief Executive Officer under delegated authority of Council.

1. **Municipal accounts totalling $1,150,207.85 on Municipal vouchers EFT15435 – EFT15617, cheques 52100 - 52110, and direct payments made during the month of September 2018.**
2. **Trust payments totalling $2,513.71 on cheques 2189 - 2192 for the month of September 2018.**
3. **Credit Card payments totalling $5,801.95 for the month of 1 September – 30 September 2018.**

Shire of Coolgardie
Payments by Delegated Authority
1 September 2018 to 30 September 2018

Chq/EFT	Date	Name	Description	Amount
52100	7 September 2018	Australian Services Union	Payroll Deductions	$51.80
52101	7 September 2018	Cancer Council Wa	Biggest Morning Tea Donation From Kambalda And Coolgardie 2018	$853.09
52102	7 September 2018	Gascoyne Resources (Wa) Pty Ltd	Rates Refund	$139.28
52103	7 September 2018	Origin	Yearly Facility Fee, 56 King Street Coolgardie.	$71.00
52104	7 September 2018	Shire Of Coolgardie Cash	Petty Cash For August 2018	$677.65
52105	7 September 2018	Synergy	Synergy Electricity Bills, 6 invoices including bulk	$25,929.08
52106	7 September 2018	Water Corporation	Service Charges on properties	$315.72
52107	25 September 2018	Australian Services Union	Payroll Deductions	$51.80
52108	25 September 2018	Mlc Navigator Retirement Plan	September 2018 Super Payment	$6,165.00
52109	25 September 2018	Synergy	Streetlights =862, 4 invoices	$13,713.55
52110	25 September 2018	Telstra	Monthly Bulk Telstra Landlines, 5 invoices	$3,985.01
				$51,952.98

Shire of Coolgardie
Payments by Delegated Authority
1 September 2018 to 30 September 2018

Chq/EFT	Date	Name	Description	Amount
EFT15435	7 September 2018	Mounts Bay Waters Apartment Hotel	Accomodation And Meals For Local Government Week	$2,624.50
EFT15436	7 September 2018	3E Advantage Pty Ltd	Printer Charges For August 2018	$6,892.28
EFT15437	7 September 2018	Aerodrome Management Services	Aerodome Inspection - Kambalda	$5,576.89
EFT15438	7 September 2018	Agent Sales And Service Pty Ltd	1 X 1000 Litre Sodium Hypochlorite Plus Freight	$863.50
EFT15439	7 September 2018	Alu Glass	Supply And Install 3 Brown Invisiguard Stainless Steel Security Screens	$1,540.00
EFT15440	7 September 2018	Apra	Licence Fees, Background Music For Coolgardie And Kambalda Recreation Centres	$2,807.01
EFT15441	7 September 2018	Australia Post	July 2018 Australia Post Charges. Coolgardie, Kambalda And Stationary	$193.92
EFT15442	7 September 2018	Artworks Art Therapy	Art Therapy Workshop At Coolgardie	$350.00
EFT15443	7 September 2018	Bergmeier Earthmoving (Davenne Holdings Pty Ltd)	20 Tonnes Yellow Fill Sand	$451.00
EFT15444	7 September 2018	Bernadini Pty Ltd (Lsa Oils)	Supply 20 Ltr Drum Pump	$315.93
EFT15445	7 September 2018	Bp Australia Limited	August 2018 Monthly Bp Fuel Bill	$4,895.77
EFT15446	7 September 2018	Bryan And Cynthia Parsissons Transport	Hire Of Cat Loader 992C At Kambalda Refuse Site	$17,710.00
EFT15447	7 September 2018	Bunnings Buildings Supplies	General Purpose Cement	$1,721.01
EFT15448	7 September 2018	Caltex Australia	August 2018 Monthly Caltex Fuel Bill	$7,442.00
EFT15449	7 September 2018	Cardajam Pty Ltd (Kalgoorlie Mitre 10)	Hunter I25 Pop Up Sprinklers	$2,043.80
EFT15450	7 September 2018	Cardno Spectrum Survey	Repeg 12 Lots	$7,425.00
EFT15451	7 September 2018	Chemcentre	Sample Cwwtp Waste Water As Per Licence Conditions - August 2018	$290.40
EFT15452	7 September 2018	City Of Kalgoorlie Boulder	Building And Health Enquiries July 2018	$3,649.25
EFT15453	7 September 2018	Coastal Midwest Transport Pty Ltd	General Freight, 1000L Ibc Dangerous Goods	$449.16
EFT15454	7 September 2018	Covs Parts Pty Ltd	Oil Filter For Amarok Service	$328.79
EFT15455	7 September 2018	Civic Legal	Advice On Reopening Of Airport	$605.00
EFT15456	7 September 2018	Coolgardie Gold Rush Motels	Accommodation And Meals For 5 Nights For The Bacwa Team	$2,019.00
EFT15457	7 September 2018	Davric Australia	Goldfields Tea Towels And Other Visitors Centre Items	$342.43
EFT15458	7 September 2018	Eco Springs	Eco Springs Water Cooler Annual Fee - Coolgardie Gym	$1,200.00
EFT15459	7 September 2018	Emerge Technologies	It Support For August 2018	$9,501.25
EFT15460	7 September 2018	Esplanade Hotel Fremantle	Accommodation And Meals Attending Liwa Conference	$417.50
EFT15461	7 September 2018	Francesca Lefante, Milbridge	May And June 2018 Planning Consulting	$23,306.25
EFT15462	7 September 2018	Geoff Van Waardenberg	Reimbursement Of Fuel For Assisting In The Cataloging Of The Waghorn Collection	$302.17
EFT15463	7 September 2018	Goldfields Locksmiths	To Re-Open The Locked Staff Toilet Door At The Visitors Centre	$243.75
EFT15464	7 September 2018	Goldfields Record Storage	User Charges For July 2018	$288.11
EFT15465	7 September 2018	Goldfields Tourism Network Assoc Inc	2018-2019 Contribution To Goldfields Tourism Network and trail maintenance of the Golden Quest Discovery	$40,150.00
EFT15466	7 September 2018	Goldline , Bidfood	Supplies For The Coolgardie Rec Centre Programs	$565.41
EFT15467	7 September 2018	Goodnews Newsagency	Daily Newspapers August 2018	$146.80
EFT15468	7 September 2018	Goldfields Builders Hire & Goldfields Septic Disposals	Grease Trap Clean Out Kambalda East Oval - Clubroom	$1,180.79
EFT15469	7 September 2018	Heatley Industrial,Safety&Packaging - Heatley Sales Pty Ltd	2 Packs Of P2 Respirators And 12 Disposable Coveralls	$174.41
EFT15470	7 September 2018	Howson Management Pty Ltd	Please Input Data To Assetfinda And Produce Fv Reports For Roads,Pathways And Drainage	$6,374.50
EFT15471	7 September 2018	Hunter Holdings Pty Ltd	Refill Potable Water Tanks At Kambalda Refuse Site	$723.80
EFT15472	7 September 2018	It Vision	Depreciation 2017/2018	$1,922.25
EFT15473	7 September 2018	Jason William Cleeland	Inspect Ladies Toilets and repair	$470.25
EFT15474	7 September 2018	Kalgoorlie-Boulder Cemetery Board	Assistance To Prepare Grave Site And The Burial	$1,000.00
EFT15475	7 September 2018	Kambalda Football Club Inc	Returning Overpaid Funds, Incorrectly Raised	$1,393.92
EFT15476	7 September 2018	Kg & Da Ovens T/A Denver City Hotel	Meals For Bacwa Waghorn Collection	$328.00
EFT15477	7 September 2018	Kirkby Bobcat And Excavations Pty Ltd	Prepare And Dig Grave Site For Burial	$242.00
EFT15478	7 September 2018	Kmart Australia	Coolgardie Pingo Supplies	$128.20
EFT15479	7 September 2018	Landgate	Land Enquiry X5	$128.50
EFT15480	7 September 2018	Lg Corporate Solutions Pty Ltd	Monthly Accounting Tasks For 6 Months	$13,310.00
EFT15481	7 September 2018	Little Industries	250 Tonne Of Road Base	$2,688.97
EFT15482	7 September 2018	Lo-Go Appointments	Temporary Rates Officer	$5,958.06
EFT15483	7 September 2018	Local Health Authorities Analytical Committee	Analytical Services For 2018/2019, As Per Population Of 3663	$921.63
EFT15484	7 September 2018	Marketforce	Advertising In West Australian And Kalgoorlie Miner	$1,201.35
EFT15485	7 September 2018	Mcleods Barristers And Solicitors	Legal advice, 3 invoices	$4,157.46
EFT15486	7 September 2018	Mia Hicks Consulting	Payment For Securing Lotterywest Funds	$7,347.43
EFT15487	7 September 2018	Moore Stephens (Wa) Pty Ltd	Final Billing To 31 August 2018. Risk Management, Internal Controls,	$2,860.00
EFT15488	7 September 2018	Mine Ag Fleet Hire	Tyred Roller Hire August 2018	$1,842.50
EFT15489	7 September 2018	National Pump & Energy Pty Ld	Wellpoint Dewatering System For Kambalda West Pool	$10,801.29
EFT15490	7 September 2018	Neverfail Springwater Ltd	Spring Water For The Kambalda Office	$54.85
EFT15491	7 September 2018	Oclc	Amlib Annual Maintenance	$1,621.76
EFT15492	7 September 2018	Onesteel Metaland	6 Sheets (F62 Mesh)	$422.40
EFT15493	7 September 2018	Outback Energy Supply	Supply And Install Solar Analytics 3G Data Monitoring To Existing 100Kw System For Kambalda Recreation Facility	$6,000.00
EFT15494	7 September 2018	Griffiths Architects	Review Of Design And Preparation Of Drawing Set And Schematic	$7,663.30

Shire of Coolgardie
Payments by Delegated Authority
1 September 2018 to 30 September 2018

Chq/EFT	Date	Name	Description	Amount
EFT15495	7 September 2018	Prime Corporation Wa Pty Ltd	Carry Out A Ground Feature Survey, Complete Construction Drawings & Provide A Bill Of Quantities For The Kambalda Transfer Station	$19,800.00
EFT15496	7 September 2018	Rand Explorations Nl	Rates Refund	$415.00
EFT15497	7 September 2018	Receptive Security	Bayley Street Office - Diagnose & Fix Issues With Zone 002	$304.96
EFT15498	7 September 2018	Resources Trading Hub	1 X Cromins Vibrator Whiper Petrol	$2,406.01
EFT15499	7 September 2018	Reynolds Graphics	Business Cards	$605.00
EFT15500	7 September 2018	Richard Boyd	Reimbursement Of Fuel For Assisting In The Cataloging Of The Waghorn	$171.51
EFT15501	7 September 2018	Satellite Television And Radio Australia	2 X 2.4 Meter Hi-Gain Rx Only Ku Band Hi-Gain Satellite Dish	$22,403.70
EFT15502	7 September 2018	Steve Harman	Reimbursement Of Fuel For Assisting In The Waghorn Collection Cataloging	$190.57
EFT15503	7 September 2018	Strategen Environmental	Coolgardie Landfill Development	$7,509.04
EFT15504	7 September 2018	Suez Environmental (Sita)	July 2018 Monthly Waste Disposal, Residential And Commercial	$18,421.27
EFT15505	7 September 2018	Taps Industries Pty Ltd	Installation Of Non-Return Reflux Valve. Supply And Install Valve. Backfill & Tidy.	$12,248.23
EFT15506	7 September 2018	The Leisure Institute Of Western Australia Aquatics (Inc)	Attend Liwa State Conference - August 2018	$630.00
EFT15507	7 September 2018	Toll Ipec Pty Ltd	Freight	$156.26
EFT15508	7 September 2018	Tourism Council Wa	2018 Wa Tourism Conference 2 Days, Welcome Function, Dinner And Additional Optus Stadium Tour	$1,100.00
EFT15509	7 September 2018	Uniqco Group Of Companies	August 2018 Services - Plant And Vehicle Assessment Financial 18/19	$3,850.00
EFT15510	7 September 2018	Wa Local Government Association - Walga	Walga Subscriptions 2018/2019	$28,032.13
EFT15511	7 September 2018	Way Out West Cafe	Tourism Awards Site Visit Meals	$155.50
EFT15512	7 September 2018	Woolworths Group Limited	Supplies For Coolgardie Children's Book Week	$292.64
EFT15522	13 September 2018	Grs Cleanaway	Cleanaway Rent On Monthly Bin	$50.05
EFT15523	13 September 2018	Grs Johns Bins	Johns Bins, Site Bin Empty	$636.75
EFT15524	13 September 2018	Grs Online Business Equipment P/L	Standard Labour And Remote Service Work	$480.13
EFT15525	13 September 2018	Grs Office National Kalgoorlie	7001355 Regal Economy Slimline Towel	$233.11
EFT15526	13 September 2018	Grs The Dynamic Assistant	Property: 2/12 Federal Road, South Kalgoorlie. Weekly Clean	$60.00
EFT15536	17 September 2018	Belridge Holdings Pty Ltd T/A Ricciardo Earthmoving	Upgrade Of The Junction Of Jobson Street And Bayley Street	$216,225.62
EFT15537	17 September 2018	Howard Porter	Supply 1 30,000 Litre Tri Axles Water Tanker	$128,600.85
EFT15538	20 September 2018	Australian Taxation Office	August 2018 BAS	$100,279.00
EFT15539	25 September 2018	Air Liquide	Monthly Cylinder Hire Kambalda Depot	$368.60
EFT15540	25 September 2018	Ampac Debt Recovery (Wa) Pty Ltd	Costs For August 2018 Debt Recovery	$35,428.52
EFT15541	25 September 2018	Australia Post	August 2018 Monthly Australia Post Charges	$2,393.53
EFT15542	25 September 2018	Bergmeier Earthmoving (Davenne Holdings Pty Ltd)	1 X Tonne Of Garden Blend Soil	$72.60
EFT15543	25 September 2018	Betty Logan	2018-2019 Quarter One Payment	$4,926.25
EFT15544	25 September 2018	Boc Limited	Monthly Cylinder Hire For Coolgardie Depot - 2018-2019	$221.06
EFT15545	25 September 2018	Bryan And Cynthia Parsissons Transport	Hire Of Cat Loader 992C At Kambalda Refuse Site	$9,240.00
EFT15546	25 September 2018	Bt Premise Services	Repairs To Faulty Entrance Doors & Install New Barrels To Various Doors	$355.30
EFT15547	25 September 2018	Bunnings Buildings Supplies	Garden Supplies As Required By The Warden Finnerty Caretakers.	$948.33
EFT15548	25 September 2018	Cabcharge	Account Servicing Fee	$6.43
EFT15549	25 September 2018	Cardajam Pty Ltd (Kalgoorlie Mitre 10)	Please Supply Assorted Retic Fittings And Pipe	$592.11
EFT15550	25 September 2018	City Of Kalgoorlie Boulder	Building & Health Enquiries August 2018	$6,760.05
EFT15551	25 September 2018	Clever Patch	Coolgardie Father's Day Craft Supplies	$118.73
EFT15552	25 September 2018	Complete Occ Health	Pre-Employment Medical And Drug Screen	$145.00
EFT15553	25 September 2018	Coolgardie Day Celebrations	Sponsorship -Coolgardie Day Celebrations 2018	$22,500.00
EFT15554	25 September 2018	Dormakaba Australia Pty Ltd	Service Fee For Automatic Door	$126.50
EFT15555	25 September 2018	Fast Finishing Services	Minute Books	$464.75
EFT15556	25 September 2018	Fiesta Canvas	Baby Pool Shade Sail Kambalda Pool	$6,508.70
EFT15557	25 September 2018	Foxtel Management Pty Ltd Foxtel	Foxtel At The Gym, monthly	$105.00
EFT15558	25 September 2018	Francesca Lefante, Milbridge	July 2018 Planning Consulting	$13,048.75
EFT15559	25 September 2018	Gecko Environmental	Sample Kambalda Landfill Site Bores As Per Licence Conditions	$3,305.50
EFT15560	25 September 2018	Goldfields Electrical Contractors Pty Ltd	Tubes/Globes/Starters For Repairs Lighting Repairs And Report For Kcrf	$2,449.70
EFT15561	25 September 2018	Goldfields Locksmiths	Maintanance Key Coolgardie	$46.74
EFT15562	25 September 2018	Goldfields Record Storage	User Charges For August 2018	$122.76
EFT15563	25 September 2018	Goldfields Builders Hire & Goldfields Septic Disposals	Pump Out Septic Tank	$935.00
EFT15564	25 September 2018	Heatley Industrial,Safety&Packaging - Heatley Sales Pty Ltd	Protective Clothing	$2,326.78
EFT15565	25 September 2018	High Standard Systems	Alarm Monitoring Service Agreement	$147.94
EFT15566	25 September 2018	John Williams	Rates Refund	$605.49
EFT15567	25 September 2018	Kambalda East Deli	Catering For Public Consultation	$376.20
EFT15568	25 September 2018	Kambalda Handyman & Mechanical Contracting	Remove Ladies Old Toilet And Storeroom At Kambalda Shire Depot	$4,750.00
EFT15569	25 September 2018	Kathryn Ann Lindup	2018-2019 Quarter One	$4,926.25

Shire of Coolgardie
Payments by Delegated Authority
1 September 2018 to 30 September 2018

Chq/EFT	Date	Name	Description	Amount
EFT15570	25 September 2018	Kirkby Bobcat And Excavations Pty Ltd	Prepare And Dig A Grave Site For Burial Coolgardie	$242.00
EFT15571	25 September 2018	Kleenheat Gas Pty Ltd	Bulk Gas For Kambalda Recreation Centre	$3,530.62
EFT15572	25 September 2018	Kalgoorlie Tyrepower	Inspect & Repair Two Tyres Amarok	$40.00
EFT15573	25 September 2018	Kambalda Tilt Tray & Transport	Removal Of Burnt Out Vehicle	$120.00
EFT15574	25 September 2018	Landgate	Mining Tenements	$70.20
EFT15575	25 September 2018	Lg Corporate Solutions Pty Ltd	Preparation Of 2018/19 Statutory Budget	$17,490.00
EFT15576	25 September 2018	Little Industries	Supply 50 Tonne Road Base	$630.61
EFT15577	25 September 2018	Lo-Go Appointments	Temporary Rates Officer	$4,340.21
EFT15578	25 September 2018	Lions Cancer Institute	Ceo Donation For 'Special Childrens Christmas Big Day Out'	$360.00
EFT15579	25 September 2018	Malcolm Raymond Cullen	2018-2019 Quarter One Payment	$8,000.00
EFT15580	25 September 2018	Marion Eugen Winter	2018-2019 Quarter One	$5,334.25
EFT15581	25 September 2018	Market Creations	Ethernet Network Cables	$2,283.44
EFT15582	25 September 2018	Marketforce	Labourer/Plant Operator Employment, Kalgoorlie Miner and other advertising	$519.49
EFT15583	25 September 2018	Mcleods Barristers And Solicitors	Employment Law Advice	$3,094.30
EFT15584	25 September 2018	Mia Hicks Consulting	Economic Development	$3,960.00
EFT15585	25 September 2018	Moore Stephens (Wa) Pty Ltd	Preparation For And Attendance At Audit Committee Meeting	$4,233.37
EFT15586	25 September 2018	Morans Store Pty Ltd	2 X Gas Bottles and monthly items	$589.01
EFT15587	25 September 2018	Mine Ag Fleet Hire	Tyred Roller Hire July 2018	$1,842.50
EFT15588	25 September 2018	Mobile Pest And Weed Control	Plese Complete 4 X Mice Teatments At Coolgardie Depot	$250.00
EFT15589	25 September 2018	Netsight Pty Ltd	Myosh Subscription September 2019	$326.70
EFT15590	25 September 2018	Norman John Karafilis	2018-2019 Quarter One	$4,926.25
EFT15591	25 September 2018	Neometals Ltd	Overpayment Of Rates	$236.05
EFT15592	25 September 2018	Online Business Equipment	Time Management - Preordred Product - July 2018 - June 2019	$579.70
EFT15593	25 September 2018	Red Dot	Supplies For Coolgardie Father Days Craft	$51.00
EFT15594	25 September 2018	Reynolds Graphics	X1000 Letter Head	$649.00
EFT15595	25 September 2018	Rmm Carpet Cleaning	Monthly Cleaning For August 2018	$4,635.99
EFT15596	25 September 2018	Rsa Works	Engineering Assistance August 2018	$8,349.00
EFT15597	25 September 2018	Ray White Real Estate	Quartley Inspection 18/19	$495.00
EFT15598	25 September 2018	Sherryl Leanne Botting	2018-2019 Quarter One	$4,926.25
EFT15599	25 September 2018	Snap Printing	10 X Record Note Books For Ranger Services	$785.40
EFT15600	25 September 2018	Southern River Services	Remove And Trim Trees Near Power Lines Near Coolgardie Park	$9,900.00
EFT15601	25 September 2018	State Library Of Western Australia	Delivery Of Better Beginnings Program 2018/19	$258.50
EFT15602	25 September 2018	Strategen Environmental	Kambalda Landfill Facility Stockpiles	$9,350.00
EFT15603	25 September 2018	Suez Environmental (Sita)	August 2018 Monthly Waste Disposal. Residential And Commercial	$17,946.60
EFT15604	25 September 2018	Taps Industries Pty Ltd	Attend Emergency Call Out To Coolgardie Sewer Pump Tank	$9,304.50
EFT15605	25 September 2018	Toll Ipec Pty Ltd	Freight Charges, Slwa	$1,020.53
EFT15606	25 September 2018	Toni Goder Financial Modelling Pty Ltd	Monthly It Support September 2018	$5,434.00
EFT15607	25 September 2018	Total Asphalt & Total Traffic Management Pty Ltd	Profile / Prime Seal And Overlay	$12,397.34
EFT15608	25 September 2018	Tpg Network Pty Ltd	Grant Funded Free Wifi For 12 Months For The Visitors Centre Coolgardie	$8,928.26
EFT15609	25 September 2018	Tracey Rathbone	2018-2019 Quarter One Payment	$6,703.75
EFT15610	25 September 2018	Uniqco Group Of Companies	September 2018 Services - Plant And Vehicle Assessment Financial 18/19	$7,480.00
EFT15611	25 September 2018	Wa Local Government Association - Walga	Local Government Week 2018 Registrations	$6,164.00
EFT15612	25 September 2018	Woolworths Group Limited	Muesli Bars For Class Attendees- Promotion Of Metafit Launch	$95.06
EFT15613	25 September 2018	Wormald Fire Systems	July 2018 Inspection And Testing	$390.64
EFT15614	25 September 2018	Wurth Australia	Supply Rostoff For Use On All Plant & Machinary	$305.95
EFT15615	25 September 2018	Zion Real Estate	Finding Fee Payment As Per Council Resolution, returned	$5,000.00
EFT15616	26 September 2018	Australian Mining Cities Alliance Ltd	Membership - Joining Fee And Annual Fee	$18,700.00
EFT15617	28 September 2018	Goldfields Tourism Network Assoc Inc	2018 Contribution To Annual Perth Royal Show District Display	$25,630.00
				$1,145,054.87

Shire of Coolgardie
Payments by Delegated Authority
1 September 2018 to 30 September 2018

Chq/EFT	Date	Name	Description	Amount
2189	10 September 2018	Public Transport Authority Of Western	Transwa Tickets For August 2018	$1,042.55
2190	10 September 2018	Shire Of Coolgardie	Transwa Commissions For August 2018	$194.50
2191	21 September 2018	Building Commission	August 2018 Building Services Levy	$1,211.66
2192	21 September 2018	Shire Of Coolgardie	August 2018 Building Services Levy	$65.00
				$2,513.71

Shire of Coolgardie
Payments by Delegated Authority
1 September 2018 to 30 September 2018

Chq/EFT	Date	Name	Description	Amount
DD5864.1	11 September 2018	North Superannuation	Payroll Deductions	$651.17
DD5864.2	11 September 2018	Rest Superannuation	Superannuation Contributions	$374.25
DD5864.3	11 September 2018	Mlc Super Fund (Plum Super)	Superannuation Contributions	$198.98
DD5864.4	11 September 2018	Mlc Masterkey Super Fundamentals	Superannuation Contributions	$122.27
DD5864.5	11 September 2018	Wa Local Government Superannuation	Superannuation Contributions	$9,290.41
DD5864.6	11 September 2018	Bt Super For Life - Savings Account	Superannuation Contributions	$653.20
DD5864.7	11 September 2018	Australian Super	Superannuation Contributions	$2,095.35
DD5864.8	11 September 2018	Nowlan Superannuation Fund Pty Ltd	Superannuation Contributions	$304.67
DD5864.9	11 September 2018	Amp Signaturesuper	Superannuation Contributions	$217.34
DD5885.1	25 September 2018	North Superannuation	Payroll Deductions	$648.55
DD5885.2	25 September 2018	Rest Superannuation	Superannuation Contributions	$350.20
DD5885.3	25 September 2018	Mlc Super Fund (Plum Super)	Superannuation Contributions	$198.98
DD5885.4	25 September 2018	Mlc Masterkey Super Fundamentals	Superannuation Contributions	$129.79
DD5885.5	25 September 2018	Wa Local Government Superannuation	Superannuation Contributions	$9,615.53
DD5885.6	25 September 2018	Bt Super For Life - Savings Account	Superannuation Contributions	$571.08
DD5885.7	25 September 2018	Australian Super	Superannuation Contributions	$2,143.89
DD5885.8	25 September 2018	Nowlan Superannuation Fund Pty Ltd	Superannuation Contributions	$301.79
DD5885.9	25 September 2018	Amp Signaturesuper	Superannuation Contributions	$216.71
DD5864.10	11 September 2018	Tasplan Super	Superannuation Contributions	$236.84
DD5864.11	11 September 2018	Twu Super	Superannuation Contributions	$218.25
DD5864.12	11 September 2018	First Choice Employer Super	Superannuation Contributions	$217.67
DD5885.10	25 September 2018	Tasplan Super	Superannuation Contributions	$236.27
DD5885.11	25 September 2018	Twu Super	Superannuation Contributions	$216.93
DD5885.12	25 September 2018	First Choice Employer Super	Superannuation Contributions	$216.99
				$29,427.11

Shire of Coolgardie
Payments by Delegated Authority
September 2018- September 2018

Reference	Date	Description	Value	Card
	26-September-2018	Virgin Aust 7952150482223 Keith Dickerson Flights	$728.00	855
	26-September-2018	Virgin Aust 7951503184127 Keith Dickerson Flights	$9.46	855
	24-September-2018	Maracoonda Hotel Marc Pettit	$303.50	6806
	24-September-2018	Maracoonda Hotel Steve Brown	$151.50	6806
	24-September-2018	Virgin Aust 7952150439447 CEO Flight Melbourne	$742.00	855
	24-September-2018	Virgin Aust 7951503158635 CEO Flight Melbourne	$9.65	855
	24-September-2018	Virgin Aust 7952150436190 Shire President Flight	$458.00	855
	24-September-2018	Virgin Aust 7951503156873 Shire President Flight	$5.95	855
	24-September-2018	Virgin Aust 7951503158772 CEO Melbourne Flight	$7.32	855
	24-September-2018	Virgin Aust 7952150439651 CEO Melbourne Flight	$563.00	855
	21-September-2018	The Workwear Group Staff Uniforms	$115.05	6806
	21-September-2018	Civeo Pty Ltd Credit for Francesca	$261.80	855
	19-September-2018	Monty/S Restaurant CEO Meeting	$61.50	855
	19-September-2018	Caltex Star Mart Bel CEO	$65.10	855
	18-September-2018	Europcar Melb A/P CEO	$414.93	855
	17-September-2018	Civeo Pty Ltd Francesca Accommodation	$396.62	855
	11-September-2018	Coles 0331 Council Briefing Session Food	$28.48	6780
	11-September-2018	Karri Holdings Pl Uniform Outside Crew	$341.16	6798
	10-September-2018	Woolworths 4329 11 Goodiena Street House	$111.58	6806
	10-September-2018	Xero Au Inv-6977801 GVROC Computer Subscription	$50.00	855
	10-September-2018	Mantra On Murray Per Meg Kent	$7.09	6780
	10-September-2018	Mantra On Murray Per Meg Kent	$217.79	6780
	10-September-2018	Mantra On Murray Per Cr Botting	$247.15	6780
	10-September-2018	Mantra On Murray Per Jacinta Evans	$589.58	6780
	10-September-2018	Oil & Spice Cafe Meeting relating to Kamblda Pool	$19.00	6780
	07-September-2018	Adobe Acropro Subs Computer Subscription	$158.54	855
			$5,801.95	
	10-September-2018	Payment - Thank You	$15,645.73	576

Sep-18

Payments directly to Shire of Coolgardie	$	-
Payments to AMPAC debt recovery	$	1,440.00
Total Received	$	1,440.00

Commissions	$	64.34
Costs	$	4,641.23
Total Paid to Ampac	**$**	**4,705.57**

MINING

Payments directly to Shire of Coolgardie	$	-
Payments to AMPAC debt recovery	$	-
Total Received	$	-

Costs	$	2,640.00
Total Paid to Ampac	**$**	**2,640.00**

11.1.6 Regulation 17 Review 2018

Location:	Coolgardie
Applicant:	Nil
File Reference:	NAM6277
Disclosure of Interest:	Nil
Date:	18 October 2018
Author:	Chief Executive Officer, James Trail

Summary:
Council note and receive the Review of Risk Management, Legislative Compliance and Internal Controls, Audit Regulation 17, August 2018.

