



SHIRE OF COOLGARDIE

# MINUTES

OF THE

ORDINARY COUNCIL MEETING

28 June 2016

6.00pm

Kambalda

## SHIRE OF COOLGARDIE

### NOTICE OF ORDINARY MEETING OF COUNCIL

Dear Elected Member

The next ordinary meeting of the Shire of Coolgardie will be held on Tuesday 28 June 2016 in the Kambalda Recreation Centre, KAMBALDA commencing at 6:00pm.

A handwritten signature in black ink, appearing to read 'Paul Webb', is displayed within a white rectangular box.

**PAUL WEBB**  
**CHIEF EXECUTIVE OFFICER**

## ORDINARY COUNCIL MEETING

**28 JUNE 2016**

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

The dates, times and locations of the Ordinary Council Meetings for 2016 are listed hereunder. This month's meeting is highlighted.

Tuesday	19 January 2016	6.00pm	Coolgardie
Tuesday	23 February 2016	6.00pm	Kambalda
Tuesday	22 March 2016	6.00pm	Coolgardie
Tuesday	26 April 2016	6.00pm	Kambalda
Tuesday	24 May 2016	6.00pm	Coolgardie
<b>Tuesday</b>	<b>28 June 2016</b>	<b>6.00pm</b>	<b>Kambalda</b>
Tuesday	26 July 2016	6.00pm	Coolgardie
Tuesday	23 August 2016	6.00pm	Kambalda
Tuesday	27 September 2016	6.00pm	Coolgardie
Tuesday	25 October 2016	6.00pm	Kambalda
Tuesday	22 November 2016	6.00pm	Coolgardie
Tuesday	20 December 2016	6.00pm	Kambalda



**PAUL WEBB**  
**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.

A handwritten signature in black ink, appearing to read 'Paul Webb', with a stylized flourish at the end.

PAUL WEBB  
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.

## TABLE OF CONTENTS / INDEX

ITEM No.	ITEM HEADING	PAGE No.
1.0	DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS	10
2.0	RECORD OF ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE	10
2.1	<i>Present:</i>	
2.2	<i>Apologies</i>	
2.3	<i>Approved Leave of Absence:</i>	
3.0	DECLARATIONS OF INTEREST	11
3.1	<i>Declarations of Financial Interests - Local Government Act Section 5.60A</i>	
3.2	<i>Declarations of Proximity Interests - Local Government Act Section 5.60B</i>	
3.3	<i>Declarations of Impartiality Interests - Admin Regulation 34C</i>	
4.0	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	11
5.0	PUBLIC QUESTION TIME	11
6.0	APPLICATIONS FOR LEAVE OF ABSENCE	11
7.0	CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS	12
7.1	<i>ORDINARY MEETING OF COUNCIL 24 MAY 2016</i>	12
8.0	ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION	12
9.0	PETITIONS/DEPUTATIONS / PRESENTATIONS / SUBMISSIONS	13
10.0	REPORTS OF COMMITTEES	13
10.1	<i>Minutes and Draft Business Plan of the Goldfields Tourism Network Association Inc, Meeting Friday 6 May 2016</i>	14
11.0	REPORTS OF OFFICERS	81
11.1	GOVERNANCE	81
11.1.1	<i>Monthly Activity Report</i>	81
11.1.2	<i>Local Law Review</i>	106
11.1.3	<i>Implementation Action List Update June 2016</i>	112



<b>11.2</b>	<b>ADMINISTRATION SERVICES</b>	
11.2 .1	<i>Monthly List of Municipal and Trust Fund Payments</i>	123
<b>11.3</b>	<b>RECREATION AND REGULATORY SERVICES</b>	
11.3.1	<i>Environmental Health and Building Services tender 01/16</i>	131
<b>11.4</b>	<b>COMMUNITY SERVICES</b>	
	<b>NIL</b>	
<b>11.5</b>	<b>TECHNICAL SERVICES</b>	
11.5.1	<i>Kidman Resources Haulage Campaign</i>	137
<b>12.0</b>	<b>ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN</b>	155
<b>13.0</b>	<b>NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING</b>	
13.1	<i>ELECTED MEMBERS</i>	155
13.2	<i>OFFICERS</i>	155
<b>14.0</b>	<b>CONFIDENTIAL ITEMS</b>	155
14.1	<i>Legal Advice Jaurdi Hills Road</i>	155
14.2	<i>Chief Executive Officer Key Performance Indicators 2016 - 2017</i>	155
<b>15.0</b>	<b>CLOSURE OF MEETING</b>	157

## **1.0 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS**

Shire President, M Cullen declared the meeting open at 6.00pm and welcome fellow Councillors, visitors, and staff and thanked them for their attendance.

## **2.0 RECORD OF ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE**

### **2.1 PRESENT:**

Shire President, M Cullen  
Deputy President, T Rathbone  
Councillor, K Lindup  
Councillor, N Karafilis  
Councillor, S Botting  
Councillor, K Johnstone

#### **MEMBERS OF STAFF:**

Chief Executive Officer, P Webb  
Manager Administration Services, S Mizen  
Manager Recreation & Regulatory Services, J O'Brien  
Manager Technical Services, R Connor  
Manager Community Services, S Donkin  
Executive Assistant, Elly McKay

#### **MEMBERS OF THE PUBLIC:**

NIL

### **2.2 APOLOGIES:**

NIL

### **2.3 APPROVED LEAVE OF ABSENCE:**

Cr Betty Logan

### 3.0 DECLARATIONS OF INTEREST

#### 3.1 DECLARATIONS OF FINANCIAL INTERESTS – LOCAL GOVERNMENT ACT SECTION 5.60A

*Cr Malcolm Cullen declared a Financial interest in Agenda Item 14.1 and completed a Disclosure of Interest form.*

#### 3.2 DECLARATIONS OF PROXIMITY INTERESTS – LOCAL GOVERNMENT ACT SECTION 5.60B

#### 3.3 DECLARATIONS OF IMPARTIALITY INTERESTS – ADMINISTRATION REGULATION 34C

### 4.0 RESPONSE TO PREVIOUS PUBLIC QUESTION TIME TAKEN ON NOTICE

NIL

### 5.0 PUBLIC QUESTION TIME

NIL

### 6.0 APPLICATIONS FOR LEAVE OF ABSENCE

#### COUNCIL RESOLUTION: # 109/16

MOVED: COUNCILLOR, K JOHNSTONE

SECONDED: COUNCILLOR, T RATHBONE

That Council approve leave of absence for Sherryl Botting 6 July 2016 – 12 September 2016 and Kathie Lindup 18 July 2016 – 10 September 2016.

ABSOLUTE MAJORITY 6/0

## **7.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

### **ITEM 7.1 ORDINARY MEETING OF COUNCIL 24 MAY 2016**

#### **OFFICERS RECOMMENDATION:**

That the minutes of the Ordinary Meeting of Council of 24 May 2016 be confirmed as a true and accurate record.

#### **COUNCIL RESOLUTION: # 110/16**

**MOVED: COUNCILLOR, K LINDUP**

**SECONDED: COUNCILLOR, S BOTTING**

That the minutes of the Ordinary Meeting of Council of 24 May 2016 be confirmed as a true and accurate record.

**ABSOLUTE MAJORITY 6/0**

## **8.0 ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION**

### **President's Report**

June 2016

The Gabion Walls project in Kambalda was finally completed last week with the our works crew finishing placing the rocks in wall five on Monday June 13th. This project was undertaken by the Shire in an effort to reduce the water flow through the Kambalda West townsite during heavy rainfall events. It is hoped that now, with the stone walls in place, and the levy bank reinstated on the western fringe of town, any future flooding in the town will be very much reduced. This project has taken five years to complete at an estimated cost of \$500,000 and it is a credit to our crews who have worked diligently at completing the job successfully.

The Shire's Town Planning Scheme 5, is currently being considered by the WA Planning Commission and to all intents, we are still having to deal with objections from the Dept of Minerals and Petroleum regarding the Industrial area in Coolgardie, and the future Motor Complex site in Kambalda. The Shire is intending to take a deputation to the WAPC hearing this month in an endeavour to have these objections overruled in our favour, so that we can make this land available for development. Our Manager of Regulatory Services has reported that there have been three or four companies searching for larger lots of land in Coolgardie to build or expand their business; however they are currently being turned away because of the land in our townsite not being available to be developed.

On the same subject, the Shire has made an appointment with the Minister for Mines and Petroleum L'Estrange, to meet with myself and CEO Paul Webb, during Local Government week in August, in an attempt to argue our case as to why the DMP should be working together with the Shire so that we can both co-exist in the townsites

similar to what happened in Kalgoorlie with the expansion of the KCGM Superpit, where mining and industry are side by side and during that time both were successful.

On a brighter note, the Coolgardie Bluff Cultural and Heritage Trail project undertaken by the Goldfields Employment Training group is progressing along well. There are viewing platforms being installed at strategic points on the Trail with a blue metal walkway linking these points together. The next phase is the erection of signage with the cultural stories along the Trail which are currently being painted up by members of the group. Once the signs are in place, this trail will certainly be another attraction to draw people to our town.

Malcolm Cullen

**Shire President**

#### **9.0 PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS**

NIL

#### **10.0 REPORTS OF COMMITTEES**

**AGENDA REFERENCE:** 10.1

**SUBJECT:** Minutes and Draft Business Plan of the Goldfields Tourism Network Association Inc, Meeting Friday 6 May 2016

**LOCATION:** NIL

**APPLICANT:** Goldfields Tourism Network Assoc Inc

**FILE REFERENCE:** NAM4776

**DISCLOSURE OF INTEREST:** NIL

**DATE:** 12 May 2016

**AUTHOR:** Sandra Donkin, Manager Community Services

**SUMMARY:**

The Council are requested to accept the minutes of the Goldfields Tourism Network Association Inc (GTNA) meeting held Friday May 2016

**BACKGROUND:**

The Goldfields Tourism Network Association Inc. was established in December 2010. The primary role of (GTNA) is that of a Tourism Marketing body, which promotes the region of the partnering Shires and the Golden Quest discovery Self Drive Trail.

The Goldfields Tourism Network Association currently has six local governments as primary partners, however Norseman have just accepted as a seventh primary partner. Wiluna, Leonora, Laverton, Menzies, City of Kalgoorlie – Boulder, Coolgardie and Norseman.

Summary of key points from the February minutes:

- The Draft Goldfields Tourism Network Association Business Plan was presented to the meeting for consideration; Councillors were forwarded a copy and invited to provide feedback by Friday 13 May 2016.
- GTNA planning another Famil trip, the total number of participants from each Shire is three people.
- Promotion has been at various trade shows, Perth Caravan and Camping Show.
- New brochure is at the printer.
- Website needs to be redeveloped, currently out of date and not user friendly.

- Three year Memorandum of Understanding (MOU) is due to expire, it is not anticipated that Councils will be asked to contribute financially any more than we currently are to the projects. The draft MOU will be presented to the Shire Chief Executive Officers for review before the end of June. It is not anticipated that the current contributions will be increased.
- It was decided at the meeting to officially change the name of Goldfields Tourism Network Association to Goldfields Tourism.

**COMMENT:**

The Goldfield Tourism Network Association meeting minutes are being presented to provide the Councillors with an opportunity to endorse the resolutions of the GTNA meetings.

**CONSULTATION:** Council and management, May 2016 briefing session

**STATUTORY ENVIRONMENT:** NIL

**POLICY IMPLICATIONS:** NIL

**FINANCIAL IMPLICATIONS:** Fees associated with the GTNA membership and meeting attendance.

**STRATEGIC IMPLICATION:**

**Diversified and strengthened local economy:**

- Support the development of tourism in the region.

**VOTING REQUIREMENT:** Simple majority

**OFFICER RECOMMENDATION:**

That Council receive the minutes and draft business plan from the Ordinary Meeting of the Goldfields Tourism Network Association Inc held on Friday 6 May 2016.

COUNCIL RESOLUTION: # 111/16

MOVED: COUNCILLOR, S BOTTING

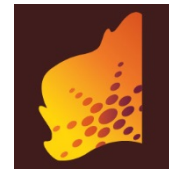
SECONDED: COUNCILLOR, T RATHBONE

That Council receive the minutes and draft business plan from the Ordinary Meeting of the Goldfields Tourism Network Association Inc held on Friday 6 May 2016.

ABSOLUTE MAJORITY 6/0



# MCS 10.1 Goldfields Tourism Network Association Attachment 3



## Goldfields Tourism Network Association Inc

### Board Meeting

**Laverton Shire Offices  
9 Macpherson Pl, Laverton  
Friday 6<sup>th</sup> May 2016**

Meeting opened at 10.20am

### Minutes

#### **1. Attendance:**

Cr Mandy Reidy	City of Kalgoorlie Boulder
Cr Pat Hills	Shire of Laverton
Cr Rex Ryles	Shire of Laverton
Cr Lynn Webb	Shire of Dundas
Cr Kathy Lindup	Shire of Coolgardie
Elaine Labuschange	Shire of Leonora
Pania Turner	Shire of Dundas
Neil McGilp	GTNA Manager
Tracey Luke	Shire of Wiluna
Sandy Donkin	Shire of Coolgardie
Liz Cayzer	GTNA Administration
Steve Deckert	CEO Shire of Laverton
Laurinda Hill	Manager Great Beyond Explorers Hall of Fame
Graham Stanley	Shire of Laverton

#### **2. Apologies:**

Cr Jim Quadrio	Shire of Wiluna
Cr Jill Dwyer	Shire of Menzies
Cr Peter Craig	Shire of Leonora
Cr Tracey Rathbone	Shire of Coolgardie
Janice Kendall	GEDC
Kim Hewson	Community Representative
David Pickles	DPaW
James Rigg	Minara Resources
David Molloy	Shire of Wiluna

#### **3. Minutes from Board meeting February 5<sup>th</sup> 2016**

Minor corrections to minutes.

Motion to accept

**Moved: Cr Kathy Lindup**

**Seconded: Elaine Labuschange**

No business arising

#### **4. Manager's Report and Financial Report**

Manager presented his report.

**Report accepted as written**

**Moved: Cr Kathy Lindup**

**Seconded: Cr Pat Hill**

All in favour

#### **5. General Business**

##### **Regional Roundup**

##### Wiluna – Tracey Luke

- Recommended that all shires send updated images to GTNA for promotional material and website

##### Laverton

##### **Steve Deckert – CEO**

- Main street redevelopment – Initial concept was for people-friendly main street but community wanted to retain vehicle access. There will be a long vehicle car park developed at the rear of the Great Beyond Visitor Centre. Work to be completed by Christmas.

##### **Cr Patrick Hill**

- Outback Way road conditions are good and the NT Government are spending some money on repairs to the road from Docker River to Uluru.
- Funding has been secured to seal 150km of Outback Way beginning 420km from Laverton working back towards Laverton.
- Outback Way phone application about to be launched and the guide book will be available to download from the website.
- New community facilities proposed for Laverton and an upgrade to Laver Park.

##### **Laurinda Hill – Manager Great Beyond Explorers Hall of Fame**

- Visitor numbers increased for both the Great Beyond and the Outback Way, feels that is due to increased marketing in Caravan & Camping Magazines.
- Secured funding for the centre for development of extension to the centre, a website and display cabinets for local Aboriginal Art.
- Laverton celebrations 7<sup>th</sup>, 8<sup>th</sup> & 9<sup>th</sup> October.

##### **Cr Rex Ryles**

- All roads now open in shire
- Enquired about any response to letters of concern about the proposed camping & prospecting restrictions.
- Letters of response to be emailed to the shires.
- Mandy Reidy advised that she had raised the boards concerns with Wendy Duncan MP and that the government are still negotiating the proposed changes.

##### Leonora – Elaine Labuschange

- Opening of the new Leonora Heritage Trail guide can be purchased from the visitor centre or downloaded from the Shire website on to your mobile phone, tablet or to your desktop for free.
- The trail has received good feedback and media exposure.
- Leonora Golden Gift is on 3<sup>rd</sup> - 6<sup>th</sup> June long weekend along with the Leonora Art competition which will be on display in the recreation centre during the festival.

- Development of a Geocache and Geo trail by Kim Hewson with a phone application soon to be released.
- Recent GWN advertisements were well received
- Upgrades to the RV friendly camping area at Gwalia underway.
- Funding for conservation work on 14 cottages at Gwalia which should be finished by 2019.
- A documentary is being produced about Gwalia and when completed will be on display in Perth.

#### Coolgardie – Kathy Lindup and Sandy Donkin

- Red Hill trail in good condition. Mandy Reidy suggested a brochure should be produced on the trail.
- Development of a new walking trail detailing the Aboriginal Heritage of the area at the Bluff in Coolgardie
- MOU with Kalgoorlie Loopline Tram Company to redevelop the Coolgardie train station and a train carriage.
- Interactive digital heritage trail around Coolgardie using current interpretive signage with audio as well.
- Funding applied for Coolgardie post office and main street redevelopments and a cover over part of the heritage park.

#### Dundas – Cr Lynn Webb and Pania Turner

- Visit from Tourism Consultants to discuss Dundas Shire tourism development project.
- New signage at SA boarder to promote Dundas.
- An art & heritage trail across Nullarbor
- Progressing the development of the Woodlands & Heritage Centre in Norseman “Sharing story, sharing space”
- Plans to improve camping areas in shire
- Tourism website upgrade.

### **GENERAL BUSINESS**

#### **Draft GTNA Business Plan presented.**

- Electronic copies to be email to board for comment. Responses need to be received by Friday 13<sup>th</sup> May.
- Business plan action plan to be cross referenced back to contents in plan.

#### **GTNA Famil**

- dates confirmed 22<sup>nd</sup> – 24<sup>th</sup> July

#### **Shire MOU**

- Chair Mandy Reidy, asked for comments from Shire representatives to their commitment for GTNA and all in attendance were very supportive of the current arrangements and committed to a further 3 years.
- A draft MOU will be compiled for consultation with the Shire CEO’S before the end of June.

#### **Experience Development workshop**

- To be held at end of a board meeting. Date to be advised.

### **Golden Quest Festival**

- Initial discussions produced a favourable response to the concept.  
A suggestion that it could be held around April to coincide with the Nullarbor Links Follow the sun competition.
- Camp oven cook off

### **WA Weekender filming opportunity**

- Feedback from board was it was expensive at \$6,000 a segment and lack of exposure of the entire region. It was decided that TV advertising may be better value for money. Manager to develop a concept for a TV advertising campaign.
- Suggestion from Lynn Webb that all advertising promotes links to the website.

***"Drive yourself wild"* business name has been registered**

### **Workshops being offered by Tourism Council of WA.**

- List of dates to be emailed to shires and visitor centres. Staff encouraged to attend as valuable tourism marketing and customer service workshops will only be held in our region if we get good attendance.

### **GTNA Toyota Prado**

- Vehicle is now 6 years old and the advertising decal is fading and needs replacement to reflect the addition of Dundas to the network.
- It was agreed that the manager look into lease arrangements with Menzies and replacement costs.

### **GTNA Name Change**

- It was discussed whether the name **Goldfields Tourism** maybe a more appropriate name than Goldfields Tourism Network Association Inc.
- There was unanimous agreement to the change in the trading name to **Goldfields Tourism**.

Motion moved to change the name to **GOLDFIELDS TOURISM**

**Moved: Cr Rex Ryles**

**Seconded by: Cr Kathy Lindup**

All in favour

**Meeting closed at 12.15pm**

MCS 10.1 Goldfields Tourism Network  
Association Attachment 2

# Business Plan

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May 2016



GOLDFIELDS TOURISM NETWORK  
ASSOCIATION INC

GTNA BUSINESS PLAN 2016-2017

## Table of Contents

1.0 Executive Summary .....	4
2.0 Background .....	10
3.0 Business Analysis .....	10
3.1 Business structure .....	10
3.1.i GTNA Mission .....	11
3.1.ii GTNA Vision.....	11
3.2 Board and Membership .....	11
3.2 i Membership Classes.....	11
3.2.ii The Board.....	11
3.3 Objectives and Aims .....	12
3. 4 HR Analysis .....	13
4.0 Product Analysis.....	13
4.1. Regional attractions.....	14
4.2 Guide Books and interpretation delivery .....	15
4.3 New Product Development .....	16
4.3 i Apps .....	16
4.3. ii Education support material.....	16
4.3.iii Events; Golden Quest Festival .....	17
4.4 Seasonality .....	17
4.5 Infrastructure Gap Analysis .....	18
5.0 Market Analysis .....	19
5.1 Target Markets.....	19
5.1.i Primary market- domestic drive market.....	19
5.5.ii Secondary Markets.....	24
5.2 Positioning and Branding.....	25

5.3 Channel Analysis and Marketing Mix.....	27
5.3.i Traditional newspaper and magazine advertising .....	27
5.3.ii Consumer show attendance .....	28
5.3.iii Advertising in Travellers' magazines .....	28
5.3.iv Advertising in Regional Planners.....	28
5.3.v Supported travel shows (e.g. Destinations WA) .....	29
5.3.vi Media stories prompted by events or media releases .....	29
5.3.vii Social Media .....	29
5.3.viii Industry famils.....	29
5.3.ix Website.....	30
5.3.x Paid digital marketing .....	30
5.3.xi Visiting journalist famils .....	30
5.4 Marketing collateral.....	31
5.4.i Display collateral .....	31
5.4.ii Images.....	31
5.4.iii Brochure collateral .....	31
5.5 Networks and collaboration .....	32
6.0 Competitive analysis .....	33
6.1 Regional evaluation .....	33
6.1.i Access.....	33
6.1.ii Maturity of tourism product .....	34
6.1.iii Tourism infrastructure .....	34
6.1.iv Consumer awareness.....	35
6.2 Competitive advantage .....	35
7.0 Financial analysis .....	36
7.1 Revenues .....	36

7.1.i Council contributions for Goldfields marketing and GQDT management and promotion .....	36
7.1.ii Sales of products such as guidebooks, postcards and maps .....	37
7.1.iii Project-specific funding grants and corporate contributions .....	37
7.1.iv Other business opportunities .....	38
7.2 Expenditure .....	38
7.3 Business Sustainability .....	39
8.0 SWOT Analysis .....	39
9.0 Risk Analysis .....	42
10.0 Action Plan .....	43
Appendix 1. Balance Sheet as at 31 March 2016 .....	44
Appendix 2. Statement of Financial Performance for YTD ending 31 March 2016 ..	45



## 1.0 Executive Summary

Goldfields Tourism Network Association Inc (GTNA Inc.) is an incorporated not-for-profit organisation without Deductable Gift Recipient Status that markets and maintains the Golden Quest Discovery Trail (GQDT) and promotes and markets the Goldfields Region as a whole. Income is derived primarily from funds contributed by the seven primary shires annually as per the Memorandum of Understanding (MOU), sales of the Golden Quest Discovery Trail guidebooks, funds sourced through grants and a limited amount obtained through an event, interest and merchandise sales. Expenditure is approved by the Manager and GTNA Treasurer, in line with operational requirements, approval of the Board and the marketing and promotional activities outlined in the annual marketing plan.

The primary products being marketed by GTNA are the GQDT, other drive trails and the attractions of the region generally. Guidebooks and interpretive signage to enhance and support these trails have been developed and updated to ensure maximum visitor experience. Trail maintenance and upgrade will continue to be a major consideration for GTNA and opportunities for digital delivery will be embraced.

It is important to capitalise on our network of well-supported drive trails and position the Goldfields strongly in the drive market. Rather than considering the region as 'just a drive market' we should celebrate and embrace the strength of our drive route product. This market is the obvious best fit to the range of attractions and products in the region. New products that could be developed include apps, educational collateral and new regional events.

The region has three distinct seasons:

- Peak Season: July to October
- Shoulder Season: March to June
- Low Season: November to February.

While it is important to work at boosting numbers overall, special emphasis should be placed on attracting visitors in the shoulder and low seasons where possible.

