



SHIRE OF COOLGARDIE

A G E N D A

OF THE

ORDINARY COUNCIL MEETING

26 February 2019

6.00pm

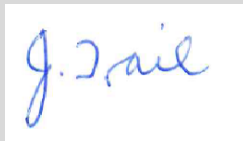
Coolgardie

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 26 February 2019 in the Council Chambers, Bayley Street, Coolgardie commencing at 6:00pm.



JAMES TRAIL
CHIEF EXECUTIVE OFFICER

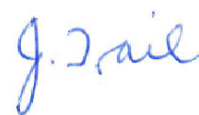
ORDINARY COUNCIL MEETING

26 February 2019

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

The dates, times and locations of the Ordinary Council Meetings for 2019 are listed hereunder. This month's meeting is highlighted.

| | | | |
|---------|-------------------|--------|------------|
| Tuesday | January 2019 | 6.00pm | No Meeting |
| Tuesday | 26 February 2019 | 6.00pm | Coolgardie |
| Tuesday | 26 March 2019 | 6.00pm | Kambalda |
| Tuesday | 23 April 2019 | 6.00pm | Coolgardie |
| Tuesday | 28 May 2019 | 6.00pm | Kambalda |
| Tuesday | 25 June 2019 | 6.00pm | Coolgardie |
| Tuesday | 23 July 2019 | 6.00pm | Kambalda |
| Tuesday | 27 August 2019 | 6.00pm | Coolgardie |
| Tuesday | 24 September 2019 | 6.00pm | Kambalda |
| Tuesday | 22 October 2019 | 6.00pm | Coolgardie |
| Tuesday | 26 November 2019 | 6.00pm | Kambalda |
| Tuesday | 17 December 2019 | 6.00pm | Coolgardie |



James Trail
Chief Executive Officer

DISCLAIMER

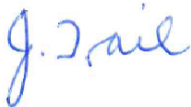
INFORMATION FOR PUBLIC ATTENDING COUNCIL MEETINGS

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: _____

[illegible]

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 _____ **2019**

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, _____ hereby 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 18 December 2018*

OFFICER RECOMMENDATION:

That the minutes of the Ordinary Meeting of Council of 18 December 2018 be confirmed as a true and accurate record.

7.2 *Annual Electors Meeting 29 January 2019*

OFFICER RECOMMENDATION:

That the minutes of the Annual Electors Meeting of Council of 29 January 2019 be confirmed as a true and accurate record.

8 ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

8.1 *President's Report*

The 2019 year has commenced with a flurry of activity for the Shire of Coolgardie, with an extensive programme of road works under construction, finalising the tender documents for the Kambalda Pool and Coolgardie Cultural and Business Hub, as well dealing with a series of bush fire events throughout the Shire.

The road works programme consists of upgrades and widening sections of Coolgardie North Road, King Street intersection works on Sylvester Street, and a Black Spot funded project on the Coolgardie North - Credo Road intersection. Bitumen resealing work is scheduled for both towns as well as continuation of the footpath programme upgrades. The Shire is negotiating with Alliance Minerals at the Bald Hill Lithium mine, to manage and maintain the Binneringie Road with support from the Shire, as they will be the major user of this road hauling product to Esperance. The Binneringie - Esperance Highway project has been delayed due to the lag in clearing and environmental approvals from the Department of Water and Environmental Regulations. Hopefully, these applications will be approved in the near future so that this project can commence.

Tenders for both the Kambalda Pool and the Coolgardie Hub within the Post Office precinct, have closed with several tenders received for both projects. Our staff are currently assessing both tenders according to the set criteria, and once Council have secured the proposed loan from WA Treasury, will be presented to Council for endorsement in April. The Shire is planning to host a community consultation and workshop evening on March 19th at the Kambalda Recreation Centre, to inform the community on the proposed pool facility upgrades, funding modelling and timeframes for construction.

This bush fire season is shaping up as one of the worst in recent history, with the majority of the 40 or more fires being started by dry electrical storms. Combating these fire events has placed a severe strain on our resources both financially and affecting our staff ability to perform own duties whilst dealing with managing and fighting bush fires. Several meetings with DFES and the Shire have been held to initiate better communications between the organisations, as well a Bush Fire Strategy to investigate setting up of bush fire brigades in each town will be prepared and presented to Council for consideration. The formulation of bush fire brigades will give the Shire much better opportunities for future funding of personnel, equipment and facilities so as to be prepared and equipped for future bush fire seasons.

I attended the WALGA Regional Health Forum in Perth on Tuesday February 19th, where St John presented the Kambalda Pilot Programme of providing Primary Health and Medical services in regional WA. Several of the attendees showed considerable interest with the Kambalda model, expressing similar concerns with doctor and health services in their towns and communities throughout WA. According to Phil Holman the Kambalda Centre is operating above expectations with patient numbers over what they expected, with some patients actually attending from Kalgoorlie. He quoted the Eco - System model being implemented in Kambalda, as a model to build more resilient communities across WA.

The relocation of the proposed ambulance and community vehicle facility is still being discussed with the Kambalda Sub Branch and once all the details are finalised, the plan will be presented to Council in the near future for consideration.

Electrical contractors have spent some days during January erecting the new LED lighting in various parks in both our towns and will also be installing further CCTV cameras in select locations in an endeavour to reduce vandalism and anti-social behaviour in these parks, as well as increasing safer access to residents walking around at night. The Shire was successful in securing grant funding for this initiative last year and will be applying again this year to expand both the LED lighting and camera systems throughout our communities.

Meetings- Workshops attended this period:

January:

- 10th meeting with Mia Hicks consulting re 2019-20 projects strategy.
- 15th meeting with National Deputy leader Jacqui Boydell.
- 17th meeting with MRWA road safety auditor re Bayley Street.
- 18th teleconference with MRWA re use of 60 metre road trains on Goldfields road network.
- 22nd meeting with Max Employment re CDP programme.
- 29th teleconference with Alliance Minerals re Binneringie Road. Teleconference Department of Communities re GROW housing.
- Annual Electors meeting in Coolgardie.
- 30th site meeting Ben Prior Park re site survey - exhibit photos.
- 31st travel Esperance GVROC meeting.

February:

- 1st Regional GVROC meeting in Esperance.
- 5th meeting with WACHS management re medical services in Coolgardie.
- Meeting with Coolgardie and Kambalda VFRS members re bush fire strategy.
- 12th Council briefing forum.
- 14th meeting with DFES Regional Superintendent re bush fire management and Shire responsibility.
- 18th meeting with Department of Communities, Children and Family services re vandalism and antisocial behaviour strategy.
- Meeting with GETS -Max Employment re CDP programme.
- 19th attended WALGA Regional Health Summit in Perth.
- 20th attended WALGA Special State Council meeting re appointment of new CEO.

Malcolm Cullen
Shire President

9 PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Nil

10 REPORTS OF COMMITTEES

10.1 GTNA Report January - Councillor Sherryl Botting

Shire of Coolgardie February OCM - GTNA Report

The future of the GTNA is still in unknown territory with 3 x shires still not honoring their signed MOU's which are valid to 30th June 2019.

This leaves the Association in possible financial difficulties with the outstanding amounts totaling \$86,000.00.

On the 7th January I received a letter of resignation from the CEO Ms Mandy Reidy. Unfortunately, I had to accept her resignation, inform the Board and organise a media release.

In my report to Council in December I said that the GTNA had set its next meeting for Thursday 31st January. This was to make decisions on moving forward tackling the issues of governance, updating the constitution and looking at changes to improve the Association. These discussions were all put on hold due to the CEO's resignation and the dire impact of the non-payments and what this all meant in moving forward.

As the Board meeting was being held in Norseman, I received a request to meet informally with the Dundas Council to discuss some issues and concerns they may have had. This I did. Hopefully some positives will come from it.

We then commenced the Board meeting.

A motion was made by Cr Patrick Hill 'that only financial members be able to vote on any decisions made at this meeting' this was carried unanimously.

In correspondence a letter had been received by the President of Wiluna. This was addressed and commented on as everyone had received a copy. It was then later discussed in more detail by the executive.

An official reply has been sent.

Following the financial report, I got Cr Ross Norrie as a qualified accountant to comment on the financial situation and the possibility of trading insolvent. He stated that as we did not have outstanding loans or any major financial commitments all we had to do was watch the bank account balances to follow our financial position. This would determine what activities could or could not be undertaken. The CEO did say all trade shows and major marketing and promotions had been put on hold.

A second motion was made by Cr Pam O'Donnell 'if outstanding monies are not received by the Shires of Dundas and Menzies by 1st March 2019 that the Goldfields Tourism Network Association Inc be wound up in accordance with the Associations Incorporations Act.'
This was carried unanimously.

This time frame allowed for Dundas and Menzies to hold their February Ordinary Council Meetings and make their final decisions now. If they honor their agreements and pay, then the funds could be made by the 1st March.

So...the waiting game continues.

If funds are paid.... GTNA continues until 30th June.

Then work could start on possibly moving the Association forward into the future addressing issues raised at the December workshop.

Funds not received.... GTNA is wound up by 31st March prior to CEO finishing. Consideration would also be needed for the continuation and management of the Golden Quest Discovery Trail.

Since then, my attendance at the upcoming Menzies meeting has been confirmed whilst Dundas made note of me not needing to attend their council meeting as we had already met.

My hope obviously is for the MOU's to be honored and payments to be made.

I was contacted recently by the ABC regarding a report in the City of KB's council agenda. As per my conversation with the reporter, I still believe there is a need for the GTNA to continue albeit with the necessary changes to move forward.

All Shires should have their own Tourism Strategies in place and be able to continually be promoting their own individual spaces. As the GTNA we would work as a group to look at the bigger picture which is the whole Region.

The next meeting is set for 8th March with the future of the GTNA to be determined at that time.

Cheers

Sherryl Botting Chairperson
Goldfields Tourism Network Association
Councillor
Shire of Coolgardie

11 REPORTS OF OFFICERS

11.1 Chief Executive Officer

11.1.1 Monthly Activity Report

Location: Nil

Applicant: Nil

File Reference: NAM6889

Disclosure of Interest: The author has no financial interest

Date: 20 February 2019

Author: Executive Assistant, Julie Harding

Summary:

For Council to receive the monthly activity report for December 2018 and January 2019.

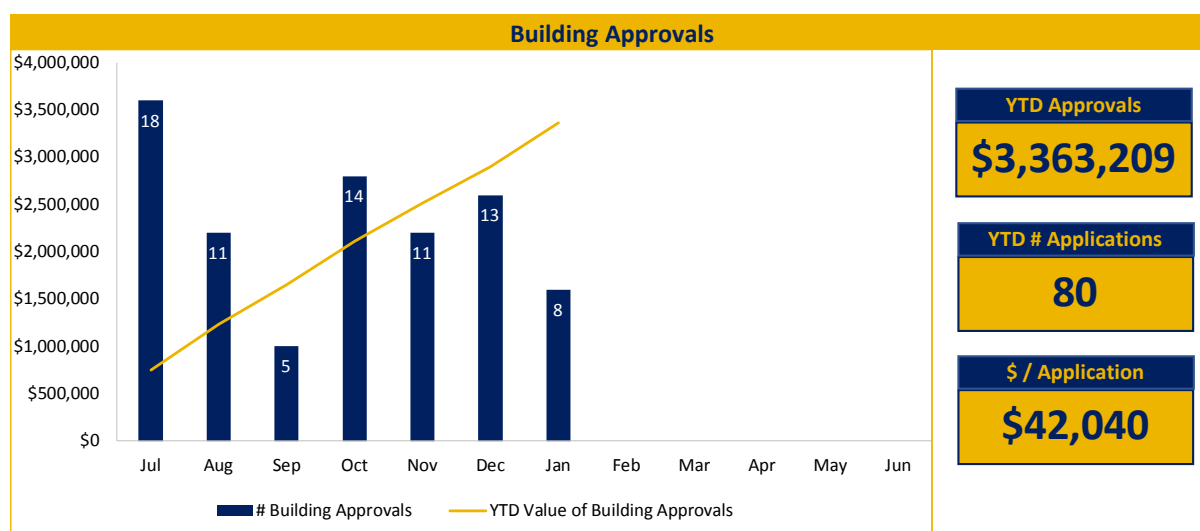
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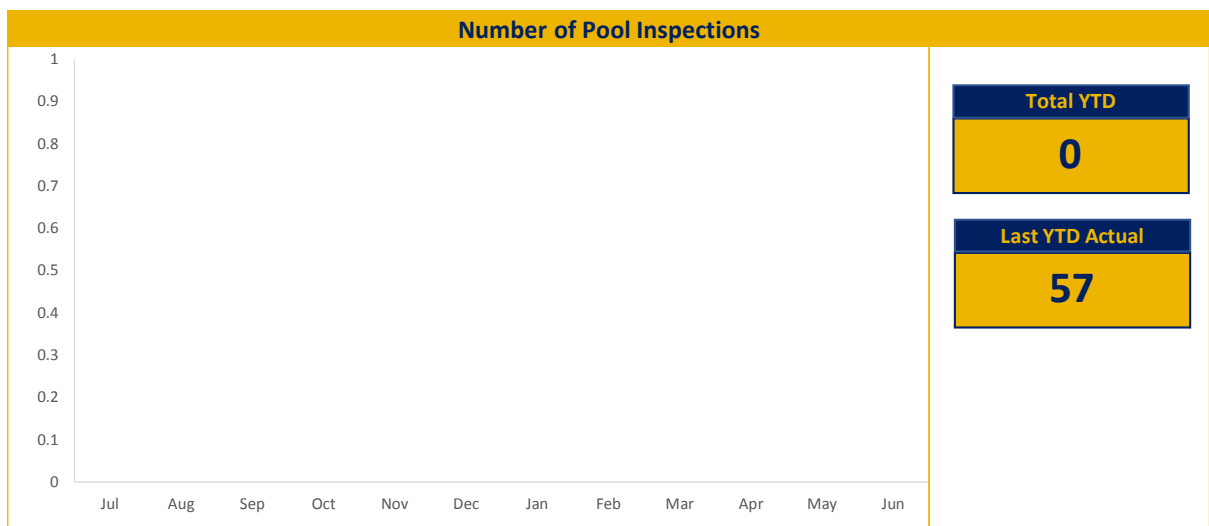
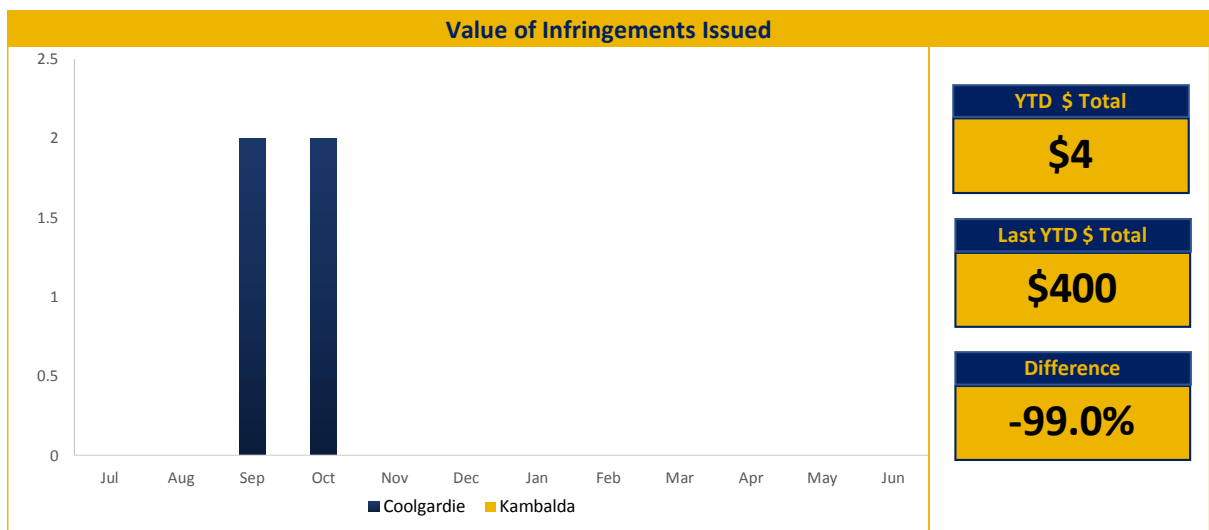
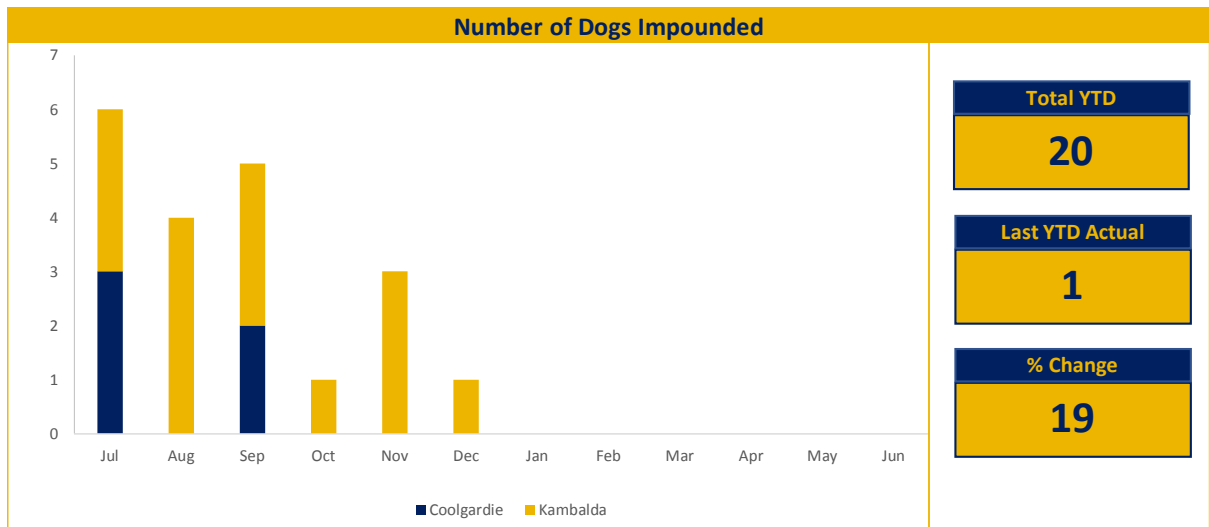
This report is to provide Council information on the activity of various Council services and facilities.