Background:
The last two performance reviews of the CEO have identified Risk Management as an area of concern and lack of progress. In discussions between the CEO and councillor's it was agreed to engage external assistance. Furthermore, Audit Regulation 17 requires the CEO to review the appropriateness and effectiveness of their risk management, internal controls and legislative compliance procedures at least once every two calendar years. This has not been done to the level of detail previously as the proposal presented by Moore Stephens.

Comment:
Audit Regulation 17

Audit Regulation 17 requires the CEO to review the appropriateness and effectiveness of their risk management, internal controls and legislative compliance procedures at least once every two calendar years. The results of the review are to be reported by the CEO to the Audit Committee. The Audit Committee is required to review the CEO's report and then report to the Council. The report from the Audit Committee to the Council is required to have attached a copy of the CEO's report to the Audit Committee.

The Shire engaged Moore Stephens to provide the following services:

- A high-level review of the risk management systems policies, procedures and plans in place at the Shire;
- Evaluate the financial internal control systems and procedures at the Shire;
- Evaluate the operational internal control systems and procedures at the Shire;
- Assess systems and processes for maintaining legislative compliance;
- Develop a 'gap analysis' of any improvements identified during the review; and
- Prepare a report of matters identified during the review to assist the Chief Executive Officer to assess the appropriateness and effectiveness of the relevant systems and procedures in accordance with Local Government Audit Regulation 17.

To undertake this work Moore Stephens applied the following methodology:

- Identify the extent of commitment and mandate to Risk Management principles;
- Establish an appropriate framework for each review component (risk management, legislative compliance and internal controls) after considering the overall context in which the review occurs;
- Assess the three appropriate frameworks against the current frameworks;
- Assess the implementation of the current frameworks;
- Assess the degree of monitoring of the current frameworks and their effectiveness;
- Assess the gaps (if any) between the current framework and the identified appropriate framework and document improvements; and
- Report on the appropriateness and where possible, the effectiveness of current systems and procedures.

Moore Stephens undertook the risk audit on the 27th June to 29th June.

Several matters reported in the recent Financial Management Review conducted for the period 1 July 2017 to 31 March 2018 remain to be actioned along with matters identified within this review for the Shire to consider its systems and procedures for risk management, internal controls and legislative compliance to be considered appropriate and effective.

Risk Management - Context

Effective risk management contributes to the achievement of the Shire's objectives through continuous review of its processes and systems. A key element of risk management includes a governance framework which is integrated into strategic and operational plans.

Considering the size, resources, operations and the context in which the Shire of Coolgardie operates, a documented risk management strategy to ensure risks are holistically managed in a systematic, structured and pro-active manner is considered appropriate. An appropriate risk management framework requires formal risk reporting and risk monitoring which is both bottom up and top down.

Risk Management Policy (Policy 044) adopted in November 2014 outlines a framework for the identification, analysis and assessment of risks including responsibilities and accountabilities for staff to manage risks within their operational areas. The framework also requires the Shire to implement a reporting and recording system to capture and monitor risks.

Assessment

The Risk Management Policy is yet to be effectively activated with formal risk management processes tracking identification of key risks, evaluation of the impacts, risk mitigation plans and regular risk monitoring both at the operational and strategic level. Indications of informal processes of the active management of operational risks exist. However, evidence to support a formal process for the recording and reporting of risks to Council for their monitoring was not available.

Implementation of the Risk Management Policy and further development of the risk management framework is required for the Shire's systems and procedures to be considered appropriate and effective for the management of risks potentially impacting the Shire.

Internal Control - Context

Internal controls are systems of policies and procedures to safeguard assets, ensure accurate and reliable financial reporting, promote compliance with laws and regulations and achieve effective and efficient operations. The foundation for an effective and strong system of internal control requires integrity

and ethical behaviour, documented policies and procedures and clear accountability and management oversight.

Prior Financial Management Reviews have identified recurring control weaknesses which have not been satisfactorily addressed (refer to Appendix A – Summary of Recurring Control Weaknesses for examples).

The following fundamental key reconciliations have not been consistently performed increasing the risk of unauthorised payments and/or errors not being detected on a timely basis:

- Bank reconciliations;
- Payroll reconciliations;
- Rate debtor's reconciliations; and
- Sundry debtors and creditors reconciliations.

Key oversight controls such as independent review of account reconciliations are not fully embedded into month-end accounting procedures, increasing the risk of inaccurate financial reporting. Detailed supervisory review of month-end financial reporting for reasonability, unusual trends, or a completeness was not evident. To mitigate against these risks, the Shire uses external resources with finance skills to prepare the Monthly Financial Reports and to assist with the investigation of the outstanding issues raised previously.

Actual to budget variance reports were introduced recently to provide greater visibility over expenditure throughout the month, to ensure budgets are closely monitored, and to mitigate against cost over runs. To be effective these reports require accurate timely performance of accounting procedures.
High level walkthroughs of financial processes conducted during the site visit, including invoice processing (creditors), bank reconciliations and payroll processing indicated staff are control conscious and want to do the 'right thing'. Documented procedures and checklists for standard accounting procedures were not available. To embed a consistent system of internal controls with sufficient segregation of duties, and regular senior management monitoring, documented procedures are required.

Assessment
Given the number of recurring key control deficiencies, and our understanding and review of the systems and processes in place, the effectiveness and appropriateness of the internal control environment is considered weak and requiring improvement. There is a lack of a structured framework for supervisory staff to rely on when performing their reviews and for trained staff to be held accountable to.

The table in Section 4.0 Matters Noted and Improvements outlines areas where internal controls need to be implemented for a more robust internal control environment.

Attachments:
1. Shire of Coolgardie - Audit Reg 17 Review - Final **[11.1.6.1]**

Consultation:
Anne Cheng – Moore Stephens
Shire Staff

Statutory Environment:
Regulation 16 – Functions of Audit Committee

Regulations 16(a) and 16(b) in relation to the Audit Committee providing assistance to the local government remain unchanged. A new section 16(c) has been inserted and states as follows:

16 Audit committee, functions of an audit committee –

(c) is to review a report given to it by the CEO under regulation 17(3) (the CEO's report) and is to –

(i) report to the council the results of that review; and

(ii) give a copy of the CEO's report to the council.

Regulation 17 – CEO to review certain systems and procedures

A new regulation 17 has been inserted and states as follows:

17 CEO to review certain systems and procedures

(1) The CEO is to review the appropriateness and effectiveness of a local government's systems and procedures in relation to –

(a) risk management; and

(b) internal controls; and

(c) legislative compliance.

(2) The review may relate to any or all of the matters referred to in sub regulation (1)(a), (b) and (c), but each of those matters is to be the subject of a review at least once every 2 calendar years.

(3) The CEO is to report to the audit committee the results of that review.

Policy Implications:
Policy 044 – Risk Management

Financial Implications:
The 2017/2018 Annual Budget had an allowance of $11,000 for the Risk Audit. A further $10,000 has been included in the 2018/2019 Budget for the completion of the audit.

Strategic Implications:
Solutions focussed and customer-oriented organisation
Attraction, development and retention of a productive and effective workforce
Development of Shire's resources to provide optimum benefit to the community
Effective communication and engagement processes
High quality corporate governance, accountability and compliance.

Voting Requirement: Simple Majority

Officer Recommendation:

That Council,

1. **Note and receive the Review of Risk Management, Legislative Compliance and Internal Controls, Audit Regulation 17, August 2018.**
2. **Request the Chief Executive Officer to report to the next Audit Committee the results of the review.**

MOORE STEPHENS

Review of Risk Management, Legislative Compliance and Internal Controls

Shire of Coolgardie

August 2018

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1.0 Engagement Overview

1.1 Scope of Services

The Shire of Coolgardie engaged Moore Stephens to provide the following services in relation to the requirements of Regulation 17 of the *Local Government (Audit) Regulations 1996*.

- To undertake a high level review of the risk management policies, procedures and plans in place at the Shire;
- To evaluate the financial internal control systems and procedures at the Shire;
- To evaluate the operational internal control systems and procedures at the Shire;
- To assess systems and processes for maintaining legislative compliance;
- To provide a list of any improvements identified during the review; and
- To provide in our report, improvements identified during our assessment of the systems and procedures relating to risk management, internal audit and legislative compliance to assist the Chief Executive Officer (CEO) to assess the appropriateness and effectiveness of these systems and procedures.

A site visit was conducted from 27 – 29 June 2018 to assess the items detailed above.

1.2 Review Required by Legislation

The Local Government (Audit) Regulations 1996, Regulation 17, requires the following:

1. *The CEO is to review the appropriateness and effectiveness of a local government's systems and procedures in relation to:*
   - *A) risk management;*
   - *B) internal control; and*
   - *C) legislative compliance.*
2. *The review may relate to any or all of the matters referred to in sub regulation (1) (a), (b) and (c), but each of those matters is to be the subject of a review no less than once every three (3) financial years (with effect 28 June 2018).*
3. *The CEO is to report to the audit committee the results of that review.*

This review was undertaken in response to the above requirements and our report has been prepared for the CEO to assist in meeting statutory obligations.

In accordance with Regulation 16(c) of the same Audit Regulations, the Audit Committee is required to review a report prepared by the CEO, and subsequently report to the Council the results of the Committee's review, while at the same time, attaching a copy of the CEO's report to the Audit Committee.

Operational Guidelines prepared by the Department of Local Government, Sport and Cultural Industries (Audit in Local Government, number 09 September 2013) provides background to the intended outcomes of the review. An extract of the relevant content of the operational guidelines has been reproduced at Appendix D.

1.0 Engagement Overview (continued)

1.3 Review Methodology

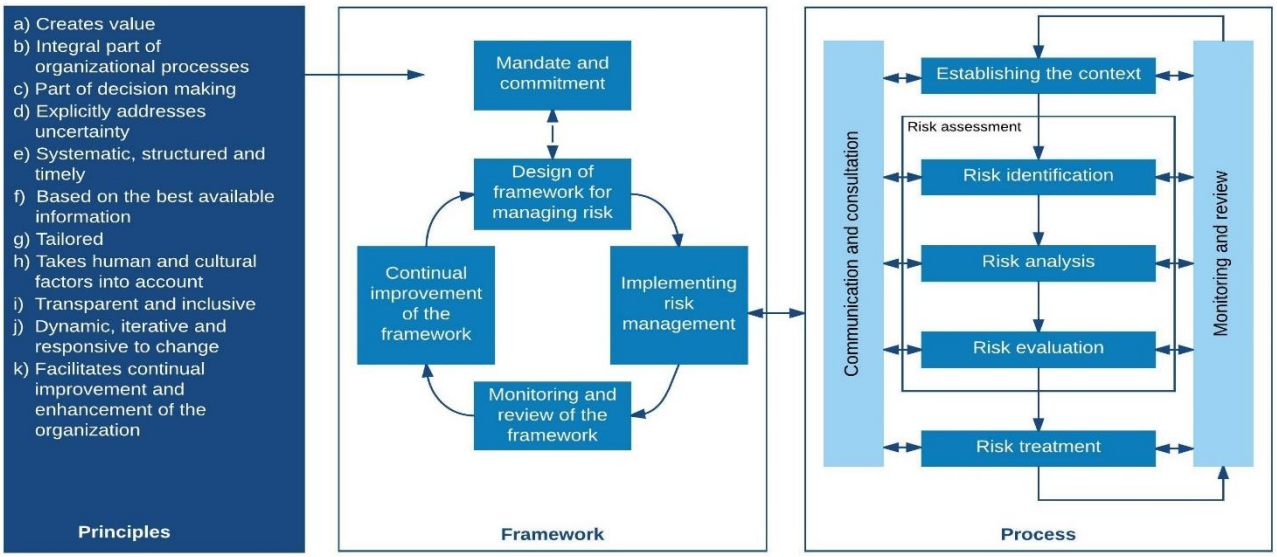
The primary goal of this review is to enable the CEO of the Shire of Coolgardie to form an opinion of the appropriateness and effectiveness of the Shire of Coolgardie's systems and procedures in relation to risk management, internal controls and legislative compliance.

A sound system of internal control is necessary for the achievement of:

- strategic objectives;
- mitigating identified risks;
- operational effectiveness and efficiency;
- reliable financial reporting; and
- compliance with laws, regulations and policies.

The Australian Standard for Risk Management (ISO 31000) identifies three components in the application of risk management being Principles, Framework and Process as set out in Diagram 1 below.

Diagram 1. Risk Management Principles, Framework and Process



(Source: Standards Australia/Standards New Zealand, 2009)

In undertaking this review, the three ISO 31000 framework components have been applied, as set out above, to the review topics - risk management, internal controls and legislative compliance.

This evaluation is based on interviews with key staff, review of available documentation (listed at Appendix B) and reference to any external audit reports or reviews conducted.

2.0 Background

2.1 Shire Profile

Located in the Goldfields, the Shire of Coolgardie covers an area of 30,400 square kilometres and includes the towns of Coolgardie, Kambalda East, Kambalda West, Widgiemooltha and the Aboriginal community of Kurrawang. In 2016, the Shire of Coolgardie's population on night of the census was 3,610,[1]. Situated 550 kilometres east of Perth, Kambalda is the centre of administration and community services in the Shire.

The district is the largest producer of minerals in the region and the fourth largest producer in WA with gold and nickel mining operations supporting globally significant regional exports. The majority of the population resides in Kambalda or Coolgardie, with a fly-in, fly out workforce in Kambalda and drive in, drive out (DIDO) workers who reside in Kalgoorlie. Most of the district's population is classified as a member of a family unit with a total of 5 schools. These demographics are considered when planning community services.

2.2 Organisational Background

The Shire of Coolgardie is governed by a CEO and five (5) Managers, each responsible for leading one of the following Service Teams: Corporate Services, Technical Services, Regulatory Services, Community Services and Recreation Services.

The Shire implements its Strategic Community Plan 2018-2028 and the corresponding informing plans, through its Service Delivery Model introduced in July 2017. The premise of the Service Delivery Model is to deliver fit for purpose services which are continually benchmarked against set performance targets.

Concurrent to the accountabilities and responsibilities staff have been assigned through establishment of the Service Delivery Model, the Shire is also focused on improving its governance by addressing the gaps identified from previous audits, including a Probity Compliance Audit conducted by the Department of Local Government and Communities in November 2015.

2.3 Review Context

This review has been conducted with consideration for external and internal influences in which the Shire of Coolgardie operates relevant to risk, the internal control environment and its legislative compliance obligations. Factors considered are outlined below:

External Influences	Internal Influences
Increasing community expectations in relation to service levels and service delivery i.e. limited accommodation and housing.	Shire's strategic and operational plans and objectives.
Remote geographical location.	Restore and strengthen corporate governance.
Increased compliance requirements due to Government Policy and Legislation.	Attraction and retention of staff with specialist skills.
Reducing external grant funding for infrastructure and operations.	Constant challenges of organisational size, impacting on service delivery
Rapid changes in information technology changing the service delivery environment.	

[1] Australian Bureau of Statistics, Coolgardie (S) 2016 Census of Population and Housing

3.0 Summary

A summary of our assessment for each of the three key areas of this review are outlined below. Details of improvements to close gaps identified during the review are outlined in Section 4.0 Matters Noted and Improvements.

A number of matters reported in the recent Financial Management Review conducted for the period 1 July 2017 to 31 March 2018 remain to be actioned along with matters identified within this review in order for the Shire to consider its systems and procedures for risk management, internal controls and legislative compliance to be considered appropriate and effective.

3.1 Risk Management - Context

Effective risk management contributes to the achievement of the Shire's objectives through continuous review of its processes and systems. A key element of risk management includes a governance framework which is integrated into strategic and operational plans.

Considering the size, resources, operations and the context in which the Shire of Coolgardie operates, a documented risk management strategy to ensure risks are holistically managed in a systematic, structured and pro-active manner is considered appropriate. An appropriate risk management framework requires formal risk reporting and risk monitoring which is both bottom up and top down.

Risk Management Policy (Policy 044) adopted in November 2014 outlines a framework for the identification, analysis and assessment of risks including responsibilities and accountabilities for staff to manage risks within their operational areas. The framework also requires the Shire to implement a reporting and recording system to capture and monitor risks.

Assessment

The Risk Management Policy is yet to be effectively activated with formal risk management processes tracking identification of key risks, evaluation of the impacts, risk mitigation plans and regular risk monitoring both at the operational and strategic level. Indications of informal processes of the active management of operational risks exist. However, evidence to support a formal process for the recording and reporting of risks to Council for their monitoring was not available.

Implementation of the Risk Management Policy and further development of the risk management framework is required for the Shire's systems and procedures to be considered appropriate and effective for the management of risks potentially impacting the Shire.

3.0 Summary (continued)

3.2 Internal Control - Context

Internal controls are systems of policies and procedures to safeguard assets, ensure accurate and reliable financial reporting, promote compliance with laws and regulations and achieve effective and efficient operations. The foundation for an effective and strong system of internal control requires integrity and ethical behaviour, documented policies and procedures and clear accountability and management oversight.

Prior Financial Management Reviews have identified recurring control weaknesses which have not been satisfactorily addressed (refer to Appendix A – Summary of Recurring Control Weaknesses for examples).

The following fundamental key reconciliations have not been consistently performed increasing the risk of unauthorised payments and/or errors not being detected on a timely basis:

- Bank reconciliations;
- Payroll reconciliations;
- Rate debtor's reconciliations; and
- Sundry debtors and creditors reconciliations.

Key oversight controls such as independent review of account reconciliations are not fully embedded into month-end accounting procedures, increasing the risk of inaccurate financial reporting. Detailed supervisory review of month-end financial reporting for reasonability, unusual trends, or a completeness was not evident. To mitigate against these risks, the Shire uses external resources with finance skills to prepare the Monthly Financial Reports and to assist with the investigation of the outstanding issues raised previously.

Actual to budget variance reports were introduced recently to provide greater visibility over expenditure throughout the month, to ensure budgets are closely monitored, and to mitigate against cost over runs. To be effective these reports require accurate timely performance of accounting procedures.

High level walkthroughs of financial processes conducted during the site visit, including invoice processing (creditors), bank reconciliations and payroll processing indicated staff are control conscious and want to do the 'right thing'. Documented procedures and checklists for standard accounting procedures were not available. To embed a consistent system of internal controls with sufficient segregation of duties, and regular senior management monitoring, documented procedures are required.

Assessment

Given the number of recurring key control deficiencies, and our understanding and review of the systems and processes in place, the effectiveness and appropriateness of the internal control environment is considered weak and requiring improvement. There is a lack of a structured framework for supervisory staff to rely on when performing their reviews and for trained staff to be held accountable to.

The table in Section 4.0 Matters Noted and Improvements outlines areas where internal controls need to be implemented for a more robust internal control environment.

3.0 Summary (continued)

3.3 Legislative Compliance - Context

An organisation's adherence to compliance obligations are dependent on a robust compliance culture, stemming from organisational values emphasising commitment to legal and regulatory compliance, integrity and business ethics.

Systems and processes for adherence to legislative requirements supporting a compliance culture are reliant on leaderships' commitment to legislative compliance and the maturity of risk management and internal control frameworks. To ensure compliance obligations are met on a timely basis, compliance responsibilities need to be embedded into operational plans.

Certain compliance items raised in the June 2018 Financial Management Report such as review of informing plans have subsequently been actioned. However, several areas of non-compliances continue to occur.

Assessment

We observed a commitment by the current CEO to improve compliance and adherence with legislative requirements. 30 recommendations of the Probity Compliance Audit (November 2015) have been addressed with 2 recommendations remaining as work in progress based on the report provided during the review.

Based on the procedures undertaken of the systems and procedures supporting timely compliance with legislative requirements, an improved commitment by Shire leadership to embed a compliance culture and legislative compliance, is apparent. Given the non-compliance matters raised in the 2018 Financial Management Review and this review, further improvements are required for the systems and processes supporting compliance to be considered appropriate and effective.

Details of the above suggested improvements are outlined in Section 4.0 Matters Noted and Improvements.

4.0 Matters Noted and Improvements

4.1 Risk Management Framework / Governance

Category		Matter Noted	Improvements
4.1.1	Risk Management Policy	A Risk Management Policy has been adopted by Council (November 2014). The Policy outlines the framework, Council and staff roles and responsibilities and the requirement to monitor and review risks on an ongoing basis. We note the Policy had not been implemented at the time of our onsite visit.	Implementation of the Risk Management Policy is required.
			Training of staff to ensure they understand their responsibilities under the Policy is required to start implementation of the Policy.
		Identification and assessment of risks is currently not performed as a structured and entity wide exercise.	As part of the implementation of the Risk Management Policy, guidelines and standards should be developed to provide guidance and a consistent approach to risk management.
			A report of top risks including emerging risks should be presented to the Audit & Risk Committee on a regular basis to help ensure risks are appropriately monitored.
4.1.2	Corporate Governance	Evidence to support review of the Delegations in 2016 was not available. A review of the Delegations Register is required to be undertaken annually in accordance with Section 5.46 (2) of the *Local Government Act 1995*. The Shire conducted a review in May 2017 of the Delegations Register and the Policy Manual in June 2017.	Procedures should be in place to ensure delegations are reviewed in accordance with regulatory requirements.
4.1.3	Credit Card Policy	A separate Credit Card Policy is not in place to ensure credit card use is in accordance with the Local Government Operational Guidelines Number 11 – September 2006 Use of Corporate Credit Cards.	A Credit Card Policy covering cardholder responsibilities and reconciliation procedures be adopted and implemented.

4.0 Matters Noted and Improvements (continued)

4.1 Risk Management Framework / Governance (continued)

Category		Matter Noted	Improvements
4.1.4	Business Continuity /Disaster Recovery Plan	There is currently no Business Continuity / Disaster Recovery Plan in place. A Business Continuity /Disaster Recovery Plan may help reduce the impact of an unforeseen event resulting in an extended closure of the Shire office.	Develop and implement a Business Continuity / Disaster Recovery Plan to ensure the Shire can continue to provide essential services during an unforeseen event.
4.1.5	IT Security	The Shire does not currently have an IT Security Plan to ensure the Shire's systems are adequately protected from external threats which could compromise the integrity of the Shire's data.	Develop and implement an IT Security Plan and ensure it is reviewed and tested on an annual basis.
4.1.6	User system access - Synergy	IT support for the accounting system, Synergy is outsourced. The IT support includes maintenance of user profiles and creation/deletion of users based on Shire's instructions, including any trouble shooting required to resolve operational IT issues. To prevent unauthorised access into the Shire's accounting system, the Shire should not allow third party access into their application without prior approval.	Procedures should be developed for system access by IT Support and/or third party to ensure it is approved, documented in writing and disabled when the access is no longer required.
4.1.7	Code of Conduct Training	There is no evidence of a scheduled process to ensure staff receive refresher training, at least once a year, of their obligations and responsibilities under the Shire's Code of Conduct.	As part of good corporate governance, on an annual basis, formal training with respect to the Shire's Code of Conduct and any new governance requirements should be made available to staff and elected members.

4.0 Matters Noted and Improvements (continued)

4.2 Internal Control Environment

Category		Matter Noted	Improvements
4.2.1	Development of Procedures	During the review, instances were noted where finance staff did not have a complete understanding of the purpose of the controls and checks being performed.	Develop documentation for staff training purposes to cover: • roles and responsibilities; • overview of key financial processes; and • internal control procedures and brief description of the control objectives.
4.2.2	Financial Controls month-end	Review of the June 2018 - Monthly Financials Report prepared by management for review by Council revealed numerous reconciliations which have not been performed on a regular basis, accounts which have negative balances, and items which require follow-up actions from October 2017. Whilst some of the items raised in the report have subsequently been addressed and being monitored, a number of reconciliations remain outstanding.	Balanced reconciliations are a primary internal control and should be given priority, to ensure the accuracy of financial reports and the accountability of responsible officers. It is suggested a formal month-end checklist be developed to ensure all key tasks critical to month-end accounting processes are performed on a timely basis.
4.2.3	Evidence of independent review	Walkthroughs conducted to confirm operational effectiveness of key internal controls revealed gaps in supervisory reviews of: • bank / account reconciliations; • Invoice processing (creditors) i.e. checking payment run totals agree to totals uploaded to banking platform; • supplier changes i.e. banking details; and • rate valuation information.	Key controls which help ensure accuracy and integrity of financial reporting should undergo supervisory checks and be evidenced by way of email or hardcopy signatures. Supplier banking changes should be independently verified against original records and signed off by independent reviewer.

4.0 Matters Noted and Improvements (continued)

4.2 Internal Control Environment (continued)

Category		Matter Noted	Improvements
4.2.4	Segregation of Duties	A routine documented review of user security profiles was not available at the time of our visit.	Routine review and testing of IT system access to ensure staff and contractors only have system access based on their functional role(s) should be undertaken annually and when there are changes to staff functions.
4.2.5	Validation of completed actions	Based on the number of recurring internal control and non-compliant issues raised, a reliable and formalised process to validate the operational effectiveness of internal controls is required.	It is suggested following the development of procedures and roll-out of staff training, a formal process to assess the operational effectiveness of controls be undertaken. Such a process could entail supervisors performing a health-check across key operational processes to validate controls are being performed as per operational procedures. Regular health-checks will also provide greater visibility over the root cause of the control weaknesses. Addressing the root cause of control deficiencies will help eliminate or minimise recurring issues.

4.0 Matters Noted and Improvements (continued)

4.3 Legislative Compliance

Category		Matter Noted	Improvements
4.3.1	Tender Register	Recording of specific information required in the Tender Register has been raised multiple times: • Financial Management Review (June 2018) • Compliance Audit Return filed in March 2018 • Probity Compliance Audit (November 2015)	Update and maintain the Tender Register with the information required by legislation.
4.3.2	Audit Reg 17 – last performed	The Audit Committee recommended a review of the requirements under Audit Regulation 17 be undertaken and provided to the Committee in October 2016. The above report could not be provided when requested during our review.	The CEO should submit a review of, Risk Management, Internal Controls and Legislative Compliance based on this review to the Audit Committee.
4.3.3	Non-compliant Issues raised	The June 2018 Financial Management Review raised a number of non-compliant issues regarding the completion of forms such as blanks in some Annual Returns and completion of returns in advance.	It is suggested Annual Returns be reviewed in detail by a responsible person prior to receipt by the CEO, to ensure they have been completed correctly.

5.0 Other Matters

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The services provided in terms of this engagement comprise an advisory engagement, which is not subject to assurance or other standards issued by the Australian Auditing and Assurance Standard Board and, consequently no opinions or conclusions are intended to convey assurance either expressed or implied.

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Conflicts of Interest

The firm currently provides audit and advisory services to local governments however and is appointed external auditor to the Shire of Coolgardie however, we do not believe the provision of the services covered in the scope of this report and under the responsibility of a different engagement partner would compromise our objectivity in the conduct of the Audit. During the course of the engagement no matters were raised.

Moore Stephens

Level 15 Exchange Tower
2 The Esplanade
PERTH WA 6000
Phone +61 (0)8 9225 5355
Email perth@moorestephens.com.au
ABN 99 433 544 961

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Appendix A – Summary of Recurring Control Weaknesses

The following is a summary of repeat control weaknesses which were also noted during the high-level walkthrough of key controls during this review and reported under Section 4.0 (points 4.2.1, 4.2.2, 4.2.3).