The predominant market for the region is the drive market. With numerous signposted drive trails supported by interpretive guidebooks, the region's product lends itself to being very attractive to this market. While not generally high-yield, it is a consistent source of tourism numbers. There is currently little point in targeting a fly-in market with Kalgoorlie identified as having the highest airfare costs in WA per kilometre. An opportunity does exist for rail packages.

Due to lack of regional tourism statistics, Kalgoorlie Boulder Visitor Centre survey statistics have been analysed to determine the market types and numbers. The predominance of Interstate visitors (52%) in the market mix as against Intrastate visitors (39%) was surprising. In comparing this market mix to other regions, the strength of the Intrastate markets (75-90%) in the other regions relative to the Interstate component indicates we are not attracting sufficient WA visitors.

This KBVC data suggests that over 2/3rds of our visitors (69%) are over 55. The data would suggest we have been very effective in attracting the Intrastate market (predominantly Grey Nomad) but not at all successful in attracting the Interstate market. The proximity of places like Margaret River for weekend getaways to Perth may partly explain the difference.

38% of our visitors were from WA, 20% from NSW, 17% from VIC 15% from QLD and 10% from other states, roughly in line with WA averages. While we would continue marketing activities to attract the Interstate market, many Grey Nomads may be coming anyway and we should divert resources to directly target Perth.

According to KBVC surveys, the majority of visitors stay in Kalgoorlie- Boulder for 2-4 nights with a median average stay of 4.3 nights. Based on per day visitor spends calculated by Tourism Research Australia we can calculate an average of \$109.50 per visitor per night spend based on our market breakups. We can calculate the

economic contribution of the 90,000 tourists who visit the KBVC annually to the City of Kalgoorlie Boulder at over \$42 million. More research will be needed to establish a Goldfields-wide figure.

While 'Grey Nomads' are our 'bread and butter' market and provide excellent value to the region, other secondary markets have potential to be the 'cream' as they are far higher-yield. These include:

- Internationals
- Group tours
- Families
- Conferences and Incentives
- Fossicking.

It is more important to develop and communicate a brand identity that is appropriate for the region. More work needs to be done with regional stakeholders and consumers to identify our regional personality and a 'brand identity' that expresses the essence of the Goldfields experience that consumers will have. There is little point in GTNA striving to create brand recognition for its own brand and logo, unless the name and logo expresses the personality and values of the region, as perceived by the consumer. The GTNA logo could be replaced in collateral with a new regional branding and message, such as the "Drive Yourself Wild" tagline.

Our current marketing mix includes a varied combination of the following channels:

1. Traditional newspaper and magazine advertising
2. Consumer show attendance
3. Advertising in travellers' magazines
4. Advertising in regional planners
5. Supported travel shows (Destinations WA)
6. Media stories prompted by events or media releases
7. Social media
8. Famils
9. Website
10. Paid digital marketing.

Our marketing mix has been a mix of traditional activities concentrating on 'old media' and traditional activities. New media will increasingly play an important role in getting the message across to our target market. As the new media becomes an even greater part of the daily lives of our target markets, we must be sure that we are ahead of the game and utilising the new media to be heard effectively in the digital space.

Our current available images do not provide us with a cut-through that will connect with the consumer and convey the messages of the destination. AGO may have TWA funding for a photo shoot that will provide us with more people action shots that are a fit to our target markets. The existing 16 page GTNA brochure is in the process of being reprinted. A major change in look and feel of the cover, map and back page will refresh its appeal. This process is being finalised for printing by the end of May.

The region covered by the current seven shires members of GTNA is a logical regional boundary of the Goldfields and any further expansion could see the organisation lose its unity of purpose and sense of regional identity. Increased cross-regional collaboration could prove effective in working to increase the drive market. Relationships with AGO and TWA are already strong and collaborative but strengthening these collaborative ties will be important strategy to be built on and collaborative marketing opportunities will be enhanced if possible.

There are a multitude of access routes into the region that establish the Goldfields as a tourism hub. This variety of access and egress points is a strength that can be built on. Packages developed need to reflect our strengths – self-drive and rail access.

Outside Kalgoorlie, the Goldfields has a multitude of attractions but limited product that is market or international ready. This inhibits the capacity of GTNA to promote the region to the international and wholesaler markets. The Goldfields region is nowhere near as well-resourced to market and promote itself to the extent that many competitor regions are able. Tourism Australia and Tourism WA have a concentration of focus on coastal attractions and regions and so few institutional resources are invested in marketing the inland regions.

While it is not the role of GTNA to work with tourism businesses individually to increase their capacity or capability, developing or supporting projects that increase the capacity of businesses through accreditation, skills-development workshops, developing tourism award submissions and similar activities will increase GTNA's ability to market the region effectively.

While many other regions are better known, the Goldfields possesses enormous natural, cultural and historical assets. With a huge diversity of plant flora in the 16 million hectare Great Western Woodlands and a convergence with semi-arid desert country, there is a huge range of landscapes and ecosystems. While there are many plant species endemic to the region, there are few rare endemic animal species that may attract tourists.

Despite the region lacking iconic natural features, there are several man-made iconic features that can be leveraged for tourism advantage. These include renowned sculptor Sir Antony Gormley's 'Inside Australia' installation of 51 metal sculptures on Lake Ballard, Kalgoorlie- Boulder Super pit, 'Living' Ghost towns such as Kookynie and Gwalia, the glorious Gold-rush era buildings in most Goldfields towns and the rich heritage and history of the region.

While other regions have historic buildings and rich histories, this fusion of the historic and contemporary man-made attractions do provide a potential sustainable competitive advantage in the drive market. More work needs to be done to develop a clarity of message based on our essential destination character and positioning.

There are numerous excellent museums and built attractions scattered throughout the region but generally there are fewer built attractions than in competitor regions. The road network through the region is generally good and well maintained. Sealed road links allow good 2wd access to all major Goldfields centres allowing visitor dispersal, with 2wd access to Niagara Dam, the iconic pub and the ghost town.

As a business, GTNA Inc is in a sound financial position with strong reserves and a trading surplus of \$110,377 for the 2015/16 YTD to March 31. The balance sheet is

also strong with a current net equity of \$117,322, up from \$38,585 on 30 June 2015. The organisation is therefore in a position to undertake new marketing or funded projects that require funding contributions that will increase tourism in the region.

Revenues from the prime member councils drive the administration and advertising budgets. These contributions have remained constant for the past 2 funding cycles (6 years) with no increase for CPI. With the introduction of Dundas Shire into the GTNA network, the increased revenue stream will allow shire contributions to remain unchanged for the new 3 year funding agreements to be negotiated by the end of the 2015/16 financial year. It is anticipated that similar levels of marketing and promotion can be achieved within the existing funding constraints but it is important for the organisation to have the funding agreements agreed and locked in for future certainty.

Sales of the guidebook have remained relatively unchanged over the past 3 years and a greater effort is required to get more copies into the marketplace. Mike Jones, who distributes Hema products state-wide, has been engaged for guide-book distribution at a commission rate of \$3 per book sale and will provide a greater distribution reach.

Over the past 3 years, the expenditure breakup indicates that an average of 18% of GTNA expenditure has been on marketing, 29% on employment costs, 10% on administration costs, 5% on vehicle costs and 37% on projects. The up-coming budget preparation process will allow us to review expenditure on a line-by-line basis to ensure that there is no wastage and all expenditure is bringing value to the organisation and is very focussed on the core marketing activity.

With a new manager being recently appointed, there are opportunities to identify unnecessary and unproductive expenditure and new revenue streams to ensure ongoing sustainability. GTNA sustainability will be driven by producing measurable results and a worthwhile return on investment to the contributing shires. Development of marketing effectiveness measurement mechanisms will

communicate to stakeholders the value of the organisation and maintain that support.

Unless significant private sector support can be developed over the next five years to replace council contributions, GTNA will be reliant on the on-going support of Councils to provide a base funding that can be leveraged through grant applications, private sector support and partner organisations to deliver enhanced marketing outcomes to what can be achieved by councils acting independently.

## **2.0 Background**

Historically the primary focus of GTNA has been as a marketing body to represent the Goldfields Shires and market the region's range of linked and associated trails, including the Golden Quest Discovery Trail, and attractions in the region. The new manager canvassed a range of stakeholders to prepare a Strategic Plan Discussion Paper. A strategic planning workshop was held on 5 February 2016 and a range of options presented in a discussion paper discussed. This business plan for 2016-17 period flows from the feedback from membership at the workshop.

The purpose of this business plan is to provide a clear direction for GTNA's future direction and activities for the next financial year. The organisation has become a more broadly-focused organisation that aims to promote the Goldfields region of WA in a unified manner by working collaboratively with local, regional and state (and national where appropriate) tourism organisations.

## **3.0 Business Analysis**

### **3.1 Business structure**

GTNA Inc. is an incorporated not-for-profit organisation with a current registered Australian Business Number and is registered for GST. It does not have Deductable Gift Recipient status.

Income is derived primarily from funds contributed by the seven primary shires annually as per the MOU, sales of the Golden Quest Discovery Trail guidebooks,

funds sourced through grants and a limited amount obtained through event, interest and merchandise sales.

Expenditure is approved by the manager and GTNA treasurer, in line with operational requirements and the marketing and promotional activities outlined in the annual marketing plan.

### **3.1.i GTNA Mission**

***“To increase tourism visitation and length of stay to the Goldfields region to increase economic and social benefits to the WA Goldfields communities.”***

### **3.1.ii GTNA Vision**

***“Uniting tourism in the Goldfields to achieve clarity of message to reach a greater audience through cooperation, communication and innovation through one delivery framework.”***

## **3.2 Board and Membership**

### **3.2 i Membership Classes**

There are three classes of membership;

(a) "Prime Members" being the following organisations;

- Participating Local Government bodies
- Goldfields-Esperance Development Commission
- Goldfields Land and Sea Council
- WA Department of Parks and Wildlife

(b) "Individual Members" being any natural person;

(c) "Associate Members" being anybody, incorporated or any individual who elects to be an Associate Member and not an Individual Member.

### **3.2.ii The Board**

The GTNA board consists of one member from each prime member organisation nominated by that body, one community representative and one mining company representative. It meets a minimum of quarterly and rotates the meetings through



member towns. The board structure is a Chair, Deputy Chair, Secretary, Treasurer and board members.

### **3.3 Objectives and Aims**

GTNA is a not-for-profit organisation whose aims are:

1. Develop and implement a comprehensive plan to manage and maintain the trails and attractions of the partnering members.
2. To ensure the Golden Quest Discovery Trail's ongoing maintenance and project promotion.
3. Ensure the trails and attractions are marketed to their full potential to the widest possible audience.
4. Contribute to the ongoing promotion of the regions through which the trails and attraction of the partnering members pass.
5. Encourage all stakeholders to have an active and meaningful involvement with the trails and attractions.
6. Encourage a diverse range of members of the local community to be actively involved in the association.

With the support of the Local Government partners, GTNA seeks to:

1. Deliver economies of scale and efficiencies for all Local Government partners,
2. Reduce duplication of marketing efforts,
3. Provide continuity and consistency in networking & marketing approach across the Goldfields,
4. Increase marketability and viability of the Goldfields as a tourism destination through collective promotion of an expanded number and variety of attractions and trails,
5. Continue stewardship of marketing the cross-regional Golden Quest Discovery Trail,
6. Work closely with regional tourism organization Australia's Golden Outback and local tourism bodies to maximise tourism outcomes,

7. Continue to coordinate the cooperation of the Local Government and other strategic alliances to negotiate of a clear set of guidelines for the GTNA through further stakeholder communication,
8. Assist the growth in diversity and sustainability of the tourism sector in our region.

### **3. 4 HR Analysis**

The organisation currently has 2 employees; a full time manager and part time administration and marketing assistant. The manager is responsible for;

- the day to day management of the organisation,
- reporting to the board and stakeholders,
- preparations of funding submissions,
- project management and acquittal of funded projects,
- payment of accounts and invoicing for revenue,
- preparation and implementation of business and marketing plans,
- liaison with business, industry and government stakeholders as a voice for regional tourism.

The part time role (currently 20 hours per week) can be increased on a project-specific basis as required. Specialist consultants can also be engaged if required if the current employees lack the skills and experience required by a specific project.

## **4.0 Product Analysis**

The Primary products being marketed by GTNA are the GQDT, other drive trails and the attractions of the region generally. Guidebooks and interpretive signage to enhance and support these trails have been developed and updated to ensure maximum visitor experience. Trail maintenance and upgrade will continue to be a major consideration for GTNA and opportunities for digital delivery will be embraced.

Existing trails can be categorised as:

1. Adventure trails for enthusiasts- incorporating high profile and challenging trails such as John Holland Track, Canning Stock Route, Gunbarrel Highway,

2. Adventure trails for less experienced 4wd with off-road campers- GQDT, Great Central Road, Leonora Loop Trails, Green Trail, John Holland Way,
3. Drive trails accessible to 2wd and caravans such as Golden Pipeline Trail, Nullarbor Links Trail, much of GQDT.

Strategies will be developed in the marketing plan to ensure these trails are promoted to our individual target markets.

#### **4.1. Regional attractions**

In addition to the many drive trails entering and exiting the region, the Goldfields contains many iconic tourist attractions including:

- Kalgoorlie Boulder Super pit,
- WA Kalgoorlie Museum,
- Loop line tram tour and museum,
- Hannans North Tourist Mine,
- Historic buildings and history explored by Walking Tour of Kalgoorlie and Boulder,
- Kalgoorlie Golf Course,
- Karkurla Bushland Park,
- Golden Quest Discovery Trail historical sites,
- Niagara Dam,
- Morapoi indigenous cultural experience,
- Historic Kookynie Hotel and living ghost town,
- 'Inside Australia' Gormley Sculptures, Lake Ballard,
- "Our Place" and Gubbi Menzies Wongi "Our Way" walking trails,
- Historic Ora Banda and Broadarrow hotels,
- Great Beyond Explorers' Hall of Fame,
- Laverton Outback Gallery,
- Old Police Precinct,
- Tjukurba Aboriginal Art Gallery,
- Wiluna Town Heritage Trail,
- Last of the Nomads statues,
- Hoover House and Gwalia Museum,
- Gwalia Historic Precinct,

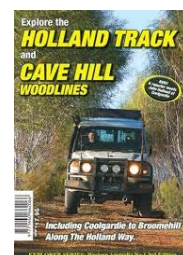
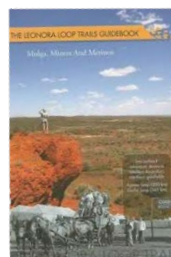
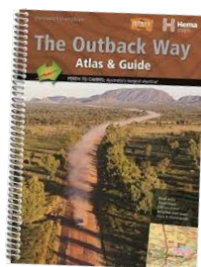
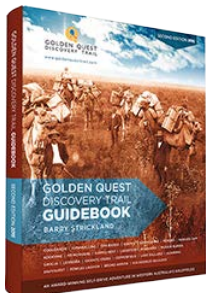
- The Terraces,
- Malcolm Dam ,
- Nullarbor Links,
- Great Western Woodlands,
- Red Hill,
- Coolgardie's Goldfields Exhibition and Pharmacy Museum,
- Warden Finnerty's House,
- Lake Lefroy,
- Rowles Lagoon and Credo Station,
- Tin Camels,
- Cave Hill.

The above list is, of course, not exhaustive and highlights the range of both built and natural attractions of the area. Many of these attractions are linked by the GQDT and others by other drive trails such as the Green Trail.

## 4.2 Guide Books and Interpretation Delivery

To enhance the visitor experience, a number of guide books have been produced to complement the interpretive signage erected at sites of interest. These guidebooks include

- Golden Quest Discovery Trail Guidebook (GTNA),
- Leonora Look Trails Guidebook (Leonora Shire Council),
- Outback Way (Hema),
- John Holland Track, John Holland Way and Woodlines, (Wildtrax).
- 4WD Days in the Goldfields (Wildtrax).



In addition to guidebooks, apps have been developed for the Outback Way, the Canning Stock Route and a GQDT app development project has had a funding application prepared for it. Brochure collateral has been developed for the following trails for distribution at consumer shows:

- Outback Way,
- GQDT,
- Leonora Loop Trails,
- Menzies Walking Trails- 'Our Way' and 'Our Place',
- Granite and Woodlands Trail,
- Green Trail.

It is important to capitalise on our network of well-supported drive trails and position the Goldfields strongly in the drive market. Rather than considering the region as 'just a drive market' we should celebrate and embrace the strength of our drive route product. This drive market is the obvious best fit to the range of attractions and products in the region.

## **4.3 New Product Development**

### **4.3 i Apps**

Funding requests has been submitted for the GQDT app, which should be rolled out by early 2017. If the reception in the marketplace for the app is positive, funding could be sought to roll it out to other GTNA regional trails. The apps would complement rather than replace existing guidebooks and signage. Other app projects under consideration include Indigenous, educational and Geotourism apps.

### **4.3. ii Education support material**

There appears to be a significant number of families travelling Australia for extended periods. The quest to develop their own educational material for home schooling is very difficult and time-consuming. As Australia moved towards a national curriculum, the task of developing recognised curriculum-based resources becomes simpler.

Parents would be able to access curriculum-based workbooks that used their Goldfields travel to work through units such as Australian history, natural sciences, indigenous studies. Students could tick off a range of competency skills and units. This may be presented in the form of an app to automatically submit this work for assessment or a workbook. It would be attractive for both home schooling and school excursions.

#### **4.3.iii Events; Golden Quest Festival**

A regional Goldfields festival from Norseman to Wiluna and along the length of the GQDT could be developed for 2017, possibly July, with funding from Regional Events Program WA, R4R, shires and GTNA (from GQDT inputs). Gateway events could be held in Norseman and Wiluna pre and post the event. Activities for all registered participants would be provided along each day's trail including site interpretation, gold prospecting, family activities and more.

Options could be available to Self-drive, join a bus tour package or a bus tour package provided by external operators who would pay the festival registration for each participant. Local accommodation would be sold in festival packages with a Tent city (Open Road Rentals up to 500 people incl ablutions) erected for overflow, or people can camp out in designated areas. One night would be spent in each GQDT Shire.

#### **4.4 Seasonality**

Visitor stats compiled by the KBVC and other Visitor Centres and regional attractions indicate three distinct seasons:

- Peak Season: July to October
- Shoulder Season: March to June
- Low Season: November to February.

While the November to February period may have temperatures into the 40s, these are not usually sustained for the length of time high temperatures are sustained

further north or inland. Furthermore, the lack of a wet season with flooding rains allows tourists access to the region almost year round.

While it is important to work at boosting numbers overall, special emphasis should be placed on attracting visitors in the shoulder and low seasons where possible. European internationals who visit Australia are often escaping the European winter and seeking a compromise within Australia's seasonal variations of a southern summer and a northern wet season. Potential exists to attract Europeans in the shoulder and low season when other more favoured areas may be inaccessible.

#### **4.5 Infrastructure Gap Analysis**

While an examination of the region's infrastructure requirements could be an entire paper unto itself, there are a number of glaring infrastructure priorities that impact strongly on the ability of the Goldfields tourism product offering. The following projects would be 'game-changers' for the GTNA region:

1. Sealing the Menzies - Lake Ballard Road to allow year-round 2wd access. While this is happening incrementally, sealing the remaining 34km would provide a huge attraction for the caravanning market.
2. Quality overnight accommodation at Menzies or Lake Ballard area to allow visitors the opportunity to explore the sculptures at dusk and dawn.
3. Sealing the Meekatharra to Wiluna Road. A WA Government undertaking has been made to seal the road and link Wiluna to the Great Northern Highway bitumen access, creating a new regional access and egress route. The current 340km return detour from Leinster inhibits caravanners from visiting Wiluna.
4. Upgrading the Outback Way (Great Central Road) to provide reasonable quality road access for conventional vehicles into and out of the region to Uluru and Alice Springs and beyond.
5. Reasonably-priced air access to Kalgoorlie to allow the development of affordable short-stay self-drive packages.
6. An underground mine tour at the Hannans North Tourist Mine.
7. Increased indigenous product. There is currently very little indigenous product offered by the region, in comparison to other areas of WA. The majority of

WAITOC funded support programs are focussed on building the capacity of existing indigenous operators rather than assisting new businesses to develop.

## **5.0 Market Analysis**

The dominant market for the region is the drive market. With numerous signposted drive trails and interpretive signage supported by guidebooks, the region's product lends itself to being very attractive to this market. While not generally high-yield, it is a consistent source of tourism numbers.

Kalgoorlie identified as having the highest airfare costs in WA per kilometre due to FIFO and a sizable corporate market. As a result, there is limited seat availability at competitive prices to attract the tourist and Visiting Friends and Relatives (VFR) market. There is little point in targeting a fly-in market unless attractive discounted fares can be developed into the future. The Prospector train from Perth to Kalgoorlie provides a seven hour journey through the hills, wheat fields and woodlands to Kalgoorlie with a convenient timetable. The KBVC has had great success with its 'Pensioner Packages' that utilise a free rail trip provided by the WA government.

One package developed includes car hire, accommodation in Leonora and Kalgoorlie and the GQDT guidebook. GTNA will continue to assist in promotion of these four day packages to both pensioners and the open market as a weekend getaway.

### **5.1 Target Markets**

#### **5.1.i Primary market- domestic drive market**

Good quality statistical data about visitor arrivals for the Goldfields region is very limited. Fortunately, KBVC and other regional Visitor Centres and attractions have extensive data collection mechanisms in place. While not every visitor to the Goldfields goes to the Visitor Centres, in the absence of reliable regional data, KBVC data would be the most appropriate to use to track numbers and categorise our current market. KBVC stats are compiled by the door counter so would provide an



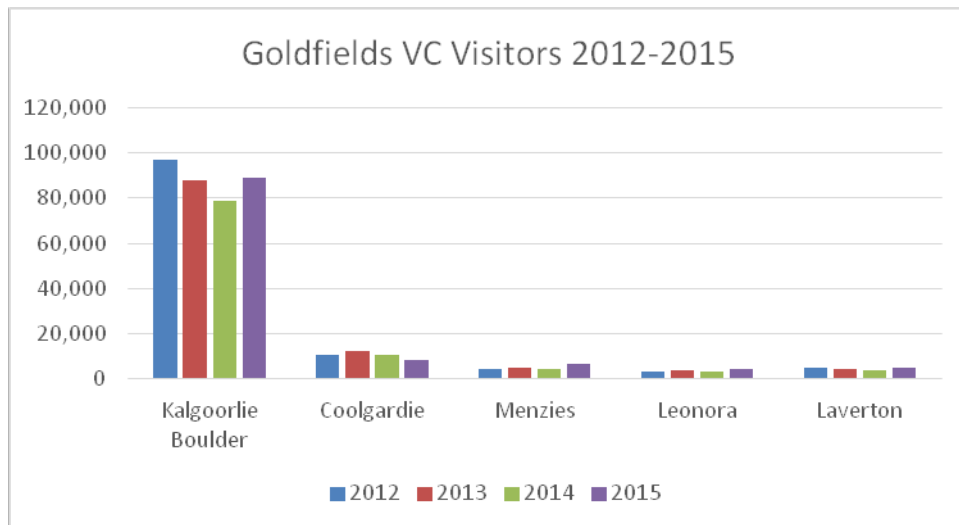
accurate account of the number of entries through the doors. While some of these would be staff movements or non-tourist visitors, the comparisons from year to year would remain consistent.