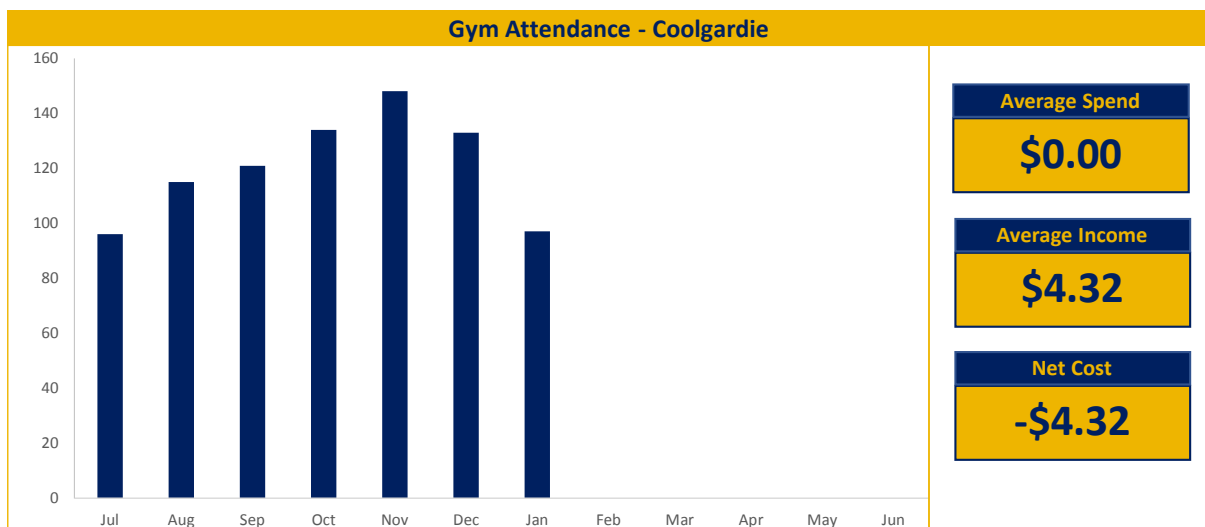
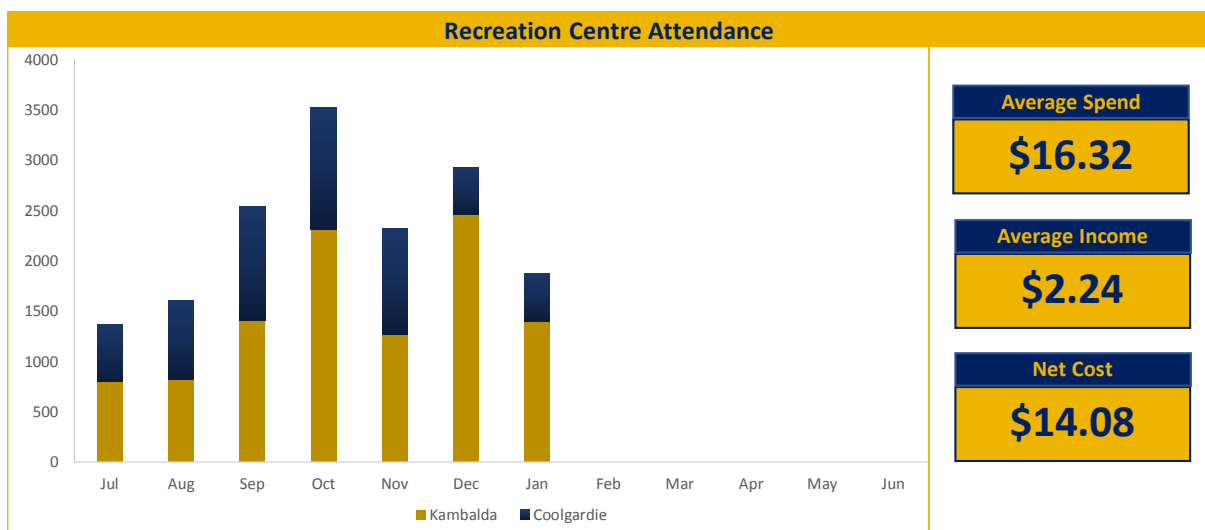
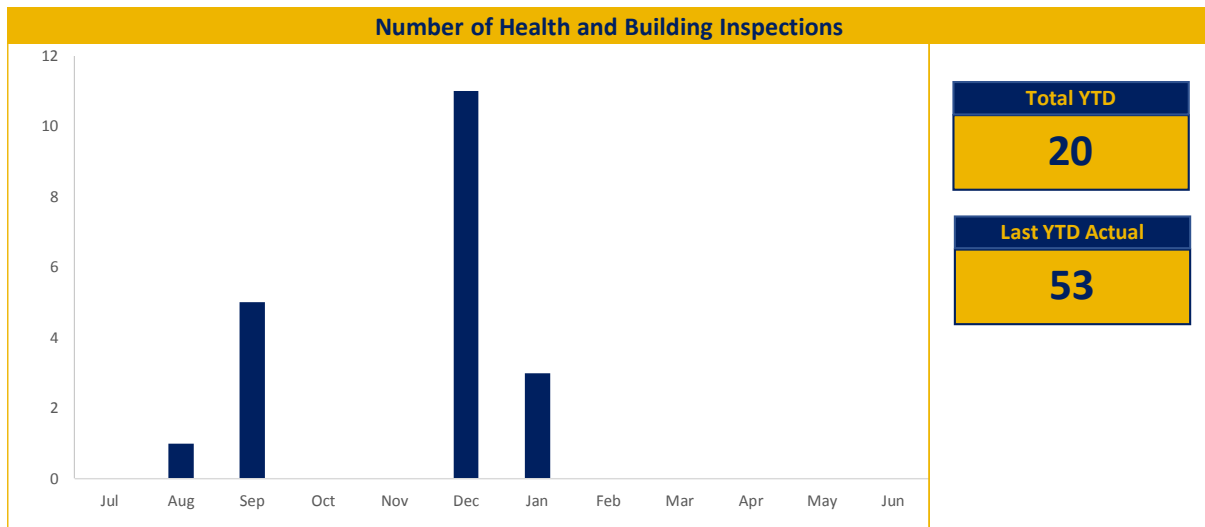
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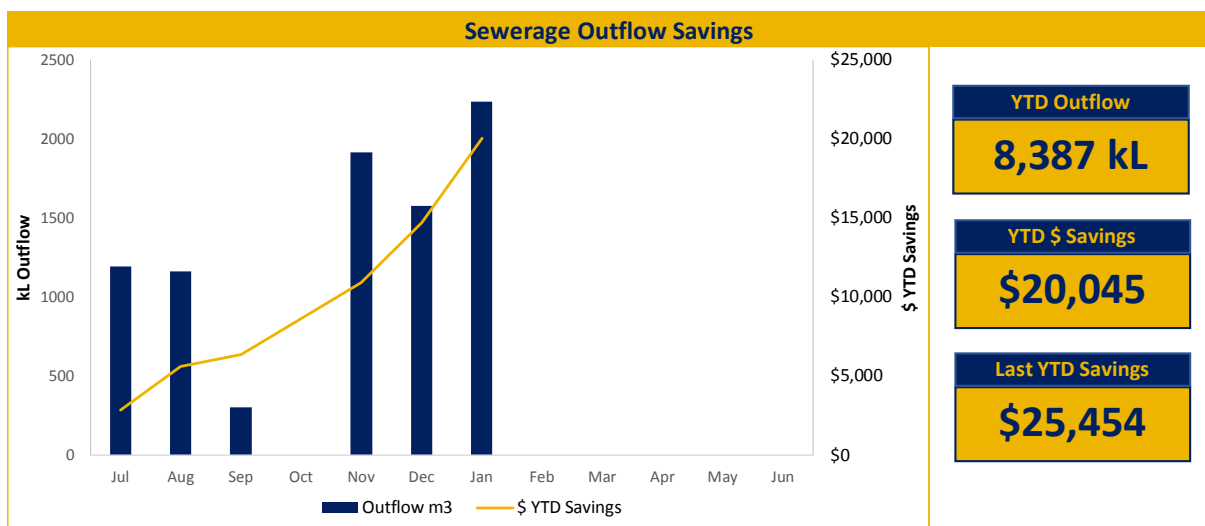
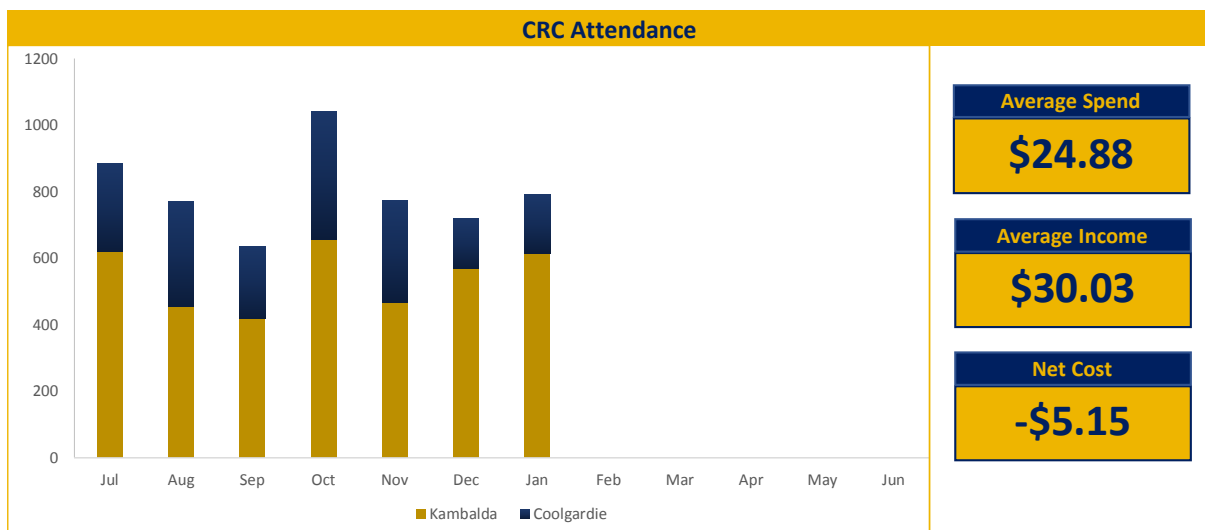
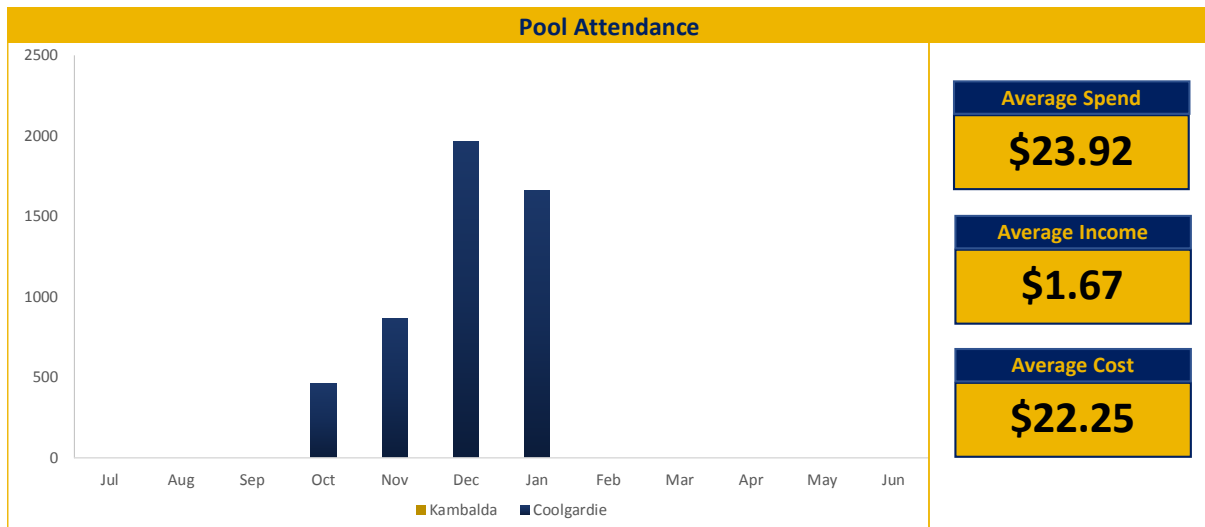
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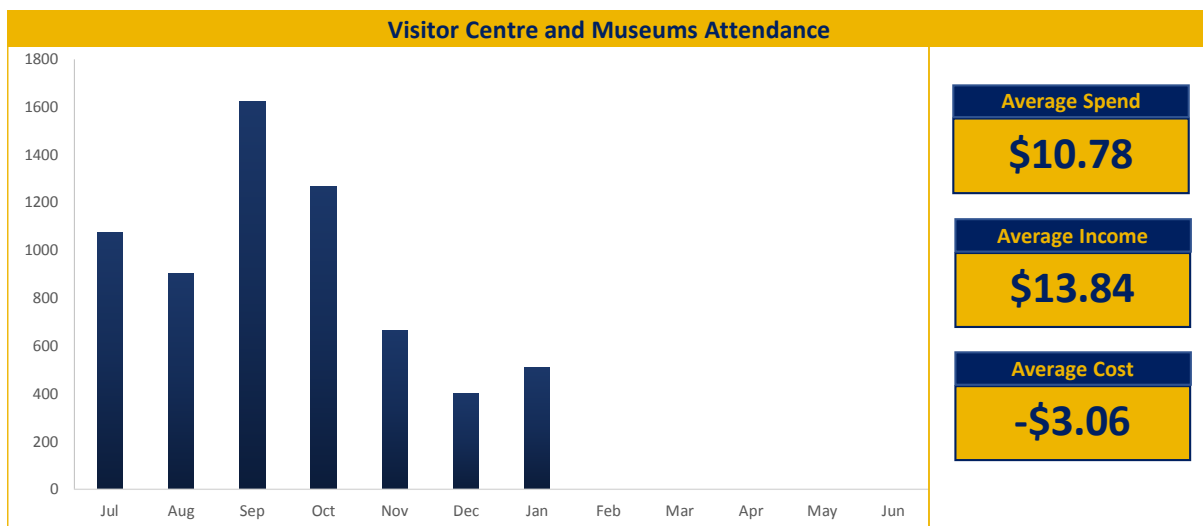
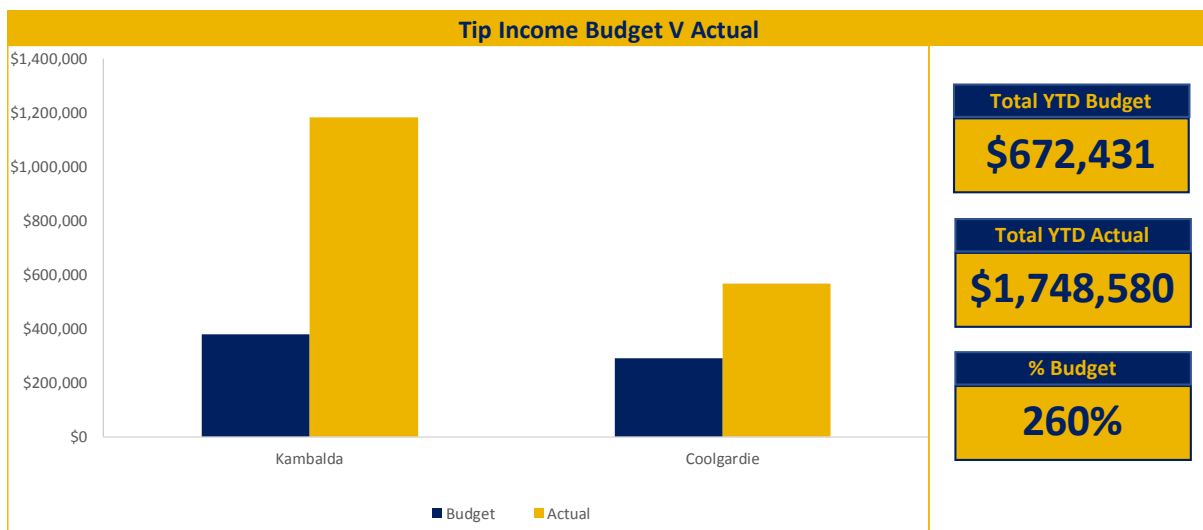
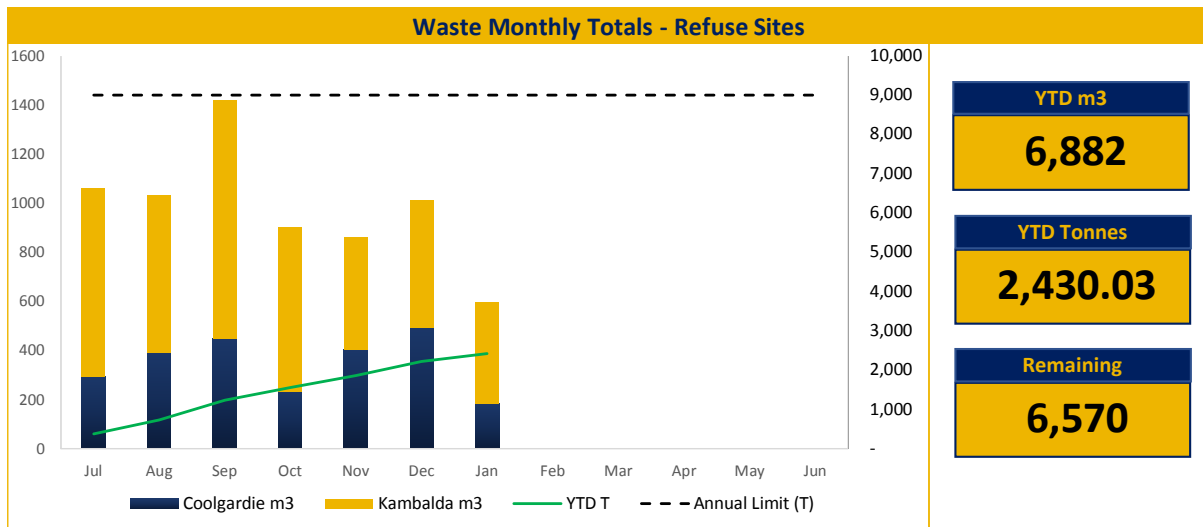
Regulatory