■ item raised ▲item deemed closed by Shire

	Audit Reg 17 Aug 2018	Management Report June 2018	FMR 2018	FMR 2017
Bank and Trust Fund Reconciliations				
• not performed monthly	■	▲	■	■
• performed but did not pick-up incorrect use of funds i.e. between municipal, reserve & trust and/or other errors	■	▲	■	■
• unreconciled balances not followed up (trust account only)	■	▲		■
• not independently reviewed	■		■	■
Key Account Reconciliations (Sundry Debtors, Rate Debtors, Sundry Creditors, Payroll)				
• not performed regularly	■		■	■
• not reconciled to ledger balance	■	■ (debtors) ▲(payroll)	■	■
• not independently reviewed	■		■	■
Rates Control Issues				
• local public notice non-compliance	■		■	■
• reconciliation between sub-ledger and ledger control account not performed	■	▲	■	■
• rate debtor reconciliations not performed and /or not independently reviewed	■	■	■	■
Credit card controls				
• cardholder sign-off on credit card statements to acknowledge receipt of goods/services for business purposes not done	■		■	■
• tax invoices/receipts not always attached	■		■	■
• documented procedures for cardholder responsibilities and reconciliation requirements not available	■		■	■

Appendix B - Document List

The following key documents (excluding email correspondence) were examined during the review:

Document Name	Shire Document Reference | Comments
Governance Policies / Documents	
Policy Manual	2017 2018
Delegations Register	2017 2018
Complaints Register	
Compliance Audit Return	2017
Designated Employees annual returns	
Code of Conduct	007
Financial Register	
Gift and Travel Register	Shire website
Probity Compliance Audit Report 2015	
FMR Report –June 2017 Final	
Annual Report 2016 2017 Final	
Risk Management Framework	
Risk Management Policy	
Risk Management Framework	
Strategic Plans	
Strategic Community Plan 2018 -2028	
Long Term Financial Plan 2016 - 2031	
Corporate Business Plan 2018-2022 (draft)	
Asset Management Plan	September 2016
Other Documents	
Organisational Structure 2018	
Occupational Safety and Health Policy	047
Service Delivery review	
Statutory Budget 2017 – 18	
Management Report June 2018	
Loan Register 2017 - 18	
Variance to Budget Quarterly Report March 18	
Bank Reconciliation April 2018	
Pay Run Report April 2018	
Tender Register as at June 2018	
Compliance Calendar	
Probity Action List 31 January 2017 (current)	
Works Program February 2018 & Road Program (current)	
Schedule of Inspections	

Appendix C - Interview List

The following Shire of Coolgardie staff were interviewed during the site visit, 27 – 29 June 2018:

Name	Position
James Trail	Chief Executive Officer
Bec Horan	Manager Admin
Laura Dwyer	Manager Recreation & Community Development
Rod Franklin	Waste Coordinator
Peter Miller	Works & Services Supervisor
Keith Dickerson	Project Manager
Jade Tarasinski	Senior Finance Officer
Noeline Poke	Administration Coordinator
Bree Crawley	Creditors
Leeanne Adams	Administration Officer
Martin Whitely	Contractor
Elly McKay	Executive Assistant

Appendix D – Operational Guidelines

Risk Management

Good audit committee practices in monitoring internal control and risk management programs typically include:

- Reviewing whether the local government has an effective risk management system and that material operating risks to the local government are appropriately considered;
- Reviewing whether the local government has a current and effective Business Continuity Plan (including disaster recovery) which is tested from time to time;
- Assessing the internal processes for determining and managing material operating risks in accordance with the local government's identified tolerance for risk, particularly in the following areas:
  - *potential non-compliance with legislation, regulations and standards and local government's policies*
  - *important accounting judgements or estimates that prove to be wrong*
  - *litigation and claims*
  - *misconduct, fraud and theft*
  - *significant business risks, recognising responsibility for general or specific risk areas, for example, environmental risk, occupational health and safety, and how they are managed by the local government*
- Obtaining regular risk reports, which identify key risks, the status and the effectiveness of the risk management systems, to ensure that identified risks are monitored and new risks are identified, mitigated and reported;
- Assessing the adequacy of local government processes to manage insurable risks and ensure the adequacy of insurance cover, and if applicable, the level of self-insurance;
- Reviewing the effectiveness of the local government's internal control system with management and the internal and external auditors;
- Assessing whether management has controls in place for unusual types of transactions and/or any potential transactions that might carry more than an acceptable degree of risk;
- Assessing the local government's procurement framework with a focus on the probity and transparency of policies and procedures/processes and whether these are being applied;
- Should the need arise, meeting periodically with key management, internal and external auditors, and compliance staff, to understand and discuss any changes in the local government's control environment; and
- Ascertaining whether fraud and misconduct risks have been identified, analysed, evaluated, have an appropriate treatment plan which has been implemented, communicated, monitored and there is regular reporting and ongoing management of fraud and misconduct risks.

Appendix D – Operational Guidelines (continued)

Legislative Compliance

Audit committee practices regarding monitoring compliance programs typically include:

a) *Monitoring compliance with legislation and regulations*

b) *Reviewing the annual Compliance Audit Return and reporting to Council the results of that review*

c) *Staying informed about how management is monitoring the effectiveness of its compliance and making recommendations for change as necessary*

d) *Reviewing whether the local government has procedures for it to receive, retain and treat complaints, including confidential and anonymous employee complaints*

e) *Obtaining assurance that adverse trends are identified and review management's Plans to deal with these*

f) *Reviewing management disclosures in financial reports of the effect of significant compliance issues*

g) *Reviewing whether the internal and / or external auditors have regard to compliance and ethics risks in the development of their Audit Plan and in the conduct of audit projects, and report compliance and ethics issues to the audit committee*

h) *Considering the internal auditor's role in assessing compliance and ethics risks in their Plan;*

i) *Monitoring the local government's compliance frameworks dealing with relevant external legislation and regulatory requirements*

j) *Complying with legislative and regulatory requirements imposed on audit committee members, including not misusing their position to gain an advantage for themselves or another or to cause detriment to the local government and disclosing conflicts of interest*

Internal Controls

a) *An effective and transparent internal control environment is built on the following key areas:*

b) *integrity and ethics;*

c) *policies and delegated authority;*

d) *levels of responsibilities and authorities;*

e) *audit practices;*

f) *information system access and security;*

g) *management operating style; and*

h) *human resource management and practices.*

Internal control systems involve policies and procedures that safeguard assets, ensure accurate and reliable financial reporting, promote compliance with legislation and achieve effective and efficient operations and may vary depending on the size and nature of the local government.

Aspects of an effective control framework will include:

a) *delegation of authority;*

b) *documented policies and procedures;*

c) *trained and qualified employees;*

Appendix D – Operational Guidelines (continued)

Internal Controls (continued)

d) system controls;

e) effective Policy and process review;

f) regular internal audits;

g) documentation of risk identification and assessment; and

h) regular liaison with auditor and legal advisors.

The following are examples of controls that are typically reviewed:

i) separation of roles and functions, processing and authorisation;

j) control of approval of documents, letters and financial records;

k) comparison of internal data with other or external sources of information;

l) limit of direct physical access to assets and records;

m) control of computer applications and information system standards;

n) limit access to make changes in data files and systems;

o) regular maintenance and review of financial control accounts and trial balances;

p) comparison and analysis of financial results with budgeted amounts;

q) the arithmetical accuracy and content of records;

r) report, review and approval of financial payments and reconciliations; and

s) comparison of the result of physical cash and inventory counts with accounting records.

MOORE STEPHENS

Level 15, 2 The Esplanade
Perth WA 6000
T +61 (0)8 9225 5355
F +61 (0)8 9225 6181
perth@moorestephens.com.au

11.1.7 Local Government Procurement Report October 2018

Location:	Coolgardie
Applicant:	Nil
File Reference:	NAM6278
Disclosure of Interest:	Nil
Date:	18 October 2018
Author:	Chief Executive Officer, James Trail

Summary:
Council note and receive the Western Australian Auditor General's Report on Local Government Procurement October 2018-19.

Background:
Procurement activities in LGs are primarily governed by the Local Government (Functions and General) Regulations 1996 (the Regulations). The Regulations require LGs to have policies for purchases that are expected to be less than $150,000. LGs develop their own policies, which are required to cover things like the form (verbal or written) and minimum number of quotes that must be obtained, and how procurement information will be recorded and retained.

For purchases over $150,000, the Regulations set specific requirements for public tender. These include advertising, acceptance and rejection of tender applications, notification of outcomes, and maintaining a tenders' register.

The Regulations also allow for exemptions from the public tender process, these include, but are not limited to:

- certain emergency situations
- if a contract is to be awarded through auction (with Council approval)
- if goods and services are obtained through the WA Local Government Association's(WALGA)

Preferred Supplier Program – a program of suppliers that have been pre-qualified to supply certain goods and services. WALGA members, of which most LGs are, can access the program.
LGs that are members of WALGA can also access a procurement toolkit that includes purchasing and contract management templates. LGs that use WALGA services are still required to meet their own policy and probity requirements and comply with the Regulations.

There are a number of procurement processes and controls that help reduce broader procurement risks and support value for money (Figure 1). Some of these are covered in Regulations, others are based on sound practice.

Due to a variety of factors affecting the way that LGs procure, Auditor General did not expect to find identical procurement practices across the LGs included in the audit. The audit therefore required significant judgement when assessing proper procurement practices. The Auditor General did expect them to meet the principles of the Local Government Act 1995 which places obligations on Councils.

Comment:
All 8 Local Governments reviewed had shortcomings in their procurement practices, most related to weak procurement controls, processes and documentation for tendering, purchase orders and approvals, and reviewing invoices and payment. However, the Auditor General did not identify any evidence of misconduct. Local governments varied in how well they complied with legislation and their own procurement policies. While local government's policies broadly met regulatory requirements, they need to do more to monitor procurement controls and the effectiveness of processes. No notable difference existed in the effectiveness of controls between the regional and metropolitan, and the small and large local governments examined. Having policies and controls that are appropriate, and monitoring their effectiveness is essential if local governments, and the ratepayers that they serve, are to have confidence in local government procurement activities. Procurement practices that focus solely on minimum compliance with legislation are unlikely to provide local governments with the oversight and control they need to address risks and ensure value for money in their procurement. The issues identified in this audit are relatively simple to fix. By addressing them, governance of this important local government function can be strengthened.

Shire staff have been reminded about their responsibilities and delegations regarding procurement. The Shire procurement policy, segregation of duties and signing authorities will be reviewed and update provided to the November Meeting of Council.

Attachments:
1. 041 Procurement Policy **[11.1.7.1]**
2. Local Government Procurement October 2018 **[11.1.7.2]**

Consultation:
Shire Staff

Statutory Implications:
Section 3.57 Local Government Act and Regulations
Local Government Act 1995
Local Government Act 1995 Section 6.5

Policy Implications:
Policy 041 – Procurement

Financial Implications:
Nil

Strategic Implications:
Solutions focussed and customer-oriented organisation
Attraction, development and retention of a productive and effective workforce
Development of Shire's resources to provide optimum benefit to the community
Effective communication and engagement processes
High quality corporate governance, accountability and compliance.

Voting Requirement: Simple Majority

Officer Recommendation:

That Council,

1. **Note and receive the Western Australian Auditor General's Report on Local Government Procurement October 2018-19**
2. **Request the Chief Executive Officer to review Policy 041 – Procurement in accordance with recommendations made by the Auditor General's Report on Local Government Procurement October 2018-19**
3. **Request Policy 041 – Procurement be presented to Council in November 2018.**

Tile of Policy: Procurement Policy

Policy Number: 041

Policy Objective:

- To provide compliance with section 6.5(a) of the Local Government Act 1995.
- To deliver a best practice approach to and procedures for purchasing for the Shire of Coolgardie.
- To ensure consistency of all purchasing activities across all operational areas.

Policy Scope:

This Policy includes direction for all purchasing including the use of Fuel Cards.

Policy Statement:

Introduction / background

This policy sets the guidelines with regards to the purchase of goods and services ensuring:

a) the procurement of goods and services

b) the best value for money procurement policy

c) statutory compliance

d) authorised expenditure limits for staff

Budgetary and purchasing expenditure will have regard to the development and maintenance of Shire of Coolgardie infrastructure and facilities. Consideration will be given to –

a) Have regard to the total life cycle cost of the product or service to be purchased
b) Ensure the best value for money is obtained through the design, construction and management of new infrastructure and facilities and upgrade of existing infrastructure and facilities, to minimise the Shire's ongoing costs for providing or operating that infrastructure or facility
c) Ensure that new facilities and buildings, in particular, incorporate adaptable design and construction to maximise opportunities for use into the future.
d) Contribute to the Shires efficiency and effective operations.
e) Give primary consideration to delivery of, and compliance with occupational safety and health.

Local Purchasing

After having due regard to, but not limited to, the quality of the product, availability of after sales service, supply date, freight costs, degree of urgency Officers of the Shire of Coolgardie are encouraged to purchase locally.

Pre procurement Requirements

Where possible, unless by Council resolution, or by requirement of legislation, Officers will follow the following minimum guidelines for inviting quotes prior to purchasing any good or service.

Purchase Value	Quotes Required (minimum)
Less than $1,000	1 Verbal Quote
$1,000 - $10,000	1 itemised written Quote
$10,000 to $30,000	2 itemised written Quotes
$30,000 to $100,000	3 itemised written Quotes
$100,000 to $150,000	3 detailed quotes authorise by the CEO
$150,000 and over	Tender

In instances of emergency or where procurement is urgently required, CEO and Deputy CEO with delegated authority may procure the goods/services without seeking quotations on the proviso that:

1. A brief explanation of the emergency/urgency of the situation is provided by the officer upon issue of purchase order and prior to payment of the invoice for the service
2. The value of works being undertaken in the emergency is within the officer's delegated authority limit.
3. The value of the works being undertaken is within the limits of the Council's adopted Annual Plan and Budget.

It is the Officer's responsibility to provide evidence that a reasonable attempt has been made to meet the above guidelines.

If a selection criteria, other than price, is use to determine the successful supplier, the authorising officer will advise all potential suppliers of the selection criteria prior to receiving quotations. All documentation received or internally generated, as evidence of meeting the above quoting requirements will be attached to Council's copy of the payment advice and retained as per either Council internal or legislated records requirements for financial documents, which ever is the longest.

Tenders

Tenders will be called for all procurement of Goods or Services from a single supplier as prescribed under Section 3.57 Local Government 1995 and associated Regulations.

Panel Contracts

This clause applies where the Shire intends to establish a panel of providers through a tender process.

A) Where the Shire intends to establish a panel of providers through a tender process, that decision is to be made prior to tenders being advertised and is to be made clear in both the invitation to tender and the tender specification.
B) In the report to Council detailing the assessment of tenders and recommending which tenders are to be accepted, the basis upon which work is to be allocated to successful tenderers is to be detailed in the recommendation.
C) The following shall be the basis upon which work may be allocated to Panel Members:
    i) Price - work will be allocated to the tenderer that submitted the most favourable price in their tender Submission. If that tenderer is unable to complete the work when it is required, then the work will be allocated to the panel member that submitted the next most favourable price.
    ii) Even distribution - work will be allocated to each panel member as evenly as possible. Even distribution is appropriate where there is little variation in the prices submitted by each tenderer, however, the nature of work included in the tender may vary markedly in terms of complexity and value. For example, a tender may include bore installation as well as bore maintenance where the costs associated with installing a bore far exceed the cost of servicing a bore. In this instance, each panel member should be allocated a similar number of bore installations and a similar number of service jobs.
    iii) Rotational distribution - work will be allocated to each panel member on a rotational basis regardless of the value of the work required in each instance. Rotational distribution is appropriate where there is little variation in the prices submitted by each tender, and there is a high level of consistency in the value and complexity of work required.
    iv) Quotations - each panel member is invited to quote on work required and the member that provides the cheapest quote is allocated the work.
    v) Expertise - work will be allocated to panel members based on the tenderer's field of specialty. For example, legal work would be allocated to firms based on the areas of law in which each panel member specialises.
    vi) Location – due to the distance between Kambalda and Coolgardie, contractors located within the townsite with considered appropriate capability will be considered first. If the tenderer cannot undertake the works or does not have the appropriate ability, the second most favourable tenderer will be contacted regardless of proximity to works, although this may still be a price based consideration.

Evaluation Methodology

Selection Criteria Evaluation

The evaluation of tender responses shall be based on the material evidence included in the Tender submission relevant to

the following criteria:

1) Compliance Criteria - (not a weighted criteria) – mandatory Requirements
2) Qualitative Criteria - the non-cost related factors described in the invitation to tender
3) Price
4) Referee Reports (not a weighted criteria) – Reference checks will be completed by the responsible officer.

Authorising Officer

An Authorising Officer is a Shire of Coolgardie employee who is registered in the sub delegation register as authorised to incur expenditure and claims for payment, within a set monetary limit.

Purchase Orders

The Shire of Coolgardie requires a purchase order to be raised and issued prior to the service or product being supplied. The authorising officer will ensure items purchased are made within budget parameters.

Purchase Orders Exemptions

The requirement to issue a purchase order is not required in the following instances:
1) Procurement of particular goods or services:
    a) Utilities; including telephone, electricity, water and gas.
    b) Annual Membership/subscriptions
    c) Reimbursements to Council Members and Staff
    d) Freight
    e) Department of Land Information on line transactions
    f) Motor Vehicle Licensing and Registration
    g) Postage
    h) Legal Costs
2) Corporate Credit or Fleet Fuel Card purchases;
3) Petty Cash purchases - $200 limit GST inclusive;
4) All emergencies as deemed in writing by the Shire President;

Fleet Fuel Cards

All appropriate fleet vehicles will be issued with an appropriate fleet fuel card for fuel purchases only. If a vehicle is allocated to Council Officer, that Officer is responsible for the security and appropriate use of the Fleet Fuel Card. Fuel purchased using a fleet fuel card, must be of type required by the vehicle the card was initially issued for.

Breech of Procurement Policy

Officers found to have breeched this policy may, at the discretion of the Chief Executive Officer:

1) Have their purchasing rights revoked; and
2) Be subject to disciplinary action, including possible termination without notice.

Be required to reimburse Council for the amount of the unauthorised expenditure.

Policy Administration	
Responsible Department	Executive Services
Author / Contact Officer Position:	Chief Executive Officer
Relevant Delegation:	Delegation 1.1.21
Date Adopted:	24 May 2016
Reviews / Amendments:	16 May 2017
	27 June 2018

Western Australian
Auditor General's Report

Local Government Procurement

Report 5: October 2018-19

Office of the Auditor General
Western Australia

7th Floor Albert Facey House
469 Wellington Street, Perth

Mail to:
Perth BC, PO Box 8489
PERTH WA 6849

T: 08 6557 7500

E: info@audit.wa.gov.au

W: www.audit.wa.gov.au

National Relay Service TTY: 13 36 77
(to assist people with hearing and voice impairment)

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WESTERN AUSTRALIAN AUDITOR GENERAL'S REPORT

Local Government Procurement

Report 5
October 2018-19

WESTERN AUSTRALIA

THE PRESIDENT
LEGISLATIVE COUNCIL

THE SPEAKER
LEGISLATIVE ASSEMBLY

LOCAL GOVERNMENT PROCUREMENT

This report has been prepared for Parliament under the provisions of section 25 of the *Auditor General Act 2006*.

This was a narrow scope performance audit, conducted under section 18 of the *Auditor General Act 2006* and in accordance with Australian Auditing and Assurance Standards. Narrow scope performance audits have a tight focus and generally target compliance with legislation, public sector policies and accepted good practice.

The audit objective was to determine if local governments have effective procurement arrangements in place.

I wish to acknowledge the cooperation of staff at the local governments included in this audit.

CAROLINE SPENCER
AUDITOR GENERAL
11 October 2018

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Auditor General's overview

I am pleased to present this performance audit on aspects of local government procurement that require close attention.

Local governments in Western Australia manage more than $40 billion in community assets and spend over $4 billion annually on community infrastructure and services such as roads and footpaths, public halls, recreation facilities and rubbish collection.

Good procurement practices centred around the principles of probity, accountability and transparency are key to managing procurement risks and the delivery of good outcomes for ratepayers. When procurement processes are not followed, or local governments are seen not to be acting in the best interests of their communities, they face reputational damage and expose themselves to the risk of fraud and misconduct. Unfortunately, there are numerous recent reports from integrity agencies which highlight the very real consequences when procurement activities in the public sector are not managed effectively.

My report highlights weaknesses in procurement controls, processes and documentation across the 8 local governments we audited, as well as the need for them to build procurement capability to give staff the knowledge and skills to effectively carry out their jobs. These generally reflect areas for improvement identified in our previous audit reports about State Government entities as well as other public reports.

Some local governments disagreed with the significance of a number of control weaknesses identified. Local governments considered that a finding was not worthy of a 'significant' rating if the control weakness did not result in a breach of regulations or the audit did not find evidence of wrongdoing. While legislation places minimum specific requirements on local governments, they still need to ensure they have strong internal controls and good governance. Controls prevent things going wrong and are particularly important in financial management processes, where there is an inherent risk of financial misappropriation. I welcome discussion on this matter and am pleased all local governments have committed to amending their policies and procedures and improving internal controls over purchases, where required.

The findings from this audit have helped me identify areas worthy of future audit attention. Fostering enhanced understanding in the local government sector about the importance of strong internal control frameworks, around not only procurement, but over a wide range of areas, including information system security and regulatory functions, will be prioritised in our future work. I encourage all local governments to review their procurement practices against the focus areas of this audit.

Executive summary

Introduction

The objective of this audit was to assess the effectiveness of procurement arrangements at 8 local government entities (LGs) of varying sizes in both metropolitan and regional Western Australia.

Background

There are currently 148[1] LGs in WA. The population and geographical spread of each LG varies significantly, from small regional LGs like the Shire of Sandstone with a population of around 90, to large metropolitan LGs like the City of Stirling with a population of around 220,000.

LGs in WA employ around 15,000 people and manage more than $40 billion in community assets. In 2016-17, the total expenditure across all Western Australian LGs was over $4 billion.

Procurement activities in LGs are primarily governed by the Local Government (Functions and General) Regulations 1996 (the Regulations). The Regulations require LGs to have policies for purchases that are expected to be less than $150,000. LGs develop their own policies, which are required to cover things like the form (verbal or written) and minimum number of quotes that must be obtained, and how procurement information will be recorded and retained.

For purchases over $150,000, the Regulations set specific requirements for public tender. These include advertising, acceptance and rejection of tender applications, notification of outcomes, and maintaining a tenders' register.

The Regulations also allow for exemptions from the public tender process, these include, but are not limited to:

- certain emergency situations
- if a contract is to be awarded through auction (with Council approval)
- if goods and services are obtained through the WA Local Government Association's (WALGA) Preferred Supplier Program – a program of suppliers that have been pre-qualified to supply certain goods and services. WALGA members, of which most LGs are, can access the program.

LGs that are members of WALGA can also access a procurement toolkit that includes purchasing and contract management templates. LGs that use WALGA services are still required to meet their own policy and probity requirements and comply with the Regulations.

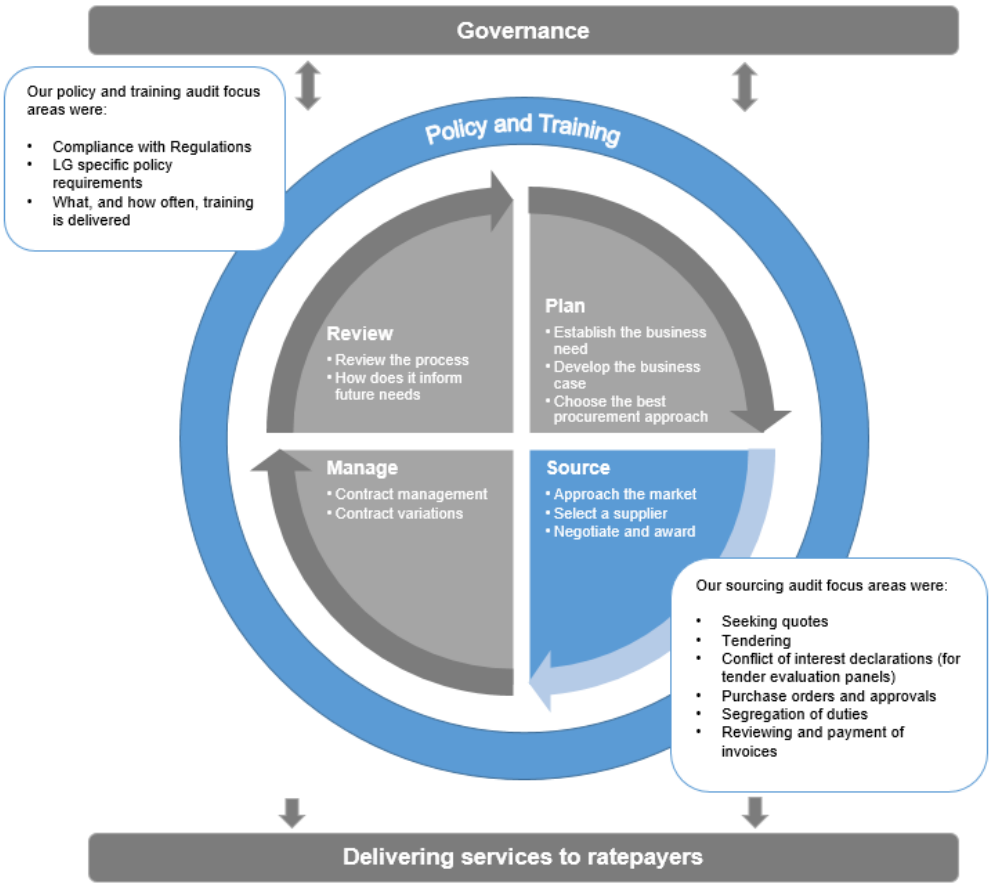
There are a number of procurement processes and controls that help reduce broader procurement risks and support value for money (Figure 1). Some of these are covered in Regulations, others are based on sound practice.

Due to a variety of factors affecting the way that LGs procure, we did not expect to find identical procurement practices across the LGs included in our audit. The audit therefore required significant judgement when assessing proper procurement practices. However, we did expect them to meet the principles of the *Local Government Act 1995* which places obligations on councils to oversee the allocation of the LG's finances and resources, and for determining the LG's policies, as well as for LGs to keep proper accounts and records.

[1] This includes 137 LGs, 2 Indian Ocean territories and 9 regional councils.

Furthermore, LGs are required to establish efficient systems and procedures for financial management which includes procurement.

Our audit focus areas are set out in Appendix 1. We reviewed the processes and controls used by LGs, but we did not review if procurement decisions attained the best value for money or outcomes for LG communities.



Source: OAG, with blue shading showing areas within audit scope

Figure 1: Procurement framework

Audit conclusion

All 8 local governments we reviewed had shortcomings in their procurement practices, most related to weak procurement controls, processes and documentation for tendering, purchase orders and approvals, and reviewing invoices and payment. However, we did not identify any evidence of misconduct.

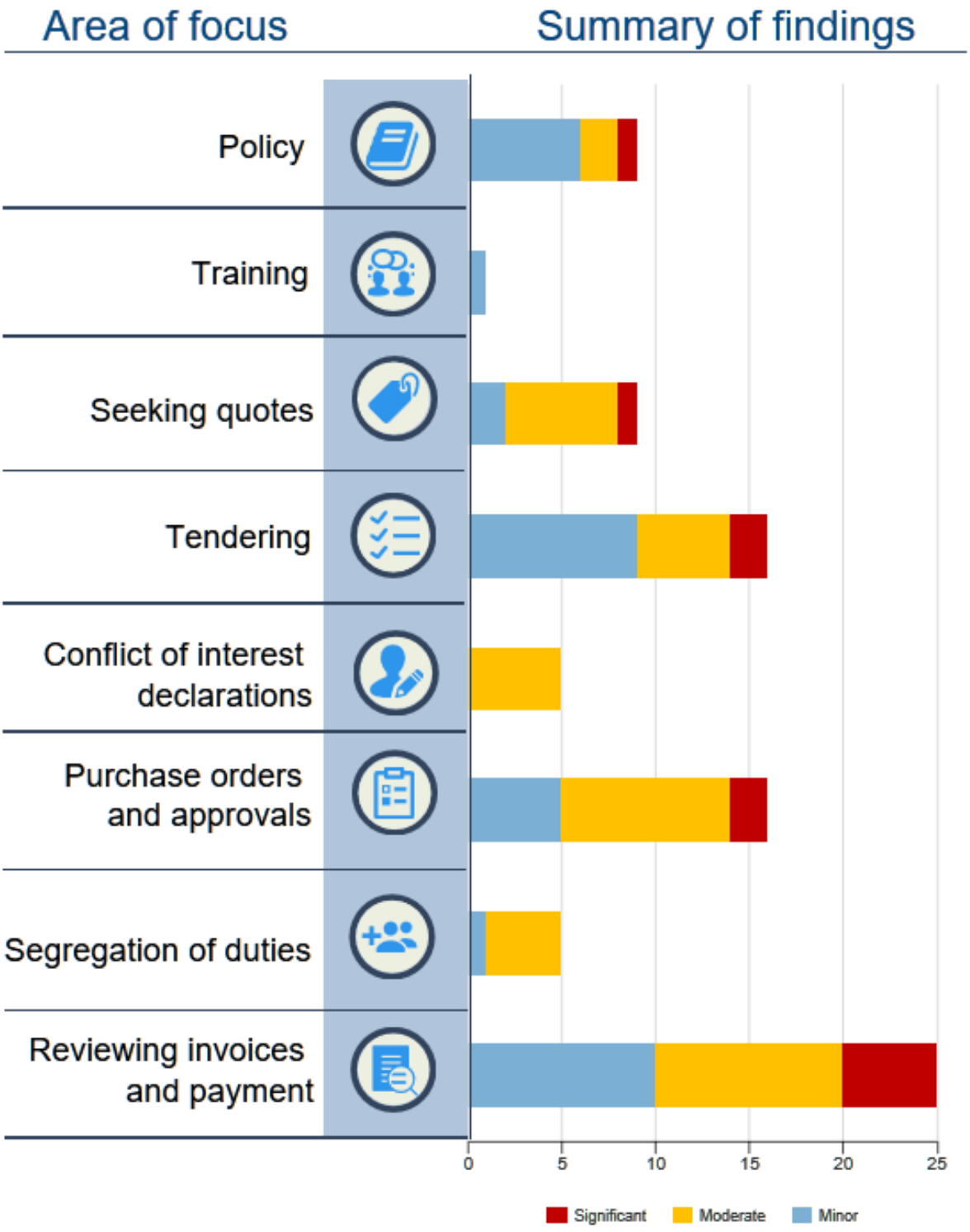
Local governments varied in how well they complied with legislation and their own procurement policies. While local government's policies broadly met regulatory requirements, they need to do more to monitor procurement controls and the effectiveness of processes. We saw no notable difference in the effectiveness of controls between the regional and metropolitan, and the small and large local governments we examined.

Having policies and controls that are appropriate, and monitoring their effectiveness is essential if local governments, and the ratepayers that they serve, are to have confidence in local government procurement activities. Procurement practices that focus solely on minimum compliance with legislation are unlikely to provide local governments with the oversight and control they need to address risks and ensure value for money in their procurement.