### 5.1.i.a Visitor Numbers

	Pure Gold			Coolgardie			Menzies			Laverton			Gwalia			Leonora			Hannan's North		
	2015	2014	%	2015	2014	%	2015	2014	%	2015	2014	%	2015	2014	%	2015	2014	%	2015	2014	%
Jan-15	5194	5659	-8%	357	558	-36%	106	0	0%	103	127	-19%	63	73	-14%	154		0%	1497		0%
Feb-15	4761	4404	8%	253	471	-46%	94	137	-31%	87	157	-45%	49	74	-34%	126		0%	705		0%
Mar-15	6058	5971	1%	561	901	-38%	561	159	253%	308	201	53%	148	122	21%	176	-	0%	992	746	33%
Apr-15	8475	7795	9%	471	888	-47%	714	412	73%	517	371	39%	420	399	5%	338	-	0%	2149	1341	60%
May-15	7716	7650	1%	501	1066	-53%	1287	724	78%	721	490	47%	358	322	11%	480	402	19%	1173	977	20%
Jun-15	6947	6210	12%	561	942	-40%	818	674	21%	824	565	46%	442	328	35%	674	585	15%	1005		0%
Jul-15	9430	7996	18%	841	1088	-23%	775	887	-13%	911	724	26%	982	489	101%	870	682	28%	2205	1477	49%
Aug-15	8157	7576	8%	1164	1488	-22%	894	912	-2%	723	580	25%	1008	511	97%	664	607	9%	2147	1492	44%
Sep-15	9618	9747	-1%	1610	1770	-9%	944	926	2%	644	570	13%	940	636	48%	679	615	10%	2,857	2,233	28%
Oct-15	10,870	9569	14%	1256	1578	-20%	439	494	-11%	0	376	-100%	522	366	43%	339	414	-18%	2,388	2,193	9%
Nov-15	6,022	6188	-3%	484	753	-36%	181	219	-17%	232	193	20%	233	144	62%	0		0%	918	1,030	-11%
Dec-15	5,697	5348	7%	275	340	-19%	102	134	-24%	149	101	48%	0	42	-100%	0		0%	1,631	1,122	45%
Total	88945	84113	6%	8334	11843	-30%	6915	5678	22%	5219	4455	17%	5165	3506	47%	4500	3305	36%	19667	12611	56%
Adjusted							6809	5678	20%	5219	4079	28%	5165	3464	49%	3706	3305	12%	16460	12611	31%

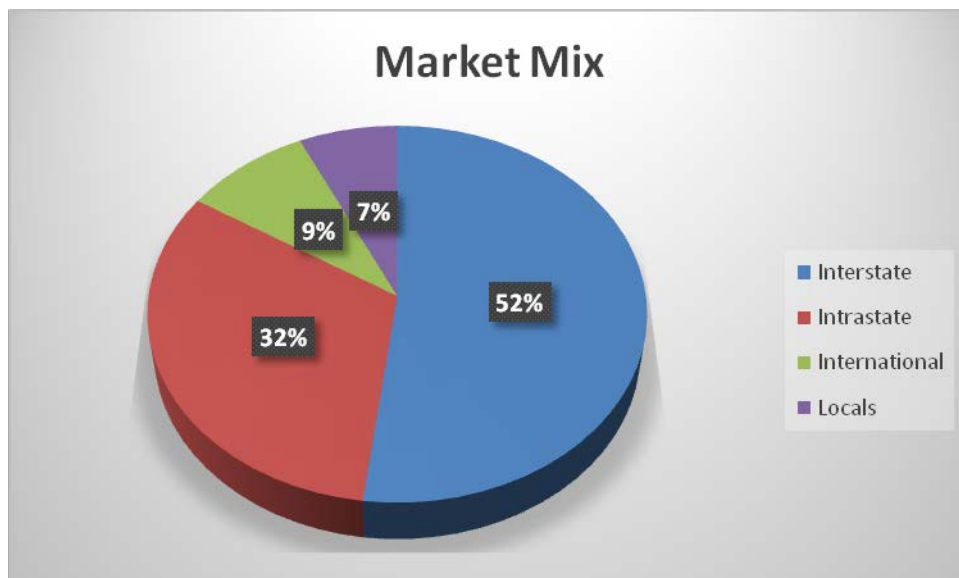
This chart shows a solid 6% increase in visitors for the year in Kalgoorlie to 88,945. Most centres experienced increases significantly in excess of the Kalgoorlie figure with Gwalia up 49% (substantially due to removing the entry fee), Hannans North up 31%, Laverton up 28%, Menzies up 20% and Leonora up 12%. Coolgardie numbers

have dropped a significant 31%. They were closed for a few weeks for repairs in the middle of the season but have noted a drop-off in schools visitation.

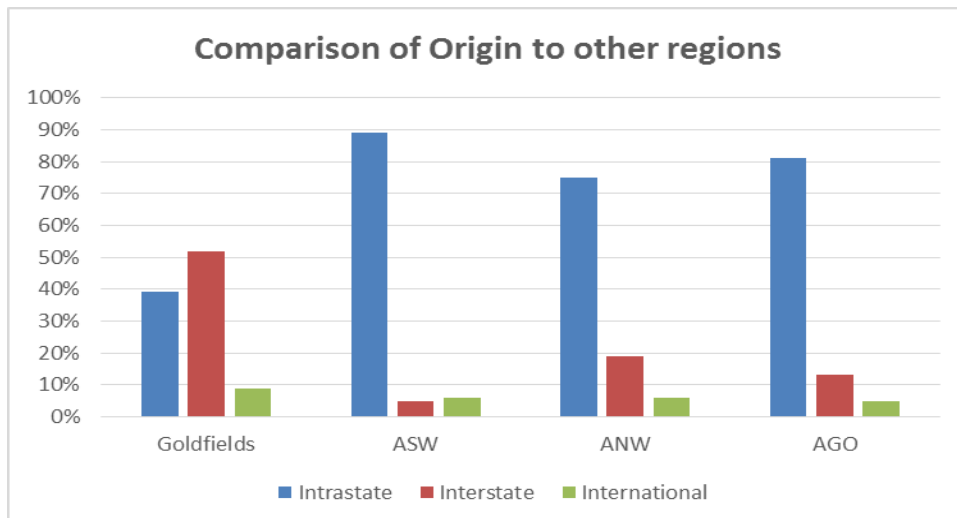


The graph above shows the trend over the past 4 years with a 9.5% decline in Kalgoorlie numbers over the 2012-2014 period being reversed in 2015.

#### 5.1.i.b Origin of visitors



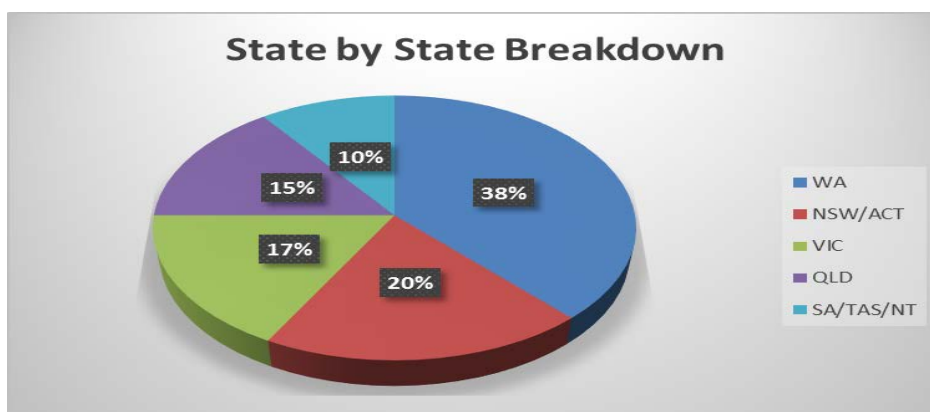
KBVC surveys a large number of their visitors so the information comes from a reliable sample. The surprising information gathered from this pie graph is the predominance of Interstate visitors (52%) in the market mix as against Intrastate visitors (39% adding locals to Intrastate). To see this in comparison to other regions, I compared this market mix to Tourism WA's Fast facts regional breakdown for Australia's Golden Outback, Australia's North West and Australia's South West in the graph below.



The strength of the Intrastate markets in the other regions relative to the Interstate component is quite striking. The data would suggest we have been very effective in attracting the Interstate market (predominantly Grey Nomad) but not at all successful in attracting the Intrastate market. While the proximity of places like Margaret River for weekend getaways to Perth may partly explain the difference, Australia's North West is further than the Goldfields and still attracted a 75% Intrastate market share.

The fact that we are a major gateway into or out of WA to and from the Eastern States may well inflate the Interstate component of our visitors. While we would be wise to continue doing what we have been doing right to attract the Interstate market, many Grey Nomads may be coming anyway and we should consider re-diverting some resources from Seniors' magazines and seek extra resources to target Perth directly.

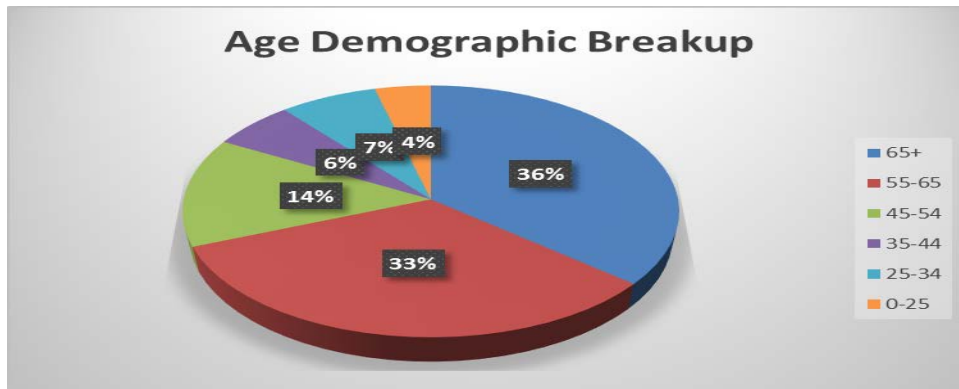
The domestic market breakup in 2015 was measured as:



An analysis of Tourism WA data would see this as being roughly in line with their state-by-state break-ups.

#### 5.1.i.c Visitor Demographics

The age groups of the surveyed visitors contains the following break-up.



This KBVC data above obviously suggests that over 2/3rds of our visitors (69%) are over 55. The question for allocating our marketing resources is whether we accept that the current demographics are our natural market and whether we seek to attract a greater share of that market or whether there are markets that we are currently not attracting and need to increase effort to reach them.

#### 5.1.i.d Length of Stay



The majority of visitors stay in Kalgoorlie- Boulder for 2-4 nights with a median average stay of 4.3 nights.

### 5.1.i.e Economic Value of tourism visitation to CKB

Based on the per day visitor spends calculated by Tourism Research Australia in the TWA Fast Facts snapshot for each of the Interstate (\$101), Intrastate (\$128) and International (\$78) markets, we can calculate an average of \$109.50 per visitor per night spend based on our market breakups. Based on the average numbers for each category derived from KBVC survey and door entry numbers, we can calculate the value of tourism from just the entries to the KBVC to just the City of Kalgoorlie Boulder at over \$42 million. If we were able to obtain more accurate data for the Goldfields as a whole, the value would be exceedingly higher.

Visitors	% of total	Numbers	\$ per day	Tot Spend
Interstate	52%	46,771	\$ 78.00	\$15,723,609
Intrastate	39%	35,079	\$ 128.00	\$19,352,134
International	9%	8095	\$ 79.00	\$ 2,756,284
Total	100%	89,945	\$ 109.46	\$42,433,587
Ave Length of Stay		4.31	days	

### 5.5.ii Secondary Markets

While 'Grey Nomads' are our 'bread and butter' and provide excellent value to the region, other markets have potential to be the 'cream' as they are far higher-yield.

#### 5.5.ii.a Groups

A group tour stopping for lunch, undertaking a locally-guided tour such as the Super pit tour, staying overnight or a visit to an art gallery will provide a very significant economic return in the region. It may be possible to convince tour operators to undertake new special-interest charters by supplying suggested itineraries.

#### 5.1.ii.b Families

The KBVC statistics suggest the 25-44 age group are only 13% of our total visitors. These families are an attractive market that have special needs. There is a requirement for a broad range of activities that can appeal to both parent and children, value for money accommodation or camping facilities and good value meal

or self-catering options. The family experience could also be enhanced through development of educational collateral and interactive children's activities.

#### **5.1.ii.c Conferences and Incentives**

Arianne Webb and Laurie Ayres have recently established Goldfields Conferences and Events and attended Australia's premium business tourism forum AIME (Asia Pacific Incentives and Meetings Expo) as sellers to gauge response. A very positive response from the event and Kalgoorlie visit from officers of the Perth Convention Centre has convinced them that there is a viable business tourism future for the region. The annual 'Diggers and Dealers' conference in Kalgoorlie hosts 1,800 delegates.

While Kalgoorlie has the facilities such as airport, hotels and convention space to accommodate large groups, most conferences and incentives include pre and post touring where delegates have an opportunity to travel the region. It is the regional attractions that could be crucial in attracting conferences due to our unique attractions. Itineraries could be developed that showcase the entire region to participants. GTNA will work cooperatively to ensure that Conferences and Incentives can be attracted to the region with dispersal into the Goldfields regions.

#### **5.1.ii.d Fossicking**

While the core 'prospecting' market is low value, it does have great value to more remote tourist support operations such as Kookynie pub. It also provides a unique experience opportunity for higher-yield international tourists and an attractive destination for amateurs and enthusiasts from Perth.

### **5.2 Positioning and Branding**

There is little point in GTNA striving to create brand recognition for its own brand and logo, unless the name and logo expresses the personality and values of the region, as perceived by the consumer. It is important to develop and communicate a brand identity that is appropriate for the region. More work needs to be done with regional stakeholders and consumers to identify our regional personality and a 'brand identity' that expresses the essence of the Goldfields experience that consumers will have.

The Federally-funded National Landscapes Program developed an Experience Development Strategy (EDS) for each identified National Landscape region. It was a planning tool to facilitate focused destination development and marketing to the Experience Seeker segment, based on developing a Destination Positioning.

These positioning workshops with regional stakeholders identified:

1. **Tourism experience** – *The emotions, feelings and sensations generated by the people met, places visited, activities participated in and memories created by travel, through watching, tasting, smelling, touching, listening and being part of a culture or lifestyle that is distinctly different from everyday life and that reaches an individual's deep needs and desires.*
2. **Signature experience** – *An experience that is authentic and unique to a National Landscape. It can be a combination of activities, personal encounters or interactions within the Landscapes that connects the visitor to the environment, culture and heritage. Also referred to as a 'hero', 'iconic' or 'distinctive' experience.*
3. **Positioning** – *The Destination Positioning identifies the National Landscape's unique point of difference and competitive edge in the market place. It is 'experience' driven and drawn from the Landscape's distinctive natural and cultural environment. It includes a positioning statement which sets out the 'emotional essence' or connection to the signature experiences offered. The Positioning is not about an advertising campaign, logo or a tag line.*

Development of a full Experience Development Strategy for the Goldfields would be expensive unless externally funded. However, the framework could be used to workshop with stakeholders to identify the essence of the Goldfields tourism experience, what are the iconic experiences that provide our unique point of difference and how we can best communicate these to our target markets. As such, the GTNA logo could be replaced in collateral with a new regional branding and message, such as the "Drive Yourself Wild" message.

### 5.3 Channel Analysis and Marketing Mix

Our marketing mix has traditionally been a mix of traditional activities concentrating on 'old media' and traditional activities. That is not in any way to suggest that these channels have lost their effectiveness, but that new media will increasingly play an important role in getting the message across to our target market. In fact, it could be convincingly argued that these channels are our most effective in reaching our older market. If we want to feature editorial on the Goldfields, it must be supported by paid advertising.

Our current marketing mix includes a varied combination of the following Channels:

1. Traditional newspaper and magazine advertising,
2. Consumer show attendance,
3. Advertising in Travellers' magazines,
4. Advertising in Regional Planners,
5. Supported travel shows (Destinations WA),
6. Media stories prompted by events or media releases,
7. Social media,
8. Famils,
9. Website,
10. Paid digital marketing.

As the new media becomes an even greater part of the daily lives of our target markets, we must be sure that we are ahead of the game and utilising the new media to be heard effectively in the digital space.

### 5.3.i Traditional newspaper and magazine advertising

### AGO Collaboration Newspaper Adverts:



\* Sunday Times Escape (August, March and May)

These campaigns are generously subsidised by AGO as cooperative marketing. Our recent change to the 'Drive Yourself Wild' branding has produced a less cluttered and more appealing ad visually.

Lack of a 'call to action' that can be measured does not allow us to realistically monitor their effectiveness, except by anecdotal feedback.



Consideration will be given to tweaking the format to include a GQDT self-drive rail package, GQDT guidebook discount voucher or similar to provide measurable results and a measure of return on investment.

### **5.3.ii Consumer show attendance**

The popularity of the Caravan and Camping shows and the numbers of genuine enquiries coming in to gather information in preparation for their journey confirms it is still an important channel for disseminating information during the planning stage. Patrons appear disappointed in destinations that do not take the trouble to attend.

### **5.3.iii Advertising in Travellers' magazines**

We currently advertise in the following publications:

#### **Quarterly Publications:**

- \* Caravanning Australia - Winter and Spring Editions.

#### **Monthly Publications:**

- \* The Wanderer Magazine (December 2015 and May 2016),
- \* Have A Go (August and November 2015; February - June 2016),
- \* The Senior (September 2014; February - June 2016).

As we currently don't have an effective 'call to action' that can be used to measure effectiveness such as a 1800 number, it is difficult to assess the merits of each publication. The manager will explore mechanisms to better evaluate the effectiveness of each publication. The significant advertising presence does ensure the region has a voice when travelling decisions are being made and often editorial support is provided. However, many of the publications are 'Grey Nomad' publications and guides, which may be less effective from a destinational perspective as they may well have been coming to the Goldfields anyway.

### **5.3.iv Advertising in Regional Planners**

- \* AGO Planner - double page,
- \* AGO Planner - back page,
- \* CIAWA Planner - back page,

- \* Kalgoorlie Boulder VC Holiday Planner - back page and inside advert,
- \* Cooks Tours - Amazing North and Beautiful South,
- \* TWA Wildflower brochure.

Planners are an important source of destinational information and it is important for product to be represented but probably less so for destinations. The marketing focus should be more on reasons for dispersal through the region focussing on activity and attractions as the consumer has already pretty much decided to come.

### **5.3.v Supported travel shows (e.g. Destinations WA)**

There is value in obtaining funding to pay the expenses of bringing a travel show camera crew and presenter to the region to film, assuming that the audience numbers are high and the audience mix a fit to the target market. We will seek to pitch the region to other travel shows.

### **5.3.vi Media stories prompted by events or media releases**

Free publicity is the best value publicity (providing it is positive) so creative thinking will allow us to develop media stories that could get local, regional, state and national exposure. Media releases will be distributed at every available opportunity.

### **5.3.vii Social Media**

With the rise of the 'connected world' social media has become an increasingly important communication channel to help establish our brand identity and be heard in a very cluttered space. While our posts have been generating a lot of interest and have been the type of posts that get noticed, we probably need a more strategic approach to use it more effectively as a marketing tool.

It would be a good investment to pay a professional for a social media strategy and action plan and then ensure the action plan was methodically executed.

### **5.3.viii Industry famils**

The best way to raise awareness of the attractions and product available in a region is to host the seller or tourism industry operative on a regional famil. They can then

become a champion for the region and speak with authority on the product having experienced it first-hand. This has been very a successful channel for raising our profile within the industry and we will grasp any opportunities that present to ensure they have the most positive experience.

Our GTNA famil will include a number of high-profile industry figures who are selected for the business they can potentially bring to the region. We will also attempt to bring selected international and domestic wholesalers to the region to have the opportunity to see it for themselves, in cooperation with AGO and TWA.

### **5.3.ix Website**

The new GQDT website is easy to navigate, well laid out and easily maintained. We have recently upgraded the e-commerce facility. The current GTNA website has been updated with new and relevant information, images and video. It is, however, in need of a makeover and refresh and changes are needed to the integral structure of the website to update it to include Dundas. It was developed around 2008 and the company who built it are now defunct. I would be making an allocation in the budget for a new website.

### **5.3.x Paid digital marketing**

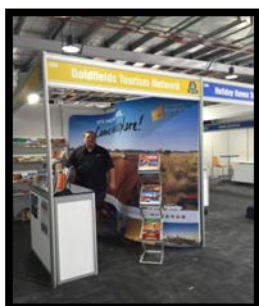
The initial experiment with google AdWords did not drive any sales of the guidebooks from the website. It could, however, be revisited for specific campaigns or products, such as festivals if it were deemed appropriate and better targeted.

### **5.3.xi Visiting journalist famils**

Hosting journalists, bloggers and instagrammers is still a valuable outlet for media exposure. We will continue to support media famils in partnership with TWA and AGO and provide as much assistance as is required to ensure their visit is a great experience. The app project includes funding to bring specialist journalists to the region to 'road test' the app once it is finalised. I am hopeful that the app project could create a lot of media traction and a reason for the visit.

## 5.4 Marketing collateral

### 5.4.i Display collateral



GTNA currently has a range of display options dependant on the size of the booth and proximity. The pop-up pub is an eye-catching facility and requires a double booth (6 X 3) to display. While time-consuming to erect and bulky to transport as it requires its own trailer, it adds great value to a consumer display. Some panels will require reprinting to redraw our maps to include Dundas Shire.



Wavy spider banners with magnetic strips currently in our GTNA office window would still be serviceable if required but a little out of date. The lightweight aluminium wavy framed 3 X 2.4m banner is excellent for carrying by air to shows and could be duplicated with a new GTNA side reflecting Dundas so both could be utilised in a 6 X 3 booth. Two existing and one new pop up banners provide an efficient and easy way to erect signage quickly.

### 5.4.ii Images

Our current available images do not provide us with cut-through images that will connect with the consumer and convey the messages of the destination. AGO may have TWA funding for a photo shoot that will provide us with more people action shots that are a fit to our target markets. Talent to be utilised in appealing to our target markets will be families, retirees and younger couples in a range of scenarios including caravan, off-road trailer with 4wd and family car. Interactions with friendly locals and nature will also be emphasised.

### 5.4.iii Brochure collateral

The existing 16 page GTNA brochure is in the process of being reprinted. Initially it was planned to have minimal changes in terms of look and style and include a page on Dundas Shire. Further consideration suggested a major change in look and feel of the cover, map and back page could refresh its appeal. This process is being finalised for printing by the end of May.

A GQDT DL card has been produced as an interim measure and it is hoped a new GQDT brochure including the app information could be produced under app grant funding.

The lack of any handout brochure on 4wd tracks such as Canning Stock Route or John Holland Track was evident at the consumer shows. A suitable marketing/brochure production partner will be sought to produce a 4WD adventure trails brochure that can be designed and printed at no cost to GTNA but distributed at shows and VCs.

Working towards the consolidation of the Goldfields and Northern Goldfields and perhaps Dundas planners could be a long term aim in the future when existing stocks of the Northern Goldfields planner have run out.

## **5.5 Networks and collaboration**

The region covered by the current seven shire members of GTNA is a logical regional boundary of the Goldfields and any further expansion could see the organisation lose its unity of purpose and sense of regional identity.

However, increased cross-regional collaboration could prove effective in working to increase the drive market. After all, self-drivers do not suddenly materialise in Coolgardie, Norseman, Wiluna or Laverton and begin their driving journey. They have traversed other regions to get here. Increased cooperation would be important to grow the pie for all of us. A recent approach by Nullarbor Links to share a booth with us at the Melbourne Caravan and Camping Show next year should be embraced and other opportunities for cross-regional collaboration explored.

Relationships with AGO and TWA are already strong and collaborative but strengthening these collaborative ties will be an important strategy to be built on and collaborative marketing opportunities will be enhanced if possible.