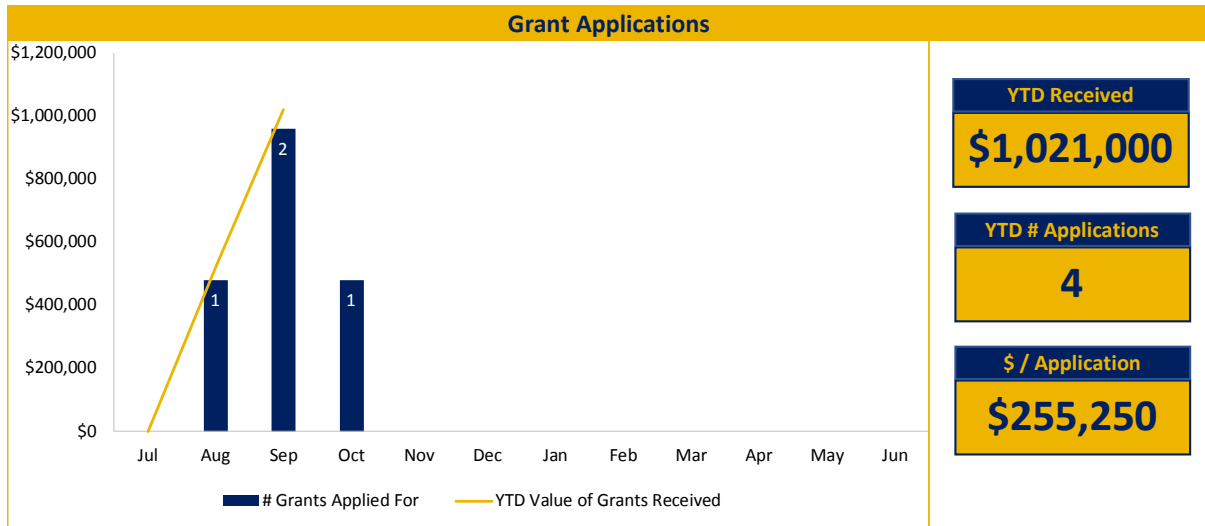












Governance

| DATE | RES. No. | ACTION REQUIRED | |
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| Ordinary Council Meeting 26 April 2016 | | | |
| 26 April 16 | 068/16 | <u>COUNCIL RESOLUTION: # 068/16</u> That Council <ol style="list-style-type: none"> 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), <i>with Masonic Homes Inc to provide a written commitment to construct an additional two units subject to <u>Grant funding availability</u>.</i> 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 early 2019. |
| Ordinary Council Meeting 26 April 2017 | | | |
| 26 April 17 | 105/17 | <u>COUNCIL RESOLUTION: # 105/17</u> <ol style="list-style-type: none"> 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. |

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| Ordinary Council Meeting 28 November 2017 | | | |
| 28 Nov 17 | 252/17 | <p><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</p> <ol style="list-style-type: none"> One Tree Community Services seeks CEO approval of the final version of play equipment and natural open space before submitting funding applications. <p>One Tree adhere to the following conditions as per the current lease that is in place with the Shire of Coolgardie</p> <ol style="list-style-type: none"> One Tree Community Services must not make any Alterations to the Area without the prior written approval from the Shire which shall be provided in its sole discretion and in which case its decision shall be final. In the event of any Alterations being made by One Tree Community Services: <ol style="list-style-type: none"> Such Alterations will be at the sole cost of One Tree Community Services; Such Alterations (including any fixtures or fittings affixed to the Area) will become the property of the Shire; and One Tree will reinstate the Area at its sole cost if the Shire reasonably requires it | <p>Shire staff to meet with One Tree to determine whether they wish to proceed. Phone conference held 27 Aug 18, requesting information, with no response received. Letter to be sent advising resolution will be taken to Council in Feb if no response received by 30 Jan 19 to be rescinded.</p> |
| 28 Nov 17 | 262/17 | <p><u>COUNCIL RESOLUTION: # 262/17</u> That Council:</p> <ol style="list-style-type: none"> SUPPORTS investigations into the partnership arrangements to provide government housing within Kambalda APPROVES undertaking investigations on the delivery of Government Housing within the townsite of Kambalda which comprise the following: - <ol style="list-style-type: none"> Agreement terms the timeframe Site identification Costs associated with the construction of the three houses Land Tenure options, costs and benefits | <p>In Progress</p> <p>Site review ongoing.</p> <p>Shire President and CEO met with Kyle McGinn to ask for assistance to arrange a meeting.</p> |

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| | | <p>e. Preliminary small lot subdivision design, costs, timeframe</p> <p>3. AUTHORISES the Chief Executive Officer to undertake investigations on the potential of developing a small lot subdivision (up to 10 lots).</p> | DOH has been in contact with the CEO to discuss possible partnership |
| 27 Feb 18 | 017/18 | <p><u>COUNCIL RESOLUTION: # 017/18</u></p> <p>That Council:</p> <p>5. SUPPORT the finalisation of the closure of Tindals Road, Coolgardie pursuant to Section 58 of the <i>Land Administration Act 1997</i>, comprising the</p> <ol style="list-style-type: none"> 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 Minister for Lands against any costs or compensation claims arising from the dissolution of land, Tindals Roads, within the Shire of Coolgardie, on the plan approved by the Chief Executive Officer. <p>6. 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 <i>Land Administration Act 1997</i>.</p> | <p>In progress</p> <p>Request being processed by DPLH. Infrastructure agency information requested.</p> |
| 27 Feb 18 | 018/18 | <p><u>COUNCIL RESOLUTION: # 018/18</u></p> <p>That Council:</p> <ol style="list-style-type: none"> 1) ENDORSES the dedication of the realigned subject road (currently referred to as the realigned Lady Loch Road) pursuant to Section 56 of the <i>Land Administration Act 1997</i> as shown on the attached Plans. 2) ENDORSES submission to the Minister pursuant to Section 56 of the <i>Land Administration Act 1997</i> for the dedication of the realigned Lady Loach Road, comprising: - <ol style="list-style-type: none"> a. Location sketch map of the proposed road | <p>In Progress</p> <p>Request being processed by DPLH.</p> |

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| | | <p>b. agrees in writing to cover the costs associated with the preparation of survey documentation to create the road reserve.</p> <p>c. Provides contact details of the applicants nominated Surveyor.</p> <p>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.</p> | |
| 27 Feb 18 | 019/18 | <p><u>COUNCIL RESOLUTION: # 019/18</u></p> <p>That Council:</p> <p>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).</p> <p>2) ENDORSE the dedication of the realigned section of Binneringie Road pursuant to Section 56 of the <i>Land Administration Act 1997</i> as shown on the attached Plans (ref MRWA Plans Ref Ref 7796-C-600 & 7796-C-601).</p> <p>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: -</p> <p>a. Costs for the preparation and execution of the legal agreement by the Shires lawyers;</p> <p>b. Survey and documentation costs associated the road dedication costs.</p> <p>c. Construction costs for the new intersection and realigned Binneringie Road to the Shire and Main Roads requirements.</p> <p>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.</p> <p>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.</p> | <p>In Progress –</p> <p>DWER assessing clearing permit.</p> <p>DPLH – process road reserve.</p> <p>Awaiting Agreement from Alliance Minerals</p> |
| 27 Feb 18 | 028/18 | <p><u>COUNCIL RESOLUTION: # 028/18</u></p> | In Progress – |

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| | | <p>That Council:</p> <ul style="list-style-type: none"> • SUPPORT the realignment of Cave Hill Road, Widgiemooltha subject to the written support from the affected Mining Tenement lease holders. • ENDORSE the dedication of the realigned section of Cave Hill Road pursuant to Section 56 of the <i>Land Administration Act 1997</i> as shown on the attached Plans • 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: - <ul style="list-style-type: none"> ○ Costs for the preparation and execution of the legal agreement by the Shires lawyers; ○ Survey and documentation costs associated the road dedication costs. ○ Construction costs for the realigned portion of the Road to the Shire and Main Roads requirements. ○ Maintenance contribution costs associated with the use of the road as a haul road for the mining activities. • REQUIRES the draft legal agreement for the dedication of portion of Cave Hill 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. | <p>Road dedication being processed by DPLH.</p> <p>Clearing permit submitted to DWER.</p> <p>Anticipated finalisation March /April.</p> |
| 27 March 18 | 057/18 | <p><u>COUNCIL RESOLUTION: #057/18</u></p> <p>That Council resolves the following action in relation to the disposal of Lot 311 and 83 (No 44) Bayley Street, Coolgardie.</p> <p>1. RESOLVES to cancel the contract for sale of No 44 Bayley Street, Coolgardie with Mr Donald Ottey.</p> <p>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.</p> <p>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 <i>the Local Government Act 1995</i></p> <p>4. RESOLVES to dispose of the land at Lot 311 and 83 No 44 Bayley Street Coolgardie for non-payment of rates in</p> | <p>In Progress</p> <p>Recommencement of sale.</p> |

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| | | <p>accordance with the provisions of Section 6.64 of the <i>Local Government Act 1995</i> by way of: -</p> <p>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)</p> <p>b) Advertise the sale of the property by giving State-wide public notice of the sale (Form 5)</p> <p>c) Selling the land by public auction or by private treaty if having been offered for sale by public auction, it has not sold.</p> | |
| 27 March 18 | 058/18 | <p><u>COUNCIL RESOLUTION: #058/18</u></p> <p>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:</p> <p>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.</p> <p>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.</p> | <p>In Progress –</p> <p>Property search and rates recovery action being finalised.</p> <p>Debt write off action to be reviewed.</p> |
| Ordinary Council Meeting 24 April 2018 | | | |
| 24 April 18 | 075/18 | <p><u>COUNCIL RESOLUTION: #075/18</u></p> <p>That Council,</p> <ol style="list-style-type: none"> 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 | <p>Site is surveyed ready to lay the concrete base</p> <p>Awaiting on concrete contractor to confirm availability and start date.</p> |
| 24 April 18 | 079/18 | <p><u>COUNCIL RESOLUTION: #079/18</u></p> <p>That Council,</p> | <p>In Progress –</p> <p>Discussion progressing</p> |

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| | | <p>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: -</p> <ol style="list-style-type: none"> 1. Its separated from the depot activities by a fence since 1984 at handover of the land from Western Mining Corporation. 2. The land has never been used for Shire purposes 3. The land contains a workshop in use by the adjoining landowner. <p>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: -</p> <ol style="list-style-type: none"> (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 <p>3. AUTHORISES the Chief Executive Officer to: -</p> <ol style="list-style-type: none"> 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. <p>REQUIRES a further report on the outcome of the investigations and discussions with the applicant prior to commencing Local Public Notice.</p> | with adjoining landowner |
| Ordinary Council Meeting 22 May 2018 | | | |
| 22 May 2018 | 093/18 | <p><u>COUNCIL RESOLUTION: #093/18</u></p> <p>That Council,</p> <p>1. INITATES Amendment No 1 to Local Planning Scheme No 5 as follows</p> <ol style="list-style-type: none"> a. Modifying the use class permissibility in the Rural Residential Zone as follows | <p>Completed</p> <p>With DPLH for final approval Minister</p> |

| <i>Use Class</i> | <i>From</i> | <i>To</i> |
|-----------------------|-------------|-----------|
| Workers Accommodation | X | D |
| Aged Person | X | D |
| Motel | X | D |
| Industry Cottage | X | D |
| Restaurant / Café | X | D |

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 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 | | | |
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| 26 June 18 | 116/18 | <u>COUNCIL RESOLUTION: # 116/18</u> That Council, <ol style="list-style-type: none"> 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 MOU to be signed by 28 February 2019. |
| 24 July 2018 | 128/18 | That Council, <ol style="list-style-type: none"> 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: - <ul style="list-style-type: none"> ▯ Residential and commercial refuse collection; 2) Authorise a contract to Transpacific Cleanaway Pty Ltd, 171 Camboon Road, Malaga WA for Refuse Collection Services. 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. | Contract signed by all parties Completed |
| 24 July 2018 | 130/18 | <ol style="list-style-type: none"> 1. <i>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</i> 2. <i>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</i> 3. <i>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</i> 4. <i>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</i> 5. Shire staff undertake a quarterly audit of the 68km of Binneringie Road. | In Progress. Binneringie Road audit completed 08/11/18. Shire staff met with Tawana and Austral Pacific to discuss future maintenance of Binneringie Road in December 2018. Audit completed on 25/01/19. |
| Ordinary Council Meeting 28 August 2018 | | | |

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| 28 Aug 2018 | 160/18 | <p><u>COUNCIL RESOLUTION: #160/18</u></p> <p>That Council</p> <ol style="list-style-type: none"> 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. | Completed |
| 28 Aug 2018 | 169/18 | <p><u>COUNCIL RESOLUTION: #169/18</u></p> <p>That Council</p> <ol style="list-style-type: none"> 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. <p>Reason; The Coolgardie Men's Shed have contacted the Shire and stated they have requested a lease of the goods shed precinct</p> | In Progress – Report presented updating where sub lease of facility is |
| 28 Aug 2018 | 171/18 | <p><u>COUNCIL RESOLUTION: #171/18</u></p> <p>That Council,</p> <ul style="list-style-type: none"> • 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. | <p>Tender has been awarded & work is 80% complete.</p> <p>Work complete. Withholding some funds until</p> |

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| | | <ul style="list-style-type: none"> • 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. | assessment of road is finalised. |
| Ordinary Council Meeting 25 September 2018 | | | |
| 25 Sept 2018 | 177/18 | <u>COUNCIL RESOLUTION: # 177/18</u> 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. | Completed |
| 25 Sept 2018 | 186/18 | <u>COUNCIL RESOLUTION: # 186/18</u> 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. Service has been withdrawn due to lack of trained staff to provide service. Waiting on update on service from DOT. Completed |
| 25 Sept 2018 | 188/18 | <u>COUNCIL RESOLUTION: # 188/18</u> 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. | In Progress-confirmation letter sent and arrangements being made |
| 25 Sept 2018 | 190/18 | <u>COUNCIL RESOLUTION: # 190/18</u> That Council, | In Progress – Proposal for Tourism Strategy |

| | | <p>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.</p> <p>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.</p> <p>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</p> <p>4. Provide a report to the December 2018 Ordinary Council Meeting with outcomes of the GTNA and the progress of the tourism strategy.</p> <p>5. make funding available from account number S0415 consultancy, to fund the proposed strategy.</p> | received – CEO to issue purchase order for work to commence Tourism Strategy Draft to be presented May 2019 meeting | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|-------------|---|---|-------------|--------|-------------|-------|--------|--------|--------------|--|--------|---------|--------------|--|--------|---------|--------------|--|--|--|--|-------|--------|--------|---------------|--|--|--|--|-------|--------|--------|-----------------|-----------|
| 25 Sept 2018 | 192/18 | <p><u>COUNCIL RESOLUTION: # 192/18</u></p> <p>That Council,</p> <ul style="list-style-type: none"> • 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. | <p>Tender has been awarded. There is no planned start date yet.</p> <p>Received 100% drawings from Main Roads. Waiting on clearing permits.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Ordinary Council Meeting 23 October 2018 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 23 Oct 2018 | 198/18 | <p><u>COUNCIL RESOLUTION: # 198/18</u></p> <p>That Council resolves to write off sundry bad debts</p> <table border="1"> <thead> <tr> <th>Debtor Name</th><th>Invoice No.</th><th>Amount</th><th>Date Raised</th></tr> </thead> <tbody> <tr> <td>25725</td><td>IN4460</td><td>\$ 360</td><td>24 June 2015</td></tr> <tr> <td></td><td>IN4473</td><td>\$ 1485</td><td>30 June 2015</td></tr> <tr> <td></td><td>IN4478</td><td>\$ 1080</td><td>30 June 2015</td></tr> <tr> <td></td><td></td><td></td><td></td></tr> <tr> <td>24907</td><td>IN4924</td><td>\$ 720</td><td>14 March 2016</td></tr> <tr> <td></td><td></td><td></td><td></td></tr> <tr> <td>27372</td><td>IN5641</td><td>\$ 200</td><td>17 October 2017</td></tr> </tbody> </table> | 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 | Completed |
| Debtor Name | Invoice No. | Amount | Date Raised | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 25725 | IN4460 | \$ 360 | 24 June 2015 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | IN4473 | \$ 1485 | 30 June 2015 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | IN4478 | \$ 1080 | 30 June 2015 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 24907 | IN4924 | \$ 720 | 14 March 2016 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 27372 | IN5641 | \$ 200 | 17 October 2017 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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|-------------|--------------|--|---|--|--|--|-------|--------|-------|------------------|--|--------------|---------------|--|--|
| | | <table border="1"> <tr> <td></td><td></td><td></td><td></td></tr> <tr> <td>26911</td><td>IN5332</td><td>\$470</td><td>24 February 2017</td></tr> <tr> <td></td><td>TOTAL</td><td>\$4315</td><td></td></tr> </table> <p>It has been determined that they may have been raised in error, have been paid, or have become stale and are deemed irrecoverable.</p> | | | | | 26911 | IN5332 | \$470 | 24 February 2017 | | TOTAL | \$4315 | | |
| | | | | | | | | | | | | | | | |
| 26911 | IN5332 | \$470 | 24 February 2017 | | | | | | | | | | | | |
| | TOTAL | \$4315 | | | | | | | | | | | | | |
| 23 Oct 2018 | 202/18 | <p><u>COUNCIL RESOLUTION: # 202/18</u></p> <p>That Council,</p> <ol style="list-style-type: none"> 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. | In Progress | | | | | | | | | | | | |
| 23 Oct 2018 | 211/18 | <p><u>COUNCIL RESOLUTION: # 211/18</u></p> <p>That Council,</p> <p>Approve the BACWA request for the bottle dig on a trial basis for the two requested digs, subject to conditions including such matters as;</p> <ol style="list-style-type: none"> 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. | In Progress, confirmation letter sent and arrangements being made | | | | | | | | | | | | |
| 23 Oct 2018 | 212/18 | <p><u>COUNCIL RESOLUTION: # 212/18</u></p> <p>Moved: Councillor, Seconded: Councillor,</p> <p>That Council,</p> <p>SUPPORTS pursuing Option 2 to undertake community feedback on the proposal to change the name townsite name from Kambalda East to Kambalda.</p> <p style="text-align: center;">MOTION LAPSED NO MOVER OR SECONDER</p> | No Action- Motion Lapsed | | | | | | | | | | | | |
| 23 Oct 2018 | 213/18 | <p><u>COUNCIL RESOLUTION: # 213/18</u></p> | In Progress | | | | | | | | | | | | |