The issues identified in this audit are relatively simple to fix. By addressing them, governance of this important local government function can be strengthened.

Summary

We reported 86 detailed findings across the 8 LGs. This included 11 significant findings across 5 LGs, and 41 moderate and 34 minor across all 8 LGs. Figure 2 shows the findings against all our audit focus areas.

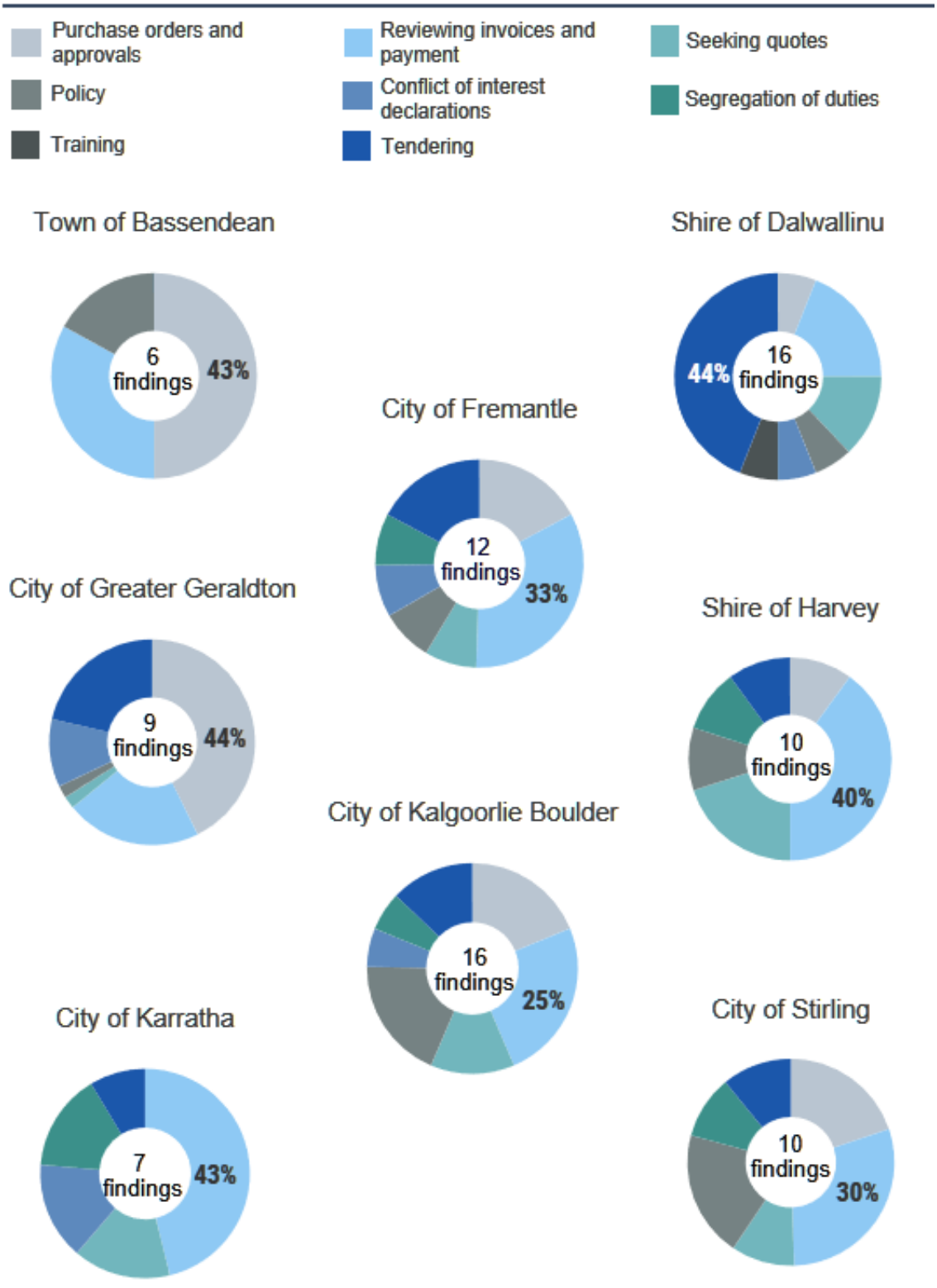


Source: OAG

Figure 2: Summary of key findings

Findings per local government

The issues we identified represent weaknesses in key policy and control principles. Figure 3 shows the breakdown of findings for each of the 8 LGs we reviewed, and shows no specific trends across size or location of the LG.



Source: OAG

Figure 3: Key findings by LG

Recommendations

All LGs, including those not sampled in this audit, should review their policies, processes and controls against the focus areas of our audit in Appendix 1.

Each LG we audited should provide an action plan to address this recommendation, table it with their Council, and make it available on their website, as per the *Local Government Act 1995*.

Response from local governments

Local governments in our sample generally accepted our recommendations and confirmed that, where relevant, they have either amended their policies, procedures or administrative systems or will improve controls for monitoring and managing procurement activities.

Audit focus and scope

The audit objective was to determine if LGs have effective procurement arrangements in place.

The specific lines of inquiry were:

- Have LGs established policies and procedures for procurement of goods and services?
- Is there effective oversight and control of procurement activities?

We visited and reviewed the following LGs:

- Town of Bassendean
- Shire of Dalwallinu
- City of Fremantle
- City of Greater Geraldton
- Shire of Harvey
- City of Kalgoorlie Boulder
- City of Karratha
- City of Stirling.

We assessed LGs against the policy, training, and sourcing audit focus areas shown in Appendix 1. This audit did not review if procurement decisions attained the best value for money or outcomes for LG communities.

At each LG we selected 20 transactions with a value under $150,000. For these items we reviewed recordkeeping of procurement activities, segregation of duties, quote processes, decision and approval delegations, LG policy and compliance with the Regulations. We also reviewed LGs use of WALGA's Preferred Suppliers as a procurement route, but did not review the arrangements in place at WALGA.

We reviewed a separate sample of 5 tenders from each LG. We assessed them against the requirements in the Regulations, including where and how long they were advertised, how submissions were recorded, if assessments were completed and recorded and if tenderers were notified of outcomes. We also reviewed how LGs recorded and assessed declarations of interests for tender evaluation panels and where applicable, council agendas, minutes and reports.

This was a narrow scope performance audit, conducted under section 18 of the *Auditor General Act 2006* and in accordance with Australian Assurance Standards ASAE 3500 Performance Engagements. We complied with the independence and other relevant ethical requirements related to assurance engagements. Performance audits primarily focus on the effective management of agency and LG programs and activities. The approximate cost of undertaking and tabling of this audit was $470,000.

Findings

While all LGs had procurement policies and procedures, they are not always effectively and consistently used

All LGs had policies and training in place to support staff in the procurement process. However, we found examples where LG procurement activity did not comply with their own policies, either because staff did not understand the policy requirements, or the policy did not meet the LG's needs. This included instances where the purchasing method used did not comply with the LG's own policies:

- 5 of the 8 LGs had instances of staff not seeking and recording quotes in line with their own policies
- 2 LGs had purchases that should have gone to tender, but did not.

LGs do not always purchase in line with their own policies

We found 23 purchases across 5 LGs, one of which had 8 instances where staff did not obtain quotes or failed to record them in accordance with their policies. Seeking and recording quotes promotes open and effective purchasing. When LGs do not comply with their own policies it reduces the likelihood they will get value for money and increases the potential for misappropriation of funds.

We also identified 2 purchases at 2 LGs that should have gone to tender, but did not. One LG sought quotes for the purchase from a number of suppliers, but did not tender. The other accepted a quote from a single supplier. Neither process met the tender, or exemption requirements under the Regulations. Tendering for high value purchases supports LGs in understanding the market and encourages open and effective competition for suppliers.

All LGs had procurement policies but there is opportunity to improve

All 8 LGs we reviewed had purchasing policies. At the time of our audit, 1 LG had a high level policy which did not meet the requirements of the Regulations. The LG has since updated its policy to meet requirements.

LGs should review their policies to ensure things like purchasing thresholds and quote requirements reflect current needs. In doing this LGs demonstrate they meet regulatory requirements and their policies are fit for their purpose. The issues identified above, around non-compliance with policy, also highlight an opportunity for LGs to review the appropriateness of their policies. Non-compliance can indicate a lack of understanding by staff, or that policies no longer meet the needs of the LG.

LGs provided staff with procurement training

All 8 LGs provided procurement training to staff. Three LGs delivered procurement training programs that included both induction and set refresher sessions. We found the training content to be sound as it not only covered policy and legislative requirements, process and procedures, but also provided essential context around procurement compliance and probity.

The other 5 LGs provided training at induction, through on-the-job activities or as a result of policy updates. We found this training covered policy requirements, but provided less context around procurement risks and individual accountability. These LGs also lacked a clear approach to providing refresher training.

The Corruption and Crime Commission's 2015 *Report on Misconduct Risk in Local Government Procurement*[2] (CCC report) identified inadequate training as one of the risks common to procurement related misconduct in LGs. Structured training and regular refresher training helps LGs manage this risk and reduce the number of instances of non-compliance with LG policies.

LGs need better procurement oversight and controls

We found weaknesses in key controls around approvals, segregation of duties, and checking of invoices at the 8 LGs. This exposes LGs to unnecessary procurement risks, such as improper use of funds or paying for goods and services not received.

Controls over raising and approving purchase orders could be improved

We saw a range of control weaknesses over purchase orders across all LGs, these included:

- 5 purchase orders across 4 LGs that were approved by staff without the appropriate authority to do so. All LGs maintained lists of the role, position and dollar value limits of staff that are authorised to approve purchase orders. However, these approval limits were not always complied with, which increases the risk that goods or services are procured by someone without the proper experience or authority to determine the best value purchase for the LG.
- 13 instances across 5 LGs where purchase orders were raised after invoices were received. Purchase orders act as an internal approval and control mechanism to proceed with a purchase. These controls are ineffective if purchase orders are raised after goods and services have been received. It is not possible for the LG to determine who approved the initial request for the goods or services, and if they had the proper authority to do so.
- We found a small number of purchase orders at 3 LGs that were raised for $0 or for a nominal value (e.g. $0.91) that did not reflect the expected spend. This was despite there being a known budget, quote or existing contracts for many of these items. Purchase orders should be raised for the full, expected amount prior to the purchase being made and approved by someone with appropriate delegation. This increases the likelihood that expenditure will be capped or monitored.

LGs should strengthen processes for checking goods and services when receiving them

We identified 36 invoices across 8 LGs that could not be verified against purchase orders, quotes or contracts. The invoices contained insufficient detail to reconcile them against agreed contract milestones and price schedules, but had still been approved for payment by the LG. The invoices included instances of LGs being overcharged and undercharged. Verifying invoices for payment is an important control to ensure that LGs have received the expected goods and services and that they have been correctly charged.

It is important that even small variances are checked as these are more likely to go undetected for long periods of time. The CCC Report identified supervisors not checking payment processes and work actually done on contracts as common risks to procurement related misconduct.

Sound practice is to ensure that there is evidence to support all transactions and that a clear audit trail exists. This includes documentation for contract payments, any variations, and reviewing supplier invoices for accuracy.

[2] Corruption and Crime Commission. 2015. *Report on Misconduct Risk in Local Government Procurement*.

LGs had weaknesses in their segregation of duties

Five of 8 LGs had not effectively segregated key steps in the procurement process or had insufficient records to show controls had been followed. For example:

- In 9 of the 20 purchases we reviewed at 1 LG, the same person had approved purchase orders, checked that goods and services had been received, and approved invoices to progress for payment. The 9 purchases totalled less than $150,000.

Four LGs captured insufficient information for us to independently verify who was receiving goods and services and approving invoices to progress to payment. Without clear records the risk of inappropriate payments is increased and the effectiveness of monitoring controls is reduced.

Stronger controls would include, where possible, the implementation of automated systems that require segregation across the different procurement functions.

Segregation of duties is a key internal control which assumes the risk of two or more people making the same error or colluding to defraud is less than an individual acting alone[3]. The CCC Report identified failure to separate duties as a risk common to procurement related misconduct. The report cited the example of one person being able to be involved in various stages of organising contracts and authorising payments. Segregating duties is one key way LGs can reduce this risk.

In smaller LGs, where resources are limited and full segregation is more difficult, the increased involvement of other senior staff in checking purchases and controls can mitigate this risk.

While we identified weaknesses in individual segregations, we did not identify any purchases where one person was the sole approver for all steps in the process, including payment.

Procurement decisions and conflict of interest considerations need to be better documented

To ensure accountable and transparent procurement activities LGs need to document key processes. This includes justifying the use of sole supplier exemptions, tendering decisions and potential conflicts of interests.

Exemptions from seeking quotes are regularly used, but are poorly documented and not always justified

All 8 LGs claimed exemptions from procurement policies for purchases we reviewed. Exemptions can improve efficiency in procurement activities, but need to be properly managed and sufficiently justified. They should not be used to avoid testing the market. Of the 8 LGs:

- 5 LGs did not have sufficient records to support sole supplier exemptions, 3 LGs did.
- 1 LG used the sole supplier provisions 5 times for purchases totalling nearly $150,000 but did not keep records to support these exemptions in line with its own policy. In 1 instance, when we requested support for the use of the sole supplier provision the LG advised that the supplier was an authorised distributor of a product, not that they were a sole supplier.

There are opportunities for LGs to be more transparent and efficient around when exemptions can be applied. For example, 1 LG achieved this by including a list of purchase types that were exempt from policy requirements (e.g. legal fees, utilities). Ideally this list

[3] Western Australian Local Government Accounting Manual, Section 7 – Internal Control Framework, p 27.

would be approved by Council. Reporting higher value exemptions to Council, or a committee of Council (such as the Audit Committee) would also improve transparency and accountability. One LG already included this reporting mechanism in its policy.

Recording of tender processes and conflict of interests could be improved

Under the Regulations tenders have a number of specific requirements. We found 7 LGs could improve the information they captured on tender processes, for example:

- proof of when and where tenders have been advertised
- individual tender panel assessments
- sufficient detail in individual panel member workbooks to support awarding of scores.

Complete records provide transparency that tenders are handled and assessed in line with regulatory requirements and the LG's policy. All LGs are required to maintain a Tenders Register and make it available for public inspection. All LGs maintained a public register but only 1 had the information available on its website. Making the register available online can reduce barriers to how the public accesses the information and increase confidence in tender processes.

We found 1 LG did not have a clear record to support why Council did not accept the tender evaluation panel's recommendation. Evaluation panels only make a recommendation to Council, who are not obliged to accept the recommendation. However, keeping a record of Council's reasons for not following a tender panel's recommendation supports the principle of transparent and accountable decision making and the requirement to keep proper records of the affairs of the LG.

We also identified weaknesses in how 5 LGs recorded declarations of interest for tender evaluation panel members. Declaring an interest doesn't automatically exclude someone from taking part in the evaluation process. However, there should be a clear record that a declaration has been made and signed, reviewed by someone with appropriate authority, and assessed as to whether it results in an actual, potential or perceived conflict of interest. The decision made on how to remove or manage the conflict should be clearly recorded. Weaknesses we identified are shown in Figure 4.

Declarations of interest and management of conflicts – Tender panels

Four of the 8 LGs we reviewed had weak processes:

- 2 LGs required panel member declarations of interest, but for some samples none were recorded and for other samples some panel member declarations were retained, but others were missing
- 1 LG had instances of incomplete and unsigned panel member declarations
- 1 LG had 3 instances where panel members had declared interests and they were appropriately recorded. However, it was not clear how the interests were addressed. In all but 1 instance the panel member remained on the evaluation panel.

One LG only required panel members to complete a declaration if a conflict existed. Providing positive assurance by requiring declarations from all panel members is a sound approach that encourages all staff to engage with the process and consider if any real or perceived conflicts of interest exist.

Figure 4: Weaknesses in the management of conflict of interest declarations

Appendix 1: Audit focus areas

The following table shows our audit focus areas. They cover a number of sound procurement practices and controls, and are not intended as an exhaustive list.

Procurement Framework	Focus Area	What we expected to see:
Policy	*Policy*	• LGs regularly review policy to assess if value thresholds and quote requirements reflect current needs • policies are clear about when and how to apply exemptions
Training	*Training*	• LGs provide all staff involved in the procurement process with training in relevant policy and processes • training emphasises personal accountability and how probity and transparency relate to procurement • LGs provide staff with refresher training
Sourcing	*Seeking quotes*	• that business requirements were determined prior to engaging suppliers • LG staff used the right purchasing method, as required by their own policies and the Regulations • that the use of exemptions was justified and documented
	Tendering	• that tenders were advertised, opened, assessed and recorded in line with the Regulations • documentation was retained to support open, fair and transparent decisions, and show that processes have been followed • that a Tenders Register was maintained in line with Regulations
	Conflict of interest	• that tender evaluation panel members provide positive assurance declarations • that declarations were retained and there was a record of how they were assessed and how any conflicts were addressed
	Purchase orders and approvals	• that purchase orders were raised for the full expected amount of the procurement • purchase orders were approved by staff with appropriate authority • internal approvals were obtained before goods and services were purchased
	Segregation of duties	• appropriate segregation of duties across the procurement process
	Reviewing invoices and payments	• any differences between invoice charges and quoted or contracted rates had been reviewed and appropriately justified • goods and services were received and approved by staff with appropriate authority • that there were strong controls around payment of suppliers and access to bank accounts • documentation was retained to support open, fair and transparent decisions, and show that processes have been followed

Auditor General's reports

Report number	2018-19 reports	Date tabled
4	Opinions on Ministerial Notifications	30 August 2018
3	Implementation of the GovNext-ICT Program	30 August 2018
2	Young People Leaving Care	22 August 2018
1	Information Systems Audit Report 2018	21 August 2018
Report number	**2018 reports**	**Date tabled**
13	Management of Crown Land Site Contamination	27 June 2018
12	Timely Payment of Suppliers	13 June 2018
11	WA Schools Public Private Partnership Project	13 June 2018
10	Opinions on Ministerial Notifications	24 May 2018
9	Management of the State Art Collection	17 May 2018
8	Management of Salinity	16 May 2018
7	Controls Over Corporate Credit Cards	8 May 2018
6	Audit Results Report – Annual 2017 Financial Audits and Management of Contract Extensions and Variations	8 May 2018
5	Confiscation of the Proceeds of Crime	3 May 2018
4	Opinions on Ministerial Notifications	11 April 2018
3	Opinion on Ministerial Notification	21 March 2018
2	Agency Gift Registers	15 March 2018
1	Opinions on Ministerial Notifications	22 February 2018

Office of the Auditor General
Western Australia

7th Floor Albert Facey House
469 Wellington Street, Perth

Mail to:
Perth BC, PO Box 8489
PERTH WA 6849

T: 08 6557 7500

E: info@audit.wa.gov.au

W: www.audit.wa.gov.au

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11.1.8 Financial Activity Statement For The Period Ended 30 September 2018

Location: Nil

Applicant: Nil

File Reference: NAM6272

Disclosure of Interest: Nil

Date: 18 October 2018

Author: Martin Whitely, Consultant

Summary:
This report recommends that the Monthly Statement of Financial Activity report for the period ending 30 September 2018 is presented to Council for adoption.

Background:
In accordance with regulation 34 of the *Local Government (Financial Management) Regulations,* the Shire is to prepare a monthly Financial Statement for approval by Council.

The format for monthly reporting was introduced by the Department of Local Government from 1 July 2005; the change was implemented to provide elected members with a better idea of operating and capital revenues and expenditures. The requirement is for a Statement of Financial Activity with a report detailing material variances. The Financial Report presented includes this as well as other statements and supplementary information.

Section 6.4 of the Local Government Act 1995 requires that financial reports be prepared and presented in the manner and form prescribed in the *Local Government (Financial Management) Regulations*. Regulation 34 has been amended to require that Councils report on the sources and applications of funds monthly and that the report be noted by Council.

Comment:
Attached for consideration is the completed Monthly Financial Report.

The document attached includes Statements of Financial Activity by Program, and Nature and Type, Notes to the financial statements, an explanation of material variance as well as a summary of bank account balances at 30 June 2018, loan repayments, and reserve account status.

In accordance with the *Local Government (Financial Management) Regulations*, a report must be compiled on variances greater than the percentage agreed by Council which is currently 10% or $10,000. With the report prepared at program level, comments have been made regarding variances. A nil variance is equal to 100%, meaning that the year to date actual is identical to the year to date budget. Comments are therefore provided where variance values are <90% or >100% and the dollar variance exceeds $10,000.

Attachments:
1. Management Report - September 2018 **[11.1.8.1]**
2. Monthly Financials - September 2018 **[11.1.8.2]**

Consultation:
James Trail, Chief Executive Officer
Jade Tarasinski, Senior Finance Officer

Statutory Environment:
Local Government Act 1995 Section 6.4
Local Government (Financial Management) Regulations 1996 Section 34

34. Financial activity statement required each month (Act s. 6.4)

(1A) In this regulation —

committed assets means revenue unspent but set aside under the annual budget for a specific purpose.

(1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —
   (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and
   (b) budget estimates to the end of the month to which the statement relates; and
   (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; and
   (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
   (e) the net current assets at the end of the month to which the statement relates.

(2) Each statement of financial activity is to be accompanied by documents containing —
   (a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets; and
   (b) an explanation of each of the material variances referred to in sub regulation (1)(d); and
   (c) such other supporting information as is considered relevant by the local government.

(3) The information in a statement of financial activity may be shown —
   (a) according to nature and type classification; or
   (b) by program; or
   (c) by business unit.

(4) A statement of financial activity, and the accompanying documents referred to in sub regulation (2), are to be —
   (a) Presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
   (b) Recorded in the minutes of the meeting at which it is presented.

(5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

Policy Implications:
Nil

Financial Implications:

The Financial Report is information only and there are no financial implications relating to this item.

Strategic Implications:
Nil

Voting Requirement: Absolute Majority

Officer Recommendation:

That the Monthly Financial Activity Statement for the period 1 July 2018 to 30 September 2018 be received.

Shire of Coolgardie
Management Report for the period ended 30 September 2018

PENDING / OUTSTANDING ITEMS

Topic	Matter Raised	Date Identified	Explanation	Action Required	Priority	Status	Comment	Projected Completion
Asset Reconciliations	Disposals & Acquisitions	**Sep 2018**	Disposals and Acquisitions not processed in Synergy	Process asset transactions in Synergy & reconcile back to GL	**MEDIUM**	**Pending**	Assets purchased and disposed during the month have not been processed in Synergy. The pleasing aspect is that this was highlighted in the Monthly Checklist implemented during the month.	**November 2018**
Financial Management Review	Various	**August 2018**	The FMR highlighted areas of non compliance and high priority that require to be continually addressed.	Implement a plan for addressing the matters raised in the FMR	**MEDIUM**	**Pending**	Many of the matters raised in the FMR were procedural issues addressed by the Month End Reporting Checklist. Other matters are being addressed on an ongoing basis.	**December 2018**
Debtors	Negative Balances	**May 2018**	There are still some negative debtors balances	Investigate the existing negative balances	**MEDIUM**	**Pending**	Most of the amounts have now been rectified, however it is still a work in progress.	**November 2018**

CLOSED ITEMS

Topic	Matter Raised	Date Identified	Explanation	Action Required	Priority	Status	Comment	Projected Completion
Monthly Financials	Budget Profiling	**July 2018**	Not all budget profiling has been completed for the 2018/19 year	All budget profiling to be completed for the Aug 2018 financials	**MEDIUM**	**Closed**	Budget profiling completed during September. Anticipated there will still be some minor adjustments required, however overall profiling has now been completed.	**September 2018**
Depreciation	Reconciliation	**Dec 2017**	Full year depreciation in Asset Register does not reconcile to the GL	Reconcile Asset Register with the general ledger	**MEDIUM**	**Pending**	Asset reconciliations to be completed for the 2017/18 Annual Financial Statements.	**September 2018**
Debtors	Outstanding Balances	**May 2018**	Outstanding debtors are not being followed up in a timely manner.	Outstanding debtors to be followed, particularly those sitting in 90+ days.	**MEDIUM**	**Pending**	Outstanding debtors now being followed up in a more timely manner.	**September 2018**
Debtors	Provision for Doubtful Debts	**May 2018**	The current provision for doubtful debts is $1,924,556.	The provn for doubtful debts is adjusted to reflect the likelihood of currently balances not being received.	**MEDIUM**	**Pending**	O'Dea Ward assessments written off and provision for doubtful debts increased to allow for potentially impaired outstanding balances.	**September 2018**

SHIRE OF COOLGARDIE

MONTHLY FINANCIAL REPORT

For the Period Ended 30 September 2018

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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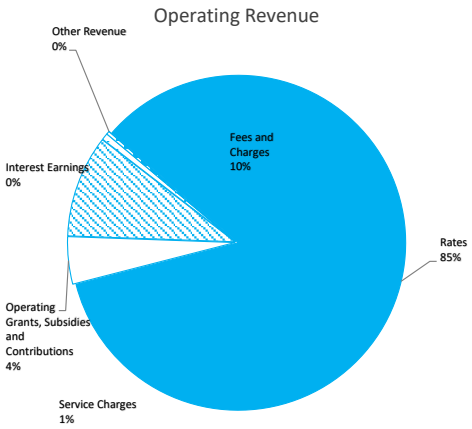
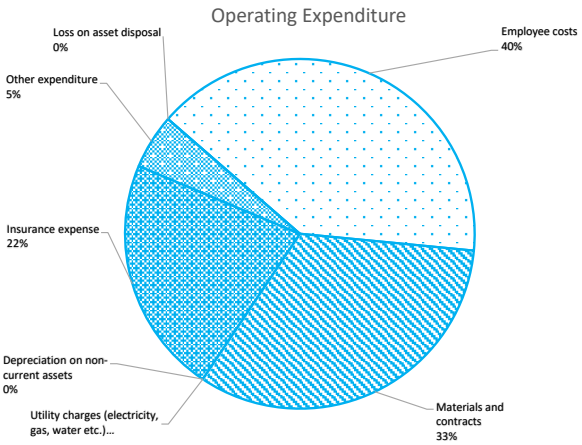
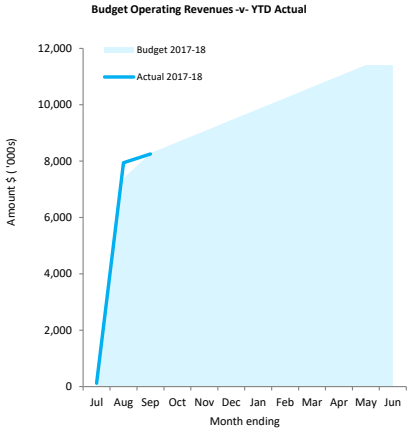
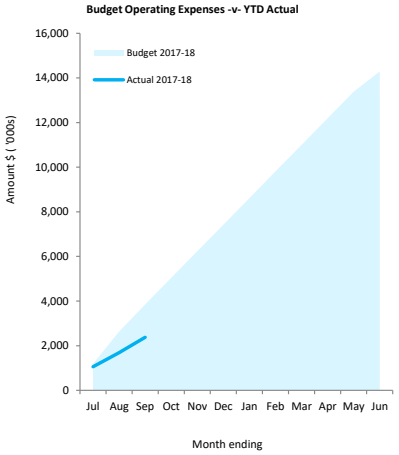
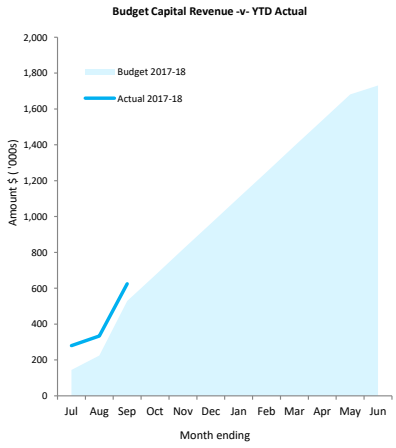
Shire of Coolgardie
Information Summary
For the Period Ended 30 September 2018

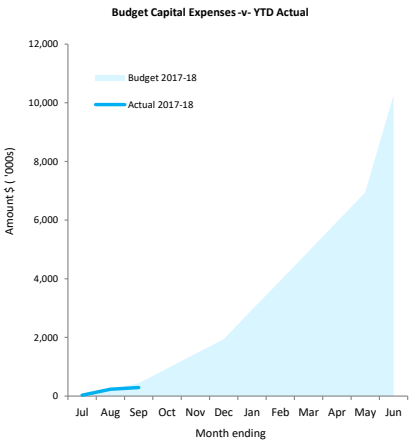












This information is to be read in conjunction with the accompanying Financial Statements and Notes.