## 6.0 Competitive analysis

### 6.1 Regional evaluation

#### 6.1.i Access

Located 600 km east of Perth, Kalgoorlie is a day's drive by highway from a major population centre. There are numerous other drive gateways that could be used. The four principal entry points into the Goldfields region are:

- From southern and south-western Western Australia, you can reach the Goldfields via the Coolgardie-Esperance Highway or the Granite and Woodlands Discovery Trail, entering via Norseman,
- From Perth the Great Eastern Highway or the Holland Track enters the region at Coolgardie, the official starting point for the Golden Quest Discovery Trail,
- From northern Western Australia, you can reach the Goldfields via the Goldfields Highway, entering the region through Leinster and Leonora. Other 4wd options include the Wiluna- Meekatharra Road, Canning Stock Route and Gunbarrel Highway, entering via Wiluna,
- From South Australia and the eastern states, you can reach the Goldfields via the Eyre Highway, entering the region at Norseman,
- From Queensland and the Northern Territory, the Outback Way enters the region at Laverton.

#### By Air

Qantas and Virgin offer daily flights between Perth and Kalgoorlie-Boulder.

Skipper Aviation fly from Perth to Wiluna, Leonora and Laverton but the fares are expensive and not conducive to tourist packages.

#### By Rail

The Prospector provides a convenient daily rail service between Perth and Kalgoorlie-Boulder. The Indian Pacific, one of the world's great train journeys operated by Great Southern Railways, travels between Perth and Sydney via Kalgoorlie several times each week.

The multitude of access routes into the region establishes the Goldfields as a hub with multiple options for travellers to include it in their travel itineraries. This variety of

access and egress points to and from the region is a great strength that can be built on. Packages developed need to reflect our strengths – self-drive and rail access, rather than develop air packages that would be uncompetitive.

While the distance from Perth to the Goldfields may not be significantly more than to the south west of WA, the lack of iconic attractions en-route that have strong appeal to the Perth-based traveller reduce the Goldfields' appeal as a 'first choice' option for a short break from Perth.

#### **6.1.ii Maturity of tourism product**

Outside Kalgoorlie, the Goldfields has a multitude of attractions but limited product that is market or international ready. This inhibits the capacity of GTNA to promote the region to the international and wholesaler markets and limits the market currently to primarily self-drive.

While it is not the role of GTNA to work with these businesses individually to increase their capacity or capability, developing or supporting projects that built the capacity of businesses through accreditation, skills-development workshops, developing tourism award submissions and similar activities, will increase GTNA's ability to market the region effectively.

In contrast to south west regions where boutique accommodation, food and wine attractions, surf beaches and coastal scenery offer a diverse and luxurious short-break experience for the Perth market, our product offering is more historic and camping-focussed with a less broad appeal. With increasing more people becoming focussed on their family trees and geneology, increased visitation may be driven by the desire to research ancestors. The large Goldrush populations and their connections to the Eastern States ensures that many families have a branch of the family tree here in the Goldfields

#### **6.1.iii Tourism infrastructure**

The road network through the region is generally good and well maintained. Sealed road links allow 2wd access to all major Goldfields centres allowing dispersal. The

sealed road to Kookynie allows 2wd access to Niagara Dam and the ghost town experiences. There are numerous excellent museums and built attractions in the Goldfields but generally there are fewer built attractions than in competitor regions.

#### **6.1.iv Consumer awareness**

The Goldfields region is nowhere near as well-resourced to market and promote itself to the extent that competitor regions are able. Tourism Australia and Tourism WA have a concentration of focus on coastal attractions and regions and so few institutional resources are invested in marketing the outback. GTNA, in partnership with AGO, will need to be creative in raising awareness of the Goldfields as a destination and leverage available marketing funds to best reach our target markets.

### **6.2 Competitive advantage**

While many other regions are better known, the Goldfields possesses enormous natural, historical and cultural assets. With a huge diversity of plant flora in the 16 million ha Great Western Woodlands and a convergence with semi-arid desert country, there is a huge range of landscapes and ecosystems. While there are many plant species endemic to the region, there are few rare iconic endemic animal or bird species.

While the region lacks other iconic natural features, there are several man-made iconic features that can be leveraged for tourism advantage. These include renowned sculptor Sir Antony Gormley's 'Inside Australia' installation of 51 metal sculptures on Lake Ballard, Kalgoorlie- Boulder Super pit, 'Living' ghost towns such as Kookynie and Gwalia, the glorious Gold-rush era buildings in most Goldfields towns and the rich heritage and history of the region.

While other regions have historic buildings and rich histories, this fusion of the historic and contemporary man-made attractions do provide a potential sustainable competitive advantage in the drive market. As outlined in 5.2, more work needs to be done to develop a clarity of message based on our essential destination character and positioning.



## 7.0 Financial analysis

As a business, GTNA Inc is currently in a sound financial position with strong reserves and a trading surplus of \$110,377 for the 2015/16 YTD to March 31. The balance sheet is also strong with a current net equity of \$117,322, up from \$38,585 on 30 June 2015. The organisation is therefore in a position to undertake new marketing or funded projects that require funding contributions that will increase tourism in the region.

Revenues from the prime member councils drive the administration and advertising budgets. With a new manager being recently appointed, there are opportunities to identify unnecessary and unproductive expenditure and new revenue streams to ensure ongoing sustainability.

### 7.1 Revenues

Revenue streams for GTNA can be broadly categorised as:

1. Council contributions for Goldfields marketing and GQDT management and promotion,
2. Sales of products such as guidebooks and maps,
3. Project specific funding grants and corporate contributions.

#### 7.1.i Council contributions for Goldfields marketing and GQDT management and promotion

These contributions have remained constant at for the past 2 funding cycles (6 years) with no increase for CPI. With the introduction of Dundas Shire into the GTNA network, the increased revenue stream will allow shire contributions to remain unchanged for the new 3 year funding agreements to be negotiated before the end of the 2015/16 financial year. It is anticipated that similar levels of marketing and promotion can be achieved within the existing funding constraints but it is important for the organisation to have the funding agreements agreed and locked in.

### **7.1.ii Sales of products such as guidebooks, postcards and maps**

Sales of the guidebook have remained relatively unchanged over the past 3 years and a greater effort is required to get more copies into the marketplace by actively pursuing local and regional suppliers. Mike Jones, who distributes Hema products state-wide has been engaged for guide-book distribution at a commission rate of \$3 per book sale and will provide greater reach in distribution that we currently have available.

Each GQDT guidebook sold does not just represent a return of \$39.95 in revenue to the organisation. It represents a definite commitment to visit the region and travel the trail, purchasing food, fuel and hopefully accommodation and tours in the region. The ROI to the region greatly exceeds the value of the guide book.

Postcards, maps and other trail guidebooks were also carried and sold at the Caravan and Camping Shows but not at significant levels. We have significant stocks of postcards so it would be my intention to reduce the wholesale price to encourage greater sales.

There are other opportunities for other GTNA branded products to be produced to provide revenue streams but there would be a risk of being left with holding significant stocks if they did not sell well.

### **7.1.iii Project-specific funding grants and corporate contributions**

Project-specific funding grants and corporate contributions provide more significant opportunities for revenue streams, especially if the projects incorporate a marketing component that promotes the region in general, develops regional events, works to improve the capabilities of local operators to improve the overall standards of regional product or improves the interpretive information provided to enhance visitor experience.

An associate membership package is being created and will be promoted to local and regional tourism and mining businesses. As I see a perceived risk that some tourism businesses could allow RTO or LTO memberships to be downgraded or

lapse to join GTNA, I feel the membership contributions should be project-specific and not allocated to general revenue. Projects that require specific matching funding such as a TV campaign, new guidebook or advertising space in brochure would be the preferred option.

#### **7.1.iv Other business opportunities**

Previous forays into tour operation, such as Kalghoulie Tours have seen GTNA divert resources from its core functions in search of creating sustainable revenue streams. The organisation would be best to refrain from such commercial activities. There are, however, options that could be explored with commercial relationships for brochure distribution at consumer shows and project management services.

### **7.2 Expenditure**

A new manager provides the organisation with the opportunity to reassess its marketing strategy and not just continue to do what we have always done. Since the 1950's, marketers have complained that 50% of their marketing budget is wasted. The problem is they don't know which 50%! We can't control what we can't measure so perhaps what is required is a specific call to action to provide a response that can be measured. Is it sufficient that we create brand awareness of the region or is it more important to convert to sales, especially of the guidebooks.

Over the past 3 years, the expenditure breakup indicates that an average of 18% of GTNA expenditure has been on marketing, 29% on employment costs, 10% on administration costs, 5% on vehicle costs and 37% on projects. As much of the employment costs go towards marketing activities, the marketing figure is significantly higher. It is important, however, that we increase the marketing percentage figure and ensure that it is used for maximum impact to ensure that we are providing a significant marketing return to our stakeholders.

The up-coming budget preparation process will allow us to review expenditure on a line-by-line basis to ensure that there is no wastage and all expenditure is bringing value to the organisation.

## 7.3 Business Sustainability

February workshop participants provided the distinct feedback that the role forward for GTNA was primarily a marketing and trail and project management organisation. Commercial activities aiming to develop independent funding streams have the potential to divert the organisation's focus from its primary role in driving increased visitation and economic activity from tourism to the region. Driving projects that assist with the development of improved quality, accessibility and enhanced customer experience will also assist in driving increased tourism and increasing length of stay.

On-going GTNA sustainability will be driven by producing measurable results and a worthwhile return on investment to the contributing shires. Development of marketing effectiveness measurement mechanisms will communicate to stakeholders the value of the organisation and maintain that support.

Unless significant private sector support can be developed over the next five years to replace council contributions, GTNA will be reliant on the on-going support of Councils to provide a base funding that can be leveraged through grant applications, private sector support and partner organisations to deliver enhanced marketing outcomes to what can be achieved by councils acting independently.

## 8.0 SWOT Analysis

Strengths	Strategies to Leverage
United regional approach to marketing	Work towards unified Goldfields planner
Large number of well-supported drive trails	Embrace competitive advantage to position as 'WA's premier drive destination'
Proximity to major Perth drive market	Increase marketing focus on Perth drive market
Favourable climate and lack of seasonality	Year round destination, especially for internationals
Strong cultural heritage and history	Strengthen interpretive materials
Many families have Goldfields ancestral connections	Leverage historical society resources
Rail and air access to Kalgoorlie	Develop rail self-drive packages further

GTNA possesses a range of excellent skills and abilities and includes the regional decision makers	Utilise GTNA as the major forum for developing regional marketing and project initiatives
Adventure, camping and activities attractive to target markets	Develop marketing messages to reinforce messages

<b>Weaknesses</b>	<b>Strategies to Mitigate</b>
Lack of market or international ready status of local operators	Drive projects to achieve Quality Certification and workshops
Drive distance from Perth	Promote rail/ drive packages
Lack of inspirational imagery for marketing collateral	Partner with AGO for professional photo shoot
Lack of market awareness	Leverage media opportunities to raise profile
Some long distances	Provide frequent interpretive stops
Heat in summer	Market to countries that like the heat (Central European)
Isolation on some trail roads	New app development to have check-in, check-out function
Market predominantly older	Increase range of options and marketing for younger travellers
Lack of quality stats to base decisions on and evaluate effectiveness	Lobby for projects to improve local tourism stats and knowledge

<b>Opportunities</b>	<b>Strategies to Leverage</b>
Strong credentials to position as 'WA's premier drive destination'	Embrace competitive advantage to position as 'WA's premier drive destination'
New markets- families, adventurers, international, business tourism	Develop new hero imagery featuring these markets
Packaging of drive product	Utilise for domestic and international wholesalers
Development of new media apps for competitive advantage	Leverage digital advantages for media coverage
Drive development of crucial tourism infrastructure programs	Leverage Blueprint for Growth R4R funding
Develop associate members business sponsorship	Allocate sponsorship money pledged to specific marketing activities
Drive project to assist new Indigenous businesses	Diversify regional product offering

Drive project to improve quality of existing tourism businesses	Apply for R4R funding
Develop associate members business sponsorship	Approach companies on a project specific basis
New tourism funding opportunities after election	Develop projects that would be ready to go when funding opportunities arise
Develop new festivals and events	Work to develop GQ Festival for 2017

Threats	Strategies to Mitigate
Breakdown in GTNA unity of purpose	Promote projects that reinforce united vision
Fuel price increase	Emphasise 'closeness' and 'value for money' in marketing
Concentration of Aust and WA marketing on the coastal attractions	Lobby Tourism WA and TA against focus on coastal regions in marketing
Economic downturn	Lobby for more tourism marketing resources locally to replace mining
Wasted marketing dollars with poor message or channel choices	Continually review options and evaluate outcomes
Change of Shire personnel may erode financial support	Work hard to ensure tourism promotion is recognised and valued
Lack of project funding opportunities as govt belts tighten	Look to private sector project-based funding support
Decline in traditional channels for information dissemination	Continual review of marketing tactics and adoption of new media channels

## 9.0 Risk Analysis

Risk Event ▼	Likelihood ▼	Impact ▼	Risk Action ▼	Strategy to Mitigate ▼
Breakdown in GTNA unity of Shires	2	4	Avoid	Promote projects that reinforce united vision
Fuel price increase	2	2	Mitigate	Emphasise 'closeness' and 'value for money' in marketing
Concentration of Aust and WA marketing on the coastal attractions	5	2	Mitigate	Lobby Tourism WA and TA against focus on coastal regions in marketing
Economic downturn	3	2	Transfer	Lobby for more tourism marketing resources locally to replace mining
Slow or no growth in tourism numbers from marketing	2	3	Mitigate	Continually review options and evaluate outcomes
Change of Shire personnel may erode financial support	1	4	Avoid	Work hard to ensure tourism promotion is recognised and valued, even by sceptics
Lack of project funding opportunities such as R4R	2	4	Transfer	Look to private sector project-based funding support
Decline in Traditional channels for information dissemination	5	3	Mitigate	Continual review of marketing tactics and adoption of new media channels
Lack of Traditional Owner Support for projects	2	3	Mitigate	Engage more fully with GLSC
Non GQDT Members resent GQDT activities	1	4	Mitigate	Develop strategies to ensure a flow on to non-GQDT members
Cooperative relationship with AGO deteriorates under new leadership at some point in the future	1	3	Avoid/Mitigate	Strengthen relationship and prepare marketing contingencies
Package participants renege on commission commitments	2	3	Avoid	Ensure only firmly committed operators are included

## 10.0 Action Plan

Action	Priority	Deadline	Actioned by	Outcomes
Developed packaged GQDT Product	High	May-16	Manager	Provide commissionable product for ATE sellers and not just aspiration
Attend ATE	High	May-16	Manager/AGO	Development of International Market
Development of 2016/17 Budget	High	Jun-16	Manager/Board	Blueprint for 2016-21 in place
Development of 2016/17 Marketing Plan	High	Jun-16	Manager/Board	Roadmap for 2016/17 marketing activities
New GTNA Brochure	High	Jun-16	Manager	Expression of new marketing vision
Attend Brisbane Caravan and Camping Show	High	Jun-16	Manager/AGO	Bring extra visitation to the region
Finalise new Shire funding agreements	High	Jun-16	Manager/Chair/CEOs	Secure financial sustainability for GTNA into the future
GTNA Famil	High	Jul-16	Manager/KBVC	Unity of purpose and showcasing the region to drive new business
Develop Partnership membership for corporate, project-based contributions	Med	Jul-16	Manager/Stakeholders	Cooperative funding for big-ticket projects
Finalisation and endorsement of Business Plan	High	Aug-16	Manager/Board	Blueprint for 2016-21 in place
Development of revised collateral to reflect Dundas Shire participation	High	Aug-16	Manager	Includes all members on equal footing
Prepare 3 WA tourism awards submissions	Med	Aug-16	Manager	Raise GTNA and Goldfields profile within the industry
Exhibit at Kalgoorlie Caravan and Camping	Med	Aug-16	Manager/GTNA	Raise profile and knowledge of Regional Tourism
Experience Development workshop to determine marketing messages	Med	Oct-16	Manager/GTNA	Achieve a clarity of message and understanding of the essence of the Goldfields experience
Perth Show Regional Display for GVROC	Med	Oct-16	Manager/Stakeholders	Raise profile and knowledge of Goldfields Tourism
Photo shoot for promotional image library	Med	Dec-16	Manager/AGO	Better quality and targeted marketing collateral to enhance our message
Sales calls with Perth-based tour operators	Med	Dec-16	Manager	Increased visitation flowing through to accommodation, tours etc.
Meetings with Jourmos and Travel Shows	Med	Dec-16	Manager	Raise profile and knowledge of Goldfields tourism
Develop cooperatively funded 4WD Goldfields Drive Trail brochure	Low	Jan-17	Manager/Sponsor	Provide primary information on 4wd adventure trails for consumer shows
GQDT app project (if funded)	High	May-17	Manager	Improve the quality of experience for visitors
Quality Accreditation and Tourism Awards Project	Low	Jun-17	Manager/GTNA	Raise Goldfields' profile within the industry
Work collaboratively to create Geotourism Trail	Low	Jun-17	Manager/Institute Metallurgy	Enhance visitor experience to Goldfields
Golden Quest Festival	Med	Jul-17	Manager/all stakeholders	Increased exposure and input to economy
Unified Goldfields Planner	Low	Dec-17	Manager/KBVC/North Goldfield VCs	Present to outsiders as a unified region and reduce costs
Norseman and other gateway GQDT & goldfields signage	Med	Mar-16	Manager/Dundas	Drive increased traffic from gateways



## Appendix 1. Balance Sheet as at 31 March 2016

<b>Goldfields Tourism Network Assoc Inc</b> PO Box 10416 Kalgoorlie WA 6430		
<b>Balance Sheet</b> As of March 2016		
<b>Assets</b>		
<b>Current Assets</b>		
<b>Cash On Hand</b>		
NAB Chq Account - General	\$104,560.72	
NAB Cash Management	\$28,218.56	
GQ- Continuous Imp. Acc.	\$28,693.49	
Undeposited Funds	\$60.00	
<b>Total Cash On Hand</b>		<b>\$161,532.77</b>
Accounts Receivable	\$1,939.51	
Bonds Paid	\$800.00	
Guide Book Stocks	\$55,214.84	
<b>Current Tax Assets</b>		
GST Payable Control Account	-\$32,191.41	
Input Tax Credit Control Accou	\$15,231.08	
GST Clearing	\$20,192.92	
<b>Total Current Tax Assets</b>		<b>\$3,232.59</b>
<b>Total Current Assets</b>		<b>\$222,719.71</b>
<b>Property &amp; Equipment</b>		
Office Equipment		
Office Equipment at Cost	\$8,442.73	
Office Equipment Accum Dep	-\$7,030.00	
<b>Total Property &amp; Equipment</b>		<b>\$1,412.73</b>
<b>Total Assets</b>		<b>\$224,132.44</b>
<b>Liabilities</b>		
<b>Current Liabilities</b>		
<b>Credit Cards</b>		
Visa	\$2,633.07	
Trade Creditors	\$1,662.50	
<b>GST Liabilities</b>		
GST Collected	\$6,084.54	
GST Paid	\$1,423.85	
GST Adjustment Account	\$1,713.00	
<b>Total GST Liabilities</b>		<b>\$9,221.39</b>
<b>Total Current Liabilities</b>		<b>\$13,516.96</b>
<b>Payroll Liabilities</b>		
Superannuation Payable	\$2,546.10	
PAYG Withholding Payable	\$5,264.01	
Employee Entitlement Provision	\$3,793.90	
<b>Total Payroll Liabilities</b>		<b>\$11,604.01</b>
Golden Quest - Re-print Fund		
Total Golden Quest - Re-print Fund	\$3,689.00	
Unexpended Minara Grant	\$23,000.00	
Unexpended TIRF Grant	\$55,000.00	
<b>Total Liabilities</b>		<b>\$106,809.97</b>
<b>Net Assets</b>		<b>\$117,322.47</b>
<b>Equity</b>		
Retained Earnings	\$6,945.49	
Current Year Surplus/Deficit	\$110,376.98	
<b>Total Equity</b>		<b>\$117,322.47</b>

## Appendix 2. Statement of Financial Performance for YTD ending 31 March 2016

<b>Profit &amp; Loss Statement</b>		
July 2015 To March 2016		
	\$	\$
<b>Income</b>		
<b>Goldfields Tourism Network</b>		
<b>GQDT Guidebooks</b>		
GQDT - Retail	\$735.55	
GQDT - Wholesale	\$4,842.97	
GQDT - e-books	\$552.55	
Postage Recovery on Book Sales	\$42.09	
Book Sales	\$283.28	
<b>Total GQDT Guidebooks</b>		<b>\$6,456.44</b>
<b>Other Product Sales</b>		
Outback Way Guidebook Sales	\$228.77	
Postcards	\$433.64	
Leonora Loop Trails Guidebook	\$54.55	
Postage Recovery from Tours	\$22.73	
GTNA Tours	\$948.64	
Maps	\$18.18	
<b>Total Other Product Sales</b>		<b>\$1,706.51</b>
<b>GTN Funding</b>		
City of Kalgoorlie Boulder GTN	\$25,000.00	
Shire of Leonora GTN	\$25,000.00	
Shire of Menzies GTN	\$25,000.00	
Shire of Coolgardie GTN	\$25,000.00	
Shire of Laverton GTN	\$25,000.00	
Shire of Wiluna GTN	\$25,000.00	
Shire of Dundas GTN	\$10,416.67	
<b>Total GTN Funding</b>		<b>\$160,416.67</b>
<b>Golden Quest Funding</b>		
City of Kalgoorlie Boulder GQ	\$11,500.00	
Shire of Leonora GQ	\$11,500.00	
Shire of Menzies GQ	\$11,500.00	
Shire of Coolgardie GQ	\$11,500.00	
Shire of Laverton GQ	\$11,500.00	
<b>Total Golden Quest Funding</b>		<b>\$57,500.00</b>
<b>Destinations WA Funding</b>		
Destinations WA - Shires	\$12,000.00	
<b>Total Destinations WA Funding</b>		<b>\$12,000.00</b>
<b>Royal Show Funding</b>		
Royal Show - GVROC	\$24,000.00	
Royal Show - RASWA	\$6,650.00	
RS- Prize Money	\$377.27	
Royal Show - Surplus 2014-2015	\$7,014.94	
<b>Total Royal Show Funding</b>		<b>\$38,042.21</b>
<b>CMCA Rally</b>		
CMCA GVROC	\$6,354.55	
<b>Total CMCA Rally</b>		<b>\$6,354.55</b>
<b>Other Funding</b>		
GQ - CI Project Funds	\$25,820.00	
<b>Total Other Funding</b>		<b>\$25,820.00</b>
<b>Total Goldfields Tourism Network</b>		<b>\$308,296.38</b>
Miscellaneous Income	(\$3.86)	
<b>Total Income</b>		<b>\$308,292.52</b>
<b>Cost of Sales</b>		
Guidebook Purchases	\$3,333.98	
<b>Total Cost of Sales</b>		<b>\$3,333.98</b>
<b>Gross Profit</b>		<b>\$304,958.54</b>

<b>Expenses</b>		
<b>Goldfields Tourism Network</b>		
<b>Marketing &amp; Promotional</b>		
Marketing Material	\$290.00	
Digital Campaign	\$1,000.00	
Consumer Shows	\$9,732.50	
Advertising	\$11,993.59	
Web Development	\$1,200.00	
Social Media	\$25.94	
Business Sustainability	\$1,051.10	
Strategic Networks & Membershi	\$376.37	
Graphic Design	\$1,755.00	
Visitor Information	\$1,322.54	
<b>Total Marketing &amp; Promotional</b>		<b>\$28,747.04</b>
<b>Employment Expenses</b>		
Manager - \$77k Salary	\$54,352.36	
Admin Assistant wage	\$15,200.00	
Superannuation	\$5,869.59	
Workers Compensation	\$562.75	
Uniforms	\$41.15	
Employment Entitle. Provision	(\$17,141.44)	
Recruitment Expense	\$947.02	
<b>Total Employment Expenses</b>		<b>\$59,831.43</b>
<b>Admininstration &amp; General</b>		
Auditing	\$1,295.45	
Bank Charges	\$691.73	
Bookkeeping	\$2,027.50	
Business Insurance	\$1,715.97	
Office Rent	\$4,136.37	
Telephone (mobile)	\$1,185.77	
Internet	\$950.82	
Electricity	\$553.27	
Stationery & Printing	\$832.95	
Postage	\$403.43	
Meeting/Stakeholder Networking	\$3,807.66	
Freight	\$2,543.42	
Office Expenses	\$1,998.64	
Affiliate/Gateway Fees	\$115.48	
Online office support	\$232.51	
Satellite Phone	\$150.00	
Memberships	\$740.91	
GTNA Tours	\$66.00	
Office Expenses	\$280.00	
<b>Total Admininstration &amp; General</b>		<b>\$23,727.88</b>