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| | | <p>That Council,</p> <ol style="list-style-type: none"> 1. recognize the name Kambalda exists. 2. request the historical significance of the Kambalda town site be recognized and evaluated to be included within the Shire of Coolgardie tourism strategy. | |
| 23 Oct 2018 | 215/18 | <p><u>COUNCIL RESOLUTION: # 215/18</u></p> <p>That Council,</p> <ol style="list-style-type: none"> 1. Authorise the Chief Executive Officer to make a payment of \$15,000 exclusive of GST to Jupiter Health Services for the server and Patient Medical History and associated Software 2. Authorise the Chief Executive Officer to pay for the delivery of the server and Patient Medical History and associated Software from Bunbury to St John's head office in Belmont. 3. Request the Chief Executive Officer to ensure the security of patient records to St John's head office in Belmont. | <p>Medical Records received</p> <p>Paid in December</p> <p>Completed</p> |
| 23 Oct 2018 | 217/18 | <p><u>COUNCIL RESOLUTION: # 217/18</u></p> <p>That Council,</p> <ol style="list-style-type: none"> 1. Authorise the Chief Executive Officer to award Electrical Services Contracts under Tender 07/18 for a period of 3 years to the following Tenderers: - <ol style="list-style-type: none"> 1. Goldfields Electrical Contracting Pty Ltd 2. PMH Electrical Contracting Services 3. Pryce Brothers 4. Greenhill Electrical 5. KEC Electrical Contractors 2. Authorise a contract to the following Tenderers: - <ol style="list-style-type: none"> 1. Goldfields Electrical Contracting Pty Ltd 2. PMH Electrical Contracting Services 3. Pryce Brothers 4. Greenhill Electrical 5. KEC Electrical Contractors 3. Authorise the Shire President and the Chief Executive Officer to sign and affix the Common Seal in accordance with | <p>Resolution letters sent – contracts to be written.</p> <p>Need contract drawings for upcoming works.</p> |

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| | | Part 19.1(2) of the Standing Orders Local Law to any required documentation. | |
| 23 Oct 2018 | 218/18 | <p><u>COUNCIL RESOLUTION: # 218/18</u></p> <p>That Council,</p> <ol style="list-style-type: none"> 1. Endorse the proposal from Uniqco International to increase the annual fee for the provision of plant and fleet management services of \$42,300 excluding GST awarded under RFT 08-17 to \$78,480 excluding GST, to 30th June 2020. 2. Review the increased level of service with a presentation from Uniqco in May 2020 3. Authorise related and required correspondence from Uniqco International to now be directed to the Chief Executive Officer, copy to the Shire President, to ensure the Chief Executive Officer has the capacity to manage service delivery staff and other contractors to ensure the benefits of the increased service are imbedded in Council. | Completed |
| Ordinary Council Meeting 27 November 2018 | | | |
| 27 Nov 2018 | 226/18 | <p><u>COUNCIL RESOLUTION: #226/18</u></p> <p>That Council,</p> <ol style="list-style-type: none"> 1. Approves the disposal of Lot 707, 11 Sturt Pea Crescent, Kambalda West in accordance with section 3.58 of the Local Government Act by Public Auction. 2. Funds received from the sale of the property be placed in the Infrastructure Renewal Reserve Account. 3. Requests that the CEO sets a reserve price of the property as per discussions at the November 2018 briefing. | <p>In progress</p> <p>Up date report to February 2019 Meeting</p> |
| 27 Nov 2018 | 228/18 | <p><u>COUNCIL RESOLUTION: #228/18</u></p> <p>That Council</p> <ol style="list-style-type: none"> 1. Authorise the Chief Executive Officer (or his delegate) to negotiate a Lease between the Shire of Coolgardie and St Johns subject to section 3.58 (3), Local Government Act 1995 for the property known as Kambalda Medical Centre, Premises at Kambalda | Completed |

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| | | <p>Health Centre Reserve 34467 2 Gum Nut Place, Kambalda West on the following terms;</p> <ul style="list-style-type: none">a. Term of lease 2 years commencing on the commencement date and expiring one day prior to the second anniversary of the commencement date with an option to renew for 2 yearsb. Annual Rent of \$1.00 payable on demandc. Outgoings of 5% of cleaning costs, water, electricity and gas usage of the entire facility to be paid by the Shire of Coolgardied. Inviting submissions on the proposal <p>2. If no submissions are received Council authorises the CEO the power to decide to dispose of the property and for the CEO and Shire President to execute the lease agreement;</p> <p>3. If any submissions are received, these are to be referred to Council to consider before making a decision on the proposal.</p> | | | | | | | | | | | | | | | | | | | |
| 27 Nov 2018 | 230/18 | <p><u>COUNCIL RESOLUTION: #230/18</u></p> <p>That Council,</p> <ul style="list-style-type: none">• APPROVES Amendment No 1 to Shire of Coolgardie Local Planning Scheme No 5 as follows: -<ul style="list-style-type: none">a. Modifying the use class permissibility in the Rural Residential Zone as follows <table><tr><td><i>Use Class</i></td><td><i>From</i></td><td><i>To</i></td></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> <ul style="list-style-type: none">b. Insert additional development provisions under clause 32 of the Scheme comprising the follows:<ul style="list-style-type: none">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 | <i>Use Class</i> | <i>From</i> | <i>To</i> | Workers Accommodation | X | D | Aged Person | X | D | Motel | X | D | Industry Cottage | X | D | Restaurant / Café | X | D | <p>Completed</p> <p>DPLH for final approval</p> |
| <i>Use Class</i> | <i>From</i> | <i>To</i> | | | | | | | | | | | | | | | | | | | |
| Workers Accommodation | X | D | | | | | | | | | | | | | | | | | | | |
| Aged Person | X | D | | | | | | | | | | | | | | | | | | | |
| Motel | X | D | | | | | | | | | | | | | | | | | | | |
| Industry Cottage | X | D | | | | | | | | | | | | | | | | | | | |
| Restaurant / Café | X | D | | | | | | | | | | | | | | | | | | | |

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| | | <p>adequate justification for the variation is submitted by the proponents of the accommodation and the local government considers the variation appropriate.</p> <p>iii. Development applications for workforce accommodation within areas outside the Workforce Accommodation zone, shall be accompanied by information and plans indicating, to the local government's satisfaction, how the development and use contributes to the amenity of the townsite.</p> <p>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.</p> <p>1. AUTHORISES the affixing of the Common Seal to the Scheme Amendment documents</p> <p>2. AUTHORISES the signed and sealed documentation being forwarded to the Western Australian Planning Commission for final approval including the schedule of submissions made on the amendment and the Shire response.</p> | |
| 27 Nov 2018 | 231/18 | <p><u>COUNCIL RESOLUTION: #231/18</u></p> <p>That Council,</p> <p>2. INITATES Amendment No 2 to Local Planning Scheme No 5 to rezone land from Rural to Industrial.</p> <p>3. CONSIDERS Amendment No1 to Local Planning Scheme No 5 to be 'standard' under the provisions of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>.</p> <p>4. PREPARES the Scheme Amendment report and documentation.</p> <p>4. REFERS to Scheme Amendment to the EPA in accordance for assessment in accordance with Regulation Section 81 of the Planning and Development Act 2005.</p> | In Progress Documentation being prepared to initiate amendment and commence advertising. |

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| | | <p>5. AUTHORISES the public advertising of the proposal upon receipt of EPA advice regarding environmental assessment being received, and the incorporation.</p> | |
| 27 Nov 2018 | 232/18 | <p><u>COUNCIL RESOLUTION: #232/18</u></p> <p>That Council,</p> <ol style="list-style-type: none"> 1. Endorse the submission (Confidential) made for grant funding to deliver the Community Development Programme in Region 2 – Kambalda/Norseman as attached. 2. Request a detailed report on the financial implications of the delivery of the Community Development Programme be presented by the Chief Executive Officer, if the Shire of Coolgardie submission is successful. 3. Resolve any contract to deliver the Community Development Programme is brought to Council for consideration. | Completed-application unsuccessful |
| 27 Nov 2018 | 233/18 | <p><u>COUNCIL RESOLUTION: #233/18</u></p> <p>That Council,</p> <ol style="list-style-type: none"> 1. Endorses the Memorandum of Understanding between the Shire of Coolgardie and Ngalla Maya 2. Authorise the Chief Executive Officer and Shire President to execute the MOU Agreement as attached | In Progress |
| 27 Nov 2018 | 234/18 | <p><u>COUNCIL RESOLUTION: #234/18</u></p> <p>That Council,</p> <ol style="list-style-type: none"> 1. Endorse the Memorandum of Understanding between the Shire of Coolgardie and Goldfields St Ives, Northern Star Resources Limited, Evolution Mining, Mincor Resources NL, Neometals, Tawana Resources NL, BHP Nickel West Kambalda, Tellus Holdings and Beacon Minerals Limited 2. Authorise the Chief Executive Officer and Shire President to execute the MOU Agreement as attached (CONFIDENTIAL) | In Progress |
| 27 Nov 2018 | 242/18 | <p><u>COUNCIL RESOLUTION: #242/18</u></p> <p>That Council,</p> <ol style="list-style-type: none"> 1. Accept the Blackspot funding of \$82,320 from Main Roads WA for various road widening and upgrade works to Coolgardie North Road (construction upgrades) from \$0.000 to \$6.100. | <p>In Progress</p> <p>Have received quote for works – should commence late February, early March.</p> |

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| | | <ol style="list-style-type: none"> 2. Amend the 2018/2019 Budget increasing capital expenditure by \$123,480 in account 512013 Road Construction Renewal 3. Amend the 2018/2019 Budget increasing non – operating grant revenue by \$83,320 in account 120203 Income Roads – Blackspot 4. Amend the 2018/2019 Budget transferring \$41,160 from the Reserve – Road Contributions account 174000 | Additional Capital Expenditure and Revenue included in 2018/19 Budget Review |
| Ordinary Council Meeting 18 December 2018 | | | |
| 18 Dec 2018 | 249/18 | <u>COUNCIL RESOLUTION: #249/18</u> That Council accepts the GTNA report submitted by Councillor Sherryl Botting. | Completed |
| 18 Dec 2018 | 250/18 | <u>COUNCIL RESOLUTION: #250/18</u> That Council resolves to endorse the Manager Recreation and Community Development, Laura Dwyer as Acting Chief Executive Officer with all its functions and delegated authorities for the period Saturday 19 January 2019 to Sunday 27 January 2019. | Completed |
| 18 Dec 2018 | 251/18 | <u>COUNCIL RESOLUTION: #251/18</u> That Council, endorses the amendments to the Purchasing Delegation, <ol style="list-style-type: none"> 1. Increase limit for Waste Services Coordinator from \$10,000 to \$20,000. 2. Increase limit for Manager Administration Services from \$10,000 to \$20,000. 3. Increase limit for Manager Recreation and Community Development from \$10,000 to \$20,000 4. Consider as part of the review of the policy the alignment of the delegated authority officers with the organisation structure. | Limits increased. Review of delegations register will be conducted in May 2019. |
| 18 Dec 2018 | 252/18 | <u>COUNCIL RESOLUTION: #252/18</u> That Council <ol style="list-style-type: none"> 1. Approve the purchase of Apple iPad's for the following Elected Members:- Cr Eugen Winter, Cr Betty Logan, Cr Malcolm Cullen, Cr Tracey Rathbone and Cr Sherryl Botting. | Ipad's have been ordered and should be |

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| | | <ol style="list-style-type: none"> 2. Elected members agree to the terms in conditions in Policy 037 – Information Technology by signing the document.' 3. Amend the 2018/2019 Budget by increasing Account No 040388 Acquisition Furniture and Equipment Governance by \$11,500 from \$65,000 to \$76,500 4. Amend the 2018/2019 Budget by transferring \$11,500 from IT Communications Reserve Account 173000 | <p>delivered in March.</p> <p>Funds allocated for purchase in 2018/19 Budget Review</p> |
| 18 Dec 2018 | 253/18 | <p><u>COUNCIL RESOLUTION: #253/18</u></p> <p>That Council note the various activity reports and delegated authority used for November 2018.</p> | Completed |
| 18 Dec 2018 | 254/18 | <p><u>COUNCIL RESOLUTION: #254/18</u></p> <p>That Council,</p> <ol style="list-style-type: none"> 1. Adopt the Draft Annual Financial Statements for the period ending 30 June 2018 2. Receives the Management Report for the Year Ended 30 June 2018 3. Requests the Chief Executive Officer prepare an action report on the matters raised in the Management Report for the year ended 30 June 2018 to be presented to the Council at the February 2019 Ordinary Meeting of Council 4. Recommend to Council that the action report be forwarded to the Minister in accordance with s 7.12A (4) of the Local Government Act 1995 once adopted by Council | Completed |
| 18 Dec 2018 | 255/18 | <p><u>COUNCIL RESOLUTION: #255/18</u></p> <p>That Council,</p> <ol style="list-style-type: none"> 1. Adopt the amended Annual Report for the year ended 30 June 2018 in accordance with Section 5.54 of the Local Government Act 1995, 2. Set the date for the Annual meeting of Electors to be Tuesday 29 January 2019 at 6.30pm at the Coolgardie Community Recreation Centre. | Completed |
| 18 Dec 2018 | 256/18 | <p><u>COUNCIL RESOLUTION: #256/18</u></p> <p>That Council receive listing (attached) of accounts paid during the month of November 2018 by the Chief Executive Officer under delegated authority of Council.</p> | Completed |

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| | | <ol style="list-style-type: none"> 1. Municipal accounts totalling \$1,604,833.60 on Municipal vouchers EFT15740 – EFT15956, cheques 52129 - 52140, and direct payments made during the month of November 2018. 2. Trust payments totalling \$4,507.24 on cheques 2196 - 2199 for the month of November 2018. 3. Credit Card Payments totalling \$21,964.10 for the month of October 2018 and November 2018 | |
| 18 Dec 2018 | 257/18 | <p><u>COUNCIL RESOLUTION: #257/18</u></p> <p>That Council accept the updated management comments and actions on the Financial Management Review (FMR) Shire of Coolgardie June 2018 (Confidential Attachment) as per Council Resolution # 177/18</p> | Completed |
| 18 Dec 2018 | 258/18 | <p><u>COUNCIL RESOLUTION: #258/18</u></p> <p>That Council</p> <ol style="list-style-type: none"> 1. Support the development of a project proposal to Evolution Mining outlining the works required and costings to revitalise Ben Prior's Park as a tourist attraction. 2. Ben Priors Park Proposal be presented to the February Council Meeting 2019. | In Progress- item has been deferred to April meeting |
| 18 Dec 2018 | 259/18 | <p><u>COUNCIL RESOLUTION: #259/18</u></p> <p>That the Monthly Financial Activity Statement for the period 1 July 2018 to 30 November 2018 be received.</p> | Completed |
| 18 Dec 2018 | 260/18 | <p><u>COUNCIL RESOLUTION: #260/18</u></p> <p>That Council adopt Policy 040, Investment of Surplus Funds as amended with change on page 149 of attachments from 45% to 75%.</p> | Completed |
| 18 Dec 2018 | 261/18 | <p><u>COUNCIL RESOLUTION: #261/18</u></p> <p>That Council,</p> <ol style="list-style-type: none"> 1. Request the Shire President write to the Federal Member for O'Connor Rick Wilson requesting he speak to the Prime Minister on behalf of the Shire of Coolgardie to request funding from the Community Health and Hospital Program announced by Prime Minister Scott Morrison to assist in funding the integrated primary health system in Shire of Coolgardie. 2. Authorise the Chief Executive Officer to prepare a submission to the Community Health and Hospitals Program for the integrated primary health system in the Shire | In Progress |