SHIRE OF COOLGARDIE

STATEMENT OF FINANCIAL ACTIVITY

Statutory Reporting Program

For the Period Ended 30 September 2018

	Note	Adopted Annual Budget	Amended Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. $ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		$		$	$	$	%	
Opening Funding Surplus(Deficit)	2	3,195,749	3,195,749	3,195,749	**2,897,371**	(298,378)	(9%)	▼
Revenue from operating activities								
General Purpose Funding		7,315,480	7,315,480	6,836,495	**6,880,968**	44,474	1%	▲
Governance		70,500	70,500	123	**3,875**	3,752	3050%	▲
Law, Order, Public Safety		22,390	22,390	5,595	**3,095**	(2,500)	(45%)	▼
Health		2,400	2,400	600	**1,147**	547	91%	▲
Education and Welfare		239,991	239,991	59,990	**69,402**	9,412	16%	▲
Housing		94,760	94,760	23,688	**34,063**	10,375	44%	▲
Community amenities		1,006,099	1,006,099	906,101	**968,342**	62,241	7%	▲
Recreation and Culture		151,500	151,500	37,872	**43,801**	5,929	16%	▲
Transport		729,469	729,469	204,548	**(14,160)**	(218,708)	(107%)	▼
Economic Services		1,763,729	1,763,729	205,726	**261,858**	56,132	27%	▲
Other Property and Services		10,000	10,000	2,499	**2,502**	3	0%	▲
		11,406,318	11,406,318	8,283,236	**8,254,892**	(28,344)	(%)	
Expenditure from operating activities								
General Purpose Funding		(244,719)	(244,719)	(42,925)	**(70,012)**	(27,087)	(63%)	▼
Governance		(1,865,219)	(1,865,219)	(507,251)	**(483,592)**	23,659	5%	▲
Law, Order, Public Safety		(275,457)	(275,457)	(68,829)	**(37,746)**	31,083	45%	▲
Health		(208,301)	(208,301)	(37,803)	**(23,267)**	14,536	38%	▲
Education and Welfare		(375,230)	(375,230)	(93,771)	**(62,202)**	31,569	34%	▲
Housing		(237,691)	(237,691)	(59,319)	**(46,897)**	12,422	21%	▲
Community Amenities		(1,628,466)	(1,628,466)	(371,489)	**(346,762)**	24,727	7%	▲
Recreation and Culture		(2,813,219)	(2,813,219)	(691,794)	**(436,768)**	255,026	37%	▲
Transport		(5,317,797)	(5,317,797)	(1,343,805)	**(343,811)**	999,994	74%	▲
Economic Services		(1,311,966)	(1,311,966)	(359,397)	**(280,461)**	78,936	22%	▲
Other Property and Services		(10,000)	(10,000)	(271,238)	**(245,423)**	25,815	10%	▲
		(14,288,064)	(14,288,064)	(3,847,621)	**(2,376,942)**	1,470,679		
Operating activities excluded from budget								
Add back Depreciation		5,026,699	5,026,699	1,256,616	**0**	(1,256,616)	(100%)	▼
Adjust (Profit)/Loss on Disposal		19,000	19,000	4,749	**0**	(4,749)	(100%)	▼
Amount attributable to operating activities		2,163,953	2,163,953	5,696,980	**5,877,951**	180,971		
Investing activities								
Grants, Subsidies and Contributions		1,731,044	1,731,044	529,309	**625,192**	95,883	18%	▲
Proceeds from Disposal of Assets	3	43,400	43,400	3,617	**263,564**	259,947	7187%	▼
Land & Buildings		(1,123,815)	(1,123,815)	(56,000)	**(32,898)**	23,102	41%	▲
Furniture & Equipment	3	(95,000)	(95,000)	0	**(450)**	(450)	(100%)	▼
Plant & Equipment	3	(782,343)	(782,343)	0	**0**	0	0%	▲
Roads	3	(4,599,311)	(4,599,311)	(343,271)	**(217,375)**	125,896	37%	▲
Drainage	3	(100,000)	(100,000)	(24,993)	**0**	24,993	100%	▲
Parks & Ovals	3	(322,882)	(322,882)	(4,998)	**(7,046)**	(2,048)	41%	▼
Footpaths	3	(90,000)	(90,000)	0	**0**	0	0%	▲
Sewerage	3	(100,000)	(100,000)	0	**(18,000)**	(18,000)	(100%)	▼
Infrastructure Other	3	(3,045,000)	(3,045,000)	(10,000)	**(15,506)**	(5,506)	(100%)	▼
Amount attributable to investing activities		(8,483,907)	(8,483,907)	93,663	**597,480**	503,817		
Financing activities								
Proceeds from New Debentures	9	2,640,000	2,640,000	0	**0**	0		
Transfer from Reserves	7	995,243	995,243	0	**0**	0	0%	
Repayment of Debentures	9	(293,868)	(293,868)	(22,507)	**(22,507)**	0	0%	
Transfer to Reserves	7	(217,170)	(217,170)	0	**0**	0	0%	
Amount attributable to financing activities		3,124,205	3,124,205	(22,507)	**(22,507)**	0		
Closing Funding Surplus(Deficit)	2	0	0	8,963,885	**9,350,295**			

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

Refer to the attached Explanation of Material Variances Statement for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying financial statements and notes.

SHIRE OF COOLGARDIE

STATEMENT OF FINANCIAL ACTIVITY

By Nature or Type

For the Period Ended 30 September 2018

	Note	Adopted Annual Budget	Amended Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. $ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		$		$	$	$	%	
Opening Funding Surplus(Deficit)	2	3,195,749	3,195,749	3,195,749	**2,897,371**	(298,378)	(9%)	▼
Revenue from operating activities								
Rates - General		6,951,913	6,951,913	6,961,913	**6,984,586**	22,673	0%	▲
Operating grants, subsidies and contributions		2,992,549	2,992,549	498,856	**377,022**	(121,834)	(24%)	▼
Fees and charges		1,183,856	1,183,856	752,972	**814,589**	61,617	8%	▲
Interest earnings		240,000	240,000	59,997	**52,837**	(7,160)	(12%)	▼
Other revenue		32,000	32,000	7,998	**25,859**	17,861	223%	▲
Profit on disposal of assets		6,000	6,000	1,500	**0**	(1,500)	(100%)	▼
		11,406,318	11,406,318	8,283,236	**8,254,892**	(28,344)		
Expenditure from operating activities								
Employee costs		(4,358,731)	(4,358,731)	(1,106,765)	**(1,008,616)**	98,149	9%	▲
Materials and contracts		(3,614,880)	(3,614,880)	(941,065)	**(778,485)**	162,580	17%	▲
Utility charges (electricity, gas, water etc.)		(506,330)	(506,330)	(126,474)	**(79,362)**	47,112	37%	▲
Depreciation on non-current assets		(5,026,699)	(5,026,699)	(1,256,616)	**0**	1,256,616	100%	▲
Interest expense		(69,079)	(69,079)	(17,262)	**(8,433)**	8,829	51%	▲
Insurance expense		(301,950)	(301,950)	(300,486)	**(261,007)**	39,479	13%	▲
Other expenditure		(385,395)	(385,395)	(92,704)	**(241,039)**	(148,335)	(160%)	▼
Loss on asset disposal		(25,000)	(25,000)	(6,249)	**0**	6,249	100%	▲
		(14,288,064)	(14,288,064)	(3,847,621)	**(2,376,942)**	1,470,679		
Operating activities excluded from budget								
Add back Depreciation		5,026,699	5,026,699	1,256,616	**0**	(1,256,616)	(25%)	▼
Add back (Profit)/Loss on Asset Disposal		19,000	19,000	4,749	**0**	(4,749)	(25%)	▼
Amount attributable to operating activities		2,163,953	2,163,953	5,696,980	**5,877,951**	180,971		
Investing activities								
Non-operating grants, subsidies and contributions		1,731,044	1,731,044	529,309	**625,192**	95,883	18%	▲
Proceeds from Disposal of Assets	3	43,400	43,400	3,617	**263,564**	259,947	7187%	▲
Land & Buildings	3	(1,123,815)	(1,123,815)	(56,000)	**(32,898)**	23,102	41%	▲
Furniture & Equipment	3	(95,000)	(95,000)	0	**(450)**	(450)	(100%)	▼
Plant & Equipment	3	(782,343)	(782,343)	0	**0**	0	0%	▲
Roads	3	(4,599,311)	(4,599,311)	(343,271)	**(217,375)**	125,896	37%	▲
Drainage	3	(100,000)	(100,000)	(24,993)	**0**	24,993	100%	▲
Parks & Ovals	3	(322,882)	(322,882)	(4,998)	**(7,046)**	(2,048)	(100%)	▼
Footpaths	3	(90,000)	(90,000)	0	**0**	0	0%	▲
Sewerage	3	(100,000)	(100,000)	0	**(18,000)**	(18,000)	(100%)	▼
Infrastructure Other	3	(3,045,000)	(3,045,000)	(10,000)	**(15,506)**	(5,506)	(100%)	▼
Amount attributable to investing activities		(8,483,907)	(8,483,907)	93,663	**597,480**	503,817		
Financing activities								
Proceeds from New Debentures	9	2,640,000	2,640,000	0	**0**	0	0%	
Transfer from Reserves	7	995,243	995,243	0	**0**	0	0%	
Repayment of Debentures	9	(293,868)	(293,868)	(22,507)	**(22,507)**	0	0%	
Transfer to Reserves	7	(217,170)	(217,170)	0	**0**	0	0%	
Amount attributable to financing activities		3,124,205	3,124,205	(22,507)	**(22,507)**	0		
Closing Funding Surplus(Deficit)	2	0	0	8,963,885	**9,350,295**			

This statement is to be read in conjunction with the accompanying financial statements and notes.

SHIRE OF COOLGARDIE

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 30 September 2018

1. SIGNIFICANT ACCOUNTING POLICIES

(a) Basis of Accounting

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this statement are presented below and have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has also been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

Critical Accounting Estimates

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

(b) The Local Government Reporting Entity

All Funds through which the Council controls resources to carry on its functions have been included in this statement. In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated. All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 11.

(c) Rounding Off Figures

All figures shown in this statement are rounded to the nearest dollar.

(d) Rates, Grants, Donations and Other Contributions

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

(e) Goods and Services Tax

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

(f) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

(g) Trade and Other Receivables

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

(h) Inventories

General

Inventories are measured at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Land Held for Resale

Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed. Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point. Land held for sale is classified as current except where it is held as non-current based on Council's intentions to release for sale.

(i) Fixed Assets

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

(j) Depreciation of Non-Current Assets

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets

Note 1 (j) (Continued)

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation rates and periods are:

Asset	Years
Buildings	30 to 50 years
Furniture and Equipment	4 to 10 years
Plant and Equipment	5 to 15 years
Sealed roads and streets	
formation	not depreciated
pavement	50 years
seal	
- bituminous seals	20 years
- asphalt surfaces	25 years
Gravel Roads	
formation	not depreciated
pavement	50 years
gravel sheet	12 years
Formed roads	
Formation	not depreciated
pavement	50 years
Infrastucture Other	25 to 30 years
Parks, Reserves and Ovals	20 years
Footpaths - slab	40 years
Sewerage piping	100 years
Water supply piping and drainage	75 years

(k) Trade and Other Payables

Trade and other payables represent liabilities for goods and services provided to the Council prior to the end of the financial year that are unpaid and arise when the Council becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

(l) Employee Benefits

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

(i) Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the Shire has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Shire expects to pay and includes related on-costs.

(ii) Annual Leave and Long Service Leave (Long-term Benefits)

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the project unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where the Shire does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

(m) Interest-bearing Loans and Borrowings

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months after the balance sheet date.

Borrowing Costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset.

(n) Provisions

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses. Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

(o) Current and Non-Current Classification

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non current based on Council's intentions to release for sale.

(p) Nature or Type Classifications

Rates

All rates levied under the Local Government Act 1995. Includes general, differential, specific area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts offered. Exclude administration fees, interest on instalments, interest on arrears and service charges.

Operating Grants, Subsidies and Contributions

Refer to all amounts received as grants, subsidies and contributions that are not non-operating grants.

Non-Operating Grants, Subsidies and Contributions

SHIRE OF COOLGARDIE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2018

Note 1 (p) (Continued)

Fees and Charges
Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

Service Charges
Service charges imposed under Division 6 of Part 6 of the Local Government Act 1995. Regulation 54 of the Local Government (Financial Management) Regulations 1996 identifies the These are television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

Interest Earnings
Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

Other Revenue / Income
Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

Employee Costs
All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

Materials and Contracts
All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

Utilities (Gas, Electricity, Water, etc.)
Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

Insurance
All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

Loss on asset disposal
Loss on the disposal of fixed assets.

Depreciation on non-current assets
Depreciation expense raised on all classes of assets.

Interest expenses
Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

Other expenditure
Statutory fees, taxes, provision for bad debts, member's fees or levies including WA Fire Brigade Levy and State taxes. Donations and subsidies made to community groups.

(r) Program Classifications (Function/Activity)

Governance
Includes the activities of members of council and the administrative support available to the council for the provision of governance of the district. Other costs relate to the task of assisting elected members and ratepayers on matters which do not concern specific council services.

General Purpose Funding
Rates, general purpose government grants and interest revenue.

Law, Order, Public Safety
Supervision and enforcement of various local laws relating to fire prevention, animal control and other aspects of public safety including emergency services.

Health
Inspection of food outlets and their control, provision of meat inspection services, noise control and waste disposal compliance.

Education and Welfare
Maintenance of child minding centre, playgroup centre, senior citizen centre and aged care centre. Provision and maintenance of home and community care programs and youth services.

Housing
Provision and maintenance of elderly residents housing.

Community Amenities
Rubbish collection services, operation of rubbish disposal sites, litter control, construction and maintenance of urban storm water drains, protection of the environment and administration of town planning schemes, cemetery and public conveniences.

Recreation and Culture
Maintenance of public halls, civic centres, aquatic centre, beaches, recreation centres and various sporting facilities. Provision and maintenance of parks, gardens and playgrounds. Operation of library, museum and other cultural facilities.

Transport
Construction and maintenance of roads, streets, footpaths, depots, cycle ways, parking facilities and traffic control. Cleaning of streets and maintenance of street trees, street lighting etc.

Economic Services
Tourism and area promotion including the maintenance and operation of a caravan park. Provision of rural services including weed control, vermin control and standpipes. Building Control.

Other Property and Services
Private works operation, plant repair and operation costs and engineering operation costs.

SHIRE OF COOLGARDIE

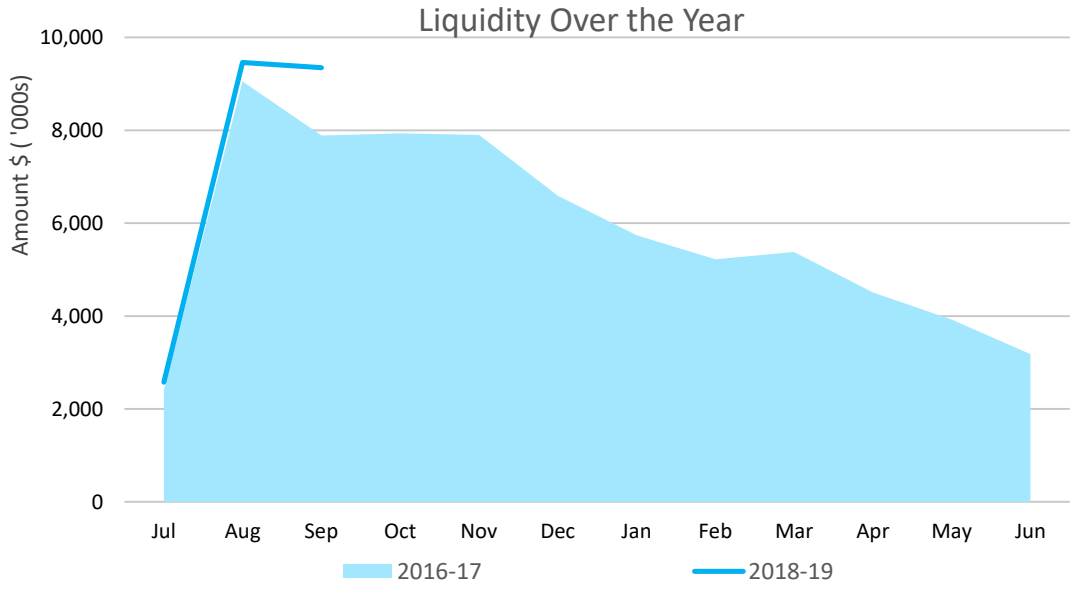
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 30 September 2018

NOTE 2. NET CURRENT ASSETS

Net Current Assets	Note	30 June 2018	YTD 30 Sep 2017	YTD 30 Sep 2018
		$	$	$
Current Assets				
Cash Municipal	4	1,712,248	4,575,744	4,982,435
Reserves		3,913,273	3,875,957	3,913,273
Receivables - Rates	5	937,180	3,476,494	4,001,669
Receivables - Other		619,430	516,679	867,337
Inventories		6,530	6,530	6,530
		7,188,660	**12,451,404**	**13,771,243**
Less: Current Liabilities				
Payables	6	(378,016)	(317,097)	(507,675)
Current portion long term borrowings		(68,253)	(250,564)	(45,746)
Provision - Long Service Leave		(127,736)	(124,693)	(127,736)
Provision - Annual Leave		(165,131)	(184,121)	(165,131)
Unadjusted net current assets		**6,449,523**	**11,574,929**	**12,924,954**
Less: Reserves - restricted cash		(3,913,273)	(3,875,957)	(3,913,273)
Add: Current portion long term borrowings		68,253	250,564	45,746
Add: Provision for Annual Leave		165,131	184,121	165,131
Add: Provision for Long Service Leave		127,736	124,693	127,736
Adjusted net current assets - surplus/(deficit)		**2,897,371**	**8,258,350**	**9,350,295**

* Positive=Surplus (Negative=Deficit)



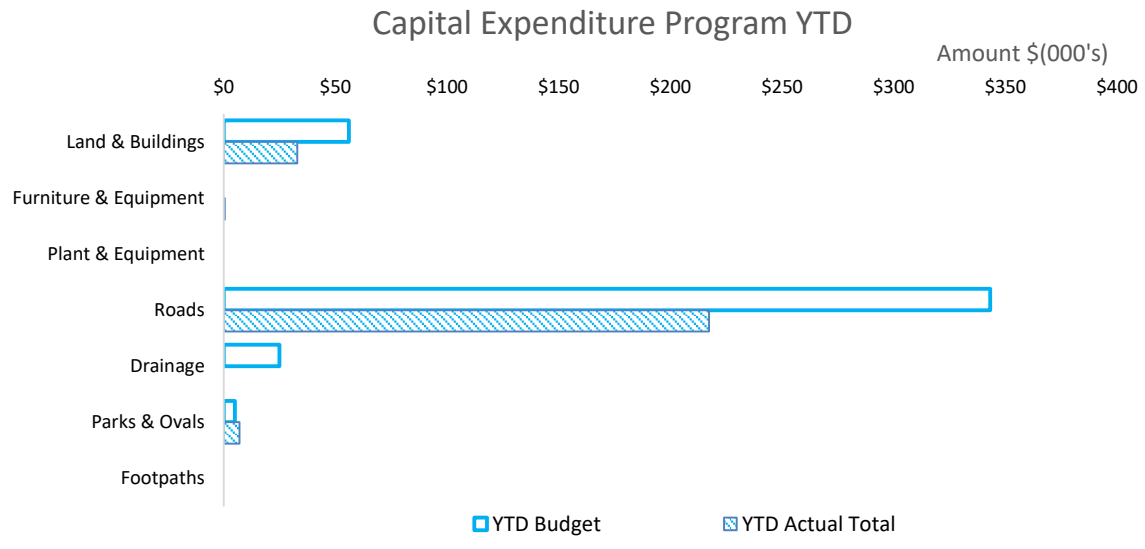
SHIRE OF COOLGARDIE

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 30 September 2018

NOTE 3. CAPITAL - ACQUISITIONS AND FUNDING

Summary Capital Acquisitions	Adopted Annual Budget	YTD Budget (a)	YTD Actual Total	Variance
	$	$	$	$
Land & Buildings	1,123,815	56,000	**32,898**	23,102
Furniture & Equipment	95,000	0	**450**	(450)
Plant & Equipment	782,343	0	**0**	0
Roads	4,599,311	343,271	**217,375**	125,896
Drainage	100,000	24,993	**0**	24,993
Parks & Ovals	322,882	4,998	**7,046**	(2,048)
Footpaths	90,000	0	**0**	0
Infrastructure Other	3,045,000	10,000	**15,506**	(5,506)
Sewerage	100,000	0	**18,000**	(18,000)
Capital Expenditure Totals	**10,258,351**	**439,262**	**291,275**	**147,987**
Capital Acquisitions Funded By				
Capital Grants and Contributions	1,731,044	529,309	625,192	
Borrowings	2,640,000	0	0	
Other (Disposals & C/Fwd)	43,400	3,617	263,564	
Council Contribution - Cash Backed Reserves				
Landfill Reserve	610,000	0	0	
Recreation Reserve	50,000	0	0	
Road Reserve	170,454	0	0	
Infrastructure Renewal Reserve	94,400	0	0	
Council Contribution - Operations	4,919,053	(93,663)	(597,480)	
Capital Funding Total	**10,258,351**	**439,262**	**291,275**	



NOTE 3. CAPITAL ACQUISITIONS

Capital Acquisitions	Account / Job No.	Adopted Annual Budget	YTD Budget	YTD Actual	Variance (Under)/ Over
Land & Buildings					
Stadium Floor	C11150	30,000	0	**0**	0
KCRF - Court Lighting	C11154	20,000	0	**0**	0
KCRF - Security Cameras	C11065	20,000	0	**0**	0
KCRF - Alarm System	C11155	50,000	0	**0**	0
KCRF - Solar Panels	C11156	12,500	0	**0**	0
KCRF - Community Storage Sheds	C11158	30,000	0	**0**	0
KCRF - Safer Communities Lighting & CCTV's	C11159	18,945	0	**0**	0
Coolgardie Recreation Centre	C11032	65,000	0	**0**	0
Security Cameras	C11152	5,000	0	**0**	0
Kitchen	C11153	5,000	0	**0**	0
CCRF - Safer Communities Lighting & CCTV's	C11160	22,370	0	**0**	0
Coolgardie Information Bay - Entry	C12055	50,000	0	**0**	0
Kambalda Depot	C12044	150,000	0	**8,314**	(8,314)
Coolgardie Depot	C12045	60,000	0	**7,486**	(7,486)
Coolgardie Lifestyle Horse Blocks	C13015	100,000	0	**0**	0
Subdivision Feasibility Studies	C13038	100,000	0	**0**	0
Coolgardie Cultural & Community Hub	C13039	360,000	40,000	**12,639**	27,361
Kambalda Depot Toilet Upgrade	C13033	25,000	16,000	**4,460**	11,540
Land & Buildings Total		**1,123,815**	**56,000**	**32,898**	**23,102**
Furniture & Equipment					
Electronic Noticeboards	C04014	40,000	0	**0**	0
Electronic Whiteboard	C04015	5,000	0	**0**	0
Portable PA System	C04016	20,000	0	**0**	0
Coolgardie Library Shelving	C11029	7,000	0	**0**	0
Kambalda Recreation Centre	C11061	0	0	**450**	(450)
Coolgardie Gym Equipment	C11033	5,000	0	**0**	0
Coolgardie Museum Records	C11157	10,000	0	**0**	0
Visitor Centre Air Conditioning	C13043	3,500	0	**0**	0
Visitor Centre Coffee Machine	C13044	2,500	0	**0**	0
Visitor Centre Fridges	C13045	2,000	0	**0**	0
Furniture & Equipment Total		**95,000**	**0**	**450**	**(450)**
Plant & Equipment					
240L Rubbish Bins	C1050	80,000	0	**0**	0
Manager Recreation & Community Vehicle	C12033	40,000	0	**0**	0
KCRF Generator	C12061	90,000	0	**0**	0
KCRF Generator Trailer	C12062	10,000	0	**0**	0
CCRF Generator	C12063	70,000	0	**0**	0
CCRF Generator Trailer	C12064	10,000	0	**0**	0
Coolgardie Refuse Site Generator	C12067	20,000	0	**0**	0
Skid Steer Loader	C12042	110,000	0	**0**	0
Mitsubishi Truck	C12037	80,000	0	**0**	0
Parks & Gardens Trailer	C12038	46,150	0	**0**	0
Parks & Gardens Truck	C12065	155,804	0	**0**	0
Pavement Sweeper	C12066	70,389	0	**0**	0
Plant & Equipment Total		**782,343**	**0**	**0**	**0**
Roads					
Blackspot Renou Street	BS035	263,271	193,271	**94,614**	98,657
Blackspot Jobson Street	BS036	224,620	150,000	**101,954**	48,046
Coolgardie North Road	BS002	98,100	0	**0**	0
Kambalda Tip Road	BS132	570,000	0	**0**	0
Coolgardie North Road Construction	R002	848,654	0	**0**	0
Binneringie Road Construction	R011	60,000	0	**0**	0
Binneringie Road Intersection	R011A	950,000	0	**0**	0
Lefroy Street Intersection	R022	30,696	0	**1,109**	(1,109)
Sylvester Street	R024	131,852	0	**0**	0
King Street	R028	94,536	0	**0**	0
Gnarbine Road	R038	55,110	0	**0**	0
Jaurdi Hills Road	R052	70,000	0	**0**	0
Marianthus Road	R070	6,617	0	**0**	0

NOTE 3. CAPITAL ACQUISITIONS

Capital Acquisitions	Account / Job No.	Adopted Annual Budget	YTD Budget	YTD Actual	Variance (Under)/ Over
Santalum Street	R072	145,409	0	**5,980**	(5,980)
Casuarina Road	R076	83,105	0	**0**	0
Bluebush Road	R078	90,396	0	**5,720**	(5,720)
Irish Mulga Drive	R103	14,603	0	**0**	0
Mallee Drive Contruction	R105	25,747	0	**0**	0
Hopbush Street	R110	0	0	**520**	(520)
Ti Tree Court	R113	15,015	0	**0**	0
Everlasting Road	R123	51,944	0	**2,860**	(2,860)
Coolgardie Tip Road	R138	19,382	0	**0**	0
Canteen Court	R145	12,017	0	**0**	0
Bayley Street North	R153	91,185	0	**1,109**	(1,109)
Bayley Street South	R154	93,950	0	**3,509**	(3,509)
Cave Hill Road	R155	490,000	0	**0**	0
Carins Road Construct	R156	63,102	0	**0**	0
Roads Total		**4,599,311**	**343,271**	**217,375**	**125,896**
Drainage					
Drainage Works	C12060	100,000	24,993	**0**	24,993
Drainage Total		**100,000**	**24,993**	**0**	**24,993**
Parks & Ovals					
Kambalda Entry Statement	C11130	70,000	0	**0**	0
Playground Renewal	C11131	0	0	**3,785**	(3,785)
Coolgardie Playground Renewal	C11132	150,000	0	**0**	0
Coolgardie Skate Park Shade Sails	C11133	37,882	0	**0**	0
Coolgardie Water Park	C11134	40,000	0	**0**	0
Coolgardie Gorge Surrounds	C13030	25,000	4,998	**3,261**	1,737
Parks & Ovals Total		**322,882**	**4,998**	**7,046**	**(2,048)**
Footpaths					
Footpath Construction - Renewal	RF001	90,000	0	**0**	0
Footpaths Total		**90,000**	**0**	**0**	**0**
Infrastructure Other					
Kambalda Pool - Remedial Works	C11014	0	0	**1,154**	(1,154)
Kambalda Pool - Remedial Works	C11018	1,200,000	5,000	**6,235**	(1,235)
Coolgardie Transit Park	C13028	1,200,000	0	**0**	0
Other Infrastructure	130289	0	0	**8,117**	(8,117)
Other Infrastructure	C13040	25,000	5,000	**0**	5,000
Town Entrance Banners	C13041	25,000	0	**0**	0
Christmas Banners	C13042	10,000	0	**0**	0
Kambalda Transfer Station	TS01	385,000	0	**0**	0
Kambalda Waste Site Rehabilitation	RS004	100,000	0	**0**	0
Coolgardie Waste Site	RS005	100,000	0	**0**	0
Infrastructure Other Total		**3,045,000**	**10,000**	**15,506**	**(5,506)**
Sewerage					
Sewerage Generator & Trailer	C10014	35,000	0	**0**	0
Sewerage Fencing	C10015	30,000	0	**0**	0
Kambalda Waste Disposal - Consultancy	C1012	0	0	**18,000**	(18,000)
Coolgardie Sewerage - Water Re-Use System	C10007	35,000	0	**0**	0
Infrastructure Other Total		**100,000**	**0**	**18,000**	**(18,000)**
Grand Total		**10,258,351**	**439,262**	**291,275**	**147,987**

SHIRE OF COOLGARDIE

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 30 September 2018

NOTE 3. CAPITAL DISPOSALS

		YTD Actual				Adopted Budget			
Asset Number	Asset Description	Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		$	$	$	$		$	$	$
	Plant and Equipment								
HV017	Case CX60 Tractor				0	4,500	5,000	500	
HV007	Mitsubishi Tip Truck					6,500	10,500	4,000	
FE422	Generator				0	0	1,500	1,500	
FE286	Driver Reviver Caravan					400	400		
HV031	Volvo Skid Steer Loader					40,000	20,000		(20,000)
LV041	Holden Stationwagon					11,000	6,000		(5,000)
LB154	110 Forrest Street, Coolgardie (Building)	196,000	263,564	67,564		0	0		
LB174	111 Forrest Street, Coolgardie (Land)	20,000			(20,000)	0	0		
		216,000	**263,564**	**67,564**	**(20,000)**	**62,400**	**43,400**	**6,000**	**(25,000)**