<b>Vehicle Expenses</b>		
MV Lease Costs	\$8,130.24	
MV Insurance	\$1,386.11	
MV Repairs & Maintenance	\$278.09	
Trailer Registration	\$81.88	
Fuel - Cash Purchases	\$1,781.00	
<b>Total Vehicle Expenses</b>		<b>\$11,657.32</b>
<b>Destinations WA Expenses</b>		
Guru Productions	\$29,372.20	
Meals etc DWA	\$2,000.00	
<b>Total Destinations WA Expenses</b>		<b>\$31,372.20</b>
<b>CMCA Rally GVROC</b>		
Accommodation CMCA	\$1,272.73	
Meals etc CMCA	\$70.48	
GTNA Vehicle/Transport CMCA	\$140.93	
<b>Total CMCA Rally GVROC</b>		<b>\$1,484.14</b>
<b>Royal Show District Display</b>		
Design Concept, Set Up/Dismant	\$13,139.38	
Accommodation RS	\$3,643.63	
Travel/Transportation RS	\$1,184.29	
Administration RS	\$608.06	
Contract & Wages	\$14,188.49	
Display Materials RS	\$3,484.60	
Freight & Insurance RS	\$561.00	
Meals etc RS	\$1,017.27	
<b>Total Royal Show District Display</b>		<b>\$37,826.72</b>
<b>Total Goldfields Tourism Network</b>		<b>\$194,646.73</b>
<b>GQ- Continuous Improvement</b>		
GQ - CI Administrative	\$427.82	
<b>Total GQ- Continuous Improvement</b>		<b>\$427.82</b>
<b>Total Expenses</b>		<b>\$195,074.55</b>
<b>Operating Profit</b>		<b>\$109,883.99</b>
<b>Other Income</b>		
Interest Income	\$492.99	
<b>Net Profit/(Loss)</b>		<b>\$110,376.98</b>

# Manager's Report

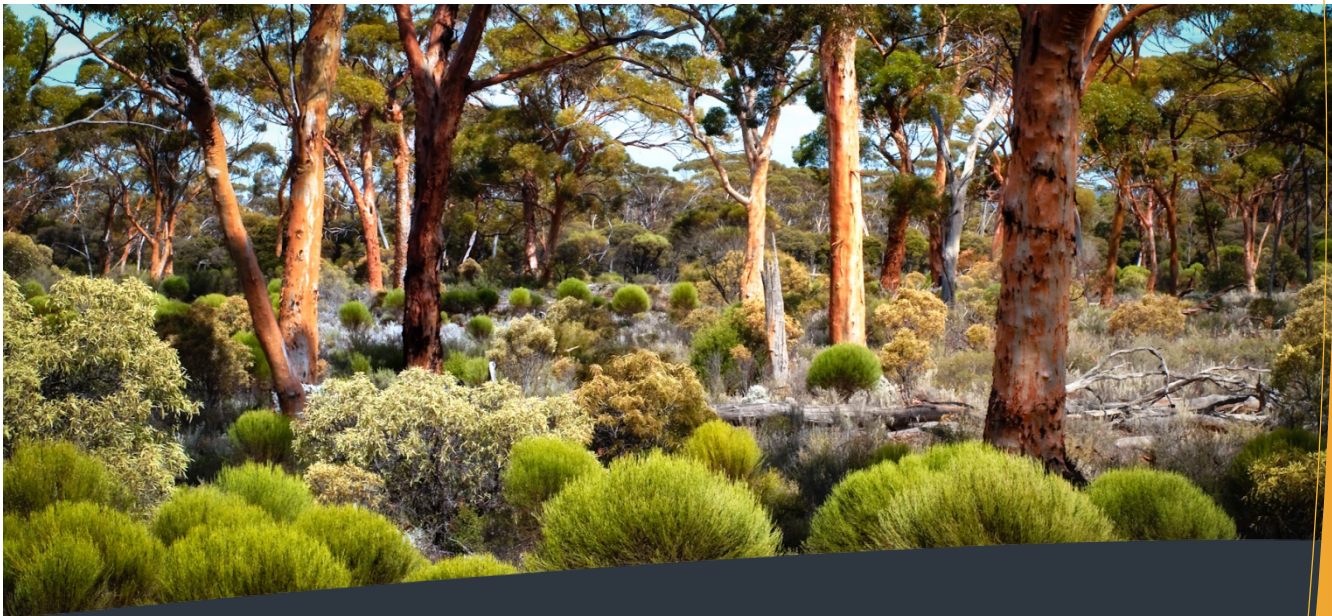
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GTNA Ordinary Board

Meeting Laverton

10.30 am

Friday May 6<sup>th</sup> 2016



**GOLDFIELDS TOURISM NETWORK  
ASSOCIATION INC**



# 1. Operations

## 1.1 Business Plan

Following the Strategic Planning workshop in February, the draft GTNA Business Plan has been developed by the Manager and has been circulated prior to the meeting for comment and discussion. Feedback will be incorporated into a final draft which can hopefully be endorsed at this meeting or the next General Meeting on August 5<sup>th</sup>. I have tried to capture the key elements into the Executive Summary and Action Plan. It would be my intention to report on the progress of implementation of each action item at each meeting. Feedback on the plan can be made by email prior to the May 6<sup>th</sup> meeting.

## 1.2 Sale of GQDT guidebooks

Hema Maps and other distributors were disinclined to take on the GQDT Guidebook distribution. Hema's WA distributor, Mike Jones, has agreed to act as the WA agent to present the books to those businesses he supplies Hema to at 12.5% commission (\$3 per book). GTNA will continue to handle the distribution of the orders he generates. This will significantly assist us to reach our sales targets.

The arrangement negotiated is:

1. He would have the exclusive territory rights to all WA with the exception of KBVC
2. He would show all WA outlets the book on his usual sales calls and try to get the sale
2. He would email us the order
3. We would post the books at our expense (\$3.35 per book)
4. We would invoice the seller the wholesale rate (\$23.97) and collect the money
5. We would pay him monthly for all WA wholesale sales at 12.5% of the wholesale rate (\$3 per unit)
6. Total revenue per unit after postage and commission would be \$17.62.

To encourage more direct consumer sales, we have placed an e-commerce facility to allow consumers to purchase a hard copy on either website. I also sold a number of copies of the Guidebook and other guidebooks at the Caravan and Camping Shows.

### 1.3 Goldfields Famil

Preparations are progressing for the 4 Day Goldfields Famil/ Roadtrip. The 4 day trip will visit all shires and depart Kalgoorlie on Saturday 23<sup>rd</sup> July. Friday 22<sup>nd</sup> July will be an optional day for participants to famil Kalgoorlie-Boulder attraction followed by an evening function to kick things off.

Shires have been invited to send three participants each, including a tourism champion and Visitor Centre front-line customer service officer who would greatly benefit from increasing their regional product knowledge. Many shires and have generously provided meal sponsorship. With generous rates from motels and North Fleet, we are able to keep the cost down to \$290 per person.

### 1.4 Major Correspondence

It has been a busy few months for Correspondence and the table below outlines the major letters in and out. Correspondence in is available for viewing as required and if any correspondence out would like to be viewed I can provide by email.

CORRESPONDENCE IN			
DATE	TO	FROM	SUBJECT
3/02/2016	GTNA Board	Doug Stead ( CEO Dundas Shire )	Request to join GTNA Inc
19/02/2016	Neil McGilp	Hon Stephen Dawson	Caravan Parks & Camping grounds Act 1995 Review
19/02/2016	Neil McGilp	Hon Stephen Dawson	Caravan Parks & Camping grounds Act 1995 Review response from Minister to GTNA letter of concern
29/02/2016	Neil McGilp	Hon Jacqui Boydell	Proposed Holiday Parks & Camping Grounds Legislation
8/03/2016	Neil McGilp	Karen Jacobson Austrade	TIRF Grant aquittal
24/03/2016	Neil McGilp	Shayne Flanagan	R4R application

CORRESPONDENCE OUT		
DATE	TO	SUBJECT
8/02/2016	Janice Kendall GEDC	Letter advising GEDC of GTNA decision not to take on management of Arts and Culture Trail Project
10/02/2016	Hon. Ken Baston MLC; Minister for Agriculture and Food; Fisheries	GTNA Board concerns over proposed changes to caravan and camping legislation
	Hon. Jacqui Boydell MLC	As above
	Mr Vincent Catania MLA	As above
	Member for North West Central	As above
	Hon. Robin Howard Chapple MLC	As above
	Hon. Stephen Dawson MLC	As above
	Hon. Dave Grills MLC	As above
	Hon. Mark Lewis MLC	As above
	Ms Wendy Duncan MLA; Member for Kalgoorlie; Deputy Speaker of the Legislative Assembly	As above
26/02/2016	Jim Epis CEO Shire of Leonora	Letter of support: National Stronger Regional Fund Round 3
	Anne Finlay Project Manager Mid West Development Commission	Letter of support: Meekatharra to Wiluna Road upgrade
5/03/2016	Paula Fletcher Heartwalk Project Coordinator	Letter of support: Heartwalk Project
5/03/2016	Katie McDonald Goldfields Business Adviser Kalgoorlie Boulder Chamber of Commerce and Industry	4 X Letter of support: Women's Leadership forum
23/03/2016	Janice Kendall GEDC	Congratulations on release of Blueprint but concern of non-inclusion of GTNA as a tourism and visitation stakeholder
30/03/2016	Hon. Colin James Barnett MLA. Premier; Minister for Tourism; Science	Congratulations for appointment as Minister for Tourism
11/04/2016	Ian Tucker Chair, Menzies Aboriginal Corporation	<u>Re: Letter of Support – Restoration of historically significant buildings in Menzies</u>
14/04/2016	Paul Webb CEO Coolgardie Shire	LETTER OF SUPPORT – COOLGARDIE POST OFFICE AND ASSOCIATED BUILDINGS REINSTATEMENT
14/04/2016	Paul Webb CEO Coolgardie Shire	GOLDFIELDS-ESPERANCE REVITALISATION FUND - KAMBALDA BEAUTIFICATION PROJECT
14/04/2016	Paul Webb CEO Coolgardie Shire	Re: HIGHLIGHTING COOLGARDIE – MOTHER OF THE GOLDFIELDS
19/04/2016	Shayne Flanagan CEO Goldfields-Esperance Development Commission	Kalgoorlie Railway Station Royalty for Regions Funding Application



## **1.5 MOUs with Prime Member Shires**

It is proposed that MOUs be negotiated with each Shire for a new three year funding period. These contributions have remained constant at for the past 2 funding cycles (6 years) with no increase for CPI. With the introduction of Dundas Shire into the GTNA network, the increased revenue stream will allow shire contributions to remain unchanged for the new 3 year funding agreements to be negotiated before the end of the 2015/16 financial year. It is anticipated that similar levels of marketing and promotion can be achieved within the existing funding constraints but it is important for the organisation to have the funding agreements agreed and locked in.

## **1.6 Manager's Major Outputs**

### **February**

Kalgoorlie Locals' Day display  
Preparation for and attendance at Melbourne Caravan and Camping Supershow  
Organisation of GTNA Famil  
Development of App Funding Applications R4R and Lotterywest  
Preparation of GQDT brochure  
Re-design and preparation of new advertisements to feature 'Drive Yourself Wild'

### **March**

Perth Expo  
Preparation for and attendance at Perth Caravan and Camping Supershow  
Organisation of GTNA Famil  
GTNA Business Plan

### **April**

Organisation of GTNA Famil  
Finalisation of GTNA Business Plan  
Address to Hannans Lions Club  
Preparation of Manager's Report  
Preparation of GTNA Brochure

## **2. Marketing**

### **2.1 Consumer Shows**

The Holiday and Travel Show season has kept us busy. The Melbourne Holiday and Camping Super show was held over seven days in February and was very successful with great interest

The Perth Caravan and Camping show followed hot on its heels in March and the pop-up pub was a very attractive display to engage many visitors. Upcoming shows include The Australian Tourism Exchange in May and Brisbane Caravan and Camping Super Show in June. That will certainly keep us busy!!

### **2.2 Advertising**

The marketing schedule agreed by the Board contains a number of advertising campaigns that have been placed. They include;

- TWA Wildflower Brochure
- Caravanning Australia - Winter Editions
- The Wanderer Magazine (May 2016)
- Have A Go ( February - June 2016)
- The Senior (February - June 2016)
- AGO weekly Collaboration Adverts Sunday Times Escape (March and May)

### **2.3 Website Updates**

Liz has been updating the GTNA and GQDT websites with the following actions:

#### **GTNA website**

- Added links for Canning Stock Route and Gunbarrel Hwy
- Added a page for Norseman
- Added a new interactive map to include Norseman
- Added events, cyclclassic and Norseman Gold Fever Festival, Coolgardie Day, Leonora Gift

- Famil visit from Duncan Forgan who participated in the Nullarbor Links and visited various sites around Kalgoorlie, Menzies and Lake Ballard. Writes for the Esquire Magazine for men.

## GQDT website

- Added a blog post about the opening of new camping facilities at Credo
- Moya Sharp contacted to do some new guest posts on the blog
- Famil visit from Duncan Forgan who went to Lake Ballard and sites around Kalgoorlie/Boulder. Writes for the Esquire Magazine for men

## 2.4 Network News

Our regular GTNA newsletter was released on April 1. Once again, do let us know anything new and interesting in your networks. Please send me anything that you want to share with the rest of the network and I will include it in the next Newsletter.

## 2.5 New GTNA Brochure and banner

The new GTNA brochure has been finalised and printing is underway in time for ATE. New marketing collateral will be prepared to reflect Dundas Shire's addition to the network. A new wavy banner skin would be required to display the amended map.

## 2.6 Tourism Stats

	Pure Gold			Coolgardie			Menzies			Laverton			Gwalia			Leonora			Hannan's North		
	2016	2015	%	2016	2015	%	2016	2015	%	2016	2015	%	2016	2015	%	2016	2015	%	2016	2015	%
Jan-16	5330	5194	3%	417	357	17%	69	106	-35%	159	103	54%	88	63	40%	145	154	-6%	1902	1497	27%
Feb-16	4678	4761	-2%	247	253	-2%	98	94	4%	227	87	161%	144	49	194%	126	126	0%	592	705	-16%
Mar-16	5991	6058	-1%	542	561	-3%	234	561	-58%	224	308	-27%	279	148	89%	96	176	-45%	1550	992	56%
Total	15999	16013	0%	1206	1171	11%	401	761	-47%	610	498	22%	511	260	97%	367	456	-20%	4044	3194	27%

Most centres experienced increases significantly in visitor figures for the first 3 months of the year. Kalgoorlie is marginally up, Coolgardie up 11%, Laverton up

22%, Gwalia up 97%, Hannans North up 27%. Menzies is down 47% and Leonora 20%.

### **3. Project Proposals**

#### **3.1 GQDT app project**

Funding applications have been submitted to Lotteries West Funding and an R4R Community Grant for the GQDT. The project will develop an app architecture that can be later rolled out to all our drive trails. The funding will include both the development of the app and significant marketing funds to raise awareness.

#### **3.2 WA Tourism Awards Submissions**

A great way to raise the profile of the tourism in the Goldfields would be to have a greater presence in the regional and state tourism awards. GTNA has nominated for the 2016 WA Tourism Awards in the category of Specialised Tourism Services and has nominated the Golden Quest Discovery Trail for the Tourist Attractions and Cultural Tourism Categories. Submissions will be prepared for the 3 categories by August.

#### **3.3 Geotourism Trail**

I have been approached by local geologist Peter Burger on behalf of the Australian Institute of Mining and Metallurgy to develop a Geotourism Drive Trail. He felt that there was funding available for the project and I suggested we could assist with both the funding application and trail development.

# Treasurers Report

## 1. Financials

### 1.1 P&L for Quarter January to March 2016

Item	Jan-March 2016			
	Actual Income	Budget Income	Difference	Comments
<b>GQDT Guidebook Sales</b>	\$2,907.48	\$4,539.00	-\$1,631.52	Book sales down
<b>Other Product Sales</b>	\$385.14	\$1,364.18	-\$979.04	sales down
<b>GTN Funding</b>	\$47,916.67	\$47,916.00	\$0.67	
<b>GQ Funding</b>	\$11,500.00	\$11,500.00	\$0.00	
<b>DWA Funding</b>	\$0.00	\$0.00	\$0.00	
<b>Royal Show</b>	\$0.00	\$0.00	\$0.00	
<b>CMCA - GVROC</b>	\$0.00	\$0.00	\$0.00	
<b>GQ CI Project</b>	\$0.00	\$0.00	\$0.00	
<b>Miscellaneous Income</b>	-\$42.50	\$0.00	-\$42.50	
<b>Total Income</b>	<b>\$62,666.79</b>	<b>\$65,319.18</b>	<b>-\$2,652.39</b>	<b>Book sales down</b>
	<b>Cost of Sales</b>			
<b>Total cost of Sales</b>	\$1,505.79	\$0.00	\$1,505.79	provision for replacement not in budget
<b>Gross profit</b>	<b>\$61,161.00</b>	<b>\$65,319.18</b>	<b>-\$4,158.18</b>	
	<b>Expenses</b>			
<b>Marketing &amp; Promotional</b>	\$12,692.75	\$25,700.00	-\$13,007.25	Brochures not printed, AOG advert not invoiced
<b>Total Employment Expenses</b>	\$31,217.12	\$29,936.28	\$1,280.84	
<b>Total Administration &amp; General</b>	\$8,201.75	\$6,725.00	\$1,476.75	C&C shows freight
<b>Total Vehicle Expenses</b>	\$3,436.45	\$3,962.00	-\$525.55	
<b>DWA</b>			\$0.00	
<b>CMCA Rally</b>	\$0.00	\$0.00	\$0.00	
<b>Total Royal Show District Display</b>	\$1,500.00	\$0.00	\$1,500.00	prepay accom 2016
<b>CQ – CI Admin</b>	\$0.00	\$0.00	\$0.00	
<b>Total Expenses</b>	<b>\$57,048.07</b>	<b>\$66,323.28</b>	<b>-\$9,275.21</b>	
<b>Operating Profit</b>	<b>\$4,112.93</b>	<b>-\$1,004.10</b>	<b>\$5,117.03</b>	
	<b>Other Income</b>			
<b>Interest Income</b>	\$215.05	\$0.00	\$215.05	

## 1.2 P & L for YTD July to March 31 2016

Item	YTD July – March 2016		Difference	Comments
	Actual Income	Budget Income		
<b>GQDT Guidebook Sales</b>	\$6,456.44	\$27,339.00	-\$20,882.56	Book sales down
<b>Other Product Sales</b>	\$1,706.51	\$1,473.26	\$233.25	sales down
<b>GTN Funding</b>	\$160,416.67	\$160,416.00	\$0.67	
<b>GQ Funding</b>	\$57,500.00	\$57,500.00	\$0.00	
<b>DWA Funding</b>	\$12,000.00	\$31,783.20	-\$19,783.20	Funding went direct to Dest
<b>Royal Show</b>	\$38,042.21	\$33,050.00	\$4,992.21	
<b>CMCA - GVROC</b>	\$6,354.55	\$7,200.00	-\$845.45	
<b>GQ CI Project</b>	\$25,820.00	\$24,000.00	\$1,820.00	
<b>Miscellaneous Income</b>	-\$3.86	\$0.00	-\$3.86	
<b>Total Income</b>	<b>\$308,292.52</b>	<b>\$342,761.46</b>	<b>-\$34,468.94</b>	<b>Book sales down and dest</b>
<b>Cost of Sales</b>				
<b>Total cost of Sales</b>	\$3,333.98	\$0.00	\$3,333.98	provision for replacement not in budget
<b>Gross profit</b>	<b>\$304,958.54</b>	<b>\$342,761.46</b>	<b>-\$37,802.92</b>	
<b>Expenses</b>				
<b>Marketing &amp; Promotional</b>	\$28,747.04	\$53,550.00	-\$24,802.96	Brochures not printed, AOG advert not invoiced
<b>Total Employment Expenses</b>	\$59,831.43	\$87,408.84	-\$27,577.41	Journal entries
<b>Total Administration &amp; General</b>	\$23,727.88	\$22,965.00	\$762.88	C&C shows freight
<b>Total Vehicle Expenses</b>	\$11,657.32	\$13,236.00	-\$1,578.68	
<b>DWA</b>	\$31,372.20	\$31,372.20	\$0.00	
<b>CMCA Rally</b>	\$1,484.14	\$7,200.00	-\$5,715.86	
<b>Total Royal Show District Display</b>	\$37,826.72	\$33,050.00	\$4,776.72	prepay accom 2016
<b>CQ – CI Admin</b>	\$427.82	\$0.00	\$427.82	
<b>Total Expenses</b>	<b>\$195,074.55</b>	<b>\$248,782.04</b>	<b>-\$53,707.49</b>	
<b>Operating Profit</b>	<b>\$109,883.99</b>	<b>\$93,979.42</b>	<b>\$15,904.57</b>	
<b>Other Income</b>				
<b>Interest Income</b>	\$492.99	\$0.00	\$492.99	
<b>Net Profit/(Loss)</b>	<b>\$110,376.98</b>	<b>\$93,979.42</b>	<b>\$16,397.56</b>	

## 1.3 Job Cost P&L March Quarter & YTD to 31<sup>st</sup> March 2016

### CMCA Rally 2015

Item	Jan- March 16	YTD
Total Income	\$0.00	\$6,354.55
Total Expenditure	\$0.00	\$1,484.14
Interest Income	\$0.00	\$0.00
<b>Surplus/Deficit</b>	<b>\$0.00</b>	<b>\$4,870.41</b>

Vehicle and wages expenses not included

### Destinations WA

Item	Jan- March 16	YTD
Total Income	\$0.00	\$12,000.00
Total Expenditure	\$0.00	\$31,479.47
Interest Income	\$0.00	\$0.00
<b>Surplus/Deficit</b>	<b>\$0.00</b>	<b>-\$19,479.47</b>

Grant funding 2015/16

Grant funding 2015/16

### Golden Quest

Item	Jan- March 16	YTD
Total Income	\$15,469.59	\$102,348.20
Total Expenditure	\$16,396.63	\$33,320.50
Interest Income	\$215.05	\$404.99
<b>Surplus/Deficit</b>	<b>-\$711.99</b>	<b>\$69,432.69</b>

### Goldfields Tourism Network

Item	Jan- March 16	YTD
Total Income	\$10,697.20	\$149,547.56
Total Expenditure	\$40,657.23	\$94,097.70
Interest Income	\$0.00	\$88.00
<b>Surplus/Deficit</b>	<b>-\$29,960.03</b>	<b>\$55,537.86</b>

### Royal Show

Item	Jan- March 16	YTD
Total Income	\$0.00	\$38,042.21
Total Expenditure	\$1,125.00	\$37,651.72

2016 accom prepaid

Interest Income	\$0.00	\$0.00
<b>Surplus/Deficit</b>	<b>-\$1,125.00</b>	<b>\$390.49</b>