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| 18 Dec 2018 | 262/18 | <p><u>COUNCIL RESOLUTION: #262/18</u></p> <p>That Council, In accordance with Policy 034 Haulage Campaigns, endorse the proposal from Independence Nova Pty Ltd (Principle) to use 1.5km of Durkin Road for a campaign comprising of 110,000 tonnes on an annual basis from 01 February 2019 to 31 December 2019 for the following contribution;</p> <ol style="list-style-type: none"> 1. Capital Contribution at \$0.07 p/tonne p/km; at 110,000 tonnes over 1.5km \$11,550 ex GST to Account/Job #11202750 (Limited Cartage Campaign). | Completed - Invoice #6595 raised 17/1/19. Payment received 31/01/19. Approvals ORD12615 emailed & posted. |
| 18 Dec 2018 | 263/18 | <p><u>COUNCIL RESOLUTION: #263/18</u></p> <p>That Council receive the December 2018 Works and Services Progress Report.</p> | Completed |
| 18 Dec 2018 | 264/18 | <p><u>COUNCIL RESOLUTION: #264/18</u></p> <p>That Council In accordance with Policy 034 Haulage Campaigns, endorse the proposal from Northern Star Limited Resources to utilise 13.6kms of Coolgardie Shire Road Network (10.6kms Coolgardie North Road, 3kms Carins Road) for a haulage campaign from 01/01/2019 to 30/06/2019 comprising of 150,000 tonnes for the following contribution on the provision the haulage route will continue to be maintained consisting of ongoing watering to ensure dust is suppressed and the road surface is maintained in a sealed state;</p> <ol style="list-style-type: none"> 1. Maintenance Contribution at \$0.04 per tonne per km at 150,000 tonnes over 13.6km \$81,600 ex GST to Account/Job #11202750 (Limited Cartage Campaign). | Completed - Invoice #6541 raised 03/1/19. Payment received 25/01/19. Approvals ORD12547 emailed & posted. |
| 18 Dec 2018 | 265/18 | <p><u>COUNCIL RESOLUTION: #265/18</u></p> <p>That Council In accordance with Policy 034 Haulage Campaigns, endorse the proposal from Goldfields St Ives (Principle) to use 1.5km of Durkin Road for a campaign comprising of 185,541 tonnes from 01 January 2019 to 30 November 2019 for the following contribution;</p> <ol style="list-style-type: none"> 1. Capital Contribution at \$0.07 p/tonne p/km; at 185,541 tonnes over 1.5km \$19,481.80 ex GST to Account/Job #11202750 (Limited Cartage Campaign). | Completed - Invoice #6544 raised 3/01/19. Payment received 11/01/19. Approvals ORD12546 emailed & posted. |
| 18 Dec 2018 | 266/18 | <p><u>COUNCIL RESOLUTION: #266/18</u></p> | In Progress |

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| | | That Council, adopt the proposed changes to Policy 032 Community Assistance Fund. | |
| 18 Dec 2018 | 267/18 | <p><u>COUNCIL RESOLUTION: #267/18</u></p> <p>That Council,</p> <ol style="list-style-type: none"> 1. Authorises the clean-up of the material 2. Request the Chief Executive Officer write to the landowner / leaseholder to seek a cost contribution for the asbestos material disposal. 3. Request the Chief Executive Officer negotiate with the landowner / leaseholder the possibility of entering into an agreement for the future management of illegal dumping on the landowner / leaseholder land. | In Progress |
| 18 Dec 2018 | 269/18 | <p><u>COUNCIL RESOLUTION: #269/18</u></p> <p>That Council note the Key Performance Indicators for the Management Group.</p> | Completed |
| 18 Dec 2018 | 270/18 | <p><u>COUNCIL RESOLUTION: #270/18</u></p> <p>That Council,</p> <ol style="list-style-type: none"> 1. Authorise the Chief Executive Officer to award Tender 08/18 to West Coast Stabilisers Unit 4/10 Thornborough Road, Mandurah for \$556,557 ex GST. 1. Authorise a contract to West Coast Stabilisers for Tender 08/18 - Tender for formation/shoulder widening, cement stabilizing and seals works to sections of Coolgardie North Road Upgrade. <p>Authorise the Shire President and 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.</p> | Confirmation of letters sent. Contract drawn up and signed. Start date is late February, early March. |
| 18 Dec 2018 | 271/18 | <p><u>COUNCIL RESOLUTION: #271/18</u></p> <p>That Council endorse the Gratuity Payment of \$5,000 to the Shire employee in recognition of the service provided over the past 22 years.</p> | Completed |

Rates Batch Transaction listing (Delegated Authority)

As attached

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 December and January 2019.

11.1.2 Concession for Rates

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| Location: | Shire of Coolgardie |
| Applicant: | Horse and Pony Club Country Club Kambalda |
| File Reference: | NAM6821 |
| Disclosure of Interest: | NIL |
| Date: | 04 February 2019 |
| Author: | Administration Coordinator, Noeline Poke |

Summary:

For Council to consider the approval of rates exemption for two not for profit organisations within the Shire of Coolgardie for the 2018/19 financial year.

Background:

Received letters from Horse and Pony Club and Country club Kambalda regarding rate concession from not for profit organisations within the Shire, requesting a rates concession for rates levied year 2018/2019. Application letters with exempt requests of one hundred percent concession for the rates and services charges of the following list of local clubs, a copy of letters are attached.

Horse and Pony Club \$3094.36
Country Club Kambalda \$2173.87

At the time of writing the previous report there was an understanding that Shire properties were not rateable however this is not the case hence the new report to Council with the two not for profit organisations.

Comment:

Both the Horse and Pony Club and Country Club Kambalda have received this concession in previous years by Council.

Attachments:

1. Attachment 2 Fee Waiver Request Country Club Kambalda [11.1.2.1]
2. Attachment 1 Fee waiver request Pony Club [11.1.2.2]

Consultation:

Chief Executive Officer- James Trail

Statutory Environment:

Section 6.74 of the Local Government Act 1995

6.47. Concessions

Subject to the Rates and Charges (Rebates and Deferments) Act 1992, a local government may at the time of imposing a rate or service charge or at a later date resolve to waive a rate or service charge or resolve to grant other concessions in relation to a rate or service charge.*

Policy Implications: Nil

Financial Implications:

2018/19 Budget has accounted for these rate concessions

General Rates – a concession of up to 100% may be granted to community groups who lease or own their premises and meet criteria as per Council Policy.

Strategic Implications:

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: Absolute Majority

Officer Recommendation:

That Council endorses the following applications to have one hundred percent rate exemption for the 2018/19 financial year.

Horse and Pony Club \$3094.36

Country Club Kambalda \$2173.87

11.1.3 Financial Activity Statement For The Period Ended 31 December 2018

| | |
|--------------------------------|----------------------------|
| Location: | Nil |
| Applicant: | Nil |
| File Reference: | NAM6878 |
| Disclosure of Interest: | Nil |
| Date: | 19 February 2019 |
| Author: | Martin Whitely, Consultant |

Summary:

This report recommends that the Monthly Statement of Financial Activity report for the period ending 31 December 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. Monthly Financials - December 2018 [11.1.3.1]

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 31 December 2018 be received.

11.1.4 Financial Activity Statement For The Period Ended 31 January 2019

| | |
|--------------------------------|----------------------------|
| Location: | Nil |
| Applicant: | Nil |
| File Reference: | NAM6879 |
| Disclosure of Interest: | Nil |
| Date: | 19 February 2019 |
| Author: | Martin Whitely, Consultant |

Summary:

This report recommends that the Monthly Statement of Financial Activity report for the period ending 31 January 2019 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. Monthly Financials - January 2019 [11.1.4.1]
2. Management Report - January 2019 [11.1.4.2]

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 31 January 2019 be received.

11.1.5 Monthly List of Municipal and Trust Fund Payments December 2018

| | |
|--------------------------------|---|
| Location: | Nil |
| Applicant: | Nil |
| File Reference: | NAM6871 |
| Disclosure of Interest: | Nil |
| Date: | 18 February 2019 |
| Author: | Senior Finance Officer, Jade Tarasinski |

Summary:

For council to receive the list of accounts for December 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. December 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 December 2018 by the Chief Executive Officer under delegated authority of Council.

1. Municipal accounts totalling \$782,810.40 on Municipal vouchers EFT15957 – EFT16048, cheques 52141 - 52157, and direct payments made during the month of December 2018.
2. Trust payments totalling \$1,715.59 on cheques 2200 - 2202 for the month of December 2018.
3. Credit card payments totalling \$4,852.52 for the month of December 2018

11.1.6 Monthly List of Municipal and Trust Fund Payments January 2019

| | |
|--------------------------------|---|
| Location: | Nil |
| Applicant: | Nil |
| File Reference: | NAM6872 |
| Disclosure of Interest: | Nil |
| Date: | 18 February 2019 |
| Author: | Senior Finance Officer, Jade Tarasinski |

Summary:

For council to receive the list of accounts for January 2019.

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. January 2019 List of Payments [11.1.6.1]

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 January 2019 by the Chief Executive Officer under delegated authority of Council.

1. Municipal accounts totalling \$744,387.99 on Municipal vouchers EFT16049 – EFT16172, cheques 52158 - 52177, and direct payments made during the month of January 2019.
2. Trust payments totalling \$1,814.73 on cheques 2203 - 2205 for the month of January 2019.
3. Credit Card Payments totalling \$3,699.37 for the month of January 2019

11.1.7 2017/18 Management Report

| | |
|--------------------------------|--------------------------------------|
| Location: | Nil |
| Applicant: | Nil |
| File Reference: | NAM6891 |
| Disclosure of Interest: | Nil |
| Date: | 21 February 2019 |
| Author: | James Trail, Chief Executive Officer |

Summary:

That Council consider the CEO's responses and Action Report on the matters raised in the 2017/18 Audit Management Report for the year ended 30 June 2018 and recommend that the Action Report be forwarded to the Minister in accordance with s 7.12A of the Local Government Act 1995.

Background:

Pursuant to Section 7.9 of the *Local Government Act 1995* ("LGA"), an Auditor is required to examine the accounts and annual financial report submitted by a local government for audit. The Auditor is also required, by 31 December following the financial year to which the accounts and report relate, prepare a report thereon and forward a copy of that report to:

- (a) Mayor or President; and
- (b) The Chief Executive Officer; and
- (c) The Minister.

Furthermore, in accordance with Regulation 10(4) of the *Local Government (Audit) Regulations 1996* ("Audit Regulations"), where it is considered appropriate to do so, the Auditor may prepare a Management Report to accompany the Auditor's Report, which is also to be forwarded to the persons specified in Section 7.9 of the LGA.

On finalisation of the Shire's 2017/18 final audit, the Auditors forwarded the Annual Financials Statements along with the Audit Report and the Management Letter.

Council are required to examine the reports of the auditor after receiving a report from the Chief Executive Officer ("CEO") on the matters reported and:

- Determine if any matters raised require action to be taken by the local government; and
- Ensure that appropriate action is taken in respect of those matters.

Council are also required to review a report prepared by the CEO on any actions taken in respect of any matters raised in the report of the auditor and present the report to Council for adoption. A copy of the report is to be forwarded to the Minister prior to the end of the next financial year or 6 months after the last report prepared by the auditor is received, whichever is the latest in time.

Comment

As a comparative the management report for the Period Ending 30 June 2017 detailed issues relating to the following matters;

- Significant Adverse Trends – Financial Management Practices
- Significant Adverse Trend – Financial Position
- Rates Debtors
- Asset Sustainability Ratio
- Debt Service Cover Ratio
- Operating Surplus Ratio
- Asset Renewal Funding Ratio
- Annual Budget
- Trust Fund
- Reserve Fund
- Municipal Fund
- Monthly Statements of Financial Activity
- Differential General Rates

Following is the CEO's report to the Audit Committee on matters arising from the audit and management reports.

Audit Report

There were no matters of statutory non-compliance reported.

Management Report

The Auditor's Management Report provides an overview of the approach undertaken in respect of the annual audit process and the associated outcomes of the audit. The Management Report also identifies any findings that are considered relevant to the day to day operations of the Shire. The matters raised are highlighted in bold with responses provided directly below.

The Shire's fixed asset register and asset management software were not updated following management's review of the remaining useful life assessments of the Shire's road assets during the previous financial year. As a result, depreciation calculations for road assets as presented to us were incorrect.

Accepted that the data contained within Asset Finda (Asset Management software) and Synergy (asset Register) were not consistent. This has been an ongoing issue due mainly to the lack of knowledge in updating the Asset Finda system. The data in Asset Finda has now been updated to include all condition reports completed in April/May 2018. It is recommended that staff are trained internally to maintain the Asset Finda database.

Fair value accounting for infrastructure assets as required by AASB 13 and Local Government (Financial Management) Regulation 17(A) as presented to us was incorrect.

The information provided to the auditors for the fair value accounting for infrastructure assets was information prepared and relied upon from an independent consultant within the field of road infrastructure. This matter was addressed on request with the revised data provided to the auditors to allow the completion of the fair value transactions and final audit to be signed off.

The Municipal bank reconciliation did not reconcile and was not picked up until it was highlighted during our year end audit visit.

This is not acceptable, and more care needs to be taken to ensure reconciliations are being accurately completed and reviewed in a timely manner. This matter has been addressed with measures being put in place to ensure compliance in the area.

The Bank reconciliation for the Shire's Reserve accounts had not been completed.

Similar to the bank reconciliation more care needs to be taken to ensure reconciliations are being accurately completed and reviewed in a timely manner. Importantly, funds held on reserve are being shown separately within the Shire's accounts. This matter has been addressed with measures being put in place to ensure compliance in the area.

Joint venture's transactions in respect of the regional records facility were incorrectly accounted for within the Shire's book including the joint venture's bank account which was incorrectly included on the Shire's balance sheet.

Accepted that these transactions appeared within the Shire's accounts when the accounts were first presented to the auditors. Given the Shire only took charge of the regional records facility books in March 2018, the correct treatment of these transactions was discussed with the auditors and amended accordingly.

Measures have been taken to ensure transactions for the regional records facility in the 2018/19 financial year are treated separately to the Shire's transactions from normal day to day operations.

Accounting for accruals, including salaries & wages and interest on borrowings, was not completed properly or at all until after we raised queries.

Several adjustments for the accrual of expenses and salaries & wages were made following the audit process. This in my opinion is not necessarily an abnormal audit practise. The accrual of interest on borrowings was an oversight and was corrected immediately once brought to the attention of staff.

Agreed that more care needs to be taken to ensure that accounting for accruals have been addressed as part of the year end processes and prior to the final audit being conducted.

Calculations for the Shire's provisions for annual leave and long service leave calculations were not completed correctly and were subsequently adjusted post audit review.

There was an anomaly with the hourly rate used for one employee. The amounts the leave calculations were adjusted were \$157 for Annual Leave & \$1,208 for Long Service Leave, which in the scheme of things does not appear to be a material amount.

In addition to the above matters raised there were some other general comments made within the report that I feel need to be addressed.

Financial Management Practises

As highlighted in our audit report this year, we again noted a significant adverse trend in the financial management practices of the Shire for the financial year ended 30 June 2018. This trend has continued from last financial year and was evidenced by continued problems with the financial systems and procedures of the Shire as observed during the interim audit (through the financial management review performed on behalf of the Chief Executive Officer) and the year end audit as discussed below.

Comment was made in the Management Report that similar points have been raised in management letters dating back to 2011. In recent times the Shire has made put in place significant changes to address

matters raised in previous management reports and financial management reviews carried out in the past 18-24 months. Notwithstanding that procedures and checklists being put in place are still a work in progress, many of the issues being continually raised since 2011 have been addressed during this audit, so to say there is a significant “adverse trend” when matters raised are being addressed seems abhorrently harsh.

The breakdowns experienced were again a direct result of the Shire not having sufficient accounting resources and support, including a lack of qualified and experienced accounting staff for proper financial reporting purposes. The current accounting staff had difficulties in operating the Shire’s accounting system, as outlined above, including reconciling/finalising transactions and balances.

Like any organisation, staff would benefit from further training and development opportunities as well as the implementation of more detailed procedures and checklists.

While it is accepted and disappointing that several matters have been raised in consecutive years and it is acknowledged that there is still room for improvement, it is pleasing to note that many of the issues raised in the 2016/17 Management Letter have since been addressed. Some of these include as follows;

- Rates Debtors Provision for Doubtful Debts
- Annual Budget adopted by 31 August
- Reserve funds used for the purpose in which they were established
- Monthly Statements of Financial Activity
- Advertising or Differential Rates

Attached for Council is an Action List and this, along with Council’s commitment to continue yearly financial management reviews and continual staff development, I am confident that the matters raised in the 2017/18 Audit Management Report will continually be addressed, resulting in much better financial management practises for the Shire.

Consultation

Shire Auditors

Finance & Administration staff

Martin Whitely, LG Corporate Solutions

Statutory Environment

Local Government Act 1995

7.9. Audit to be conducted

- (1) An auditor is required to examine the accounts and annual financial report submitted for audit and, by the 31 December next following the financial year to which the accounts and report relate or such later date as may be prescribed, to prepare a report thereon and forward a copy of that report to —
 - (a) the mayor or president; and
 - (b) the CEO of the local government; and
 - (c) the Minister.
- (2) Without limiting the generality of subsection (1), where the auditor considers that —
 - (a) there is any error or deficiency in an account or financial report submitted for audit; or
 - (b) any money paid from, or due to, any fund or account of a local government has been or may have been misapplied to purposes not authorised by law; or

- (c) there is a matter arising from the examination of the accounts and annual financial report that needs to be addressed by the local government, details of that error, deficiency, misapplication or matter, are to be included in the report by the auditor.
- (3) The Minister may direct the auditor of a local government to examine a particular aspect of the accounts and the annual financial report submitted for audit by that local government and to —
 - (a) prepare a report thereon; and
 - (b) forward a copy of that report to the Minister,
 and that direction has effect according to its terms.
- (4) If the Minister considers it appropriate to do so, the Minister is to forward a copy of the report referred to in subsection (3), or part of that report, to the CEO of the local government.