SHIRE OF COOLGARDIE

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 30 September 2018

NOTE 4. CASH AND INVESTMENTS

Bank Accounts	Municipal	Reserves	Trust	Total Amount	Institution	Interest Rate	Maturity Date
	$	$	$	$			
(a) **Cash Deposits**							
Municipal Cash at Bank	4,367,290			**4,367,290**	ANZ	Variable	Cheque Acc
Cash on Hand	1,012			**1,012**			On hand
ANZ Online Saver 016719 2788642	501,223			**501,223**	ANZ	Variable	On going
NAB 9469 25119	332			**332**	NAB	Variable	On going
Regional Records Facility	108,672			**108,672**			
Trust			253,347	**253,347**	NAB	Variable	On going
(b) **Term Deposits**							
ANZ Online Saver 016719 4106557	3,906	3,913,273		**3,917,179**	ANZ	Variable	
Total	**4,982,435**	**3,913,273**	**253,347**	**9,149,055**			

SHIRE OF COOLGARDIE

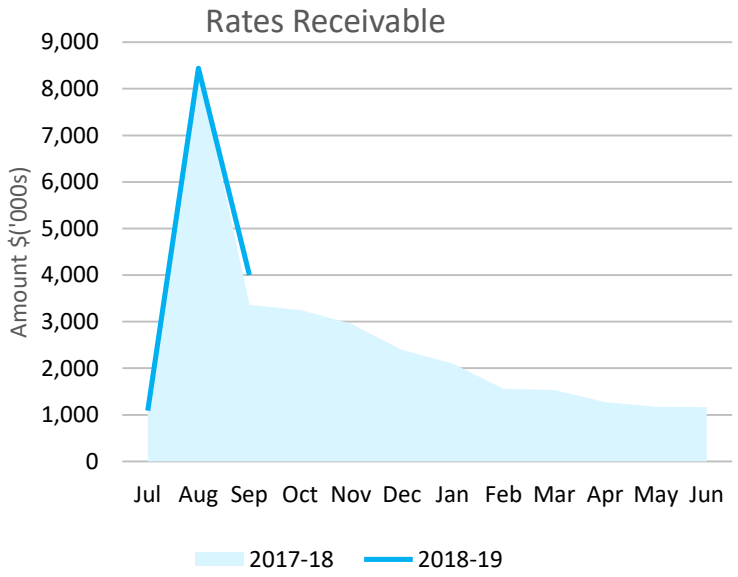
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

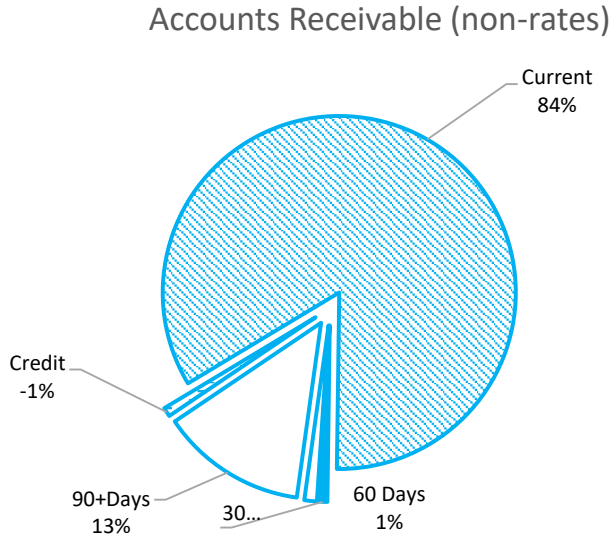
For the Period Ended 30 September 2018

NOTE 5. RECEIVABLES

Receivables - Rates and Other Rates Receivable	YTD 30 Sep 2018	30 June 2017
	$	$
Opening Arrears Previous Years	1,242,940	1,302,455
Levied this year	6,706,858	6,250,455
Provision for Doubtful Debts	(1,924,556)	(1,920,519)
Less Collections to date	(2,023,573)	(4,389,451)
Equals Current Outstanding	4,001,669	**1,242,940**
Net rates collectable (after provision)	**4,001,669**	**1,242,940**

Receivables - General	Credit	Current	30 Days	60 Days	90+Days	Total
	$	$	$	$	$	$
Receivables - General	(6,185)	619,500	6,281	8,452	98,667	**726,714**
Balances per Trial Balance						
Sundry Debtors						744,033
GST Receivable						37,292
Accrued Income/Payments in advance						86,011
Total Receivables General Outstanding						**867,337**





SHIRE OF COOLGARDIE

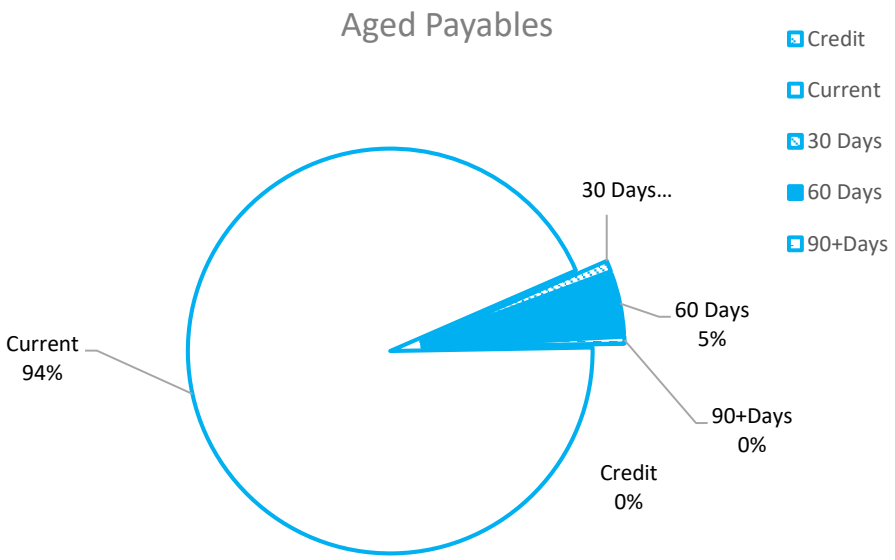
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

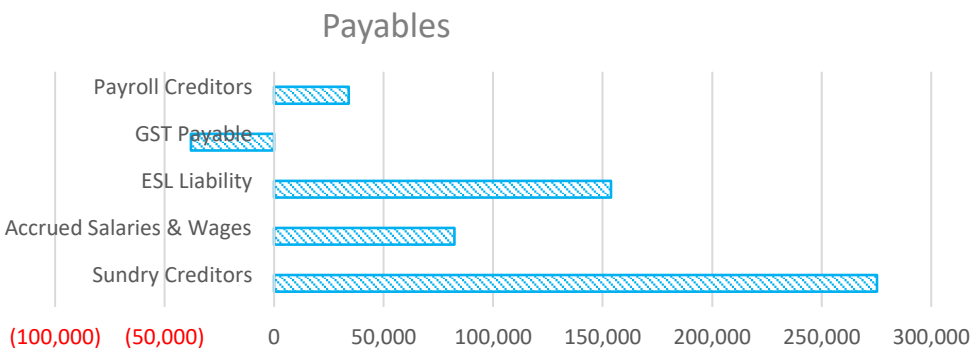
For the Period Ended 30 September 2018

NOTE 6. PAYABLES

Payables	Credit	Current	30 Days	60 Days	90+Days	Total
	$	$	$	$	$	$
Payables - General	0	321,233	3,009	16,528	1,847	**342,617**
Balances per Trial Balance						
Sundry Creditors						275,273
Payables - Other						
Accrued Salaries & Wages						82,345
ESL Liability						153,738
GST Payable						(38,045)
Payroll Creditors						34,098
Sundry Creditors - Other						266
Total Payables - Other						**232,403**
					Total Payables	**507,675**

Amounts shown above include GST (where applicable)





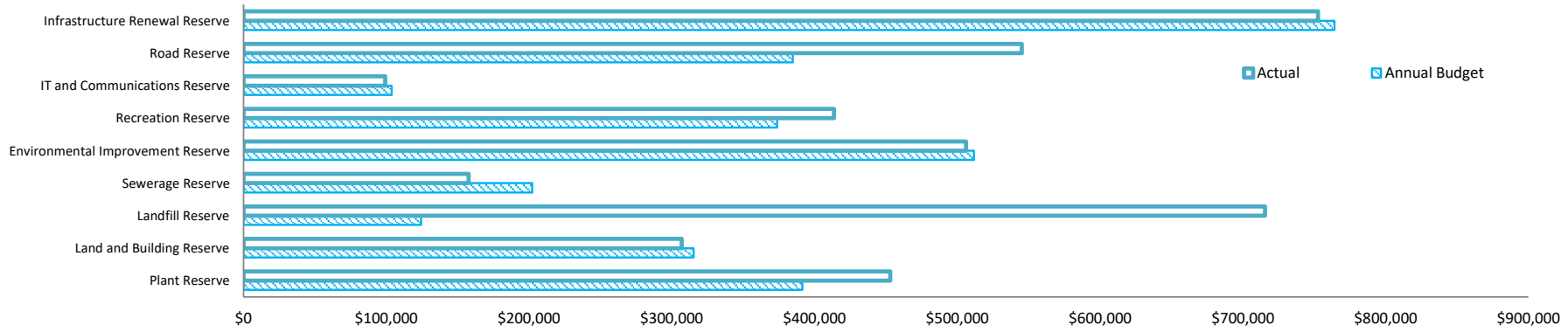
SHIRE OF COOLGARDIE

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 30 September 2018

NOTE 7. CASH BACKED RESERVES

Reserves	Opening Balance	Adopted Budget Interest Earned	Actual Interest Earned	Adopted Budget Transfers In (+)	Actual Transfers In (+)	Adopted Budget Transfers Out (-)	Actual Transfers Out (-)	Transfer out Reference	Adopted Budget Closing Balance	Actual YTD Closing Balance
	$	$	$	$	$	$	$		$	$
Plant Reserve	**453,046**	8,733				(70,389)	0		391,390	**453,046**
Land and Building Reserve	**306,915**	8,456				0	0		315,371	**306,915**
Landfill Reserve	**715,444**	18,976				(610,000)	0		124,420	**715,444**
Sewerage Reserve	**157,712**	4,518		40,000			0		202,230	**157,712**
Environmental Improvement Reserve	**506,073**	5,634					0		511,707	**506,073**
Recreation Reserve	**413,530**	10,303				(50,000)	0		373,834	**413,530**
IT and Communications Reserve	**99,261**	4,596				0	0		103,857	**99,261**
Road Reserve	**545,188**	9,955				(170,454)	0		384,688	**545,188**
Infrastructure Renewal Reserve	**752,630**	18,828		87,170		(94,400)	0		764,228	**752,630**
	3,949,799	**90,000**	**0**	**127,170**	**0**	**(995,243)**	**0**		**3,171,726**	**3,949,799**



SHIRE OF COOLGARDIE

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 30 September 2018

NOTE 8. RATING INFORMATION

RATE	Rate in	Number of Properties	Rateable Value	YTD Actual Rate Revenue	YTD Actual Interim Rates	YTD Actual Back Rates	YTD Actual Total Revenue	Adopted Budget Rate Revenue	Adopted Budget Interim Rate	Adopted Budget Back Rate	Adopted Budget Total Revenue
General Rate	**$**		**$**	**$**	**$**	**$**	**$**	**$**	**$**	**$**	**$**
GRV Townsite	0.074652	1,133	16,265,768	1,214,275		(121)	**1,214,154**	1,214,275	0	0	1,214,275
UV Mining	0.220435	1,190	21,122,501	4,656,139	(1,734)	(4,797)	**4,649,608**	4,656,139	0	0	4,656,139
Rural	0.110513	27	958,514	105,928			**105,928**	105,928	0	0	105,928
Sub-Totals		**2,350**	**38,346,783**	**5,976,342**	**(1,734)**	**(4,918)**	**5,969,690**	**5,976,342**	**0**	**0**	**5,976,342**
Minimum Payment	**Minimum $**										
GRV Townsite	694	658	4,204,823	456,652			**456,652**	456,652	0	0	456,652
UV Mining	437	620	687,217	270,940			**270,940**	270,940	0	0	270,940
Rural	684	14	13,500	9,576			**9,576**	9,576	0	0	9,576
Sub-Totals		**1,292**	**4,905,540**	**737,168**	**0**	**0**	**737,168**	**737,168**	**0**	**0**	**737,168**
Total		**3,642**	**43,252,323**	**6,713,510**	**(1,734)**	**(4,918)**	**6,706,858**	**6,713,510**	**0**	**0**	**6,713,510**
Concession							0				(25,000)
Total amount raised from general rates							**6,706,858**				**6,688,510**
Specified area rates							276,300				263,403
Total rates							**6,983,158**				**6,951,913**

NOTE 9. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Movement in debentures and interest between the beginning and the end of the current financial year.

Particulars	Principal 1-Jul-18	New Loans	Principal Repayments 2018-19 Actual	Principal Repayments 2018-19 Budget	Principal Outstanding 2018-19 Actual	Principal Outstanding 2018-19 Budget	Interest Repayments 2018-19 Actual	Interest Repayments 2018-19 Budget
			$	$	$	$	$	$
Community Amenities								
99 Coolgardie Effluent	13,960	0	4,586	13,960	9,374	0	257	436
Recreation and Culture								
112 Aquatic Facilities	242,674	0	17,921	36,232	224,753	206,442	6,106	10,929
114 Kambalda Swimming Pool	0	1,200,000	0	50,012	0	1,149,988	0	22,148
Transport								
115 Binneringie Road	0	950,000	0	115,607	0	834,393	0	7,268
116 Cave Hills Road	0	490,000	0	59,996	0	430,004	0	2,891
Economic Services								
113 Coolgardie Post Office	436,335	0	0	18,062	436,335	418,273	1,459	25,406
	692,969	**2,640,000**	**22,507**	**293,868**	**670,461**	**3,039,100**	**7,822**	**69,079**

All debenture repayments will be financed by general purpose revenue.

(b) New Debentures

Particulars	Purpose of the loan	Year loan taken	Amount b/fw	2018-19 Budget	2018-19 Actual	2018-19 Budget Balance	2018-19 Actual Balance
			$	$	$	$	$
Proposed Loan 114	Swimming Pool Refurbishment	2018	0	1,200,000	0	1,149,988	0
Proposed Loan 115	Haulage Campaign - Binneringie Road	2019	0	950,000	0	834,393	0
Proposed Loan 116	Haulage Campaign - Cave Hills Road	2019	0	490,000	0	430,004	0

There were no new debentures as at the reporting date.

(c) Unspent Debentures

Particulars	Purpose of the loan	Year loan taken	Amount b/fw	2017/18 Budget	2017/18 Actual	2017/18 Budget Balance	2017/18 Budget Balance
			$	$	$	$	$
Loan 113	Coolgardie Post Office	2014	197,677	0	0	197,677	197,677

SHIRE OF COOLGARDIE

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 30 September 2018

NOTE 10. GRANTS AND CONTRIBUTIONS

	Grant Provider	Type	Opening Balance (a)	Adopted Budget Operating	Adopted Budget Capital	YTD Budget	Annual Budget	YTD Actual Revenue (b)	YTD Actual (Expended) (c)	Unspent Tied Grants (a)+(b)+(c)
				$	$	$	$	$	$	$
General purpose funding										
Grants Commission - General	WALGGC	Operating		246,970		61,743	246,970	65,248		65,248
Fees And Charges - Administration		Operating		0		0		3,249		3,249
Rates Recovery Legal Fees - With Gst		Operating		75,000		0	75,000	29,850		29,850
Governance										
Income - Contributions for Community Chest Grant		Operating		70,000		0	70,000	4,545		4,545
Other Governance		Operating		0		0	0	(671)		(671)
Other Governance		Operating		500		123	500	0		0
Law order and public safety										
Income FESA Grants	DFES	Operating		3,390		846	3,390	0		0
Health										
Nil		Operating		0		0		0		0
Education and welfare										
Income Grants - Kambalda Resource Centre		Operating		96,250		24,063	96,250	31,525		31,525
Income Grants - Kambalda Resource Centre		Operating		0		0	0	261		261
Other Income - Kambalda Resource Centre		Operating		4,991		1,245	4,991	0		0
Income grants - Coolgardie Resource Centre		Operating		96,250		24,063	96,250	25,437		25,437
Income grants - Coolgardie Resource Centre		Operating		1,500		375	1,500	0		0
Housing										
Aged Accommodation		Operating		0		0	0	284		284
Recreation and culture										
Kambalda Recreation Centre		Non-Operating			39,205	39,205	39,205	37,559		37,559
Kambalda Recreation Centre		Operating		0		0	0	1,527		1,527
Skate Park		Non-Operating		0		0	0	(46,000)		(46,000)
Skate Park		Operating		0		0	0	3,652		3,652

NOTE 10. GRANTS AND CONTRIBUTIONS

	Grant Provider	Type	Opening Balance (a)	Adopted Budget Operating	Adopted Budget Capital	YTD Budget	Annual Budget	YTD Actual Revenue (b)	YTD Actual (Expended) (c)	Unspent Tied Grants (a)+(b)+(c)
				$	$	$	$	$	$	$
Transport										
Income Roads - Regional Road Group	MRWA RRG	Non-Operating			400,000	160,000	400,000	168,494		168,494
Roads Income - Roads to Recovery	Department of Transport	Non-Operating			466,579	0	466,579	0		0
Income Roads - Blackspot	MRWA	Non-Operating			759,860	303,944	759,860	0		0
Income Roads - Blackspot	Federal	Non-Operating			65,400	26,160	65,400	348,400		348,400
Income Roads - Contributions	MRWA	Non-Operating		246,200		78,200	246,200	0		0
Income Roads - Contributions	MRWA	Operating		0		0	0	(158,910)		(158,910)
Road Maintenance		Operating - Tied		69,294		69,294	69,294	0		0
Road Maintenance		Non-Operating		0		0	0	116,739		116,739
Grants Commission - Roads	WALGGC	Operating		222,214		55,554	222,214	59,164		59,164
Other Transport		Operating		185,761		0	185,761	85,585		85,585
Economic services										
Capital Project Grants		Operating		1,433,500		0	1,433,500	0		0
Regional Records Facility		Operating		144,000		144,000	144,000	138,667		138,667
Cashless Card Scheme		Operating		60,229		30,229	60,229	82,252		82,252
Other property and services										
Income - Workers Compensation		Operating		10,000		2,499	10,000	1,347		1,347
Income - Fuel Tax Credits		Operating		25,000		6,249	25,000	4,009		4,009
TOTALS			**0**	**2,991,049**	**1,731,044**	**1,027,790**	**4,722,093**	**1,002,214**	**0**	**1,002,214**
SUMMARY										
Operating	Operating Grants, Subsidies and Contributions		0	2,675,555	0	350,987	2,675,555	377,022	0	377,022
Operating - Tied	Tied - Operating Grants, Subsidies and Contributions		0	69,294	0	69,294	69,294	0	0	0
Non-operating	Non-operating Grants, Subsidies and Contributions		0	246,200	1,731,044	607,509	1,977,244	625,192	0	625,192
TOTALS			**0**	**2,991,049**	**1,731,044**	**1,027,790**	**4,722,093**	**1,002,214**	**0**	**1,002,214**

SHIRE OF COOLGARDIE

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 30 September 2018

NOTE 11. BUDGET AMENDMENTS

Amendments to original budget since budget adoption. Surplus/(Deficit)

COA	Description	Council Resolution	Classification	No Change - (Non Cash Items) Adjust.	Increase in Available Cash	Decrease in Available Cash	Adopted Budget Running Balance
				$	$	$	$
	Nil						
	Adopted Budget Cash Position as per Council Resolution						

SHIRE OF COOLGARDIE

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 30 September 2018

NOTE 12. TRUST FUND

Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows:

Description	Opening Balance 1 Jul 18	Amount Received	Amount Paid	Closing Balance 30 Sep 18
	$	$	$	$
Bonds	117,077	0	0	**117,077**
BRB Building Levy	4,133	505	(760)	**3,878**
Election Nominations	440	0	0	**440**
BCITF Training Levy	18,526	3,742	(3,317)	**18,951**
Held for Clubs	43,729	0	0	**43,729**
Miscellaneous Monies	34,895	40,110	(13,152)	**61,854**
Unknown deposits	24,618	0	(17,199)	**7,419**
	243,417	44,358	(34,428)	**253,347**

SHIRE OF COOLGARDIE

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 30 September 2018

NOTE 12. EXPLANATION OF MATERIAL VARIANCES

Details and explanations of the material variances reflected on the Statement of Financial Activity are provided below as required by Local Government (Financial Management) Regulation 34(1) (d). ▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold of $10,000 and 10%.

Reporting Program	Variance	Variance	Var.	Timing/ Permanent	Explanation of Variance
Revenue from operating activities	**$**	**%**			
Transport	**(218,708)**	**(107%)**	▼	Timing	Reversal of Heavy Haulage income to be reinvoiced
Economic Services	**56,132**	**27%**	▲	Timing	Cashless Card Scheme
Expenditure from operating activities					
General Purpose Funding	**(27,087)**	**(63%)**	▼	Timing	Employee costs incorrectly allocated thru payroll
Law, Order, Public Safety	**31,083**	**45%**	▲	Timing	Animal Control Contract Services
Health	**14,536**	**38%**	▲	Timing	Health Contract Services
Education and Welfare	**31,569**	**34%**	▲	Timing	Kambalda & Coolgardie Resource Centre Operating Costs
Housing	**12,422**	**21%**	▲	Timing	Depreciation Costs still to be allocated
Recreation and Culture	**255,026**	**37%**	▲	Timing	Budget Profiling & Depreciation Costs
Transport	**999,994**	**74%**	▲	Timing	No Depreciation allocated yet in 2018/19 financial year
Economic Services	**78,936**	**22%**	▲	Timing	Depn, Records Facility & Coolgardie Visitors Centre
Other Property and Services	**25,815**	**10%**	▲	Timing	Public Works Overheads & POC allocations
Operating activities excluded from budget					
Add back Depreciation	**(1,256,616)**	**(100%)**	▼	Timing	No Depreciation until 2017/18 Annuals Finalised
Amount attributable to operating activities					
Investing activities					
Grants, Subsidies and Contributions	**95,883**	**18%**	▲	Timing	Main Roads Funding
Proceeds from Disposal of Assets	**259,947**	**7187%**	▼	Timing	Asset disposals still to be processed in Synergy
Plant & Equipment	**0**	**0%**	▲	Timing	
Sewerage	**(18,000)**	**(100%)**	▼	Timing	Kambalda Waste Consultancy

11.1.9 Exploration Drilling

Location:	Lot 105 (Hampton East Location 53) Coolgardie Esperance Highway, Karramindie
Applicant:	Process Minerals International Pty Ltd
File Reference:	NAM6279
Disclosure of Interest:	Nil
Date:	18 October 2018
Author:	Consultant Town Planner, Francesca Lefante

Summary:
The Shire has received a request to: -

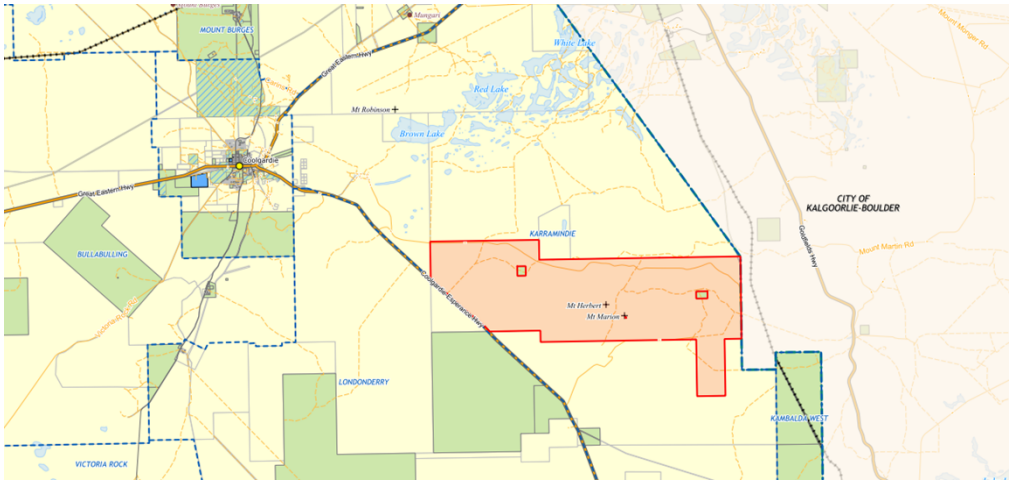
- undertake resource development drilling comprising 60 drill holes of 9000m of drilling.
- extend the exploration drilling program.

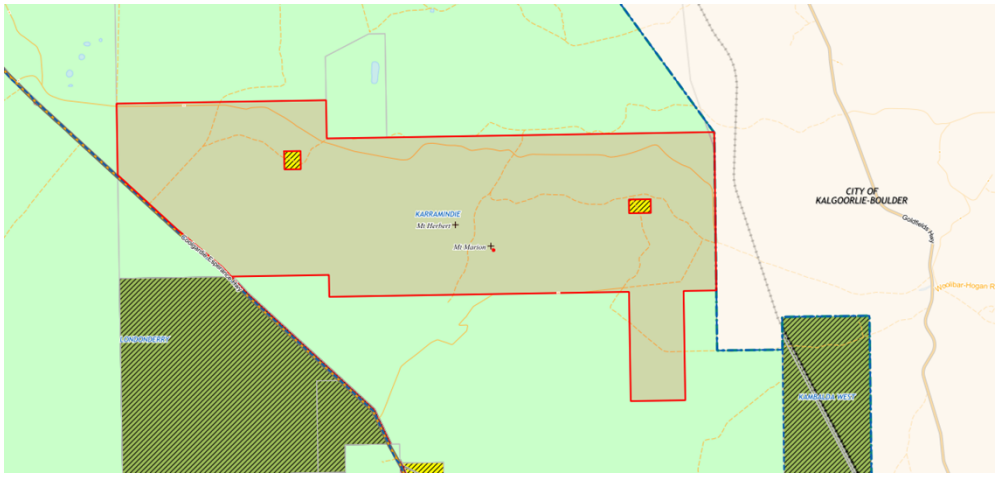
The applicant has advised the exploration activities comprise: -

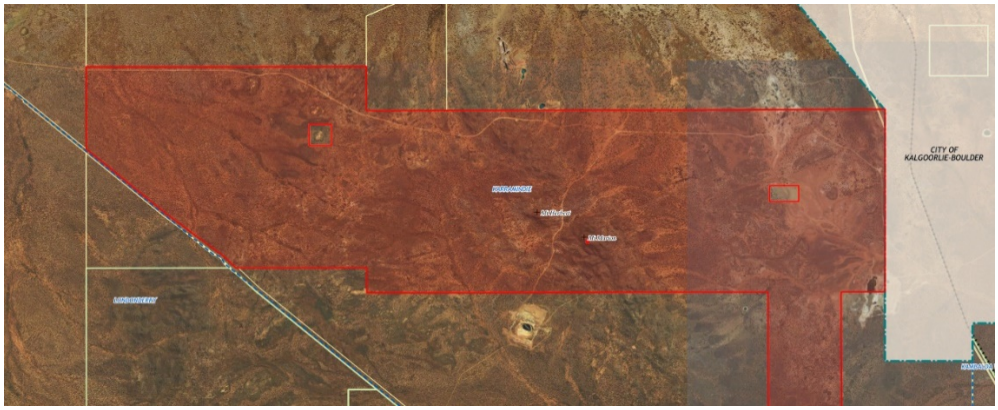
- clearing tracts, drilling, capping holes. The exploration pads will remain during the design stage and what is not required will be rehabilitated in accordance with DWER requirements.
- A clearing permit has been obtained for Lot 105 to clear native vegetation and explore. A copy will be forwarded to the Shire.

In regard to Mining activities in this location, the applicant has advised that it is proposed to commence the approval process in early 2019, with an anticipated mining operation in 2020

Background:
The site is Lot 105 (Hampton East Location 53), Coolgardie-Esperance Highway, Karramindie







In May 2016 Council

1. approved an application for exploration drilling on the portion of Lot105 Hamptons East Location 53) closest to the existing mining activities.
2. Adopted the Department of Mines and Petroleum provisions for mine closures as outlined in its documents '*Administration of Mine Closure Plans*', EPA/DMP, 2015 as a basis for administering the closure of mines on private land (including East Locations).
3. Adopted the Department of Mines and Petroleum Standard Conditions and Endorsements as the basis on which conditions will be imposed on Development Approval applications on private land (including East Locations) where the Department of Mines and Petroleum has no jurisdiction over mining type activities.

Comment:

Mining activities are generally dealt with by the Department of Mines, Industry Regulations and Safety.

- Lot 94 adjoins the site and contains the existing mining activities which is under the control of the Mining Act and has approvals granted by DMIRS for Mining.
- Lot 105, Hampton East Location 53 (the subject site) however is exempt from the *Mining Act 1978* by virtue of its tenure and therefore requires the Shire approval for the works. The Mining of Private Property Act 1898, list specific sites which exempts it from the provisions of the *Mining Act 1978.* Under these circumstances DMIRS does not have any authority to control or approve mining activities.

Under Local Planning Scheme No 5 the site is zoned Rural for which mining activities are exempt if under the Mining Act. Given the zoning. The proposed activities are consistent with the objectives for the zone.