## 1.4 Cash Position at 31 March 2016

Bank Account	Bank Statement Balance	MYOB Balance
General Account	\$104,560.72	\$104,560.72
Cash Management Account	\$28,218.56	\$28,218.56
Visa Account	-\$2,633.07	-\$2,633.07
Outstanding Receivables	\$1,939.51	\$1,939.51
Outstanding deposits	\$0.00	\$0.00
Accounts Payable	-\$1,662.00	-\$1,662.00
GQ – Continuous Improvement Account	\$28,693.49	\$28,693.49
<b>Total Estimated Cash Available</b>		<b>\$130,423.72</b>

## 1.5 Liabilities Impacting Cash Position

### LIABILITIES IMPACTING CASH POSITION March 2016

<b>GST Payable March 2016</b>	<b>\$100.00</b>
<b>PAYG Withholding Payable</b>	<b>\$2,364.00</b>
<b>Superannuation Payable</b>	<b>\$1,041.00</b>
<b>Provisions to Employees</b>	<b>\$632.61</b>
<b>Total Liabilities Impacting Cash flow</b>	<b>\$4,137.61</b>
<b>Cash Position After Liabilities</b>	<b>\$126,286.11</b>

### LIABILITIES IMPACTING CASH POSITION Jan - March 2016

<b>GST Payable Jan - March 2016</b>	<b>\$3,890.00</b>
<b>PAYG Withholding Payable</b>	<b>\$5,264.00</b>
<b>Superannuation Payable</b>	<b>\$2,739.00</b>
<b>Provisions to Employees</b>	<b>\$3,793.00</b>
<b>Total Liabilities Impacting Cash flow</b>	<b>\$15,686.00</b>
<b>Cash Position After Liabilities</b>	<b>\$114,737.72</b>



## 11.0 REPORTS OF OFFICERS

### 11.1 *GOVERNANCE*

AGENDA REFERENCE:	11.1.1
SUBJECT:	Monthly Activity Report
LOCATION:	NIL
APPLICANT:	NIL
FILE REFERENCE:	NAM4798
DISCLOSURE OF INTEREST:	The author has no financial interest in this report.
DATE:	09 June 2016
AUTHOR:	Executive Assistant, Elly McKay

#### SUMMARY:

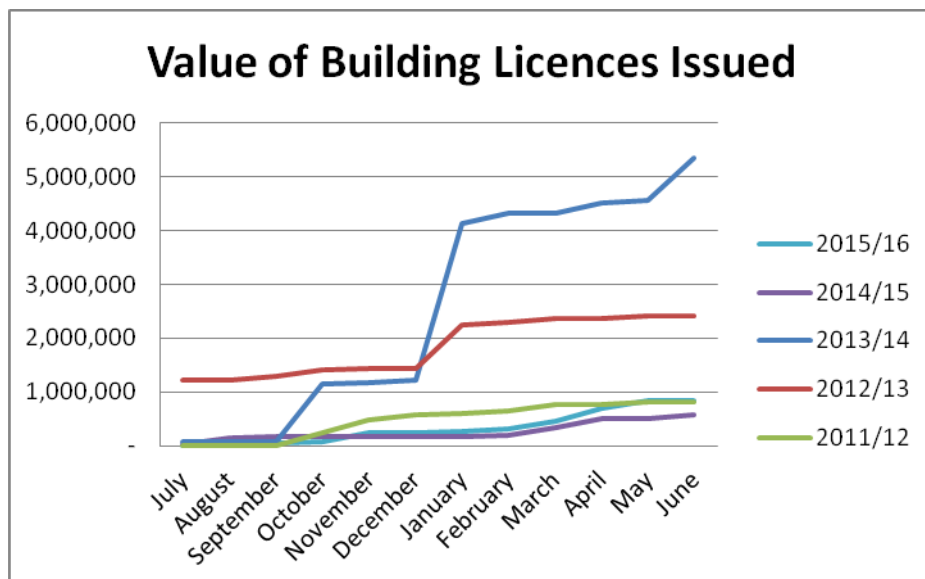
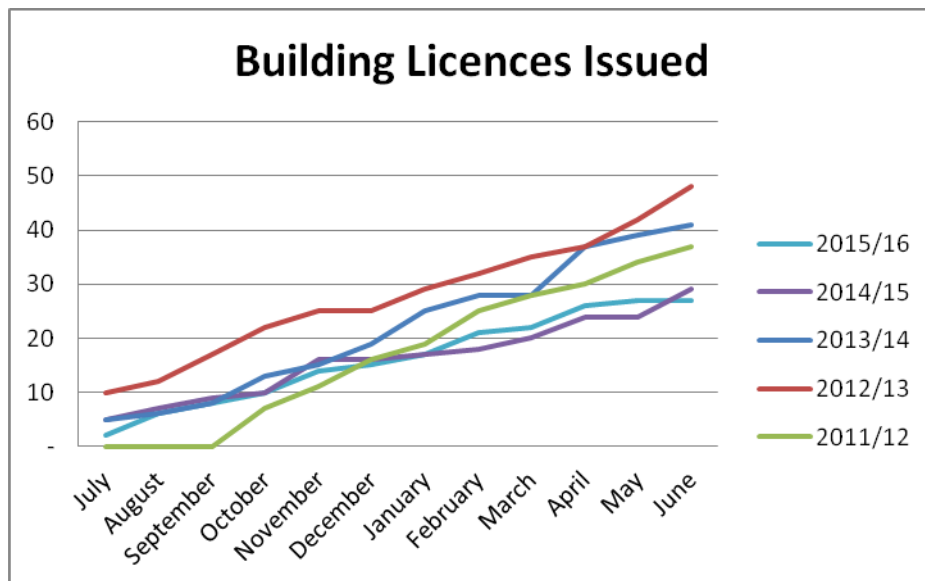
For Council to receive the monthly activity reports for May 2016.

#### BACKGROUND:

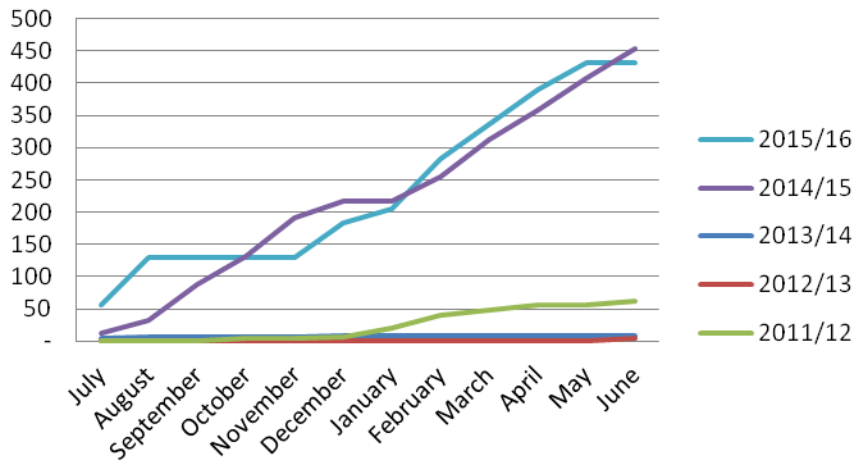
This report is to provide Council information on the activity of various Council services and facilities.

## COMMENT

### Development Services



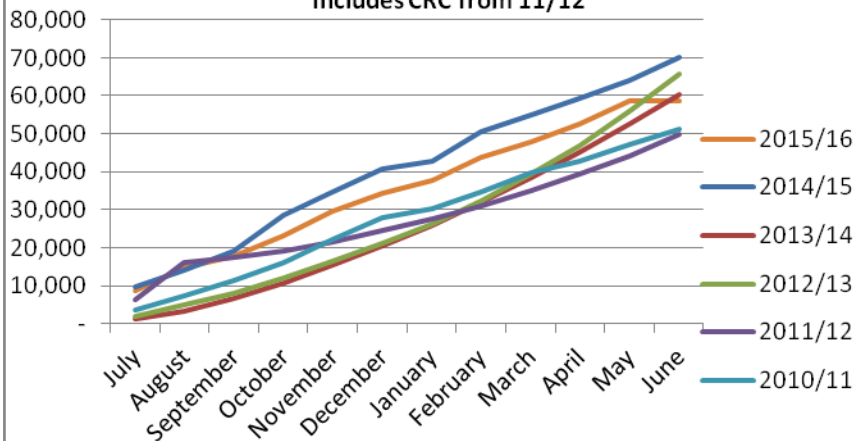
## Health Inspections



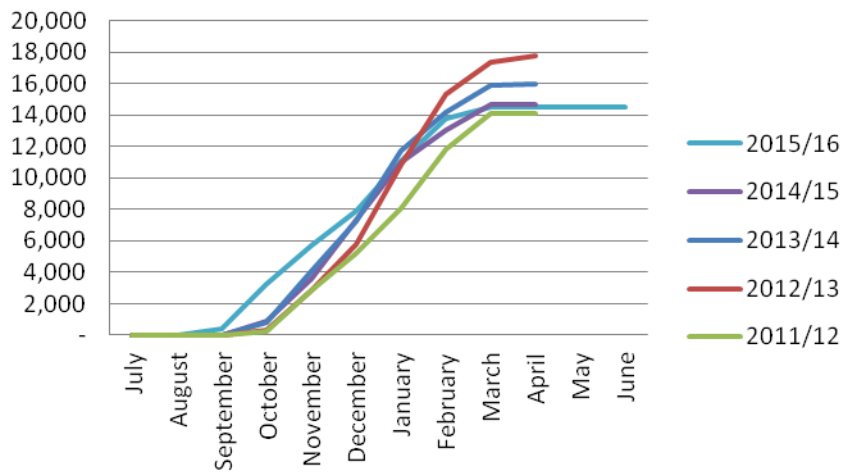
## Recreation Services

### Kambalda Recreation Centre

Includes CRC from 11/12

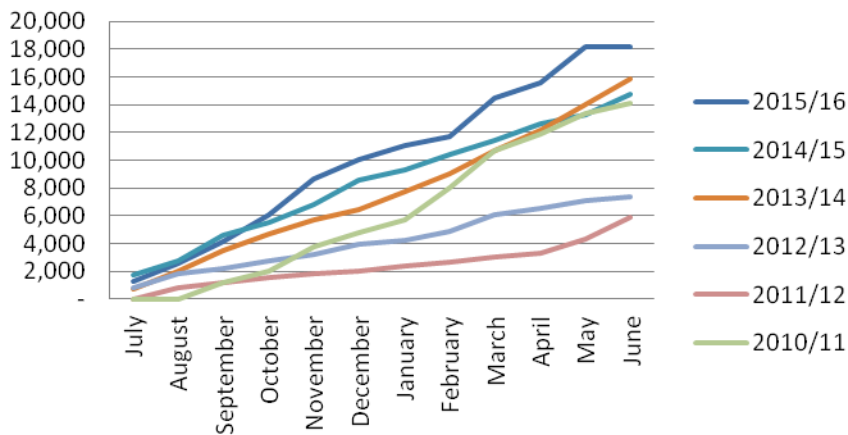


## Kambalda Pool Attendance

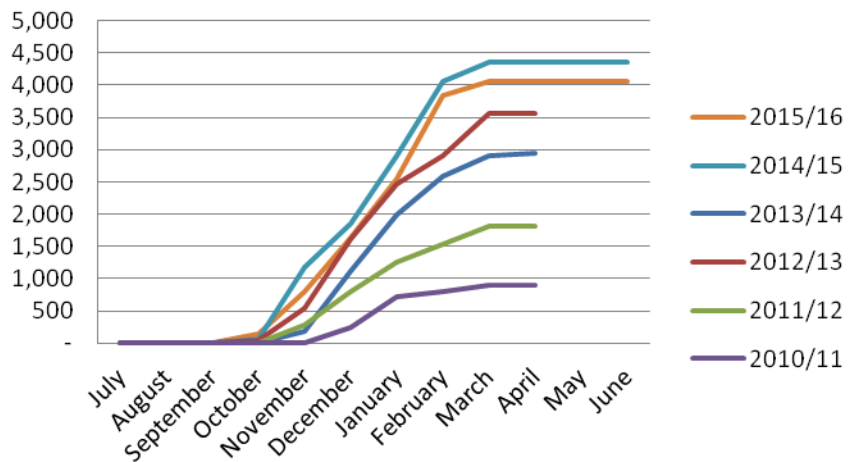


## Coolgardie Recreation Centre

includes CRC from 13/14

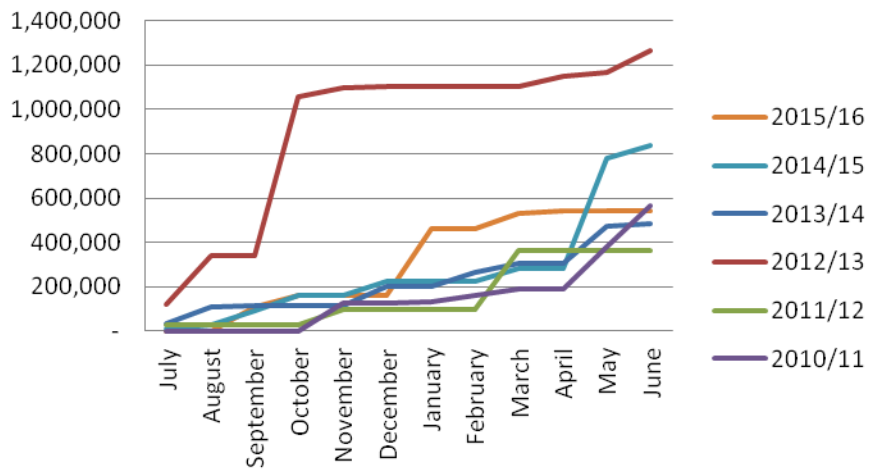


## Coolgardie Pool Attendance



## Community Services

### Grants Recieved



## SHIRE OF COOLGARDIE GRANT STATUS REPORT 2015 - 2016

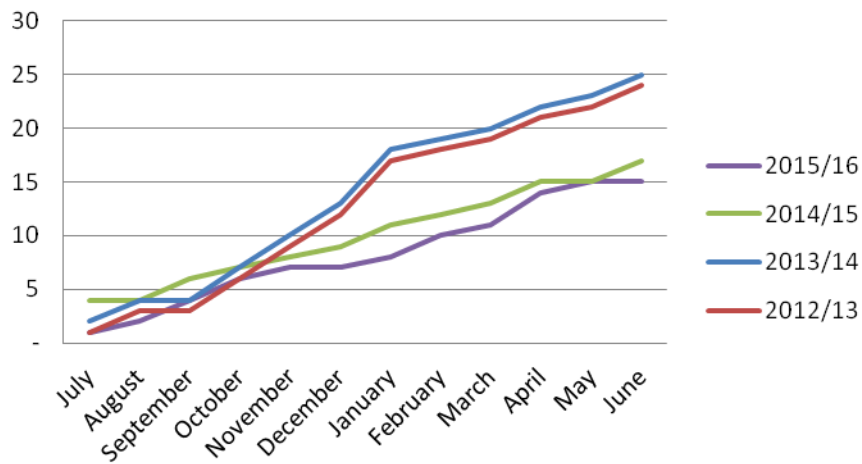
### MAY

	<u>Funding Body</u>	<u>Project</u>	<u>Value</u>	<u>Submitted</u>	<u>Current Status</u>	<u>Action</u>
G0801	Dept of the Attorney General	Coolgardie Youth Officer	\$ 50,000.00	Jul-12	Acquitted	Project complete
C1109	Lotterywest	Coolgardie Railway Station Stage 2	\$ 88,000.00	Oct-12	Acquitted	Project complete
G0503	Dept Local Govt	Cat Act - Miscellaneous	\$ 2,510.00	Oct-12	Approved	
G0503	Dept Local Govt	Cat Act - Sterilization	\$ 10,000.00	Oct-12	Approved	
A1111	Department Sport & Recreation	Club Development Officer 2014-15	\$ 16,000.00	Jul-14	Acquitted	Operational
C13016	Department Regional Development	Coolgardie Post Office Restoration	\$ 477,933.00	Sep-14	Approved	
C11076	SBS	SBS Radio upgrade Coolgardie	\$ 17,787.00	Sep-14	Acquitted	Project complete
FM026	Evolution Mining	Coolgardie Summer Cinema Series March - May	\$ 990.00	Feb-15	Acquitted	Project complete
FK1101	Department Sport & Recreation	SBL Game 2015	\$ 2,390.00	Jan-15	Acquitted	Project complete
FK1101	Healthways	SBL Game 2015	\$ 3,500.00	Feb-15	Acquitted	Project complete
FK1101	GoldFields St Ives	SBL Game 2015	\$ 3,000.00	Oct-14	Acquitted	Project complete
R156	Dept Infrastructure & Regional	Rds	\$ 300,000.00	Mar-15	Acquitted	Project complete
A08K5	Dept of Regional Development	Website Transition Kambalda CRC	\$ 2,000.00	Jun-15	Acquitted	Project complete
A08C5	Dept of Regional Development	Website Transition Coolgardie CRC	\$ 2,000.00	Jun-15	Acquitted	Project complete
A08K5	Regional Development & Lands	Kambalda Community Resource Centre 2015-16	\$ 121,658.00	Jul-15	Approved	Operational
A08C5	Regional Development & Lands	Coolgardie Community Resource Centre 2015-16	\$ 85,573.00	Jul-15	Approved	Operational
R079	Development	Callitris Road Kambalda West reseal	\$ 108,240.00	Jul-15	Approved	
R163	Development	Airleg Road Reseal	\$ 20,000.00	Jul-15	Approved	
R040	Dept Infrastructure & Regional	Gordon Adams Road reseal	\$ 93,750.00	Jul-15	Approved	
R103	Development	Irish Mulga Drive reseal	\$ 51,800.00	Jul-15	Approved	
R132	Development	Tip Road Kambalda reseal	\$ 78,500.00	Jul-15	Approved	
FR045	BHP Billiton Pty Ltd	Kambalda Summer Cinema Series 2015-16	\$ 2,660.00	Jul-15	Approved	
M0001	Main Roads WA	Various Maintenance #21100727	\$ 107,900.00	Jul-15	Approved	
R053	Main Roads WA	Nepean Lady Lock Link #21111385	\$ 125,913.00	Jul-15	Approved	
R002	Main Roads WA	Coolgardie North Road #21111384	\$ 62,957.00	Jul-15	Approved	

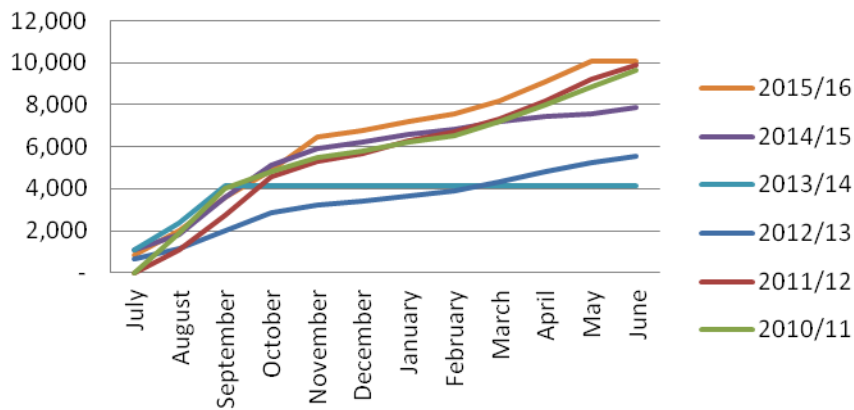
R156M	Main Roads WA	Carins Road #21111383	\$ 62,957.00	Jul-15	Approved	
A1111	Department Sport & Recreation	Club Development Officer 2015-16	\$ 16,000.00	Jul-15	Approved	Operational
FR028	Dept Local Government & Communities	Seniors Week	\$ 1,000.00	Aug-15	Acquitted	Project complete
FM026	Evolution Mining	Coolgardie Summer Cinema Series 2015-16	\$ 2,020.00	Aug-15	Acquitted	Project complete
C11057	Department Sport & Recreation	Kambalda Pool Revitalisation	\$ 32,000.00	Oct-15	Approved	
C11056	Department Sport & Recreation	Coolgardie Pool Revilisation	\$ 32,000.00	Oct-15	Approved	
A1111	Department Sport & Recreation	Club Development Officer 2016-17	\$ 16,000.00	Nov-15	Approved	
C11068	Lotterywest	Donkin Park playground	\$ 87,755.00	Jan-16	Approved	
A1104	Lotterywest	Bayley Street Heritage Markers	\$ 15,877.00	Feb-16	Approved	
FK1101	Gold Fields St Ives	SBL Game 2016	\$ 2,200.00	Feb-16	Approved	
FK1101	Healthways	SBL Game 2016	\$ 3,500.00	Mar-16	Declined	
FK1101	Evolution Mining	SBL Game 2016	\$ 1,500.00	Mar-16	Approved	
FK1107	Dept Local Government	Department Local Governement - Womens Grants for Expo	\$ 3,268.00	Mar-16	In Progress	
C12046	Goldfields Esperance Revitalisation	Highlighting Coolgardie - Mother of the Goldfields	\$ 8,267,926.00	Apr-16	In Progress	
C11025	Goldfields Esperance Revitalisation	Kambalda Beautification Project	\$ 968,238.00	Apr-16	In Progress	
C13026	Goldfields Esperance Revitalisation	Coolgardie Post Office and Associated Buildings Reinstatement	\$ 3,738,383.00	Apr-16	In Progress	
C13026	Evolution Mining	Sergeants Quarters refit/renovations	\$ 314,000.00	May-16	Submitted	
FR045	BHP Billiton Pty Ltd	Kambalda Summer Cinema Series 2016-17	\$ 728.00	May-16	Approved	
43		<b>Total</b>	<b>\$ 15,400,413.00</b>			

Approved previously	20	\$ 1,581,146.00
Approved May	3	\$ 32,605.00
Declined	1	\$ 3,500.00
In Progress	4	\$ 12,977,815.00
Submitted May	1	\$ 314,000.00
Acquitted previously	12	\$ 486,667.00
Acquitted May	2	\$ 4,680.00
<b>TOTAL</b>	<b>43</b>	<b>\$ 15,400,413.00</b>

## Number of Grants Applied For

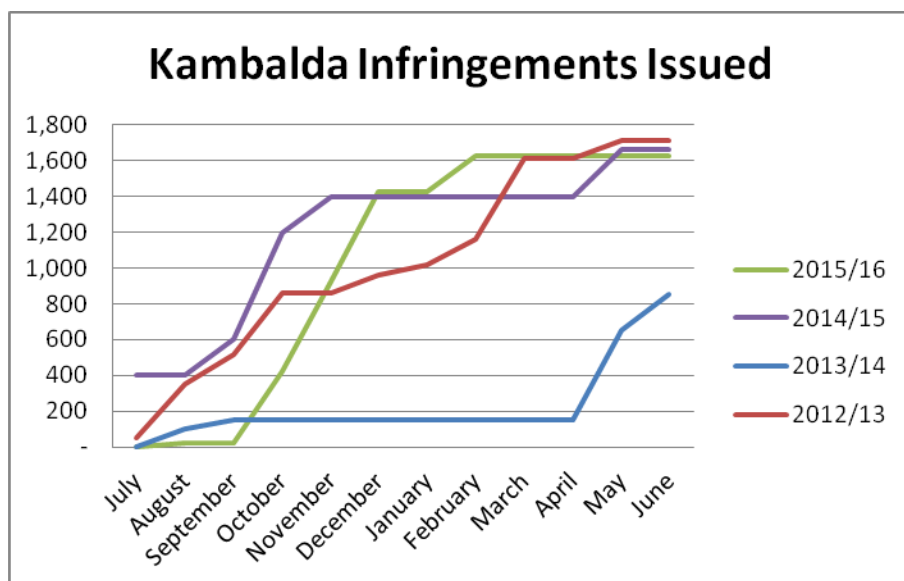
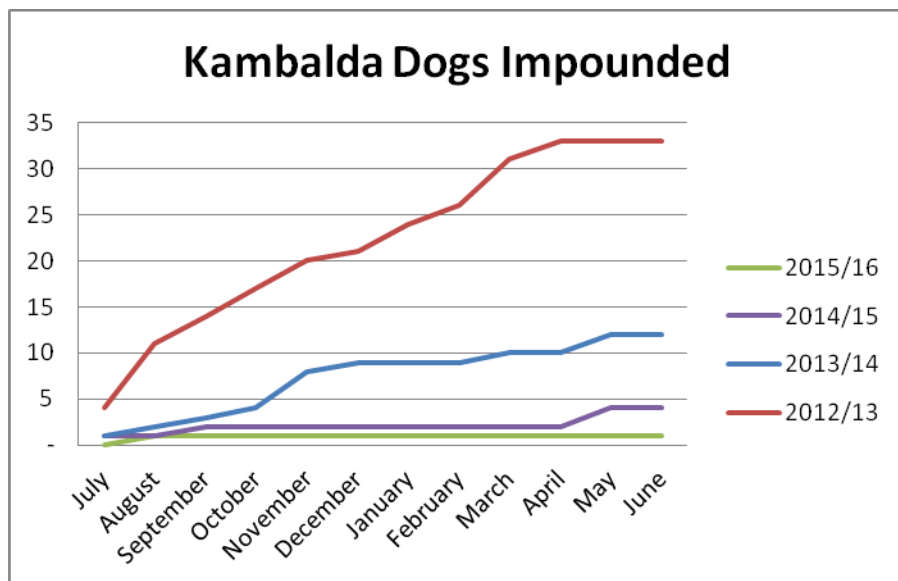