Local Government (Audit) Regulations 1996

10. Report by auditor

- (1) An auditor's report is to be forwarded to the persons specified in section 7.9(1) within 30 days of completing the audit.
- (2) The report is to give the auditor's opinion on —
 - (a) the financial position of the local government; and
 - (b) the results of the operations of the local government.
- (3) The report is to include —
 - (a) any material matters that in the opinion of the auditor indicate significant adverse trends in the financial position or the financial management practices of the local government; and
 - (b) any matters indicating non-compliance with Part 6 of the Act, the *Local Government (Financial Management) Regulations 1996* or applicable financial controls in any other written law; and
 - (c) details of whether information and explanations were obtained by the auditor; and
 - (d) a report on the conduct of the audit; and
 - (e) the opinion of the auditor as to whether or not the following financial ratios included in the annual financial report are supported by verifiable information and reasonable assumptions —
 - (i) the asset consumption ratio; and
 - (ii) the asset renewal funding ratio.
- (4A) In subregulation (3)(e) —

asset consumption ratio has the meaning given in the *Local Government (Financial Management) Regulations 1996* regulation 50(2);

asset renewal funding ratio has the meaning given in the *Local Government (Financial Management) Regulations 1996* regulation 50(2).
- (4) Where it is considered by the auditor to be appropriate to do so, the auditor is to prepare a management report to accompany the auditor's report and to forward a copy of the management report to the persons specified in section 7.9(1) with the auditor's report.

Attachments:

- 1. Action List [11.1.7.1]
- 2. 2018 Management Report [11.1.7.2]

Policy Implications:

Nil

Financial Implications:

Nil

Strategic Implications:

Accountable and Effective Leaders

High quality corporate governance, accountability and compliance

Voting Requirement:

Simple Majority

Officer Recommendation Item 11.1.1.1:

That Council,

1. Receives the Audit Management Report dated 17 December 2018, and
2. Received the CEO responses to the Audit Management Report dated 17 December 2018, and
3. Receive the Action Report as tabled, and
4. Forward a copy of the Action List to the Minister in accordance with s 7.12A of the Local Government Act 1995

11.1.8 Purchasing Delegation - February 2019

| | |
|--------------------------------|-------------------------------|
| Location: | Nil |
| Applicant: | Nil |
| File Reference: | NAM6894 |
| Disclosure of Interest: | Nil |
| Date: | 21 February 2019 |
| Author: | Consultant, Francesca LeFante |

Summary:

This report proposes an amendment to the purchasing delegation in the Shire's Delegation Register.

Background:

In December 2018 (Res 250/18) Council reviewed and adopted amendments to register of delegations.

Comment:

To ensure the timely implementation of maintenance and project work approval is sought to increase the purchasing authority of the Coordinator Waste Service to \$50,000 subject to specific conditions. Whilst the position currently has delegated authority for procurement to \$20,000, this proposed amendment is

- To ensure that governance risks are mitigated
- To ensure that conflict of interest (real or perceived) are managed, and
- Timely delivery of Shire projects and programmes where Council approval has been granted in relation to Services under panel contracts and/or project tenders.

Under Section 5.44 of the Local Government Act the power to delegate is subject to any conditions imposed by the local government on its delegation to the CEO.

Accordingly, the following amendment is proposed

- That the Coordinator Waste Service purchasing authority be increased from \$20,000 to \$50,000 subject to the procurement of goods or services is limited to: -
 - Panel Contracts approved by Council for purchases above \$20,000
 - Project Tender approved by Council for purchase above \$20,000

Attachments:

Nil

Consultation:

James Trail, Chief Executive Officer
Rod Franklin, Waste Coordinator

Statutory Environment:

Local Government Act 1995

5.18. Register of delegations to committees

A local government is to keep a register of the delegations made under this Division and review the delegations at least once every financial year.

5.42. Delegation of some powers and duties to CEO

1. A local government may delegate* to the CEO the exercise of any of its powers or the discharge of any of its duties under —

1. this Act other than those referred to in section 5.43; or
2. the *Planning and Development Act 2005* section 214(2), (3) or (5).

* *Absolute majority required.*

2. A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.

5.44. CEO may delegate powers and duties to other employees

1. A CEO may delegate to any employee of the local government the exercise of any of the CEO's powers or the discharge of any of the CEO's duties under this Act other than this power of delegation.

2. A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.

3. This section extends to a power or duty the exercise or discharge of which has been delegated by a local government to the CEO under section 5.42, but in the case of such a power or duty —

1. the CEO's power under this section to delegate the exercise of that power or the discharge of that duty; and
2. the exercise of that power or the discharge of that duty by the CEO's delegate,

are subject to any conditions imposed by the local government on its delegation to the CEO.

4. Subsection (3)(b) does not limit the CEO's power to impose conditions or further conditions on a delegation under this section.

5. In subsections (3) and (4) —

conditions include qualifications, limitations or exceptions.

5.46. Register of, and records relevant to, delegations to CEO and employees

1. The CEO is to keep a register of the delegations made under this Division to the CEO and to employees.

2. At least once every financial year, delegations made under this Division are to be reviewed by the delegator.

3. A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty.

Local Government (Administration) Regulations 1996

19. Delegates to keep certain records (Act s. 5.46(3))

Where a power or duty has been delegated under the Act to the CEO or to any other local government employee, the person to whom the power or duty has been delegated is to keep a written record of —

1. how the person exercised the power or discharged the duty; and
2. when the person exercised the power, or discharged the duty; and

3. the persons or classes of persons, other than council or committee members or employees of the local government, directly affected by the exercise of the power or the discharge of the duty.

Policy Implications:**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 \$2,000 | 1 Verbal Quote |
| \$2,000 - \$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 |

Financial Implications:

Nil

Strategic Implications:**Accountable and Effective Leaders**

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, endorses the amendments to the Purchasing Delegation to increase the limit for the Waste Services Coordinator, Manager Administration Services, Manager Recreation and Community Development and Works Supervisor from \$20,000 to \$50,000 subject to the following conditions: -

- **Goods and/or services supplied in accordance with any Panel Contract approved by Council for purchases above \$20,000;**
- **Project Tender approved by Council for purchase above \$20,000;**

RECORDING REQUIRMENTS

- Section 5.46(3) – Local Government (Administration) Regulation No 19.
- Purchase Order Module

11.1.9 Quarterly Report for the period Ending 31st December 2018

| | |
|--------------------------------|--------------------------------------|
| Location: | Nil |
| Applicant: | Nil |
| File Reference: | NAM6898 |
| Disclosure of Interest: | Nil |
| Date: | 21 st February 2019 |
| Author: | Chief Executive Officer, James Trail |

Summary:

For Council to receive the quarterly report for the period ending 31st December 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 inform 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. Therefore 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. Service Level Expenditure Report Dec-18 Attachment [11.1.9.1]
2. Quarterly Presentation - Dec 18 Attachment [11.1.9.2]

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 31st December 2018.

11.1.10 Kambalda Pool Update

| | |
|--------------------------------|--------------------------------------|
| Location: | Kambalda |
| Applicant: | Nil |
| File Reference: | |
| Disclosure of Interest: | Nil |
| Date: | 21 st February 2019 |
| Author: | Chief Executive Officer, James Trail |

Summary:

Update report on Kambalda Pool redevelopment and Council confirm the 3 reviews requested by West Australian State Treasury (WATC) by the end of March 2019.

Background:

Information (as detailed below and attached) was provided to the Kambalda Swimming Club on the 30th July 2018 and at the community workshop in August. Unfortunately, the President of the Swimming Club was unable to attend the meeting on the 30th July 2018. As requested by the Swimming Club, two members were provided with the opportunity to meet on site with the Manager of the Pool and Recreation and Community Development Manager to look at the plant room and the balance tank. As advised by the Manager the pools cannot operate without a balance tank.

The information provided estimated a cost of \$1.5 million needing to be spent just to enable the 50-metre pool and leaners pool to be reopened. Furthermore, details from engineering reports;

Airey Taylor Consulting Report

Findings

- The balance tank was in a severe condition and has been deemed un-safe and structurally unsound.
- Tap testing of the ceiling led to large chunks (<20 cm) of concrete to spall.
- Further works inside the balance tank must be undertaken with appropriate PPE, including a helmet.
- Concrete cancer and severe spalling in ceiling. Exposed reinforcement and attempted patch repairs are evident. Timber supporting with tape holding up roof.
- Tap testing revealed drummy sounds on the top-side as well Patch repair Drummy Severe spalling.
- The pipe in-side the tank is severely corroded and requires replacement. Top-side inspection of the balance tank found that the ceiling slab is only approximately 100 mm thick, which is highly inappropriate for a chloride rich environment.
- Concrete of the ceiling of the balance tank is very thin (~100 mm) and beginning to spall throughout
- with drummy sounds on the top-side around pipe penetrations. Piping penetrations are heavily corroded

- The condition of the walls is unknown, though given the lack of any water-proofing or surface protection/tiling layer, these are likely compromised as well.

Recommendations

- Breakout and repair of starting block locations.
- The balance tank be decommissioned and a new balance tank and piping be installed throughout all pools to comply with new water flow regulations.
- The entire surface of the pool be re-rendered. When re-rendering, ensure that the southern and south-western pool drains are level to facilitate proper drainage.
- That the thin (~100 mm) concrete walls between the pool overflow drains and the pool be inspected for rust staining after removal of tiles and screed. These are likely compromised due to the chloride ingress as we have seen in other pools of similar age. Break-out and repair of these areas is likely
- Reinforcement at break-out zones should accordingly be cleaned and primed with Zinc-rich Primer. We note that the pool “shell” in the submerged regions is at no risk of corrosion in the short term.
- That the pool be re-tiled or re-rendered (whichever is preferred) carefully and waterproofed so that tiles do not lift off and are able to protect the concrete substrate long-term.
- To address the issue of leaks, we recommend that a repair system, similar to Sikaflex Combi flex be installed on all joints within the pool.
- Break-out and repair of existing water stops is unlikely to be practical or feasible and any patch repairs would likely be ineffective in the long term.
- In the learner’s pool, no leaks were present, and the concrete is presumed to be in similarly good condition to the pool. It is recommended that the joints be re-paired as they are showing signs of cracking.

Estimated Costings based on Kambalda West Swimming Pool Core Survey Report prepared by Airey Taylor Consulting Engineers 6th July 2018 were;

- 50m - To cut off gutter side walls & rebuild as a wet deck, example section below – \$250,000
- Note: no allowance for concourse works or headwall works
- 50m - Rebated Combi flex to all construction joints in pool – \$150,000
- 50m - To strip existing tiles/blast painted surfaces & re-tile/re-paint – \$200,000
- LTS - To strip existing tiles/blast painted surfaces & re-tile/re-paint – \$40,000
- Wading - To strip existing tiles/blast painted surfaces & re-tile/re-paint – \$15,000
- Common – build new balance tank in suitable location next to plant room, breakout floor of old balance tank & fill with compacted sand – \$150,000
- Common – replacement of filtration & electrical systems, utilising existing pumps & procal – \$250,000
- Common – equi-potential bonding works – \$20,000
- Common – generally replace steel & asbestos concrete piping, field valving & replace with PVC new – \$200,000
- Note: allowance to fill in hydraulic culvert, see detail below
- Note: allowance to add hydrostatic valves
- Preliminaries/supervision/design/mob/allowance for regional attendance, for all above – \$200,000
- TOTAL FOR ABOVE WORKS – Approximately \$1.5 million.

Comment:

The Shire called for tenders for the redevelopment of the Kambalda pool closing 1st February 2019. Three tenders were received and currently being assessed. On advice from WALGA, with a project of this nature, it is reasonable to expect the whole tender process from preparation of specification to awarding of tender to be 20-24 weeks. The Request for Tender document and the specification are provided as attachments to this report. The tender prices just to enable the 50-metre pool and leaners pool to be reopened are well in excess of \$1.5 million. The Shire allowed an allocation of \$1.2 million in the 2018/2019 budget. Grant applications were sent to the State and Federal Governments

The Shire of Coolgardie has missed out on Federal and State Government Funding for the retention and redevelopment of its much-loved community pool with both governments indicating that there was a significant oversubscription to their funds. It is disappointing that both funding requests have been overlooked to revitalise what is the only outdoor 50 metre pool in the Coolgardie-Kalgoorlie area.

Estimated costs of refurbishment to the Aquatic Facility is \$3.4M which includes renovations to the 50m Pool, new change rooms and expanded first aid room and universal access pool. In order to fund the project, the Shire will require additional funding to just loan borrowings. Both funding requests were made in September 2018 for the Sport Australia's Move it Australia – Community Sport Infrastructure grant for \$500,000 and the State Government's Community Sporting and Recreation Facilities Funding for \$808,175. Correspondence received from Sport Australia, Federal Government, indicated that the "\$28.3 million grant program experienced overwhelming interest with over 2,000 applications submitted totalling more than \$390 million in grant requests." Whilst feedback on the application for state funding was deemed of good quality, further comments indicated that the CSRFF program was also considerably oversubscribed and that the project fell over due to funding not being secured through Sport Australia.

The Shire has applied for a loan from the Western Australian Treasury Corporation (WATC) of \$1.75 million which is currently being assessed with the Shire liaising with officers to provide information in support of the application for funds. The process is rigorous and a decision from WATC will be made on the 30th April. The WATC has written to the Shire and requested the following;

1. A probity review of the tendering process for both projects by Moore Stephens Local Government consulting division to verify that the tendering processes have been compliant with Shire procurement policies and the Local Government Act.
2. Project Governance oversight of both projects by independent consulting engineers (i.e. not the consultants who prepared the project plans and design work) selected from the WALGA panel.
3. Reviews of Project Expenditure by Moore Stephens audit division at key project milestones verifying that payments are compliant with tender agreements.

In terms of the process to progress the loan approval, the key steps will be as follows:

1. Moore Stephens engaged to complete the Tendering Process review and report to council and WATC by the end of March.
2. The Shire appoints independent consulting engineers and provides confirmation of that to WATC by the end of March.
3. Council passes the motion confirming the 3 reviews and provides confirmation of that to WATC by the end of March.
4. The loan application is submitted to the WATC executive for review in early April. Subject to their approval, it is submitted to the WATC Board on 30 April.

5. Moore Stephens audit division engaged to complete Project Expenditure reviews with confirmation to WATC.
6. Subject to WATC Board approval, loan funds are disbursed in May.
7. Periodic status reports from consulting engineers and Moore Stephens audit provided to WATC during the projects.

Council intends to continue discussions with business, mining companies and the community to seek options and funding avenues to support its major infrastructure investments. It is strongly encouraged that community members contact Ministers and local members in support of works to the Kambalda Swimming Pool. The Shire is also progressing discussions with the Federal and State Governments to continue to lobby for funding support.

Attachments:

1. Tender 01-19 Kambalda Swimming Pool Upgrade [11.1.10.1]
2. Pool Presentation 30-07-18 [11.1.10.2]
3. Kambalda Swimming Pool Upgrade Specification [11.1.10.3]

Consultation:

WATC
WALGA
Council
Contractors and Engineers
Shire Staff

Statutory Environment:

N/A

Policy Implications:

N/A

Financial Implications:

An allocation of \$1.2 million has been made in the 2018/2019 Budget for the redevelopment of the Kambalda Pool. It is estimated that the additional costs for the requirements stipulated by WATC to be \$210,000.

Strategic Implications:

Effective management of infrastructure, heritage and environment

Maintaining and renewing infrastructure and building assets

Voting Requirement: Absolute Majority

Officer Recommendation:

That Council,

- 1. Note the update report of the redevelopment of the Kambalda Pool**
- 2. Endorse the request by the Western Australian Treasury Corporation (WATC) for a probity review of the tendering process for both the Kambalda Swimming Pool Upgrade Tender 01/19 and Construction of the approach and junction of Binnewingie Road at the Coolgardie/Esperance Highway Tender 02/19 by Moore Stephens Local Government consulting division to verify that the tendering processes have been compliant with Shire procurement policies and the Local Government Act.**
- 3. Endorse the request by the Western Australian Treasury Corporation (WATC) for project governance oversight of both projects by independent consulting engineers (i.e. not the consultants who prepared the project plans and design work) selected from the WALGA panel.**
- 4. Endorse the request by the Western Australian Treasury Corporation (WATC) for reviews of project expenditure by Moore Stephens audit division at key project milestones verifying that payments are compliant with tender agreements.**

11.1.11 2018 - 2019 Budget Review

| | |
|--------------------------------|----------------------------|
| Location: | Nil |
| Applicant: | Nil |
| File Reference: | NAM6880 |
| Disclosure of Interest: | Nil |
| Date: | 19 February 2019 |
| Author: | Martin Whitely, Consultant |

Summary:

This report recommends that Council review and adopt the documentation tabled for the 2018/19 Budget Review.

Background:

Regulation 33A of the Local Government (Financial Management) requires a local government to carry out a review of its annual budget between 1 January and 31 March each financial year.

As a minimum requirement the review of the annual budget is required to consider the financial position of a local government for the period ending no earlier than 31 December each financial year.

Comment:

The budget review process for the 2018/19 financial year has been completed for the period beginning 1 July 2018 through to 31 December 2018.

A Draft Budget Review meeting was conducted on Tuesday 12 February 2019. Regulation 33A of the Local Government (Financial Management) requires a local government to present to Council within 30 days of conducting a review of the annual budget the findings from such a review to allow Council to adopt any recommendations arising from the review process.