As the works proposed involves clearing and exploration (hole drilling and sampling) the focus of the considerations relate to environmental matters as follows: -

- Exploration to comply with the approved native clear permit from DWER
- Rehabilitation of the area is required following cessation of exploration activities to be (physically) safe to humans and animals, (geo-technically) stable, (geo-chemically) non-polluting/ non-contaminating, and capable of sustaining an agreed post-mining land use.
- Approvals obtained from the Environmental Protection Authority's for site rehabilitation
  Obtaining all necessary approvals

Attachments:
Nil

Consultation:
Applicant
DWER

Statutory Environment:
Local Planning Scheme No 5

Policy Implications:
Nil

Financial Implications:
Nil

Strategic Implications:
Effective management of infrastructure, heritage and the environment
Conserve and enhance local heritage assets
Develop and maintain Shire buildings, facilities and infrastructure assets
Develop and maintain highly functional and attractive public open spaces
Foster excellence in urban and rural planning and development
Preserve the region's unique natural attributes through observing

Solutions focussed and customer oriented organisation
Attraction, development and retention of a productive and effective workforce
Development of Shire's resources to provide optimum benefit to the community
Effective communication and engagement processes
High quality corporate governance, accountability and compliance.

Voting Requirement: Simple Majority

Officer Recommendation:

That Council, APPROVES the proposal for exploration drilling at Lot 53 (Hampton East Location 53) Coolgardie Esperance Highway, Karramindie as detailed on application dated 17 September 2018 (PA24/2018) subject to the following conditions

1. **All surface holes drilled for the purpose of exploration are to be capped, filled or otherwise made safe immediately after completion.**
2. **All disturbances to the surface of the land made as a result of exploration, including drill pads, grid lines and access tracks, being backfilled and rehabilitated in accordance the Environmental Regulations within 12 months of completion of excavation unless otherwise approved in writing by the Environmental.**
3. **All waste materials, rubbish, plastic sample bags, abandoned equipment and temporary buildings being removed from the mining tenement prior to or at the termination of exploration program.**
4. **All topsoil being removed ahead of mining operations and separately stockpiled for replacement after backfilling and/or completion of operations.**
5. **The applicant notifying the holder of any underlying pastoral or grazing lease (if applicable) by telephone or in person, or by registered post if contact cannot be made, prior to undertaking airborne geophysical surveys or any ground disturbing activities utilising equipment such as scrapers, graders, bulldozers, backhoes, drilling rigs; water carting equipment or other mechanised equipment.**
6. **Submission of a plan of proposed operations and measures to safeguard the environment to the Executive Director, Environment Division from the Department Mines, Industry Regulation and Safety.**

11.1.10 Concession for UV Rates

Location:	Nil
Applicant:	Various as listed in agenda item
File Reference:	NAM6280
Disclosure of Interest:	Nil
Date:	18 October 2018
Author:	Senior Rates Officer, Noeline Poke

Summary:
For Council to consider the applications for rate concessions on Unimproved Properties.

Background:
At the 14 August 2018 Special meeting of Council, it was resolved that
In accordance with section 6.47 of the Local Government Act 1995, Council resolve to grant concession for the following categories of rates

Property owners who hold Department of Transport certification as a bona fide prospector may apply for a concession. The concession will be capped at 20% of the rate levied or the minimum rate whichever is the greater
Property owners rated as UV Rural who can demonstrate that the property is used for rural pursuits which do not support mining or other non-rural commercial activities may apply for a concession of up to 50% of the rate in the dollar to a minimum rate payable not less than the set minimum rate for this category.
All applications for concessions must be received before the 26 September 2018

Each rate notice issued to properties rated using unimproved valuations was accompanied by a notice inviting the owner to apply for a concession.

Comment:
Three Unimproved mining Concessions applications capped at 20% of rates levied for Mining concession, due to a Bona Fide licence being available to prospecting, mining and exploration tenement holder's application have been received from 3 mining and 11 prospecting tenement owners requesting the concession.

Three mining, Eleven Prospecting and Seven Rural applications for Unimproved (UV) Mining Concession has been received to the total discount amount of $14,003.87

Mining UV
Application 1 - LOT ML16/442 MINING LICENCE COOLGARDIE 6429
LOT P15/5658 PROSPECTING LICENSE COOLGARDIE 6429
LOT P15/5659 PROSPECTING LICENSE COOLGARDIE 6429
Meets requirements of bona fide prospector and has provided a copy of the registration form, owner is applying for the 20% discount on MINING and PROSPECTING lease.

- A10260 total Concession of 20% being a total amount discount request of $103.80 of the levied rates amount of $519.00
- A16675 total Concession of 20% being a total amount discount request of $87.40 of the levied rates amount of $437.00
- A16687 total Concession of 20% being a total amount discount request of $110.61 of the levied rates amount of $553.07

Application 2 - LOT ML15/1255 MINING LICENCE COOLGARDIE 6429
LOT ML15/1352 MINING LICENCE COOLGARDIE 6429
LOT P15/05896 PROSPECTING LICENSE COOLGARDIE 6429

Meets requirements of bona fide prospector and has provided a copy of the registration form, owner is applying for the 20% discount on a PROSPECTING lease.

- A14418 total Concession of 20% being a total amount discount request of $103.80 of the levied rates amount of $519.00
- A10291 total Concession of 20% being a total amount discount request of $103.80 of the levied rates amount of $519.00
- A17011 total Concession of 20% being a total amount discount request of $87.40 of the levied rates amount of $437.00

Application 3 - LOT P15/5859 PROSEPECTING LICENCE COOLGARDIE 6429
LOT P15/5856 PROSEPECTING LICENCE COOLGARDIE 6429
LOT P15/5857 PROSEPECTING LICENCE COOLGARDIE 6429
LOT P15/05810 PROSEPECTING LICENCE COOLGARDIE 6429
LOT P15/05811 PROSEPECTING LICENCE COOLGARDIE 6429
LOT P15/5842 PROSEPECTING LICENCE COOLGARDIE 6429
LOT P15/05841 PROSEPECTING LICENCE COOLGARDIE 6429
LOT P15/05823 PROSEPECTING LICENCE COOLGARDIE 6429

Meets requirements of bona fide prospector and has provided a copy of the registration form, owner is applying for the 20% discount on a MINING lease.

- A16935 total Concession of 20% being a total amount discount request of $114.05 of the levied rates amount of $570.27
- A16932 total Concession of 20% being a total amount discount request of $114.05 of the levied rates amount of $570.27
- A16933 total Concession of 20% being a total amount discount request of $112.90 of the levied rates amount of $564.53
- A16911 total Concession of 20% being a total amount discount request of $114.05 of the levied rates amount of $570.27
- A16912 total Concession of 20% being a total amount discount request of $114.05 of the levied rates amount of $570.27
- A16923 total Concession of 20% being a total amount discount request of $113.48 of the levied rates amount of $567.40
- A16982 total Concession of 20% being a total amount discount request of $114.05 of the levied rates amount of $570.27
- A17042 total Concession of 20% being a total amount discount request of $96.86 of the levied rates amount of $484.30

Application 4 – LOT 101 NGALBAIN PASTORAL LEASE

Meets the requirements of Rural UV and has provided a copy of the registration form, owner is applying for the 50% discount on RURAL Lease

- A2723 total Concession of 50% being a total amount discount request of $3920.50 of the levied rates amount of $7841.01

Application 5 – LOT 97 BOORABIN PASTORAL LEASE
Meets the requirements of Rural UV and has provided a copy of the registration form, owner is applying for the 50% discount on RURAL Lease

- A2724 total Concessions of 50% being a total amount discount request of $2107.59 of the levied rates amount of $4215.19

Application 6 – 54 SMITH STREET JAURDI PASTORAL LEASE
Meets the requirements of Rural UV and has provided a copy of the registration form, owner is applying for the 50% discount on RURAL Lease

- A1704 total Concessions of 50% being a total amount discount request of $1256.64 of the levied rates amount of $2513.29

Application 7 – LOT 71 JAURDI LOCATION
Meets the requirements of Rural UV and has provided a copy of the registration form, owner is applying for the 50% discount on RURAL Lease

- A17228 total Concessions of 50% being a total amount discount request of $1458.92 of the levied rates amount of $2917.84

Application 8 – LOT 42 JAURDI LOCATION
LOT 41 JAURDI LOCATION
LOT 24 JAURDI LOCATION
Meets the requirements of Rural UV and has provided a copy of the registration form, owner is applying for the 50% discount on RURAL Lease

- A3869 total Concessions of 50% being a total amount discount request of $1311.90 of the levied rates amount of $2623.80
- A3868 total Concessions of 50% being a total amount discount request of $1698.69 of the levied rates amount of $3397.39
- A3865 total Concessions of 50% being a total amount discount request of $759.33 of the levied rates amount of $1518.67

Attachments:
Nil

Consultation:
James Trail – Chief Executive Officer

Statutory Environment:
Local Government Act 1995 Section 6.47

Policy Implications:
Nil

Financial Implications:
The concessions applied for are within the budget for concessions allowed.

Strategic Implications:
Solutions focussed and customer-oriented organisation
Attraction, development and retention of a productive and effective workforce
Development of Shire's resources to provide optimum benefit to the community
Effective communication and engagement processes
High quality corporate governance, accountability and compliance.

Voting Requirement: Absolute Majority

Officer Recommendation:

That Council approve concessions to rates for the following Fourteen assessments, the total concession of $14,003.87 is in accordance with section 6.47 of the Local Government Act 1995.

- **Assessment A10260**
- **Assessment A16675**
- **Assessment A16687**
- **Assessment A14418**
- **Assessment A10291**
- **Assessment A17011**
- **Assessment A16935**
- **Assessment A16932**
- **Assessment A16933**
- **Assessment A16911**
- **Assessment A16912**
- **Assessment A16923**
- **Assessment A16982**
- **Assessment A17042**
- **Assessment A2723**
- **Assessment A2724**
- **Assessment A1704**
- **Assessment A17228**
- **Assessment A3865**
- **Assessment A3868**
- **Assessment A3869**

11.1.11 Change of Reserve Purpose – Aerial Landing Grounds

Location:	Kambalda Airport : Lot 301, Reserve 49358
Applicant:	Shire of Coolgardie
File Reference:	NAM6284
Disclosure of Interest:	Nil
Date:	19 October 2018
Author:	Consultant Town Planner, Francesca Lefante

Summary:
For Council to support the change of purpose of Reserve R49358 from Recreation to include Aerial Landing Ground and access.

Background:
In 25 September 2015 the former airport operator (St Ives Gold Field) finalised the lease and handed all assets back to the Shire for management.

In September 2016 (248/16) Council supported a request to change the reserve purpose to Recreation to facilitate a range of alternative uses for the site.

On 16 January 2016 the reserve purpose was changed to recreation.

Following requests for other organisation the Shire resolved in November 2917 (256/17) to apply to the Department of Planning, Lands and Heritage to amend reserve number 49358 Recreation reserve to an Ariel landing ground reserve.

Comment:
In accordance with Council resolution Shire officers have progressed the reserve purpose change with the Department of Planning, Lands and Heritage and Department (DPLH) of Transport – Aviation Infrastructure.

The Shire has received correspondence on 19 October 2018 from DPLH that: -

- The referral process for the abovementioned proposal is completed.
- Preliminary comments from interest holders are supportive to change purpose of Reserve 49358.
- A Council Resolution from the Shire of Coolgardie is required. The resolution would be to approve the amendment of the purpose of Reserve 49358 to 'Aerial Landing Ground and Access' with power to lease.
- a copy of the Council Minutes when available.
- a report to be forward any report you may have regarding the social and economic benefits in changing the reserve's purpose.
- With regard to timelines it will take 1-2 months from receipt of Council resolution. This includes registering the relevant documents with Landgate.

With regard to the social and economic benefits in changing the reserve, the following is relevant: -

- The Shire's has focus and commitment to facilitating infrastructure and services that meet the social and economic needs of the community and enhance amenity and vibrancy of its townsites.
- A key strategic objective of the Shire is to increase the residential population (permanent and temporary) within the Kambalda townsite. In discussion with the mining operators the Shire has identified a key challenge to the achieving this the distance and travel times from Kalgoorlie. The reopening of the Kambalda Airport landing grounds offers a unique opportunity to achieve this objective.
- The Kambalda Airport was previously operating on the reserve until its closure on 2017. This request is to reinstate the previous purpose of the reserve to Aerial Landing Strip. With regard to the scale and frequency of aircraft the following is provided
    - Expected 2 flights per week by commercial airplanes.
    - Seating capacity of the airplanes of 30-70 people.
    - Facilitates recreation flying activities including skydivers club.
    - Economic stimulus to local businesses such as local retail and accommodation.
    - Increasing access choices to the town.
    - Enhances the lifestyle choice for new residents moving to the town.
    - Opportunity for residents to fly from Kambalda rather than drive 50 mins to Kalgoorlie Airport.
- The importance of reinstating the airport is a unique opportunity to enhance the social, community and economic sustainability of a regional town whilst improving lifestyle choices for those residing and working here.

Considering the above council approval is recommended to finalise the reserve purpose change.

Attachments:
Nil

Consultation:
Department of Planning, Lands and Heritage
Department of Transport – Aviation Infrastructure

Statutory Environment:
Local Government Act 3.54 Reserves under control of a Local Government

Parks and Reserves Act 1895

Land Administration Act 1997

Policy Implications:
Nil

Financial Implications:
An amendment to the purpose of the reserve will not incur a cost.

Strategic Implications:
Solutions focussed and customer-oriented organisation
Attraction, development and retention of a productive and effective workforce
Development of Shire's resources to provide optimum benefit to the community
Effective communication and engagement processes
High quality corporate governance, accountability and compliance.

Voting Requirement: Simple Majority

Officer Recommendation:

That Council APPROVES the amendment change of the purpose of Reserve 49358 to 'Aerial Landing Ground and Access' with power to lease.

11.2 Technical Services

11.2.1 Works and Services Progress Report

Location:	Shire of Coolgardie
Applicant:	Shire of Coolgardie
File Reference:	NAM6256
Disclosure of Interest:	The Author has no financial interest in this item
Date:	08 October 2018
Author:	Engineering Administration Officer, Mel Nowlan

Summary:
For Council to receive the September 2018 Works and Services Progress Report.

Background:
This report is to provide Council information on the progress of planned works within Engineering Services.

COMMENT:
Coolgardie Tree Lopping Programme - Coolgardie Park
See photos attached.
Note: an unexpected number of trees had to be removed due to their defective and dangerous state.

Road Programme
1. Tender 05/18 (Upgrade of the Kambalda Tip Road and the Goldfields Highway - Council Res#171/18) will commence in October.
2. Tender 02/18 (Construction of the approach and junction of Binneringie Road at the Coolgardie-Esperance Highway) has been awarded to Gencon Civil Pty Ltd (Council Res#192/18).

Road Maintenance
Maintenance grading work has been ongoing for; -
- Binneringie Road

Maintenance works has involved the following; -
Clearing of shoulders
Re-sheeting some sections of road
Drainage – table drains and off-shutes

Footpath Maintenance
- Work on going.

Plant

- Kambalda Parks & Garden's new trailer has arrived.
- Road sweeper has arrived and training will be programmed for either 23 or 30 October 2018
- Unable to use road sweeper until training has been completed by staff.

Black Spot – Jobson & Renou Streets, Coolgardie

Belridge Holdings t/as Ricciardo Earthmoving have commenced correction work at the intersections of Jobson/Bayley & Renou/Bayley Streets, Coolgardie.

Attachments:

1. IMG 5562 **[11.2.1.1]**
2. IMG 5564 **[11.2.1.2]**
3. IMG 5566 **[11.2.1.3]**
4. IMG 5567 **[11.2.1.4]**
5. IMG 5569 **[11.2.1.5]**
6. IMG 5572 **[11.2.1.6]**

Consultation:

Peter Miller – Works and Services Supervisor

Statutory Environment:

Nil

Policy Implications:

Nil

Financial Implications:

Nil

Strategic Implications:

Cohesive and engaged community

Support community safety and security initiatives

Effective management of infrastructure, heritage and the environment

Develop and maintain highly functional and attractive public open spaces

Solutions focussed and customer-oriented organisation

High quality corporate governance, accountability and compliance.

Voting Requirement: Simple Majority

Officer Recommendation:

That Council, receive the September 2018 Works and Services Progress Report.

11.2.2 Little Industries Haulage Campaign

Location:	Durkin Road, Kambalda
Applicant:	Little Industries
File Reference:	NAM6253
Disclosure of Interest:	The author has no financial interest in this item
Date:	10 October 2018
Author:	Engineering Administration Officer, Mel Nowlan

Summary:
For Council to consider a renewal application by Little Industries (IRD26292) for an approximate annual figure of 80,400 tonnes haulage campaign covering 1.5km Durkin Road, between Silver Lake Road and the intersection of Goldfields Highway and Durkin Road. Council endorsement is requested for eight (8) RAV approvals and the annual campaign will be valid from 01 December 2018 to 30 June 2019.

Background:
As per Council's Policy #034 (Haulage Campaigns) - Long Term Campaign: where a cartage campaign exceeds 25,000 tonnes or 100 return trips in any annual period, or more than six return trips in any week or part thereof; the principle (Little Industries) needs to apply to the Shire of Coolgardie for use of the Shire of Coolgardie road network.

Little Industries have approached the Shire seeking extension of their annual haulage campaign transporting approximately 80,400 tonnes (annually) of product utilising 1.5km of Durkin Road, Kambalda. Little Industries have previously received Council approval for their haulage campaign 2017-2018 (refer to Council Resolution #268/17).

All haulage activities undertaken will be in accordance with Council Policy 034 (Haulage Campaigns) which applies to haulage campaigns within the Shire of Coolgardie. All haulage campaigns should be read in conjunction with the Shire's Policy #035 (Heavy Vehicles Conditions for use of Shire Roads). The purpose of both policies aims to ensure safe use on Shire roads by long term haulage campaign users.

Comment:
Little Industries have requested use of Durkin Road, Kambalda, and renewal of their existing approvals from an annual basis (January-December) to a hauling period of 01 December 2018 to 30 June 2019 to better coincide with record keeping throughout the financial year. The annual haulage tonnage is approximately 80,400 (i.e. 6,700 tonnes per month) based on the approval request being active throughout December to June it equates to 46,900 tonnes hauled.

A map of the route as attached.

Based on actual deterioration cost, the following contribution would be applicable –

Durkin Road
Capital Contribution of $0.07 per tonne per km at 46,900 tonnes over 1.5km $4924.50 ex GST or
Maintenance Contribution at $0.04 per tonne per km at 46,900 tonnes over 1.5km $2814 ex GST

*The cost recovery unit shall apply to all vehicle movements over the full term of the carting campaign as listed on the application and be issued and reviewed annually.

Alternatively, the principle of the campaign may wish to enter into an alternate agreement with the Shire, providing satisfaction of Austroad construction guidelines and appropriate consideration by the Council. This agreement could include the provision of capital and/or maintenance of the road during the period of the haulage campaign.

Attachments:
1. Durkin Rd Haulage Map **[11.2.2.1]**
2. 684 - Shire of Coolgardie Durkin Rd 091018 **[11.2.2.2]**
3. 684 - HV Vehicle List Shire of Coolgardie 091018 **[11.2.2.3]**

Consultation:
Clint Wadding – Little Industries; Operations Manager

Statutory Environment:
Road Traffic Act 1974 Section 85
Local Government Act 1995, Section 3.5

Policy Implications:
Policy #034 – Haulage Campaigns
Policy #035 – Heavy Vehicles Conditions for use on Shire Roads

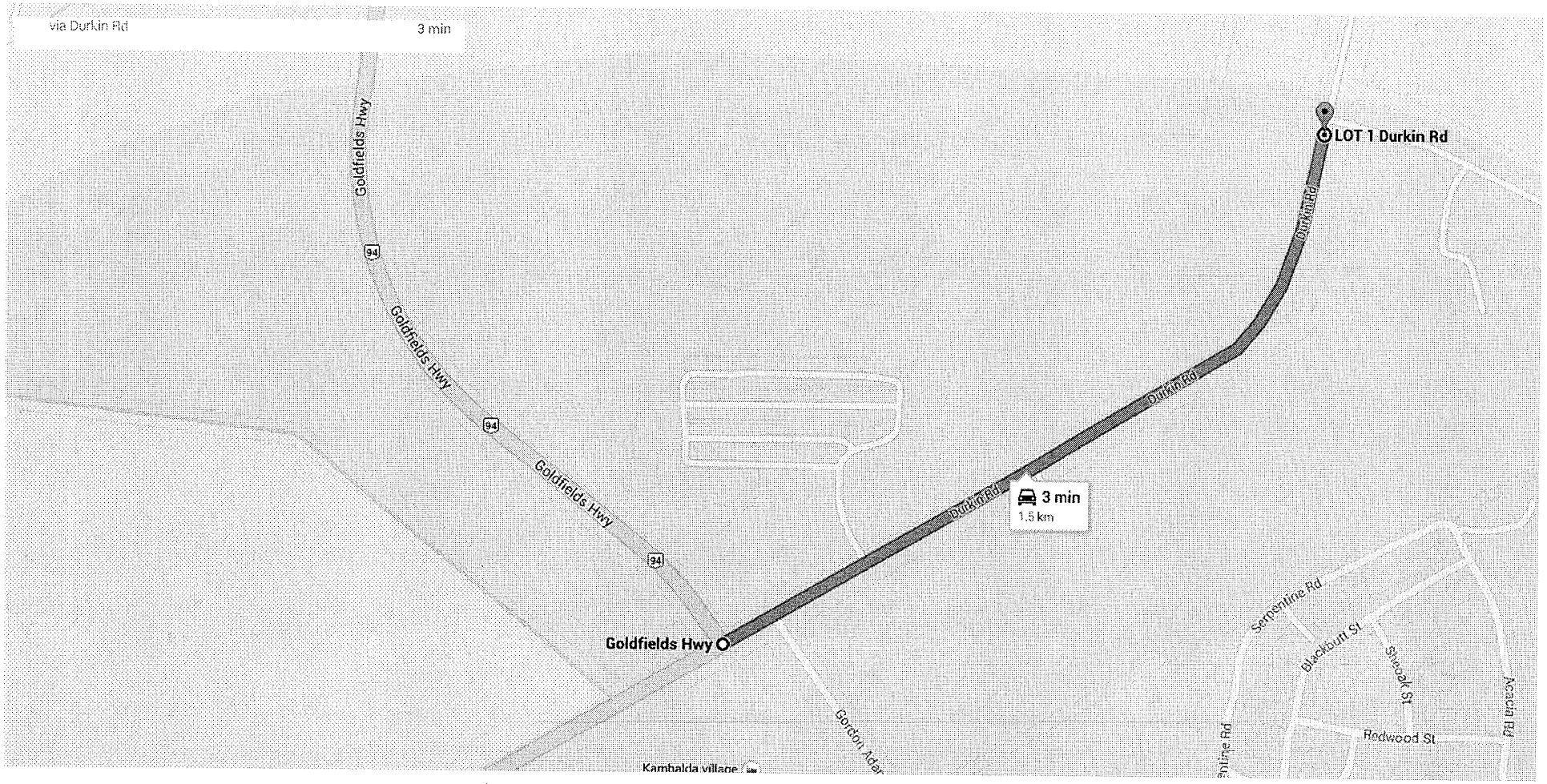
Financial Implications:
Contribution to Capital Works or Maintenance on Durkin Road, Kambalda

Strategic Implications:
Solutions focussed and customer-oriented organisation
Attraction, development and retention of a productive and effective workforce
Development of Shire's resources to provide optimum benefit to the community
Effective communication and engagement processes
High quality corporate governance, accountability and compliance.

Voting Requirement: Absolute Majority

Officer Recommendation:

That Council,
1. **Endorse the proposal from Little Industries to use 1.5km of Durkin Road as part of their annual campaign comprising of 46,900 tonnes from 01 December 2018 to 30 June 2019.**
2. **Request a mmaintenance Contribution at $0.04 per tonne per km at 46,900 tonnes over 1.5km = $2814 ex GST. Contribution to Account 11202750 - 170 (Limited Cartage Campaign).**


via Durkin Rd
3 min
Goldfields Hwy
94
Goldfields Hwy
94
Goldfields Hwy
94
LOT 1 Durkin Rd
Durkin Rd
Durkin Rd
Durkin Rd
3 min
1.5 km
Goldfields Hwy
Kambalda village
Gordon Adam
Serpentine Rd
Blackburn St
Sheoak St
Redwood St
Acacia Rd
Map data ©2014 Google
200 m

9th October 2018

Mel Nowlan

Engineering Administration Assistant
Shire of Coolgardie

Ph: (08) 9025 0316
Email: eto@coolgardie.wa.gov.au

Hi Mel,

Ref: 684 Extension of Heavy Haulage Vehicle RAV Permit including AMMS Endorsement – Little Industries Road Use Agreement - Durkin Road Kambalda.

We would like to advise that we require an extension to the above approval (Council Resolution #268/17), from the 30th November 2018 to 30th June 2019. We would like to make our permits run in line the financial year for ease of record keeping.

We anticipate continuing to operate up to a maximum Network 10 Level 3 (53.5m roadtrain) on Durkin Rd.

We can confirm we will adhere to the conditions as outlined in Shire of Coolgardie's haulage policies; RAV Long Term Campaign Conditions of Use 034 and Heavy Vehicle Permit Conditions for CEO Approval 035.

Actual Haulage Figures 2017-2018

- Little Industries Haulage: 80 400 tonnes – Approximately 1180 loads hauled.

Estimated Haulage Figures 2018-2019

We would anticipate having to do similar haulage tonnes for the 2018-2019 period.

Attachments

- Map outlining our intended route and Kilometres travelled on Durkin Rd
- List of Registration numbers for each Prime Mover intended for use on Durkin Rd

Should you require any further information please do not hesitate to contact the undersigned on 0448 548 853.

Yours sincerely

Clint Walding

Operations Manager
Little Industries

Little Industries 8 Granby Rd, Kambalda, WA 6442
M: 0448 54 88 53 |
E: operations@littleindustries.com | **W:** www.littleindustries.com

Quality Certificate Number: QEC1426

HV ACCREDITATION and LICENSED VEHICLE REGISTER

OPERATOR NAME (Business or Individual)

NB Little & Sons Pty Ltd
T/as Little Industries
PO Box 159
KAMBALDA WA 6442

Signed: __Clint Walding____

As at: 09/10/2018

VEHICLE TYPE	COMPANY ASSET NUMBER	HV ACCREDITED	VEHICLE MAKE/ MODEL	VEHICLE REGISTRATION NUMBER
PRIME MOVERS	T27	YES	Mack	1AXX 776
	T28	YES	Mack	1BBE 601
	T30	YES	Mack	1BXU 618
	T33	YES	Mack	1EJJ 294
	T34	YES	Mack	1EVR 043
	T35	YES	Mack	1GHM710
	S112	YES	Volvo FH16	1STB160
	S112a	YES	Western Star 4964FX	1GFO467

11.3 Recreation and Community Services

11.3.1 Kambalda Amateur Swimming Club Donation Request

Location:	Kambalda
Applicant:	Kambalda Amateur Swimming Club
File Reference:	*NCS6264*
Disclosure of Interest:	The author has no interest to disclose
Date:	16 October 2018
Author:	Laura Dwyer, Manager of Recreation & Community Development

Summary:
23 September 2018 the Kambalda Amateur Swimming Club sent a letter of request to the Shire of Coolgardie requesting free use of the Kambalda Community Bus and Kambalda Community Recreation Facility.

Background:
After consultation with the community in light of the closure of the Kambalda Swimming Pool for the 2018/19 season, the Kambalda Amateur Swimming Club has written to the Shire of Coolgardie requesting waiving charges to continue to participate in training sessions, club time trials, swimming meets and events. These charges are specifically in relation to facility and community bus hire.

Due to the pool closure, regular training would be limited. Training sessions have been arranged with the Oasis in Kalgoorlie, and the club has proposed to use the Kambalda Community Recreation Facility for other dry training sessions. This would enable the club to try to remain competitive and continue to engage youth.

Travel is also required to enable the club to travel to Norseman to participate in swimming meets. Norseman has some club members that are active in the Kambalda Amateur Swimming Club.

Comment:
As part of the structure for the 2018/19 Fees and Charges adopted by Council, fees have been tailored to encourage youth participation in sporting activities. Members of the club range mostly between 6-17 years of age which fit within the youth category.

Engagement with the club would allow the Recreation Facilities to retain some utilization numbers with the Kambalda Swimming Pool being closed for the season. This may encourage youth to continue to participate in Council run programs after the season.

The total cost to Council to waive the charges of use would be $4308.36 as outlined in the supporting attachments. No outlay of a donation to facilitate this request would be required by Council, simply that no charge is imposed on the club for use.

Attachments:
1. Kambalda Swim Club 1 IC S 26179 **[11.3.1.1]**
2. Kambalda Amateur Swim Club Number 2 **[11.3.1.2]**

Consultation:
Council
Staff
Michael Matulin- Vice President Kambalda Amateur Swimming Club

Statutory Environment:
Nil

Policy Implications:
Nil

Financial Implications:
Waive collection of fees of $4308.36.