## Visitors to Coolgardie Visitors Centre

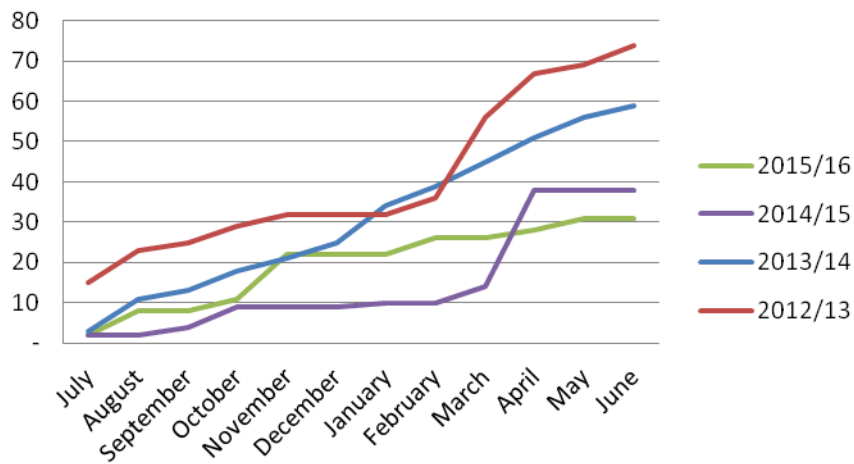




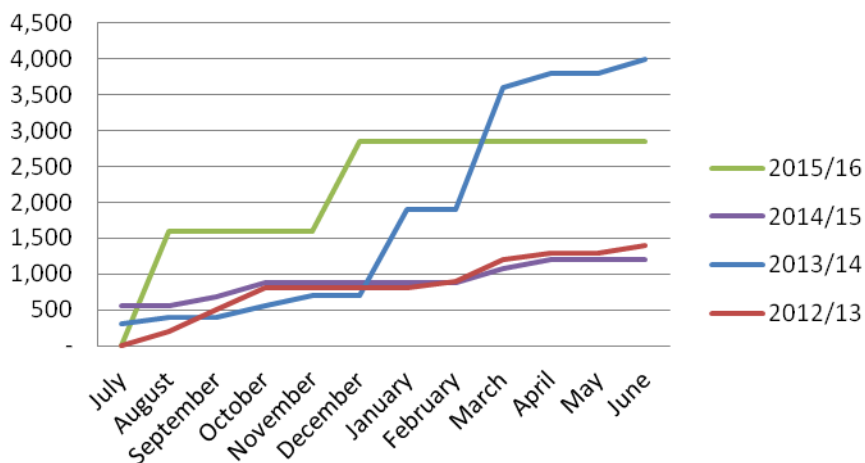
## Ranger Services



## Coolgardie Dogs Impounded



## Coolgardie Infringements Issued



## Technical Services

Document Number	DATE SENT RECD - 1dsc	Description	Action
ICS16151	17/05/2016	Shire of Coolgardie <a href="#">Works Request Form 3438</a> . Description: Request to remove the street information street signs from under John Morgan and George Cowcill Streets.	Outstanding

## Governance

DATE	RES. No.	ACTION REQUIRED	
Ordinary Council Meeting 16 December 2014			
16 Dec 2014	227/14	<p><u>COUNCIL RESOLUTION: # 227/14</u></p> <p>That Council pursuant to Section 6.64(1)(b) of the Local Government Act 1995, where all reasonable efforts to locate the owner of the properties listed in attachment 1 and attachment 2 proceed to:</p> <ol style="list-style-type: none"> <li>1. Surrender to the Crown the 78 properties listed in the attachment 1 which have rates in arrears for three or more years, where the cost of proceedings for the recovery of outstanding rates would be equal or exceed the value of the land,</li> <li>2. Sell the 12 properties listed in attachment 2 which have arrears for three or more years, and recover from the proceeds of the sale the outstanding balances which total \$77,765.04.</li> </ol>	In Progress
Ordinary Council Meeting 27 January 2015			
27 Jan 15	013/15	<p><u>COUNCIL RESOLUTION: # 013/15</u></p> <p>That Council disposes of the property at Lot 101 (No. 68) Serpentine Rd, Kambalda East by public tender.</p>	Pending – Waiting on Town Planning Scheme
Ordinary Council Meeting 24 February 2015			
24 Feb 15	025/15	<p><u>COUNCIL RESOLUTION: # 025/15</u></p> <p>That Council:</p>	In Progress

		<ul style="list-style-type: none"> <li>i) Adopt the <b>draft Local Planning Scheme No. 5</b> as drafted and forward the documentation to the WAPC pursuant to Clause 13(1) of the <i>Town Planning Regulations 1967</i></li> <li>ii) Adopt the <b>draft Local Planning Strategy</b> as drafted and forward the document to the WAPC pursuant to section 12B of the <i>Town Planning Regulations 1967</i></li> <li>iii) Authorise the Chief Executive Officer and Shire President to sign the documentation for both and forward to the WAPC as required..</li> <li>iv) Subject to review by the WAPC and its consent to advertise, advertise the proposed <b>Local Planning Strategy and Local Planning Scheme</b> in accordance with the applicable legislation.</li> </ul>	
Ordinary Council Meeting 24 March 2015			
24 March 15	050/15	<p><u>COUNCIL RESOLUTION: # 050/15</u></p> <p>That Council resolves to –</p> <ul style="list-style-type: none"> <li>1) Instruct the Chief Executive Officer or his nominated representative to pursue vesting of a reserve over Vacant Crown Land and Lot 117 as indicated on the attached plan for the purpose of Horse Blocks, and on completion of the process to report to Council for Direction</li> <li>2) Indemnify the Department of Regional Development and Lands against any cost or compensating claims arising from the taking process.</li> </ul>	In progress
24 March 15	051/15	<p><u>COUNCIL RESOLUTION: # 051/15</u></p> <p>That Council resolve to –</p> <ul style="list-style-type: none"> <li>1) Instruct the Chief Executive Officer or his nominated representative to pursue vesting of a reserve over Vacant Crown Land and Lot 117 as indicated on the attached plan for the purpose of Motorised Sports, and on completion of the process to report to Council for Direction</li> <li>2) Indemnify the Department of Regional Development and Lands against any cost or compensating claims arising from the taking process.</li> </ul>	In progress
Ordinary Council Meeting 28 April 2015			
28 April 15	087/15	<p><u>COUNCIL RESOLUTION: # 087/15</u></p> <p>That Council resolves to allow the Loop Line Association and the Restoration Club access to reserve #34988 to construct a chain link fence and commence refurbishment works on the train, its carriages and associated hardware.</p>	In Progress

Ordinary Council Meeting Minutes 28 July 2015			
28 July 15	137/15	<p><u>COUNCIL RESOLUTION: # 137/15</u></p> <p>That Council resolve to –</p> <ol style="list-style-type: none"> <li>1) Instruct the Chief Executive Officer or his nominated representative to pursue vesting of a reserve over Vacant Crown Land as indicated on the attached plan for the purpose of Rifle Club, and on completion of the process to report to Council for Direction</li> <li>2) Indemnify the Department of Regional Development and Lands against any cost or compensating claims arising from the taking process.</li> </ol>	In progress
Ordinary Council Meeting 22 September 2015			
22 Sept 15	193/15	<p><u>COUNCIL RESOLUTION: # 193/15</u></p> <p>That Council agree that</p> <ol style="list-style-type: none"> <li>1. Expressions of interest be sought for the use and access of Reserve 49358 for a period of 60 days (Kambalda Airstrip).</li> <li>2. The Chief Executive Officer be authorised to negotiate with applicants and present a draft lease agreement to Council for endorsement prior to application to the Minister for Lands for approval of the lease.</li> </ol>	In Progress
Ordinary Council Meeting 23 February 2016			
23 Feb 16	025/16	<p><u>COUNCIL RESOLUTION: # 025/16</u></p> <p>That Council</p> <ol style="list-style-type: none"> <li>1. Authorise the Chief Executive Officer (or his delegate) to negotiate a Lease between the Shire of Coolgardie and the Golden Mile Loopline Railway Society Inc subject to section 3.58 (3), Local Government Act 1995 for the property known as Coolgardie Railway Station Precinct (Reserve R35589 and R34988) with the term of the lease being 21 years plus an option of 21 years.</li> <li>2. Advertise the disposal of the property known as the Coolgardie Railway Station Precinct Reserve 35589 and 34988 located on</li> </ol>	In Progress

		<p>Woodward Street, Coolgardie. The valuation of the site being \$1,040.00 per annum. The Shire of Coolgardie will charge a rental value of \$400.00 per annum for this site.</p> <ol style="list-style-type: none"> <li>3. Authorise the Chief Executive Officer and the Shire President to execute the lease agreement in accordance with Standing Orders Local Law 2000 Section 19.1 subject to there being no significant variations from the lease document, and that all relevant costs have been paid.</li> <li>4. A contribution of \$10,000 be paid to the Golden Mile Loopline Railway Society Inc annually.</li> <li>5. The Golden Mile Loopline Railway Society Inc agree to accommodate the Coolgardie Men's Shed within the Coolgardie Railway Station Precinct (Reserve R35589 and R34988)</li> <li>6. All Collection items including but not limited to the Steam Locomotive, the Pavilion and the Ben Prior Collection be subject to loan to the Golden Mile Loopline Railway Society Inc in accordance with policy CMS-04 Collections Loans.</li> </ol>	
Ordinary Meeting of Council 22 March 2016			
22 March 16	044/16	<p><u>COUNCIL RESOLUTION: # 044/16</u></p> <p>That Council item 11.1.3 - Kambalda Water Harvesting and Reticulation on the table.</p>	Ongoing
22 March 16	050/16	<p><u>COUNCIL RESOLUTION: # 050/16</u></p> <p>That Council</p> <ol style="list-style-type: none"> <li>1. Authorise the Chief Executive Officer (or his delegate) to negotiate a lease agreement between the Goldfields Country WA Health Service and the Shire of Coolgardie for the premises known as the 90-94 Bayley Street (Shire Office) , for a minimum of five (5) years with an annual rent sufficient to cover all costs incurred by the Shire of Coolgardie.</li> <li>2. Advertise the disposal of a portion of the property known as 90-94 Bayley Street (Shire Office) Coolgardie the valuation of the property being as determined by an independent valuer.</li> <li>3. Authorise the Chief Executive Officer and the Shire President to execute the lease agreement in accordance with Standing Orders Local Law 2000 Section 19.1 subject to the lease conditions being</li> </ol>	In Progress

		<ul style="list-style-type: none"> <li>a. Term Five (5) Years</li> <li>b. Option five (5) years</li> <li>c. Rent to include the cost of building insurance, pest control, water corporation service fees and outgoings</li> <li>d. Maintenance: the lessee will be responsible to maintain the property, whilst the Shire will be responsible for capital costs and expenditure of a structural nature</li> <li>e. Public Liability (\$20 million cover) and worker compensation insurance</li> <li>f. Annual CPI to apply to the rent</li> <li>g. Lessee to pay for all the legal fees to prepare the lease document</li> <li>h. No Market rent reviews</li> <li>i. No bond needed</li> </ul>	
22 March 16	051/16	<p><u>COUNCIL RESOLUTION: # 051/16</u></p> <p>That Council make application to the Hon Minister for Lands to take a Management Order over Lot 500 on Deposited Plan 72918 for "Recreation" to support land sailing activities on Lake Lefroy and AGREE to provide the Minister for Lands with a statement confirming that</p> <p><i>"The Shire of Coolgardie indemnifies the Hon Minister for Lands against all claims for compensation incurred by the Minister in progressing the proposal to take native title and non-native title interests, as well as any other costs that may be payable in relation to the acquisition of rights and interests of Lot 500 on Deposited Plan 72918 for the proposed reservation with Management Order in favour of the Shire of Coolgardie for the purpose of 'Recreation'.</i></p>	In Progress
22 March 16	053/16	<p><u>COUNCIL RESOLUTION: # 053/16</u></p> <p>That Council support the request from the Coolgardie Aboriginal Advisory Group to have access to the old Sergeants Quarters, (part of Post Office Complex, Reserve # 2446, A1234, Bayley Street Coolgardie) for the purpose of providing accommodation for Government Agencies and Service Groups;</p> <p>Subject to the following:</p> <ul style="list-style-type: none"> <li>• An agreement approved by Council</li> <li>• External repairs to the building being complete</li> <li>• Necessary internal works / fit out complete</li> </ul>	Complete

Ordinary Council Meeting 26 April 2016			
26 April 16	064/16	<p><u>COUNCIL RESOLUTION: # 064/16</u></p> <p>That Council resolve</p> <ol style="list-style-type: none"> <li>1. To approve the pursuit of funding opportunities for Coolgardie Main Street concept plan at a calculated cost of \$5,800,000.00.</li> <li>2. That the CEO provide a scope of works for Council records reference into the future</li> <li>3. To consider the outcomes of the public consultation and strategic risk (as per appendix d) at the May Ordinary Council meeting.</li> <li>4. That a business plan be presented to Council at the May meeting</li> </ol>	In Progress
26 April 16	065/16	<p><u>COUNCIL RESOLUTION: # 065/16</u></p> <p>That Council</p> <ol style="list-style-type: none"> <li>1) Approve the concept plans for upgrade works on Marianthus Road, Salmon Gum Road, Gum Nut Road and Irish Mulga Drive in Kambalda West.</li> <li>2) Approve the pursuit of funds for upgrade works on Marianthus Road, Salmon Gum Road, Gum Nut Road and Irish Mulga Drive in Kambalda West at a calculated cost of \$550,000.00</li> <li>3) Consider the outcomes of the public consultation at the May ordinary council meeting.</li> </ol>	In Progress
26 April 16	068/16	<p><u>COUNCIL RESOLUTION: # 068/16</u></p> <p>That Council</p> <ol style="list-style-type: none"> <li>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></li> <li>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</li> <li>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.</li> <li>4. Authorise the President and Chief Executive Officer to affix the Common Seal and sign</li> </ol>	In Progress



		the associated contract documents.	
26 April 16	071/16	<p><u>COUNCIL RESOLUTION: # 071/16</u></p> <p>That Council</p> <ol style="list-style-type: none"> <li>1. Review the effect the proposed lease between the Shire of Coolgardie and The National Trust of Australia (WA) for Warden Finnerty's Coolgardie Western Australia will have on the annual operating budget for the year ending 30 June 2017</li> <li>2. Invite representatives of the National Trust of Australia (WA) to discuss future plans for the property.</li> <li>3. Defer the decision to sign the lease between the Shire of Coolgardie and the National Trust of Australia (WA) for Warden Finnerty's Coolgardie Western Australia until negotiations with the National Trust of Australia (WA) regarding the current condition of the building and other improvements on the land, and</li> <li>4. An item be presented to Council immediately following discussions with the National Trust of Australia (WA) to recommend actions to be taken for the future of the operation of services at Warden Finnerty's Coolgardie Western Australia.</li> </ol>	In Progress
26 April 16	072/16	<p><u>COUNCIL RESOLUTION: # 072/16</u></p> <p>That Council</p> <ol style="list-style-type: none"> <li>1. Receives confidential attachment 1 the Shire of Coolgardie 2015 Probity Compliance Audit Report</li> <li>2. Endorse the recommendations in confidential attachment 1 the Shire of Coolgardie 2015 Probity Compliance Audit Report</li> <li>3. Endorse confidential attachment 2, Recommendation Implementation Action Plan</li> <li>4. Request a Shire of Coolgardie Compliance Framework Document be developed by the 30<sup>th</sup> June 2016 and included as a Key Performance Indicators for the Chief Executive Officer to be reviewed annually</li> <li>5. Request the Chief Executive Officer write to the Department of Local Government and provide a copy of confidential attachment 2, Recommendation Implementation Action Plan and confidential Council agenda item - Probity Compliance Audit Report 2015.</li> </ol> <p>Council resolved to release the 2015 Probity Compliance Audit Report as a public document.</p>	In Progress
Special Meeting of Council 10 May 2016			
10 May 16	077/16	<u>COUNCIL RESOLUTION: # 077/16</u>	Complete

		<p>That Council</p> <p>1. Advertise the following differential rates for unimproved valuations.</p> <table><tr><th>Category</th><th>Proposed Rate in \$</th><th>Proposed Minimum Rate</th></tr><tr><td>UV Mining</td><td>21.3300</td><td>\$430</td></tr><tr><td>UV Rural/Pastoral</td><td>11.7315</td><td>\$674</td></tr></table> <p>2. Consider submissions received relating to proposed differential rating at the June 2016 ordinary meeting of Council.</p> <p>3. Adopt concessions for Rural Pursuits on properties in the Unimproved Rural rating category be included in the Annual Budget and the Rating Strategy.</p> <p>4. Adopt concessions for Bona Fide Prospectors on Mining Leases rated as Unimproved Mining be included in the Annual Budget and the Rating Strategy.</p> <p>5. Endorse an allocation of 1% of annual rates be allocated to asset preservation.</p> <p>6. Resolve that all property owners in the rating category Unimproved Rural/Pastoral be advised of the proposed differential rates and concessions.</p>	Category	Proposed Rate in \$	Proposed Minimum Rate	UV Mining	21.3300	\$430	UV Rural/Pastoral	11.7315	\$674	
Category	Proposed Rate in \$	Proposed Minimum Rate										
UV Mining	21.3300	\$430										
UV Rural/Pastoral	11.7315	\$674										
Ordinary Council Meeting 24 May 2016												
24 May 16	084/16	<p><u>COUNCIL RESOLUTION: # 084/16</u></p> <p>That Council:</p> <p>1. Note the Strategic Risk Report (attached)</p> <p>2. Note the Updated Risk Report (attached)</p> <p>3. Note the Identified Risk Report (attached)</p> <p>4. Create a policy to ensure that where the draft Financial Report is not complete by 31 August each year, that immediate assistance be sought to complete the document and resolve all issued by 30 September each year, and that a budget allocation for this service be included in the annual budget</p>	Complete									

		5. Ensure that all grants accepted are subject to the Strategic Risk Management requirements of policy AD-14 Risk Management Policy, and that appendix D: Strategic Risk Management Checklist be presented to the Audit Committee.																									
24 May 16	085/16	<p><u>COUNCIL RESOLUTION: # 085/16</u></p> <p>That Council</p> <p>1. Receive the Shire of Coolgardie 2015 Probity Compliance Audit Report</p> <p>2. Receive the Draft <i>Recommendation Implementation Action Plan</i></p>	Complete																								
24 May 16	086/16	<p><u>COUNCIL RESOLUTION: # 086/16</u></p> <p>That Council note the contents of the report.</p>	Complete																								
24 May 16	087/16	<p><u>COUNCIL RESOLUTION: # 087/16</u></p> <p>That Council endorse the amendment of policy CS11 Procurement Policy</p> <p>1. From</p> <p><i>The Chief Executive Officer and Managers have use of a Corporate Credit card, provided from the Shire's current banking provider. Use of this credit card is strictly for authorised duties associated with the Shire of Coolgardie and may not be used for personal expenses in any circumstances.</i></p> <table><tr><td></td><td><i>Credit Limit</i></td><td><i>Cash Advances</i></td></tr><tr><td><i>Chief Executive Officer</i></td><td><i>\$15,000</i></td><td><i>Nil</i></td></tr><tr><td><i>Manager</i></td><td><i>\$ 5,000</i></td><td><i>Nil</i></td></tr></table> <p>to</p> <p><i>The Chief Executive Officer and Managers have use of a Corporate Credit card, provided from the Shire's current banking provider. Use of this credit card is strictly for authorised duties associated with the Shire of Coolgardie and may not be used for personal expenses in any circumstances.</i></p> <table><tr><td></td><td><i>Credit Limit</i></td><td><i>Cash</i></td></tr><tr><td><i>Advances</i></td><td></td><td></td></tr><tr><td><i>Chief Executive Officer</i></td><td><i>\$15,000</i></td><td></td></tr><tr><td><i>Nil</i></td><td></td><td></td></tr><tr><td><i>Manager</i></td><td><i>\$10,000</i></td><td><i>Nil</i></td></tr></table> <p>Each Corporate Credit Card Holder shall sign an agreement which</p>		<i>Credit Limit</i>	<i>Cash Advances</i>	<i>Chief Executive Officer</i>	<i>\$15,000</i>	<i>Nil</i>	<i>Manager</i>	<i>\$ 5,000</i>	<i>Nil</i>		<i>Credit Limit</i>	<i>Cash</i>	<i>Advances</i>			<i>Chief Executive Officer</i>	<i>\$15,000</i>		<i>Nil</i>			<i>Manager</i>	<i>\$10,000</i>	<i>Nil</i>	Complete
	<i>Credit Limit</i>	<i>Cash Advances</i>																									
<i>Chief Executive Officer</i>	<i>\$15,000</i>	<i>Nil</i>																									
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<i>Chief Executive Officer</i>	<i>\$15,000</i>																										
<i>Nil</i>																											
<i>Manager</i>	<i>\$10,000</i>	<i>Nil</i>																									

		<p>sets out the cardholder's responsibilities and legal obligations when using the credit card.</p> <p>A Register of all current cardholders shall be kept which includes card number, expiry date of the credit card, credit limit and details of goods and services the cardholder has authority to purchase.</p> <ol style="list-style-type: none"> <li>2. In the section titled Objective change section 3.57 of the Local Government Act 1995 to section 6.5(a) of the Local Government Act 1995.</li> <li>3. In the section Head of Power Change Section 3.57 of the Local Government Act 1995 to 6.5(a) and delete 'and 11' from the Local Government (Functions and General) Regulations.</li> <li>4. In the section titled Scope and Limitations add This Policy includes direction for all purchasing including the use of Corporate Credit Cards and Fuel Cards.</li> </ol>	
24 May 16	088/16	<p><u>COUNCIL RESOLUTION: # 088/16</u></p> <p>That Council note the various activity reports and delegated authority used for April 2016.</p>	Complete
24 May 16	089/16	<p><u>COUNCIL RESOLUTION: # 089/16</u></p> <p>That Council nominate Cr: M Cullen and CEO Paul Webb as the Voting Delegates on behalf of the Shire of Coolgardie for the WALGA 2016 Annual General Meeting for the WA Local Government Association, which is being held at the Local Government Convention on Wednesday 3 August 2016.</p>	Complete
24 May 16	090/16	<p><u>COUNCIL RESOLUTION: # 090/16</u></p> <p>That Council direct the Chief Executive Officer to discuss opportunities for Shared Services with the City of Kalgoorlie Boulder. Areas that the Chief Executive Officer believes may benefit the Council and Community to be tabled at the appropriate Shire of Coolgardie Briefing session to inform the Council prior to consideration at a following Council meeting.</p>	Complete
24 May 16	091/16	<p><u>COUNCIL RESOLUTION: # 091/16</u></p> <p>That Council note attachment 1, the Recommendation Implementation Action Plan as at</p> <p>17 May 2016.</p>	Complete
24 May 16	092/16	<p><u>COUNCIL RESOLUTION: # 092/16</u></p> <p>That Council:</p> <p>Receive the Financial Report and attached supplementary information for the period ending 30 April 2016. And note the variances against year to date budget as attached.</p>	Complete