Within the document tabled a detailed analysis of the financial statements and a commentary explaining the highlighted variances is shown at Note 7 & Note 8 respectively. There are various timing and permanent timing variances that have been addressed in the budget review. Explanations for these variances are provided in the Budget Review commentary and a conservative approach has been taken in finalising the forecast closing surplus position.

Council adopted the 2018/19 Budget with an operating deficit of \$1,150,702 and a closing net current asset surplus / deficit position of \$0. The budget amendments tabled for endorsement by Council in Note 5 of the Budget Review document recommends, even allowing for the proposed amendments, that the closing net current asset surplus / deficit position for the 2018/19 financial year remain unchanged.

This has taken into consideration the difference in the adopted 2018/19 Budget opening surplus of \$3,195,749 compared with the final audited opening surplus position of \$2,870,478. Any proposed

surplus funds at the end of the financial year have been recommended to be transferred into reserves at year end.

The 2019 Budget Review reflects the positive impacts the service level review has had over the past 18 months. For the six months ending 31st December 2018 estimates an efficiency dividend of 3.7% or \$636,000. For the 2017/2018 financial year an efficiency dividend of 4.8% delivered a dividend of \$648,258. This has enabled the Shire to re consider the funding of major infrastructure projects like the Kambalda Pool refurbishment.

Attachments:

1. 2018-19 Budget Review [11.1.11.1]

Consultation:

Shire Staff & Management
Councillors

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 implications of the budget review have been explained in the attached document. Any proposed amendments have been made to bring the budget in line with the audited financial statements for the financial year ended 30 June 2019.

Strategic Implications:

Accountable and Effective Leaders

High quality corporate governance, accountability and compliance

Voting Requirement: Absolute Majority

Officer Recommendation:

That Council,

1. Approve the Budget Review for the period ended 31 December 2018 carried out in accordance with the Local Government Financial Management Regulations 1995 Section 33A.
2. Approve the amendments to the adopted budget as outlined in "Note 5 – Budget Amendments" in the 2018/19 Budget Review document.
3. That administration staff make the required budget amendments within the chart of accounts to reflect those changes adopted in "Note 5 – Budget Amendments" within the 2018/19 Budget Review document.

11.2 Technical Services

11.2.1 Waste & Building Services December/January 2018-19 Report

| | |
|--------------------------------|--|
| Location: | Shire of Coolgardie |
| Applicant: | Shire of Coolgardie |
| File Reference: | NAM6834 |
| Disclosure of Interest: | The Author has no financial interest in this item |
| Date: | 05 February 2019 |
| Author: | Waste & Building Services Co-ordinator, Rod Franklin |

Summary:

For Council to receive the December/January 2018-19 Waste & Building Services progress report.

Background:

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

Comment:

Kambalda Refuse Site

- Transfer Station survey pegs have been laid and commencement of construction of the Transfer Station bin walls and Transfer Station platform will commence shortly.
- Limited coverage soil available on site. Strategen Consultancy have sampled and tested the soil at the old Kambalda Gun Club and presented the results to DWER. Soil testing results indicate top 20cm of soil from the bund may need to be screened of lead (bullets) to make this soil suitable for cover. We are still awaiting clarification from DWER.
- Quarterly water sampling done.
- Refuse site stats up to date.
- Rehab work to the top of recently filled and now closed cell will commence in the last part of this Financial Year. This cell served us well for the past 18 months. A new cell has been established at the southern end of the site which co-joins the ends of several old completed cells and it is expected this new cell will see us through to the opening of the Transfer Station planned for the end of June 2019.

Coolgardie Tip

- The Coolgardie Landfill Development Strategy Report prepared by Strategen Consultancy is currently with DWER for consideration.
- Vandals broke in through the boundary tip fence and broke in to the Tip Office and attempted unsuccessfully to start the Traxcavator. The EFTPOS machine was stolen, a set of keys and a modem. Door locks were damaged beyond repair. Door locks have been replaced and the fence has been repaired using internal resources and EFTPOS machine has been replaced by the bank. The modem was an old one, used for the camera system and has not yet been replaced as we are in the process of reviewing the camera system.

- Ongoing transfer of coverage soil from stockpile to tip face.
- Refuse site stats up to date.
- Insurance funds to replace the fire water trailer stolen back in May 2018 have been received and Uniqco are presently calling for quotes to replace this trailer.

Sewerage

- There were two major sewerage leaks during this period, and both were attended to and rectified within 12 hours. Continued progress on sewer camera - ing, now down to approximately 700 meters left to do until completion of the entire system. Continued inspection of the 148 manhole covers with only one to go.
- Sewer ponds are functioning and coping well after extensive repairs from vandalism.
- Compliance reporting of inflows and outflows are back to normal after the vandalism event and the Annual Report relating to these flows has been completed and submitted to DWER.

Wheelie Bins

- Six (6) of the new wheelie bins have been repaired over this period due to damage to lids from hail and damage to wheels from unknown sources.

Building Maintenance

- Wardens Court repairs ongoing.
- Ongoing review of Shire Maintenance program.
- Pool tenders closed on 1st February 2019.
- Ongoing liaison with Coolgardie mining camp - progressing well.
- Insurance claim from the December hail event is ongoing. Replacement of the Coolgardie Recreation Centre roof laser lite sheeting and urgent repairs to the pool chemical shed roof vents and Post Office roof have been completed. Replacement of the entire roof on the Recreation Centre and the pool roof still have to have costings completed by the insurance assessor and the Recreation Centre floor is also awaiting final costings. All urgent work to secure all buildings for safety and to prevent further damage has been approved and completed in compliance with the Insurance Assessors approvals.

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 the December/January 2018-19 Waste & Building Services progress report.

11.2.2 Haulage Campaign - Salt Lake Mining - Durkin Rd, Kambalda

Location: Coolgardie

Applicant: Salt Lake Mining

File Reference: NAM6874

Disclosure of Interest: The Author has no financial interest in this item

Date: 18 February 2019

Author: Engineering Administration Officer, Mel Nowlan

Summary:

For Council to consider a RAV application by Salt Lake Mining PL (IRD27840), the Principle, for their haulage contractor (KBD Haulage WA; Simon Gash) to cart 75,000 tonne 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 two (2) RAV approvals and the haulage campaign will be valid from 26/02/2019 – 30/04/2019.

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 (Salt Lake Mining PL) needs to apply to the Shire of Coolgardie for use of the Shire of Coolgardie road network.

Salt Lake Mining PL have approached the Shire seeking renewal of a haulage campaign transporting 75,000 tonnes of ore to Kalgoorlie for processing utilising 1.5km of Durkin Road. In August 2018 Shire approval was given to cart 75,000 tonnes from 15 August to 07 September 2018.

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. Policy #035 now deals purely with conditions relating to RAV Networks in the Shire, Policy #034 deals with requirements for haulage campaigns in the Shire. Copies of both policies have been emailed to Salt Lake Mining PL.

Comment:

Salt Lake Mining (the Principle) has requested use of Durkin Road, Kambalda, for a hauling period of 20 February 2019 – 30 April 2019.

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

Durkin Rd

Capital Contribution of \$0.07 per tonne per km at 75,000 tonnes over 1.5km **\$7875 ex GST or**
Maintenance Contribution at \$0.04 per tonne per km at 75,000 tonnes over 1.5km **\$4500 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:

Nil

Consultation:

John Vinar, Geology Manager – Beta Hunt Mine (Salt Lake Mining PL)

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. Any contribution received will be placed in the road construction reserve account for use on the relevant road infrastructure.

Strategic Implications:

Diversified and strengthened local economy

Foster innovation, partnerships and investment from across sectors to support economic development and the attraction and retention of residents

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,

In accordance with Policy 034 Haulage Campaigns, endorse the proposal from Salt Lake Mining Pty Ltd (Principle) to use 1.5km of Durkin Road for a campaign comprising of 75,000 tonnes from 20 February 2019 to 30 April 2019 for the following contribution;

1. Capital Contribution at \$0.07 p/tonne p/km; at 75,000 tonnes over 1.5km \$7,875 ex GST to Account/Job #11202750 (Limited Cartage Campaign).

11.2.3 Management Report to Council - extension to sewerage services contract

Location: Coolgardie

Applicant: Shire of Coolgardie

File Reference: NAM6876

Disclosure of Interest: The Author has no financial interest in this item

Date: 07 February 2019

Author: Rod Franklin – Waste & Building Services Co-ordinator

Summary:

The purpose of this report is to request Council approval to continue the services of TAPS Industries Pty Ltd, in providing sewer maintenance, repair and inspection of Council's sewer mains in the Coolgardie Townsite until the 30 June 2019; being that Tender 06/16 has now expired. The renewal of this tender may be brought to Council's attention later, pending future investigation from industry leaders.

Background:

The Shire of Coolgardie previously called for Tender 06/16 – *“Provision of Sewer Maintenance, Repair and Inspection of Council's Sewer Mains in the Coolgardie Townsite”*. The tender closed on Monday 12 December 2016 and was actioned in accordance with the *Local Government Act 1995 (Functions and General) Regulations 1996 Part 4 (Tenders for Providing Goods and Services)*. The tender was subsequently awarded to TAPS Industries Pty Ltd.

COUNCIL RESOLUTION: #332/16

MOVED: COUNCILLOR, N KARAFILIS
SECONDED: COUNCILLOR, S BOTTING

That Council

- 1. Authorise the Acting Chief Executive Officer to award Tender 06/16 to TAPS Industries Pty Ltd (Tender A), 37 Hopbush Road, Kambalda 6442.WA 6430.**
- 2. Authorise a contract to TAPS Industries Pty Ltd, 37 Hopbush Road, Kambalda 6442.WA 6430. for the *Provision of Sewer Maintenance, Repair and Inspection of Council's Sewer Mains in the Coolgardie Townsite for a period of 2 years, commencing on 1 February 2017 and terminating on 31 January 2019.***
- 3. Authorise the Shire President and the Acting 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.**

**CARRIED ABSOLUTE
MAJORITY 7/0**

Comment:

Consultation has occurred between all parties and it was agreed that there would be no change to TAPS's current schedule of rates.

Attachments:

Nil

Consultation:

Rod Franklin – Waste and Building Coordinator

Statutory Environment:

Nil

Policy Implications:

Policy 041 – Procurement Policy

Policy 043 – Regional Price Policy

Financial Implications:

The cost of providing the Sewer Maintenance, Repair and Inspection of Council's Sewer Mains in the Coolgardie Townsite contract is stipulated within the Shire's Budget 2018-19.

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

Development of Shire's resources to provide optimum benefit to the community

High quality corporate governance, accountability and compliance.

Voting Requirement: Simple Majority

Officer Recommendation:

That Council,

Approve to continue the services of TAPS Industries Pty Ltd, in providing sewer maintenance, repair and inspection of Council's sewer mains in the Coolgardie Townsite under the same schedule of rates as awarded under tender 06/16 until the 30 June 2019 or until such time that a new tender is advertised and awarded.

11.2.4 January/February 2019 Works and Services Progress Report

Location: Shire of Coolgardie

Applicant: Shire of Coolgardie

File Reference: NAM6881

Disclosure of Interest: The Author has no financial interest in this item

Date: 12 February 2019

Author: Engineering Administration Officer, Mel Nowlan

Summary:

For Council to receive the January/February 2019 Works and Services Progress Report.

Background:

This report is to provide Council on the progress of planned works within Technical Services.

Comment:

Road Works: Coolgardie North Road/Ora Banda intersection has commenced.

The widening on King Street, Coolgardie has commenced. Waiting for sealed works and kerbing.

The Kambalda Tip Road junction (tendered project) has now been completed.

Kambalda Parks & Gardens: WA Hino (the Parks & Garden's truck) delivered to Kambalda Depot 07/02/19



Tender 02/18 (Binningie Road/Coolgardie-Esperance Highway) - for the Construction and Junction of Binningie Road and the Coolgardie-Esperance Highway. Project pending due to permit clearing approval.

Tender 08/18 (Coolgardie North Road Upgrade) - For the formation/shoulder widening, cement stabilizing and seal works to sections of Coolgardie North Road. Will commence late February/early March (West Coast Stabilising).

East Oval: Contractors attended and replaced the day/night switches. Timer has been adjusted.

Footpaths: Kambalda footpath program is due to start mid-March 2019 by Allsorts Contracting.

Coolgardie Park Playground: new playground installation has been completed.



Plant: Shire assessments on the new skid steer loader and the Parks & Garden truck for Coolgardie have been completed and recommendation has been made to Uniqco International. New (Coolgardie) Road Crew truck and (Kambalda) Parks & Garden truck due to arrive end-February 2019.

Bush Fire Measures: plant and personnel were involved in bush fire measures in December 2018 (near Coolgardie) and February 2019 (Higginsville).

Parks & Gardens: sourcing contractors to repair lighting towers at Kambalda West Oval.

Attachments:

Nil

Consultation:

Nil

Statutory Environment:

Nil

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 the January/February 2019 Works and Services Progress Report.

11.2.5 Horse Block Proposed Subdivision

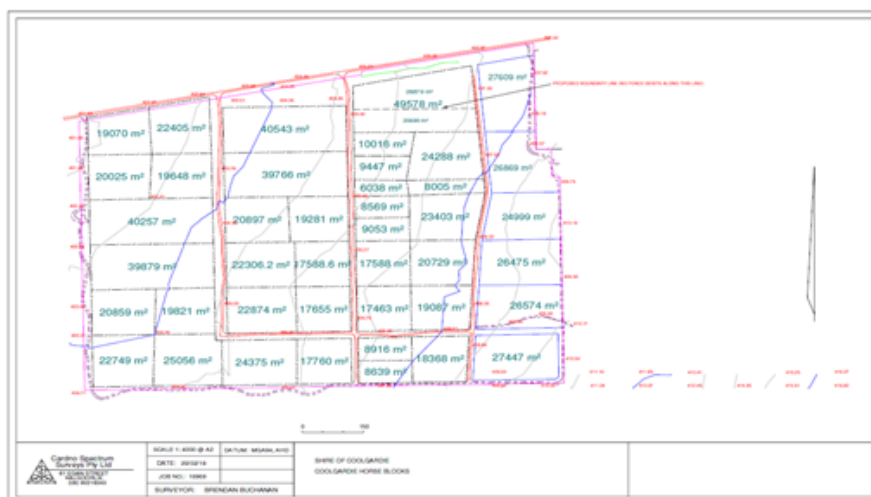
| | |
|--------------------------------|---------------------------------------|
| Location: | Nil |
| Applicant: | Nil |
| File Reference: | NAM6875 |
| Disclosure of Interest: | Nil |
| Date: | 7 February 2019 |
| Author: | Francesca Lefante, Consultant Planner |

Summary:

To consider progressing the subdivision of Lot 555 Gnarlbine Road, Coolgardie which is owned by the Shire of Coolgardie.

It is proposed to subdivide the land into rural residential lots varying in size from 6000sqm to 40,000 sqm as shown on the plan below. The proposed subdivision follows the existing paddock fence lines to a large extent and formalises the current lot arrangement that has been established for many years.

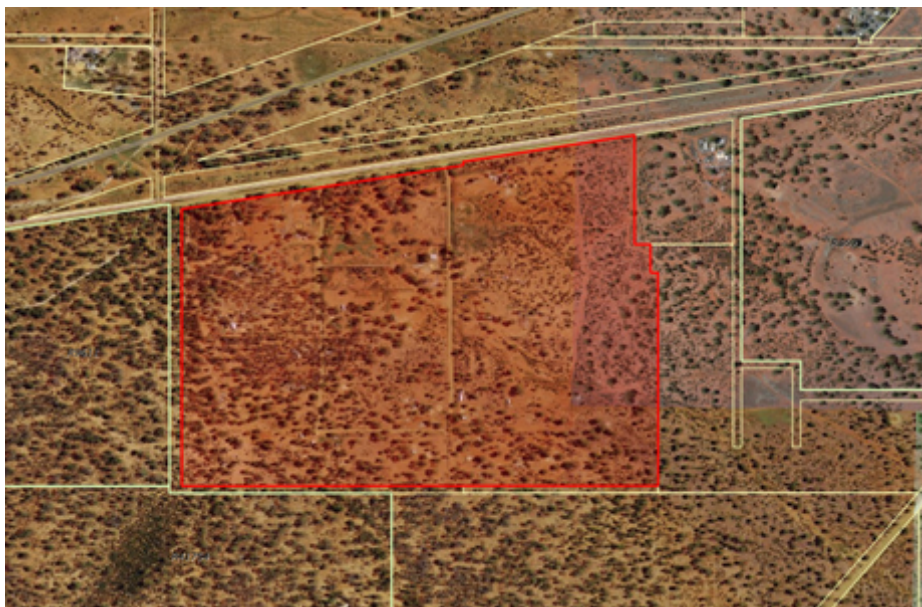
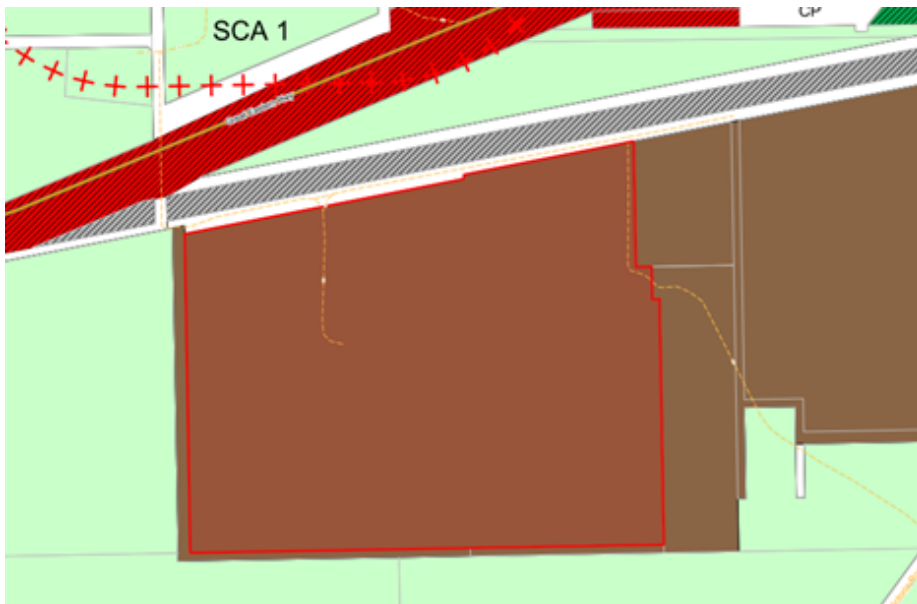
Jobson Street runs parallel to Great Eastern Highway. Vehicular access to the site is from an un-named local gravel road. The roads surrounding and within the proposed subdivision will also require naming.