Strategic Implications:
Cohesive and engaged community
Facilitate the development of healthy lifestyles through the provision of high-quality sport, recreation, cultural and leisure services, facilities and activities
Provide connected and accessible towns
Provide services to youth, aged and the disadvantaged that address identified needs

Voting Requirement: Simple Majority

Officer Recommendation:

That Council,

Authorise the Chief Executive Office to waive the charges of the hire of the Community Bus to the value of $2088.36 and the facility hire to the value of $2220.00.

KAMBALDA AMATEUR SWIMMING CLUB

PO BOX 236
KAMBALDA WEST WA 6442
ABN: 98 035 691 856

SHIRE OF COOLGARDIE
RECORD No .....
OFFICER .....
26 SEP 2018
FILE No. .....
ACTION DATE .....

Cr. Malcolm Cullen
Shire of Coolgardie
Barnes Drive
Kambalda West WA 6442

Dear Mal

Kambalda Amateur Swimming Club would like to request the following to assist with our club continuing through our 2018/19 season if the Kambalda Pool is not available.

Our club would normally host a club time trial every week, training four times a week, our annual Qualifying Meet open to swimmers from around WA, a 12 hour Lapathon and Club Championships. To be able to carry out these events we would require help with the below.

1. Bus hire to Norseman fortnightly (Saturday) for Club Time trials
2. Bus hire to Kalgoorlie fortnightly (Friday night) for Interclub swim meet (replacement for our Time Trials)
3. Free Kambalda Recreation Facility Gym access - 12-17-year olds - 1 afternoon a week - day & time TBC and Initial program set up by the Kambalda Recreation Facility Instructor
4. Basketball Court hire for dry land training / fitness - days/times TBC (West Oval may also be utilised at times)
5. Possibly Bus hire 1 - 2 days week to/from Kalgoorlie for training sessions - TBC
6. Bus hire for the Kambalda LC Qualifying Meet in Norseman – 15th & 16th December 2018
7. Bus hire for 12 Hour Lapathon in Norseman - 9th or 16th February 2019 - TBC
8. Bus Hire for Club Champs in Norseman - date, TBC but usually last week in March 2019

We would like to utilise Norseman as our preferred option for events as we have 10-15 swimmers that are from Norseman as members of our club.

All members participating will be registered with Swimming WA and Kambalda Amateur Swimming Club.

Any help that the Shire can provide to help us through this challenging season will be much appreciated. Feel free to contact me for any further information.

Michael Matulin
Vice President
0491 339 612

23 September 2018

Good afternoon

After meeting with Michael I can provide the following cost information.

Approximately 28 swimmers between the ages of 6-13, 14-17 years old.
Season is from November to March approximately 24 weeks.

The Kambalda council bus is 22 seater and is ok, they wouldn't require a bigger bus.

1. Bus hire to Norseman fortnightly for club time trials.
   Kambalda to Norseman 258km return at .18c for junior sporting club discount
   258km x 12 trainings = $557.28

2. Bus hire to Kalgoorlie fortnightly trainings for interclub swim meet.
   Kambalda to Kalgoorlie 120km return at .18c for junior sporting club discount
   120km x 12 trainings = $259.20

3. Kambalda Recreation Facility Gym access (12-17 yr olds) 1 training per week. Program to be set up by KCRF facilitator
   Approximately 14 juniors @ $5 each for 24 weeks = $1680.00

4. Stadium court hire 1 training per week.
   Facility hire for 24 weeks @ $22.50 for junior sporting club discount = $540.00

5. Bus hire 1 day per week to Kalgoorlie for training sessions
   Kambalda to Kalgoorlie 120km return at .18c for junior sporting club discount
   120km x 24 trainings= $518.40

6. Bus hire to Norseman LC Qualifying meet
   Kambalda to Norseman 258km return at .18c for junior sporting club discount
   258km x .18c = $46.44

7. Bus hire to Norseman for Lapathon
   Kambalda to Norseman 258km return at .18c for junior sporting club discount
   258km x .18c = $46.44

8. Bus hire to Norseman for Club Champs
   Kambalda to Norseman 258km return at .18c for junior sporting club discount
   258km x .18c= $46.44

9. Possible bus hire to Karratha for competition
   Kambalda to Karratha approx. 3412km at .18c for junior sporting club discount
   3412km x .18c = $614.16

Total approximate costs to council to provide this to the Kambalda Amateur Swimming Club

Bus hire: $2088.36
KCRF facility hire: $2220.00

Kind Regards

Leesa Treen
Team Leader Recreation and Community Development
9080 2111

PO Box 138, KAMBALDA WA 6442
http://www.coolgardie.wa.gov.au

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From: Laura Dwyer
Sent: Tuesday, 2 October 2018 11:42 AM
To: James Trail <ceo@coolgardie.wa.gov.au>; Leesa Treen <kambaldacrc@coolgardie.wa.gov.au>
Cc: Kathy Brooking <kampool@coolgardie.wa.gov.au>
Subject: RE: ICS26179_doc07037320180926150922.pdf

James,

Can do quite easily. We just need to know numbers. Ok with you if we contact Matchy to seek further info?

Do you want this for the next briefing session?

Regards

Laura Dwyer
Manager Recreation & Community Development
Shire of Coolgardie | PO Box 138, KAMBALDA WA 6442

Phone: (08) 9080 2111 | Fax: (08) 9027 1444

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From: James Trail
Sent: Tuesday, 2 October 2018 11:39 AM
To: Laura Dwyer <kamrec@coolgardie.wa.gov.au>; Leesa Treen <kambaldacrc@coolgardie.wa.gov.au>
Cc: Kathy Brooking <kampool@coolgardie.wa.gov.au>
Subject: FW: ICS26179_doc07037320180926150922.pdf

Laura please find attached. We need to try and cost each request. Is this something Leesa can assist with?

Kind Regards

James Trail
Chief Executive Officer
Shire of Coolgardie
PO Box 138
Kambalda WA 6442
Telephone : (08) 90802111
Mobile : 0407 085 571
Fax : (08) 90273125
Email ceo@coolgardie.wa.gov.au

Our Community, Our People, Our Future

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From: Elly McKay
Sent: Tuesday, 2 October 2018 11:25 AM

To: James Trail <ceo@coolgardie.wa.gov.au>
Subject: ICS26179_doc07037320180926150922.pdf

Hi James,

As requested, swimming clubs requests.

Elly McKay
Executive Assistant
Shire of Coolgardie
Phone: (08) 9080 2111
Fax: (08) 9027 3125
PO Box 138, KAMBALDA WA 6442
http://www.coolgardie.wa.gov.au/

Shire of Coolgardie –"OUR COMMUNITY, OUR PEOPLE, OUR FUTURE"

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11.3.2 BACWA Request for Bottle Dig

Location:	Coolgardie Rubbish Tip
Applicant:	Bottles and Collectables of WA Club Inc (BACWA)
File Reference:	NAM6282
Disclosure of Interest:	The author has no interest to disclose
Date:	15 October 2018
Author:	Laura Dwyer, Manager of Recreation & Community Development

Summary:
Council consideration is sought on the BACWA request to conduct dig for bottles within a section of the Coolgardie Rubbish Tip. The request is to

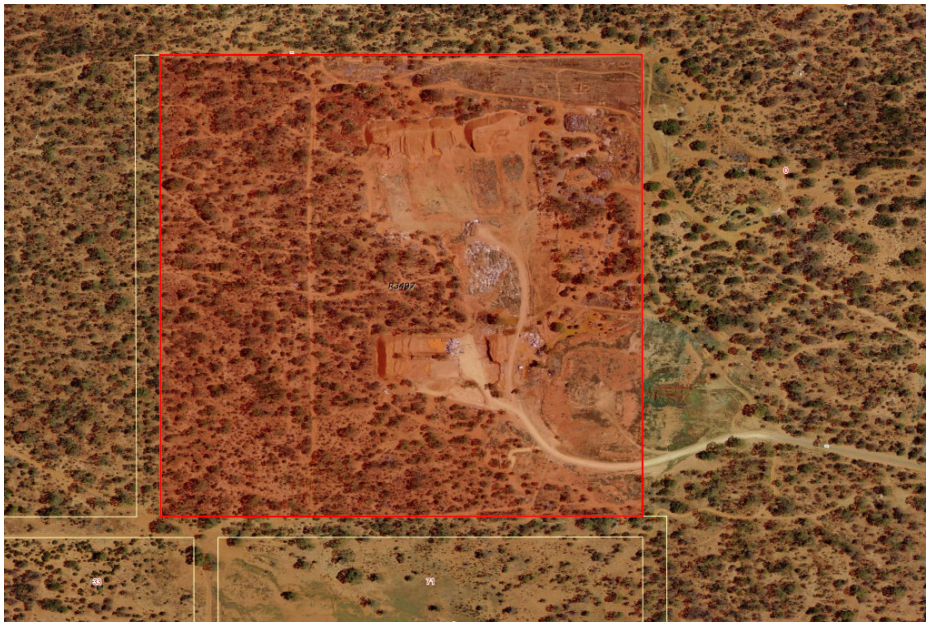
- Undertake a least 2 digs over the next year in Coolgardie and associated social events/activities
- Sell duplicate bottles.

The site requested for the bottle club dig is the Coolgardie Tip.

- The digs are proposed at Easter 2019 and September 2019.
- The dig in Easter 2019 is to occur during the Heritage Festival weekend.
- The Club is proposing to: -
    - Undertake digs at the Coolgardie Tip using both mechanical and hand methods.
    - Undertake social events and bottle auctions.
    - Host the event at the Warden Finnerty building.
- Club members (approximately 30) are estimated at attending the event and staying in Coolgardie.
- The methods to undertake the dig are: -
    - Remove the surface mounds by machine and then expose some of the trenches below.
    - These trenches could then be dug by hand or if suitable by machine
    - Digging through the soil. First the soil is removed by machine with a front-end loader and then a second fine dig by hand, forking through the site and material.
    - Once dug the site is returned to its status
- The Club holds public liability for this type of event.

SITE

Location:	Reserve R3497 Coolgardie
Zoning:	Public Purpose – SCA 1(Special Control Area) Rubbish Tip
Ownership:	Crown land reserve – vested in Shire of Coolgardie
Size:	40.40 ha



Background:
In 21 August 2018 the BACWA initially wrote to the Shire of Coolgardie requesting to perform digs for bottles over 22-24 September 2018. Due to not enough time being available to assess the request adequately, a second request was sent 6 September 2018 proposing dates in April 2019.

The proposed site is at the Coolgardie Rubbish Tip which consists of the old site for rubbish disposal.

Comment:
The site is zoned public purpose – SCA 1 Rubbish Tip under the Local Planning Scheme No 5. There are no planning policies that relate to the site.

The site is subject to a DWER Works Approval license required for operation of Rubbish Tip under Part V of the Environmental Protection Act 1986 requiring registration and compliance/inspections of prescribed premises.

There are no specific approvals required from DWER for the dig, although the operator of the tip, which is the Shire, is required to comply with the approvals and registration conditions. DWER advised that it is a matter for the Local Council.

Under the Environment Protection Regulations 1987, the site is a Register Site and has specific controlling the following: -

- Acceptable waste types, operational parameters and management of the site.
- Tipping area height
- Covering of waste with inert material
- Containment of waste and separate from water and boundary.
- Control of dust.
- Surface preparation and site capping requirements where placement of waste has ceased in an area.
- Leachate management and monitoring of ground water contamination

Under the Coolgardie Health Local Laws 1998, Clause 47 Removal from Refuse Disposal Site: -

- *The person shall not remove any rubbish or refuse from a refuse disposal site without the written approval of the Council*
- *A person who obtains approval from the Council shall comply with any conditions imposed by the Council and set out in the approval*

The main health and safety issues for Shire consideration include: -

- Ensure the activities compliance with health and safety provisions.
- Making sure those participating do not expose waste material or damage the capping.
- Formal application with relevant safety and health conditions.
- Ensure any obligations around asbestos handling are complied with.

The Council has the authority to approve the request to dig at the Rubbish Tip under the Health Local Law 1998. The Shire can set conditions on the approval for the dig at the tip including on dig location, timeframes and safety and health requirements/obligations

The social events and bottle auction are positive activities for the town and enhance the tourism offering and complement the Shires events activities.

The following options are provided for Council consideration: -

1. Approve request
    - The Council has the authority to approve the request to dig at the Rubbish Tip under the Health Local Law 1998.
    - The Shire can set conditions on the approval for the dig at the tip including on dig location, timeframes and safety and health requirements/obligations
    - The social events and bottle auction are positive activities for the town and enhance the tourism offering and complement the Shires events activities.
    - Provide an economic stimulus in the town- tourism and holiday accommodation
    - Could become an annual activity.

2. Refuse Request
    - On the basis of safety and health concerns
    - Concerns over conflict with the operations of the rubbish tip.
    - Concerns over potential damage to capping and refuse management at the tip
    - The use of mechanical equipment to dig trenches has the potential to breach the capping of the site and the environmental management and monitoring controls under the Works Licence.
    - Loss of local town heritage items

In summary the area proposed for the dig is located at the rear of the sites and not part of the current operations.

As the proposal could create a positive tourism event for the Shire if conducted with appropriate controls in place, this could increase visitors to the Shire.
Considerations for controls over the extent of digging below surface, compliance with Shire health and safety protocols, timeframes allocated to the group for the dig and site access would need to be included in the approval to the applicants.

Attachments:
1. Bottle Dig 2 **[11.3.2.1]**
2. Bottle Dig 1 IC R 25767 **[11.3.2.2]**

Consultation:
- Council
- Staff
- Francesca Lefante, Urban Town Planning Consultant
- Richard Boyd, BACWA Club President

Statutory Environment:
Environment Protection Act 1986
Environment Protection Regulations 1987
Coolgardie Health Local Laws 1998

Policy Implications:
Nil

Financial Implications:
Nil

Strategic Implications:
Diversified and strengthened local economy
Support the development of tourism in the region

Effective management of infrastructure, heritage and the environment
Conserve and enhance local heritage assets

Solutions focussed and customer oriented organisation
Development of Shire's resources to provide optimum benefit to the community

Voting Requirement: Simple Majority

Officer Recommendation:

That Council,

Approve the BACWA request for the bottle dig on a trial basis for the two requested digs, subject to conditions including such matters as;

1. **Digging shall not be below one metre in depth.**
2. **Health and safety protocols are met.**
3. **Two approved events with the duration of three consecutive days per event.**
4. **Site access is within specified hours by the Shire of Coolgardie.**
5. **Notification of dates of events is received two months prior to event.**
6. **Current Certificate of Currency for members Public Liability must be supplied covering the events.**

Bottles & Collectables of WA Club Inc
PO Box 47
INGLEWOOD WA 6932

James Trail

06th September 2018

Chief Executive Officer
Shire of Coolgardie
PO Box 138
KAMBALDA WA 6442

Dear James,

RE: Possible Club Digs within the Shire of Coolgardie

As you may remember some time ago when we first spoke about the arrangements for us to come up to value and catalogue the Shire's Waghorn Bottle Collection, we inquired on the possibility of BACWA being able to organise a club dig for old bottles on a site that lies within the Shire's jurisdiction. I believe that the idea was looked upon favourably by the Shire and we were hoping that this was still the case.

BACWA are hoping that we may be able to organise at least 2 such digs over the next year. We propose that BACWA get approval to undertake the two requested digs at Easter 2019, and then again in September 2019(date TBA).

On our last trip to Coolgardie a week ago, we spoke to Mal Cullen at length about the idea and he sounded very favourable to the proposal and also suggested the idea of having a social "sun downer" on one afternoon of the club visit up at Warden Finnerty's. He suggested a wine and cheese afternoon/evening along with a small auction to help dispose of some of the cheap box lots of bottles that we had sorted out at the museum.

BACWA understand that Coolgardie will host a Heritage Festival n April 2019 when we propose that the first dig occur. Such a weekend, with the dig and social event and auction we would envisage a considerable number of club members, probably in the range of 30 plus people to make the trip to Coolgardie and we would encourage everyone to stay in town and support the towns facilities.

With this number of people, we would advise our members to make bookings fast to secure accommodation within Coolgardie for those weekends. We anticipate there will be many collectors and historically likeminded people being in town for the Heritage Festival, in April 2019 at the time of the proposed first dig.

it seemed a logical opportunity to organise such an event centred around the venue of Warden Finnerty's and to sell some of the bulky box lots and cheaper bottles selected from groups 3 and 4 that I had described in my report and recommendations of the Waghorn collection cataloguing. This would mean that the

Coolgardie community and the public could access and bid on any items surrended by the Coolgardie museum in an auction process, thus giving transparency to the process.

Our licensed club auctioneer is Richard Boyd, whose mother stems from the Baker family who owned and lived in Warden Finnerty's for over 50 years. Richard has some very interesting family connections with the house. If the Shire approves the sale of these duplicate bottles redundant to the main collection, we could begin this process at a small on-site auction on the same weekend.

The site that we had thought worthy of having the first dig was the old Sanitary dumping site at the rear of your current tip disposal site. There are a number of early tips around the town dating back to before 1900 that all contained many collectable bottles including the main Coolgardie town tip which now sits underneath the north eastern most section of the modern Coolgardie tip.

All these sites have been either very heavily or completely dug by hand for bottles over many years and most have then been dug by machine since, both officially and unofficially, rendering them now only worth digging for small items. This is especially the case with the main old Coolgardie tip which was hand dug for 40 years and then machine dug through a series of organised club digs with the Shire throughout the late 1980's and early 1990's and is now covered with modern tip.

What we call the old Sani site, located to the north west of the old Coolgardie tip on the other hand is not as heavily dug. This is mainly due to the fact that it is fairly sparse of bottles and collectable items, however if we could open up a reasonably area we think it could still have the potential of a few bottles surfacing. This area is located inside the most north eastern corner of your current fenced tip compound about 300 to 400m north of the Shire's current tip disposal complex and sheds.

We would be seeking permission to be able to conduct a dig in this area over a 3-day period. The site consists of low mounds of earth which rise above the surrounding terrain only about half a metre. This moulded up area covers a number of shallow trenches which were used to dispose of night soils in the early 1900's through to the late 1930's. Our proposal would be to remove these surface mounds by machine, which could contain bottles and then expose some of the trenches below.

These trenches could then be dug by hand or if suitable, by machine. Digging through the soil as it is removed by machine is best done with a reasonable sized front-end loader and pouring into heaps to be hand forked through. Once dug, the area would need to be restored back to it's current level status. This we would do at the end of the dig with the same machine and all at our cost. Our club holds the appropriate Public Liability Insurance policies for such club run events.

What we would be seeking from you to be able to organise such a weekend in Coolgardie, would be firstly your permission to conduct such a dig and secondly the Council's decision to sell the duplicate bottles that have been sorted out of the museum back rooms, so we could begin the task of disposing of some of the 87 boxes of cheap duplicate bottles taking up valuable space out in the storage rooms of the museum. A small auction held up at Warden Finnerty's as an example, could move 30 to 40 of these boxes without too much organising, as we have already photographed and catalogued all these items in question.

A number of members have indicated that they would likely be taking holidays over the Easter 2019 period and be staying in town for some time longer than the 3-day dig. We are hoping that if we could arrange such a trip, not only would it be a great social event on our club calendar, but also bring in a burst of people into the town for that period and be a win win for all.

Yours sincerely,

R Boyd 6/9/18.

Richard Boyd
BACWA Club President

Bottles & Collectables of WA Club Inc
PO Box 47
INGLEWOOD WA 6932

James Trail

Chief Executive Officer
Shire of Coolgardie
PO Box 138
KAMBALDA WA 6442

Dear James,

RE: Possible Club Dig within the Shire of Coolgardie

As you may remember some time ago when we first spoke about the arrangements for us to come up to value and catalogue the Shire's Waghorn Bottle Collection, we inquired on the possibility of BACWA being able to organise a club dig for old bottles on a site that lies within the Shire's jurisdiction. I believe that the idea was looked upon favourably by the Shire and we were hoping that this was still the case. We are hoping that we may be able to organise at least 2 such digs over the next year or two, but with the hot weather of summer soon approaching, we were hoping that we could arrange our first such dig sooner than later.

On our last trip to Coolgardie a week ago, we spoke to Mal Cullen at length about the idea and he sounded very favourable to the proposal and also suggested the idea of having a social "sun downer" on one afternoon of the club visit up at Warden Finnerty's. He suggested a wine and cheese afternoon/evening along with a small auction to help dispose of some of the cheap box lots of bottles that we had sorted out at the museum. With so many collectors and historically likeminded people being in town for this social event and dig, it seemed a logical opportunity to organise such an event centred around the venue of Warden Finnerty's and to sell some of the bulky box lots and cheaper bottles selected from groups 3 and 4 that I had described in my report and recommendations of the Waghorn collection cataloguing. Our licenced club auctioneer, Richard Boyd's mother lived in Warden Finnerty's for over 50 years, so he has some very interesting family connections with the house. If the Shire approves the sale of these duplicate bottles redundant to the main collection, we could begin this process at a small on-site auction on the same weekend.

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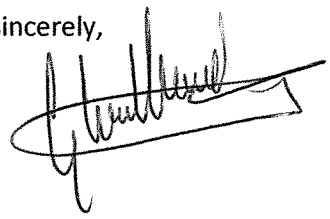
At last week's club committee meeting, we looked at dates over the next couple of months and found that the long weekend of the 22nd to the 24th of September 2018 to be about the only weekend practicable in the near future to be able to conduct the dig. Obviously, this date is only a month away and we would have to move on the ground here quickly to organise from our end notification to all members, inform members of accommodation options in Coolgardie and the arrangement of a suitable machine to use at the dig. Having spoken to Mal Cullen already, who was very positive towards the idea, it was hoped that both yourself and the Shire administration would also look at the idea favourably. If this was to be the case, the sooner we can start organising things from this end for both the dig and an auction the better.

Such a weekend, with the dig and social event and auction we would envisage a considerable number of club members, probably in the range of 30 plus people to make the trip to Coolgardie and we would encourage everyone to stay in town and support the towns facilities. With this number of people, we would advise our members to make bookings fast to secure accommodation within Coolgardie for that long weekend.

What we would be seeking from you to be able to organise such a weekend in Coolgardie, would be firstly your permission to conduct such a dig and secondly the Council's decision to sell the duplicate bottles that have been sorted out of the museum back rooms, so we could begin the task of disposing of some of the 87 boxes of cheap duplicate bottles taking up valuable space out in the storage rooms of the museum. A small auction held up at Warden Finnerty's as an example, could move 30 to 40 of these boxes without too much organising, as we have already photographed and catalogued all these items in question.

A number of members have indicated that they would likely be taking holidays over this period and be staying in town for some time longer than the 3-day dig. We are hoping that if we could arrange such a trip, not only would it be a great social event on our club calendar, but also bring in a burst of people into the town for that period and be a win win for all.

Yours sincerely,



Geoff Van Waardenberg
BACWA Club President

21st August 2018

11.3.3 Kambalda Townsite Renaming

Location:	Shire of Coolgardie
Applicant:	Kambalda Cultural and Arts Group
File Reference:	NAM6283
Disclosure of Interest:	Nil
Date:	16 October 2018
Author:	Laura Dwyer, Manager of Recreation & Community Development

Summary:
To advise Council of a request from the Kambalda Cultural and Arts Group to change the name from Kambalda East to Kambalda.

In support of the townsite renaming the applicant has advised that

- The matter was raised at our committee by a member.
- The request is based on using the historic name of Kambalda as declared under the Land Act in 1897.
- Any assistance the Shire can provide in tracking historic information and records such as the Government Gazettes from 1972 would be valuable for their records.
- Whether the name Kambalda East was gazetted, or whether there has been another name change.

Background:
Shire officers have undertaken preliminary investigations into the townsite name, comprising a search of the Shire records, State Records office extracts, historic government gazetted indexes and general web searches.

From the information obtained it appears that the gazetted names are Kambalda East and Kambalda West as follows: -

- Geonoma names summary
    - Townsite declared under the Land Act on 10 December 1897 (Gov Gazetted p 2714)
    - 21 January 1972 (Gov Gazetted Pg. 91) Kambalda (east section) and Kambalda (west section)
- Kambalda land survey 1897
- Gov Gazetted - 1972 index – (lands) townsite boundary amended (pg. 91)
- Survey Kambalda East for residential subdivisions – item 1974/1615 v2 - WMC
- Gov Gazetted - 1974 index – (lands) townsite boundary amended (pg. 1205) – it is possible that relates to subdivision.
- Gov Gazetted – 1978 index – (lands) townsite boundary amended (pg. 3643)

Comment:
The investigation to-date appear to indicate that the gazetted names are Kambalda East and Kambalda. A further detailed research would involve sourcing copies of the government gazettes and plans.

Section 26 of Land Administration Act 1997 provides authority for the Minister to "*define and redefine the boundaries of, names, rename and cancel the names of, and abolish land districts and townsites'*.

The Land Administration Regulations 1998 (regulation 7) the local government is required to undertake certain actions and provide information with the formal request to the Minister including: -

- Advertising the proposal
- Provide information on the council resolution
- Information on the submissions
- Any other relevant information

Should council wish to pursue these investigations further the following steps summarise the relevant actions, processes and timeframes

1. Officer complete investigation into the legal status of the
2. Cconsider the merits of community feedback prior to initiating the statutory process
3. Initiate the name change
4. Comply with process outlined in section of the Land Administration Act 1997
5. If the change is agreed advise landowners of the requirement to undertake their relevant documentation changes
6. Shire to update records and documents relating to Shire owned assets.

Whilst there is merit in seeking to reconnect with the historic name of the town, changes to the legal name of a place have implications for the Shire and the community (both residential and business) as this has a bearing on a range of documents (legal and otherwise) where the property address is required. Accordingly, it may be prudent to seek feedback from the affected community to identify the range of matters that may relate to changing the name.

The challenge for the Shire is determining where the costs and obligations of changing the name are balanced by the historic connections and community benefit

The following options are provided for Council consideration: -

- Option 1 - Support the request and undertake detailed historic record searches
- Option 2 - Community feedback prior to initiating a name change
- Option 3 - Not support the request

There is no obligation to pursue a name change, this is a decision that the Shire has the authority to determine is it considers appropriate.

As there are costs and implications to pursuing a name change it may be prudent to pursue option 2 and obtain information and comment from the affected community whilst concurrently finalising the investigations into the gazetted status name.

Attachments:
1. IC R 26084 - Renaming of Kambalda email **[11.3.3.1]**
2. IC R 26084 Gazetted name of Kambalda **[11.3.3.2]**

Consultation:
State Records Office – general enquiries

Statutory Environment:
Local Government Act 1995
Land Administration Act 1997
Land Administration Regulations 1988

Policy Implications:
Nil

Financial Implications:
The financial implications relative to officer time to undertake the research and procedure actions as required under the Land Administration Act.

Strategic Implications:
Cohesive and engaged community
Develop a cohesive approach to community development across the Shire

Diversified and strengthened local economy
Establish and strengthen partnerships with industry

Effective management of infrastructure, heritage and the environment
Develop and maintain Shire buildings, facilities and infrastructure assets

Solutions focussed and customer oriented organisation
Development of Shire's resources to provide optimum benefit to the community
Effective communication and engagement processes
High quality corporate governance, accountability and compliance.

Voting Requirement: Simple Majority

Officer Recommendation:

That Council,

SUPPORTS pursuing Option 2 to undertake community feedback on the proposal to change the name townsite name from Kambalda East to Kambalda.

From:	Kambalda Cultural and Arts Group
To:	James Trail; Shire President
Cc:	mail
Subject:	ICR26084 - Renaming of Kambalda
Date:	Tuesday, 18 September 2018 2:09:25 PM
Attachments:	Gazetted name of Kambalda.pdf

Hi James & Mal,
I am requesting your assistance in relation to the changing of the historical name of Kambalda as declared under the land act in 1897.

Mrs Billie Ingham is looking for support for changing the name back to "Kambalda" from "Kambalda East", but all I have located is the attached copy of a Geo names report from November 1997.

It indicates redefined boundaries into east and west sections on 21st January 1972.

This document attached came from Billie as included in a container of historical information donated to us.

What I was wondering is:
Do you have, or are able to locate a copy of the Government Gazette from 1972? I tried to obtain it, but couldn't.
Was that the gazetted change of name to Kambalda East?
Has there been another change, or is that the last one?

This matter has been brought up at our committee meetings by Billie who is on our committee.

Information such as this would be valuable for our historical records anyway, as well as knowledge.

Regards
John Scott
Treasurer
Kambalda Cultural and Arts Group

Cc mail@coolgardie.wa.gov.au

TEC ---------- GEONOMA - TOPONYMY SUBSYSTEM ---------- GNTCCO
13:41:29 FEATURE COMMENTS 05 NOV 97
COMMAND ==> TEL
ENQUIRY

Feature Name : KAMBALDA
Feature Class : TNST

Comments

Townsite declared under the Land Act on 10 December 1897. (Govt. Gazette, p.2714 & T/S File 6338/1897)
Aboriginal name.
Boundaries redefined as east and west sections on 21 January 1972. (Govt. Gazette, p.91) Public Plans show "Kambalda (East section)" and "Kambalda (West section)". Co-ordinates apply to the East section.

TEF =main dtls, TEC =cmts, TEL =locns, TEX =map xref, TEA =alt name, TED =demo

12 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

13 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

13.1 Elected Members

13.2 Council Officers

14 CONFIDENTIAL ITEMS

14.1 Electrical Services RFT 07/18

14.2 Plant and Fleet Management Services

15 CLOSURE OF MEETING