Background:

The subject site is Lot 555 Jobson Street, Coolgardie, and has an area of 104 ha. The site is zoned Rural Residential and is owned by the Shire of Coolgardie.

The site is located on the southern side of Great Eastern Highway approximately 2.5 kilometres from the Coolgardie townsite. The site is surrounded by a mix of vacant, reserve and rural zoned land.



Site Description

The subject site comprises a level to gently sloping site.

Vehicular access to the site is via, with the individual paddock's services by a series of internal dirt tracks.

Current Use

The site is currently leased by the Shire to a local Horse Club who then subleases various lots, which are fenced, to members for horse adjustment.

Comment:

State Planning Policies

There are various State Planning Policies (SPP) and Development Control Policies that deal with subdivision of land. The general principles of subdivision contained in this policy are to ensure that the lots that are created that: -

- are consistent with the local planning schemes responsive to the local character

- achieves appropriate community standards of health, safety and amenity;
- facilitate access and movement are capable of lawful development
- have appropriate and public utilities.

SPP 3.7 Planning in Bushfire Prone Areas. This Policy directs how land use should address bushfire management and applies to all land that is designated as bushfire prone by DFES (Department of Fire and Emergency Services). The policy seeks to guide the development and to preserve life and reduce the impact on property and infrastructure.

SPP 3.1 – Urban Growth and Settlement. This policy promotes the sustainable and well-planned pattern of settlement across the state and provide for a wide variety of housing, employment, recreation facilities and open space.

SPP 2.5 Rural Planning. The key objective of the policy is to support, expand and protect agricultural land and basic raw material resources for extraction. This proposal is on land zoned rural residential and the subdivision plan is consistent with the zoning for rural lifestyle, recreational and limited commercial activities.

Government Sewerage Policy provides for a general principle that residential subdivisions be connected to reticulated sewerage. The policy sets exemptions for Areas that are outside on the Perth Metropolitan Area and Peel region, where the lot sizes are above 1000sqm, the site is not in a drinking water source area, and where on-site sewerage disposal is determined to be the best practical option, or remote from existing sewerage schemes.

Appropriateness of Subdivision

In November 2018 the Shire resolved to support amendments to the Scheme to allow a range of additional uses on these sites to reflect the proximity of the sites to the Coolgardie townsite and to increase the housing and lifestyle choices within the Shire.

In 2015 the Shire commence development on a draft structure plan to facilitate the subdivision of the site into small rural residential lots that create a mix of lifestyle lots consistent with the zoning and currently use.

The Shire has received various informal approaches from individual about the status of the site and opportunities to lease or purchase sites to facilitate more permanent development. Whilst no formal consultation has occurred on these options, Shire officers have indicated that the community members using the horse blocks appear to be satisfied with the configuration.

Environmental considerations

There is no known environmentally significant flora and fauna contained on the site (based on publicly available environmental data). The site consists of mainly paddocks used for horse adjustment.

Bushfire Management Plan

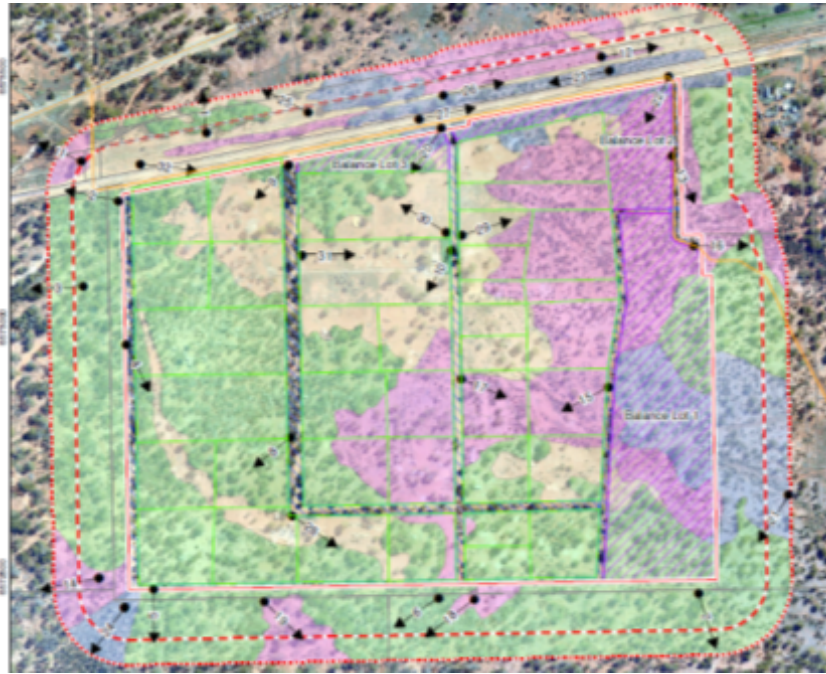
The site is located within a designated bushfire prone area as shown on the plan below. A bushfire management plan and assessment has been prepared for the site by Strategen.

Native vegetation clearing is to be limited to perimeter and internal roads, firebreaks and building envelopes. Clearing for the roads comprises: -

- The existing grave road to the north – no clearing required
- Internal roads will mainly require pruning of tress to provide vertical clearance for fire appliance access
- Existing gravel tracks to the south and east will require widening.

- The public road to the west boundary will require some vegetation clearing.

The bushfire assessment is based on the proposed lot layout and vegetation classification, slope has identified the BAL rating for each lot, which gives an indication of the level of bushfire attack and informs the standard of building construction and/or setbacks required for the proposed development to potentially withstand such impacts.



BAL ratings are based on post development conditions and take into consideration the proposed on-site clearing extent and resultant vegetation exclusions and separation distances.

The report identifies the bushfire protection measures required to create the subdivision and ongoing requirements for the owners/occupiers of the site, including the following: -

- Construct the public roads.
- Install the two 50,000 L water tank the location is shown on the plan below (western portion of Balance Lot 3)
- Construct the private driveways.
- Establish 3m wide firebreaks around all buildings and immediately inside all boundaries.
- Construct Asset Protection Zones (APZ's) of 9 to 20 metres wide based on the vegetation classification and location of building envelopes



Roads and Drainage

The proposal includes formalisation of a number of internal roads, as shown on the plan below. The design, drainage and construction standards are generally to the satisfaction of the Shire.



The infrastructure works material, program and costs will be influenced by the subdivision conditions imposed by the WAPC.

Two vehicular access routes are required to bushfire management which provided residents with the option to travel north to Great Eastern Highway or southwest to Victoria Road Road to two different destinations, these are shown on the plans.

Infrastructure and Servicing requirements

The WAPC is ensure that each lot is provided worth a standard of public utility services that are relative to the intended use, size, soil and scheme provisions. The applicant (in this case the Shire) will be required to make the necessary arrangements in liaison with the relevant government agencies to fulfil the subdivision conditions and obtain clearance from the respective agencies.

The WAPC must be satisfied that the conditions have been fulfilled to prior to endorsing the diagram of survey prior to the issue of titles.

With regard to the current infrastructure the following is relevant.

- Water.

Water is located along Great Eastern Highway. Connection and provisions of water to the sites will be explored in the detail phase.

- Power.

A high voltage power line is located along Jobson Street as shown in the plan below. The location of electricity supply to each lot, will be identified as part of the detailed delivery phase and will include costs estimates as some forms of development may not require an electricity supply to support the intended land use. A future and separate project plan and budget will be submitted once the subdivision conditions are known and the development implications and costs can be formulated.



- Sewerage.

The Shire operates the reticulated sewerage system in Coolgardie. Extending the existing sewerage system is not likely to be required as strategic objective of the proposed subdivision is to create housing, lifestyle and development choice in close proximity of the Coolgardie townsite.

Given the location of the site, development scale and type it is likely that individual biomax sewerage systems will be the most appropriate, cost effective and fit for purpose option.

- Fire protection and management

This comprises a combination on public and private actions, including water tanks, access roads, fire breaks and asset protection zones around buildings as detailed in the Bushfire Management Plan.

Potential Market Demand

Preliminary investigations have been undertaken on the potential market demand and sales costs. This matter will be further reviewed following completion of the subdivision

Process

1. Council resolution to pursue subdivision design and submit proposal to WAPC
2. Application and associated documentation submitted to WAPC
3. WAPC Subdivision assessment (includes referral to agencies and determination)
4. WAPC conditional subdivision approval issued.
5. Finalise infrastructure design details & Engage suitable contractors to complete works,
6. Construction and civil works including earthworks and infrastructure
7. Applicant completes works associated with subdivision conditions
8. Seek agency clearance of conditions
9. Lodge survey plans for new titles
10. Market and dispose of the sites.

Options

In considering this proposal there are a number of options available to the Shire, as follows: -

- Option 1 – Support subdivision proposed to create separate freehold title lots.
- Option 2 – Redesign the lot layout
- Option 3 – Leave site as it, and continue to lease the whole site

Attachments:

1. Att 1 Horse Block - Subdivision layout [11.2.5.1]

Consultation:

Shane McDermont
James Trail - CEO

Statutory Environment:

Planning and Development Act
Local Government Act 2005

Policy Implications:

Nil

Financial Implications:

Creation of infrastructure

Strategic Implications:

- Solutions focused and customer orientation
- Diversified and strengthened local economy
- Effective management of infrastructure, heritage and the environment.

Voting Requirement:

Simple Majority

Officer Recommendation:

That Council,

1. **SUPPORTS** the proposed subdivision layout for Lot 555 Jobson Road, Coolgardie as shown on the attached plan.
2. **AUTHORISED** the submission of a subdivision application for Lot 555 Jobson Road, Coolgardie to the Western Australian Planning Commission (WAPC).

11.3 Recreation and Community Services

11.3.1 Bush Fire Control

| | |
|--------------------------------|---|
| Location: | Nil |
| Applicant: | Nil |
| File Reference: | <i>Create record in synergy and insert record number</i> |
| Disclosure of Interest: | Nil |
| Date: | 20 February 2019 |
| Author: | Laura Dwyer, Manager Recreation and Community Development |

Summary:

Bush Fire Control is the responsibility of local government to administer certain functions of the Bush Fires Act 1954 and this report outlines the obligations, risks and potential actions to be taken to assist the Shire to manage bush fires within its boundaries.

Background:

The Shire of Coolgardie has recently had an intense start to the bush fire season this year with three large fires occurring within a four-week period.

It has been highlighted that since the first bush fire of the season, there is a need for the Shire to understand the legal obligations surrounding bush fire control and implement processes to manage risk into the future.

The first bush fire of the season for the Shire of Coolgardie started on 26/12/2018. Over the three incidents fire-fighting efforts were affected by additional storms occurring mainly at night consisting of dry lightning and big wind changes with little rain.

Fire 1 Victoria Rock Road to Burra Rocks Area 26/12/2018

- Fire Started 9.45am on 26/12/2018
- 1800 Hrs. Section 13 issued by CBCO – DFES to take control
- Incident Rate = 1 Incident No = 418674
- Victoria Rock Road and Burra Rock Roads were closed
- Fire Finished on 3/01/2019 -
- Approximately 12000 HA were burnt

Fire 2 Stewart Train Station – Dedari Complex – Bullabulling / Wallaroo 13/01/2019

- Fire started on 13/01/2019 @ 15.45 hrs.
- 2130 Hrs. – Section 13 Issued by CEO – DFES to take control
- Incident Rate = 1 Incident No = 421037 and 420363
- Train lines were disrupted, and State Highway was continually monitored
- Fire finished on 23/01/2019
- Approximately 12000 HA were burnt

Fire 3 Victoria Rocks 28/01/2019

- Fire Started 8.03am on 28/01/2019
- 1300 Hrs. Section 13 issued by CEO – DFES to take control
- Incident Rate = 1 Incident No = 421432
- Victoria Rock Road and Holland Track was closed
- Fire Finished on 6/02/2019
- Approximately 30000 HA were burnt – Fire Perimeter approx. 130KM

Meetings over the incidents were held with stakeholders including DFES, volunteer fire brigades and mining companies to discuss management of the incidents and fires outside of the town limits in the future.

Feedback was positive in support of establishing a framework to manage bush fires, increase volunteer participation and define authorised persons and the chain of command during such events.

Comment:

From the meetings that have been held, the following has been clearly established:

- Given the rate of incident in the current season, it has been identified that bush fire management is a critical risk that must be managed by the Shire.
- Liabilities exist for the Shire and personally for the CEO and officers if not managed appropriately. Legal and financial obligations exist for the Shire as people and assets utilised during fires that are controlled by the Shire fall under the Shire's public liability.
- A framework needs to be established to manage Bush Fires.
- Within the framework, clear lines of communication need to be established with DFES and all stakeholders as well as processes for reporting and chain of command.
- Levels of insurance required need to be established to cover liability that comes with the Shire managing bush fires and the people and equipment that are involved.

- Coolgardie Volunteer Fire Brigade has 16 members with 8 active and Kambalda has 28 active members.
- For a bush fire brigade to function effectively, it would require additional volunteers as this would be too onerous for the current brigades and strain resources to manage other emergencies that may occur at the same time.
- Establishing bush fire brigades may require less commitment and training for volunteers which may be more appealing and attract more participants. It may also be more attractive as they would not be required to attend confronting incidents such as road accidents.
- Bush seasons are typically from November until March of each year.
- Investigation is required into the potential for bush fire brigades to be established in Coolgardie and Kambalda.
- If bush fire brigades are established, they would require additional resources in terms of plant and equipment. This would need to be investigated as well as potential funding from DFES to accommodate.
- To proceed in establishing bush fire brigades, a business plan would need to be prepared and submitted to DFES with the assistance of Yvette Grigg from DFES.

Recommendations:

Option 1;

That Council:

1. Authorise the Chief Executive Officer to develop a bush fire management framework, including the development of bush fire brigades and processes required.
2. Authorise the Chief Executive Officer to delegate Chief Bush Fire Control Officer to Waste and Building Coordinator.
3. Authorise the Chief Executive Officer to delegate Deputy Chief Bush Fire Control Officer to Works Supervisor.
4. Authorise the Chief Executive Officer to delegate Bush Fire Control Officer to Works Leading Hand, Waste and Building Officer, (Brett), Coolgardie Volunteer Fire Brigade Captain, Kambalda Volunteer Fire Brigade Captain.
5. Authorise the Chief Executive Officer to seek further advice regarding insurance liabilities for bush fire control.
6. Authorise the Chief Executive Officer to seek legal advice regarding the bush fire management framework and legal obligations for bush fire control.
7. Authorise the Chief Executive Officer to prepare a business case for the establishment of bush fire brigades in Coolgardie and Kambalda.
8. Prepare a report to Council for the April 2019 meeting of Council.

Option 2;

That Council:

1. Do not seek any advice in relation to bush fire control.
2. Do not approve developing bush fire management framework.

Attachments:

Nil

Consultation:

Kambalda and Coolgardie Volunteers
Shire Staff
DFES Staff

Statutory Environment:

Bush Fires Act 1954

Bush Fires Regulations 1954

Emergency Management Act 2005

Emergency Management Regulations 2005

Local Government Act 1995 (Delegations)

Policy Implications:

Nil

Financial Implications:

Nil

Strategic Implications:

Accountable and Effective Leaders

Developing strong partnerships with stakeholders for the benefit of our community
Ensuring the Shire of Coolgardie is well positioned to meet future needs
High quality corporate governance, accountability and compliance
Maintain integrated strategic and operational plans

An inclusive, safe and vibrant community

Collaborating with stakeholders to develop and expand community safety initiatives

Voting Requirement: Simple Majority

Officer Recommendation:

That Council,

- 1. Note the report on Bushfire Activity in the Shire of Coolgardie**
- 2. Authorise the Chief Executive Officer to develop a bush fire management framework, including the development of bush fire brigades and processes required.**
- 3. Authorise the Chief Executive Officer to delegate Chief Bush Fire Control Officer to Waste and Building Coordinator.**
- 4. Authorise the Chief Executive Officer to delegate Deputy Chief Bush Fire Control Officer to Works Supervisor.**
- 5. Authorise the Chief Executive Officer to delegate Bush Fire Control Officer to Works Leading Hand, Waste and Building Officer, Leading Hand Construction Crew, Senior Ranger and Compliance Officer, Coolgardie Volunteer Fire Brigade Captain, Kambalda Volunteer Fire Brigade Captain.**
- 6. Authorise the Chief Executive Officer to seek further advice regarding insurance liabilities for bush fire control.**
- 7. Authorise the Chief Executive Officer to seek legal advice regarding the bush fire management framework and legal obligations for bush fire control.**
- 8. Authorise the Chief Executive Officer to prepare a business case for the establishment of bush fire brigades in Coolgardie and Kambalda.**
- 9. Prepare a report to Council for the May 2019 meeting of Council.**

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

15 CLOSURE OF MEETING