24 May 16	093/16	<p><u>COUNCIL RESOLUTION: # 093/16</u></p> <p>That Council receive listing (attached) of accounts paid during the month of April 2016 by the Chief Executive Officer under delegated authority of Council.</p> <ol style="list-style-type: none"> <li>1. Municipal accounts totalling \$ 865,778.12 on Municipal vouchers EFT11779-EFT11898, cheques 51607-21624, and direct payments made during the month of April 2016.</li> <li>2. Trust accounts totalling \$2,197.45 on cheques 2069-2075.</li> </ol>	Complete
24 May 16	094/16	<p><u>COUNCIL RESOLUTION: # 094/16</u></p> <p>That Council</p> <ol style="list-style-type: none"> <li>1. Adopt the amended fees and charges as attached (Attachment 1)</li> <li>2. Advertise the amended fees and charges in accordance with the Local Government Act 1995 with the adoption date of 1 July 2016.</li> <li>3. Notify hirers currently hiring facilities of changes to fees and charges.</li> </ol>	Complete
24 May 16	095/16	<p><u>COUNCIL RESOLUTION: # 095/16</u></p> <p>That Council approve</p> <ol style="list-style-type: none"> <li>1. The expenditure of \$9,700.00 for restoration of the Kambalda squash club building roof from account C11042 Kambalda Squash Courts Land and Buildings.</li> <li>2. The allocation of \$9,700.00 from the Recreation Facilities Reserve 729000 to Job C110042 Kambalda Squash Courts Land and Buildings to fund the repairs to the Kambalda squash courts.</li> </ol>	Complete
24 May 16	096/16	<p><u>COUNCIL RESOLUTION: # 096/16</u></p> <p>That Council</p> <ol style="list-style-type: none"> <li>1. Receive the list of assessments (as attached) over which caveats will be taken to register the interest of the Shire of Coolgardie for non payment of rates and services.</li> <li>2. Note that the total value for the caveats to be placed is \$1,082,835.99.</li> <li>3. Review Policy CS-09 Rates Recovery Policy to delegate the placement of Caveats to the Chief Executive Officer.</li> </ol>	Complete
24 May 16	097/16	<p><u>COUNCIL RESOLUTION: # 097/16</u></p> <p>That Council receive the list of properties (as attached) with outstanding rates and charges to the value of \$153,605.83 and endorse the commencement of legal action for their recovery.</p>	Complete
24 May 16	098/16	<p><u>COUNCIL RESOLUTION: # 098/16</u></p>	Complete

		That Council receive the list of assessments (as attached) with outstanding rates and charges to the value of \$166,819.82 and endorse the commencement of legal action for the recovery of debt.	
24 May 16	099/16	<p><u>COUNCIL RESOLUTION: # 099/16</u></p> <p>That Council</p> <ol style="list-style-type: none"> <li>1. Authorise the Chief Executive Officer (or his delegate) to negotiate a Lease between the Shire of Coolgardie and Mrs Kathie Lindup for the Kambalda swimming pool kiosk for the annual fee of \$100.00 per annum, subject to section 3.58 (3), Local Government Act 1995.</li> <li>2. Advertise the disposal of the property known as the Kambalda Swimming pool kiosk within the Kambalda swimming pool complex, the valuation of the site being \$100.00 per annum.</li> <li>3. Authorise the Chief Executive Officer and the Shire President to execute the lease agreement in accordance with Standing Orders Local Law 2000 Section 19.1 subject to there being no significant variations from the lease document, and that all relevant costs have been paid.</li> </ol>	Complete
24 May 16	100/16	<p><u>COUNCIL RESOLUTION: # 100/16</u></p> <p>That Council approve the Residential Design Code Variation application to vary the height of the external wall to 3 meters, ridge height to 4.55 metres and the building area to 96metres square as per the owners requirements for Lot 15, 32 Sylvester Street Coolgardie.</p>	Complete
24 May 16	101/16	<p><u>COUNCIL RESOLUTION: # 101/16</u></p> <p>That Council;</p> <ol style="list-style-type: none"> <li>1. Approve the application from Kyle Hodgson for development approval subject to Process Minerals International Pty Ltd, that it approves the application for Development Approval subject to; <ol style="list-style-type: none"> <li>1.1 All surface holes drilled for the purpose of exploration are to be capped, filled or otherwise made safe immediately after completion.</li> <li>1.2 All disturbances to the surface of the land made as a result of exploration, including costeans, drill pads, grid lines and access tracks, being backfilled and rehabilitated to the satisfaction of the Environmental Health Officer from the Shire of Coolgardie. Backfilling and rehabilitation being required no later than 6 months after excavation unless otherwise approved in writing by the Environmental All waste materials, rubbish, plastic sample bags, abandoned equipment and temporary buildings being removed from the mining tenement prior to or at the termination of exploration program.</li> </ol> </li> </ol>	Complete

		<p>1.3 Unless the written approval of the Environmental Health Officer from the Shire of Coolgardie.</p> <p>1.4 first obtained, the use of drilling rigs, scrapers, graders, bulldozers, backhoes or other mechanised equipment for surface disturbance or the excavation of costeans is prohibited. Following approval, all topsoil being removed ahead of mining operations and separately stockpiled for replacement after backfilling and/or completion of operations.</p> <p>1.5 The applicant notifying the holder of any underlying pastoral or grazing lease (if applicable) by telephone or in person, or by registered post if contact cannot be made, prior to undertaking airborne geophysical surveys or any ground disturbing activities utilising equipment such as scrapers, graders, bulldozers, backhoes, drilling rigs; water carting equipment or other mechanised equipment.</p> <p>1.6 The lessee submitting a plan of proposed operations and measures to safeguard the environment to the Executive Director, Environment Division from the Department of Mines and Petroleum for their assessment and written advice to Council prior to commencing any developmental or productive mining or construction activity.</p> <p>2. Adopts the Department of Mines and Petroleum provisions for mine closures as outlined in its documents '<i>Administration of Mine Closure Plans</i>', EPA/DMP, 2015 as a basis for administering the closure of mines on private land (including East Locations).</p> <p>3. Adopts the Department of Mines and Petroleum Standard Conditions and Endorsements as the basis on which conditions will be imposed on Development Approval applications on private land (including East Locations) where the Department of Mines and Petroleum has no jurisdiction over mining type activities.</p>	
24 May 16	102/16	<p><u>COUNCIL RESOLUTION: # 102/16</u></p> <p>That Council accept the contents of the report.</p>	Complete
24 May 16	103/16	<p><u>COUNCIL RESOLUTION: # 103/16</u></p> <p>That Council endorse the proposed exploration drilling by Metals X within the townsite of Widgiemooltha abiding by the following conditions</p> <p>1. To consult with residents before commencing drilling within the Widgiemooltha Townsite.</p> <p>2. Dust suppression to be implemented and noise mitigation to be undertaken as required.</p> <p>3. Any complaints by locals to be dealt with prior to</p>	Complete

		<p>commencement or recommencement of drilling.</p> <ol style="list-style-type: none"> <li>4. No removal of vegetation over 1.2m of height</li> <li>5. Consent if granted does not grant Metals X the right to prospect or mine on any freehold land, roads, road verges, or road reserves within the Widgiemooltha Townsite.</li> <li>6. Any further exploration drilling within the Widgiemooltha Townsite will require further permission of council and consultation with residents.</li> </ol>	
24 May 16	104/16	<p><u>COUNCIL RESOLUTION: # 104/16</u></p> <p>That Council accept the contents of the report.</p>	Complete
24 May 16	105/16	<p><u>COUNCIL RESOLUTION: # 105/16</u></p> <p>That Council close the meeting to the public to discuss 14.1 Authority to Sign Document under Seal and 14.2 Chief Executive Officer Annual Performance Review 2015/2016.</p>	Complete
24 May 16	106/16	<p><u>COUNCIL RESOLUTION: # 106/16</u></p> <p>That Council authorise the President, Malcolm Cullen and the Chief Executive Officer Paul Trevor Webb to affix the Seal to the Deed Poll (as attached) and that staff prepare a report outlining of the original investments and what Council have recovered.</p> <p><i>Reason for Confidential Item – documents containing legal advise form the attachments.</i></p>	Complete
24 May 16	107/16	<p><u>COUNCIL RESOLUTION: # 107/16</u></p> <p>That Council:</p> <ol style="list-style-type: none"> <li>1. Endorses the Shire President's Summary CEO Performance Review Report (Confidential Attachment 1) and notes the outcomes of the review of the performance of the Chief Executive Officer for the year up to 30 April 2016.</li> <li>2. Notes the progress made by the Chief Executive Officer towards meeting annual Key Result Areas and set criteria reflecting the Chief Executive Officer's roles, responsibilities and priorities.</li> <li>3. Emphasise the need for the CEO to take greater responsibility with Governance and Compliance</li> <li>4. Request Priority Key Result Area's, Criteria and KPI's for the Chief Executive Officer for 2016/2017 be presented to the June 2016 Ordinary Meeting of Council.</li> </ol>	Complete



Delegated Authority Used				
Date	Requesting Group	Description	Delegation used	Amount
24/09/2013	Shire of Coolgardie	Authority to enter under Acts and Regulations	Authority to Enter	\$0.00
6/05/2016	Kambalda Football Club	Gym Membership	Donation	\$240.00

CONSULTATION: NIL

STATUTORY ENVIRONMENT: NIL

POLICY IMPLICATIONS: NIL

FINANCIAL IMPLICATIONS: NIL

STRATEGIC IMPLICATIONS: NIL

VOTING REQUIREMENT: Simple Majority

**OFFICERS RECOMMENDATION:**

That Council note the various activity reports and delegated authority used for May 2016.

**COUNCIL RESOLUTION: # 112/16**

MOVED: COUNCILLOR, T RATHBONE

SECONDED: COUNCILLOR, K LINDUP

That Council note the various activity reports and delegated authority used for May 2016.

ABSOLUTE MAJORITY 6/0

**AGENDA REFERENCE:** 11.1.2

**SUBJECT:** Local Law Review

**LOCATION:** Shire of Coolgardie

**APPLICANT:** NIL

**FILE REFERENCE:** NAM4814

**DISCLOSURE OF INTEREST:** The author has no financial interest in this report.

**DATE:** 09 June 2016

**AUTHOR:** James Trail, Consultant

**SUMMARY:**

This purpose of this report is to seek approval from Council to commence the process of reviewing the Shire's Local Laws.

**Attachment:**

Shire of Coolgardie Current Local Laws

**BACKGROUND:**

The *Local Government Act 1995* (the Act), requires that the Council must every eight (8) years after adoption of any Local Law, or the last review, conduct a review of the Local Law to ensure that it still retains currency.

Generally and specifically the first part of the review is to establish whether there were any Local Laws that were considered obsolete and consequently requiring repeal without being replaced. The Department of Local Government Local Laws Register has been referred to.

There are two situations that may lead to the repeal of a Local Law;

1. repealing a local law with the intent of making a new Local Law for substantially the same purpose, but reflecting contemporary practices i.e. new Standing Orders Local Law that reflects contemporary meeting procedure practices; or
2. Local Law is deemed to be no longer necessary, has a defunct purpose or has been superseded by other legislation.

**S3.16 Periodic Review of Local laws** of the Act provides the process to be followed for a review of Local Laws. It is appropriate to point out that any outcomes from a review that result in amendments to a Local Law must then be processed as though it was a change to the Local Law and the amendments formally adopted using **S3.12 Adoption of a Local Law** of the Act.

This in effect means there are two distinct processes to follow - the first being a review and the second the implementation of the outcome of the review.

## **COMMENT:**

It is proposed that the Shire conduct a review in accordance with S3.16 of the Act of the Local Laws in attachment *Shire of Coolgardie Current Local Laws*

To commence the review process, the Council is required to advertise state-wide its intention to review the Local Laws.

A Discussion Paper outlining each Local Law the subject of review will need to be prepared as to what changes have been proposed, other changes that may be required for administrative or legal reasons and suggested amendments to the level of penalties that may be applied in the event of a breach of the Local Law.

The terminology and drafting standards have changed over the years as to whether the current local law is still able to be enforced and not be deemed to be anti-competitive.

It appears there are a significant number of Local Laws that may longer not be relevant to the Shire. There is also some Local Laws that are currently not in place that may be required. It is intended to work with the Council and the community, in reviewing the Local Laws, to finally adopt Local Laws required to assist to govern the Shire.

Currently there are 28 Shire of Coolgardie Local Laws.

Given the outcomes of the probity review the review of the Sire Local Laws is essential. A draft meeting procedures local law has been prepared for workshop in early July 2016 with Council.

The Shire has not completed a formal review of its local law's within the last 8 years. Given the Shire is required to review its policies and delegations the timing of the local law review will enable alignment of all three governance instruments

## **CONSULTATION:**

To commence the review process, the Council is required to advertise state-wide its intention to review the Local Laws. The review will be advertised and the community will be able to access the information and make comments and submissions

## **STATUTORY ENVIRONMENT:**

### **Local Government Act 1995 (as amended)**

Section 2.7. The role of the council

Section 3.1. General function

Section 3.12 Adoption of a Local Law

Section 3.16 Periodic Review of Local laws

## **Interpretation Act 1984**

Section 43(4) describes the requirements to amend subsidiary legislation S3.16 of the Act requires the Council to carry out a formal review of its Local Laws every 8 years.

Following the review of the Local Laws any amendments will be processed in accordance with S3.12 of the Act.

**POLICY IMPLICATIONS:** NIL

## **FINANCIAL IMPLICATIONS:**

Funding to be included in 2016/2017 Budget

## **STRATEGIC IMPLICATIONS:**

**Solutions focussed and customer oriented organisation.**

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

**Cohesive and engaged community.**

- Support community safety and security initiatives.

**VOTING REQUIREMENTS:** Simple Majority

## **OFFICER RECOMMENDATION:**

That Council:

1. Proceed with the Review of the following Local Laws as per the Department of Local Government Laws Register in accordance with section 3.16 of the Local Government Act 1995;
  - Reserve Common 9694
  - Cemetery fees
  - Rubbish Depositing of
  - Employees Appointment of
  - Poundage Fees
  - Long Service Leave
  - Noxious Weeds
  - Fencing
  - Verandahs - Erection of
  - Vehicles Driven on Shire Land (control of)
  - Old Refrigerators - Draft Model By-law No. 8
  - Damage to Streets - Draft Model By-law No. 1
  - Animals and Vehicles - Draft Model By-law No. 7
  - Signs, Hoardings and Billpostings - Draft Model By-law No. 13
  - Standing Orders - Draft Model By-law No. 4
  - Inflammable Liquids - Draft Model By-law No. 12
  - Control of Hawkers - Draft Model by-law
  - Petrol Pumps - Draft Model By-law No. 10
  - Control of Vehicles on Streets - Metric Conversion
  - Erection of Verandahs - Metric Conversion
  - Control of Hawkers (No. 6) - Metric Conversion
  - Old Refrigerators and Cabinets (No. 8) - Metric Conversion
  - Signs Hoardings and Billposting - Metric Conversion
  - Dogs - Manner and Mode of Keeping
  - Dogs
  - Dogs – Manner and Mode of Keeping
  - Revocation of Certain By-laws
  - Refuse, Rubbish Clearing Land and Removal of
2. Advertise the Review of the current Local Laws as per the Department of Local Government Local Laws Register in accordance with section 3.16 (2) of the Local Government Act 1995:

COUNCIL RESOLUTION: # 113/16

MOVED: COUNCILLOR, T RATHBONE

SECONDED: COUNCILLOR, S BOTTING

That Council:

1. Proceed with the Review of the following Local Laws as per the Department of Local Government Laws Register in accordance with section 3.16 of the Local Government Act 1995;
  - Reserve Common 9694
  - Cemetery fees
  - Rubbish Depositing of
  - Employees Appointment of
  - Poundage Fees
  - Long Service Leave
  - Noxious Weeds
  - Fencing
  - Verandahs - Erection of
  - Vehicles Driven on Shire Land (control of)
  - Old Refrigerators - Draft Model By-law No. 8
  - Damage to Streets - Draft Model By-law No. 1
  - Animals and Vehicles - Draft Model By-law No. 7
  - Signs, Hoardings and Billpostings - Draft Model By-law No. 13
  - Standing Orders - Draft Model By-law No. 4
  - Inflammable Liquids - Draft Model By-law No. 12
  - Control of Hawkers - Draft Model by-law
  - Petrol Pumps - Draft Model By-law No. 10
  - Control of Vehicles on Streets - Metric Conversion
  - Erection of Verandahs - Metric Conversion
  - Control of Hawkers (No. 6) - Metric Conversion
  - Old Refrigerators and Cabinets (No. 8) - Metric Conversion
  - Signs Hoardings and Billposting - Metric Conversion
  - Dogs - Manner and Mode of Keeping
  - Dogs
  - Dogs – Manner and Mode of Keeping
  - Revocation of Certain By-laws
  - Refuse, Rubbish Clearing Land and Removal of
2. Advertise the Review of the current Local Laws as per the Department of Local Government Local Laws Register in accordance with section 3.16 (2) of the Local Government Act 1995:

ABSOLUTE MAJORITY 6/0

# CEO 11.1.2 Local Law Review Attachment 1

## **Shire of Coolgardie Current Local Laws**

Cemetery - Coolgardie Local Government: Coolgardie Shire Gazette Date: 08/02/1972

Recreation Areas Local Government: Coolgardie Shire Gazette Date: 04/01/1985

Dog Local Government: Coolgardie Shire Gazette Date: 04/01/1985

Parking Angle Local Government: Coolgardie Shire Gazette Date: 10/01/1953

Sick Leave Local Government: Coolgardie Shire Gazette Date: 01/05/1969 Page Number:

Recreation Reserve Local Government: Coolgardie Shire Gazette Date: 19/04/1971

TV Masts and Antennae Local Government: Coolgardie Shire Gazette Date: 06/05/1960 Page Number: 1250 Action Type: Adopt Title: TV Masts and Antennae Repealed: Notes:

Signs, Hoardings - Draft Model by Law No. 13 Local Government: Coolgardie Shire Gazette Date: 21/11/1967

Reserve Recreation (Parks) Local Government: Coolgardie Shire Gazette Date: 11/01/1985

Bees Local Government: Coolgardie Shire Gazette Date: 16/06/1989

Signs, Hoardings and Bill Posting Local Government: Coolgardie Shire Gazette Date: 15/03/1996

Intersections Fencing and Obstructions at Local Government: Coolgardie Shire Gazette Date: 31/12/1996 Page Number: 7227-9 Action Type: Adopt Title: Intersections Fencing and Obstructions at Repealed: Gazette: Notes:

Signs Local Government: Coolgardie Shire Gazette Date: 03/06/1997 Page Number: 2576 Action Type: Adopt / Amend Title: Signs Repealed: Gazette: Notes:

Dogs Local Government: Coolgardie Shire Gazette Date: 24/10/1997 Page Number: 5862 Action Type: Amend Title: Dogs Repealed: Gazette: Notes:

Health Local Laws 1998 Local Government: Coolgardie Shire Gazette Date: 31/03/1999 Page Number: 1367-1409 Action Type: Adopt Title: Health Local Laws 1998 Repealed: Gazette: Notes:

Standing Orders Local Government: Coolgardie Shire Gazette Date: 06/11/2000 Page Number: 6125-6140 Action Type: Adopt Title: Standing Orders Repealed: Gazette: Notes:

Health Amendment Local Laws 2000 Local Government: Coolgardie Shire Gazette Date: 06/03/2001 Page Number: 1263 Action Type: Amend Title: Health Amendment Local Laws 2000 Repealed: Gazette: Notes:

Health Amendment Local Laws 2000 Local Government: Coolgardie Shire Gazette Date: 27/03/2001 Page Number: 1737 Action Type: Amend Title: Health Amendment Local Laws 2000 Repealed: Gazette: Notes:

Standing Orders Local Government: Coolgardie Shire Gazette Date: 08/06/2001 Page Number: 2926 Action Type: Amend Title: Standing Orders Repealed: Gazette: Notes:

Health Act 1911 Local Government: Coolgardie Shire Gazette Date: 08/02/2002

Health Amendment Local Laws 2002 Local Government: Coolgardie Shire Gazette Date: 30/05/2003 Page Number: 1913-16

**AGENDA REFERENCE:** 11.1.3

**SUBJECT:** Implementation Action List Update June 2016

**LOCATION:** NIL

**APPLICANT:** NIL

**FILE REFERENCE:** NAM4813

**DISCLOSURE OF INTEREST:** NIL

**DATE:** 20 June 2016

**AUTHOR:** James Trail, Consultant

**SUMMARY:**

Report recommends that Council notes the Recommendation Implementation Action Plan as at 20 June 2016.

**BACKGROUND:**

As a result of the Probity Compliance Audit, this progress report has been prepared which deals with the probity processes of the Shire and examines the level of compliance with the *Local Government Act 1995* (the Act) and associated regulations in relation to those processes. The report makes specific recommendations in circumstances where the Shire is not compliant with statutory requirements. The report also makes recommended process improvements where the Shire's processes do not appear to reflect best practice.

Letter received from Department of Local Government (DLG) on 24 May 2016 acknowledging response to Probity Audit Report. The DLG also attached a table setting out all the recommendations, Shire's response, the Department's comments and action required by the Department to confirm recommendations have been completed. For completed recommendations the Department has requested information be provided by 30 June.

**COMMENT:**

In order to keep the Council and Department of Local Government (DLG) fully informed, progress against the Recommendation Action Plan will be reported to Council each month. It is anticipated this will continue through to the September Ordinary Meeting of Council.

A number of the actions aligned to recommendations have been commenced and/or completed. Most significant are:



1. Training booked for 20 and 21 June 2016. Officers responsible for writing reports and taking minutes to attend. Meeting procedures training to be attend by relevant staff. Meeting Procedures Local Law to be workshopped with staff and Councillors 5 July 2016.
2. Electoral Gift register has been established in accordance with regulation 30G
3. Legal advice received from McLeod's. Received and considered by Council at April Council Meeting. No further action required
4. GHD engaged with Shire on site week commencing 7 June 2016. Information provided to enable GHD to proceed. Agreed that LTFP to be sub contracted to Moore Stephens. Timeline confirmed, draft plans to be provided to Shire by 30th June for review. Anticipate Council endorsement at July 2016 Council Meeting
5. Current list of signatories has been updated with the Bank and electronic banking system. Exit interview been amended to include process for addressing authorised personal being removed
6. Delegations and policies adopted by Council in March. Delegations currently being reviewed with reference to supporting regulations and issues raised in Probity Review. Delegations to be cross referenced to policies and guideline 17 and risk management framework. Propose that completion date be amended to 30 June 2016 to align with policy review.
7. Councillors completed primary returns at Council Meeting on 26 April 2016. Returns placed in file.
8. Compliance Checklist and calendar completed – to be submitted to June Council meeting
9. Local Law Review to commence – report to June meeting seeking Council endorsement

The Recommendation Implementation Action Plan will be reviewed and updated monthly and reported to Council. In doing so, the Council will have clear oversight of the Shire's compliance framework and monitoring processes and statutory compliance, financial management controls and processes

#### **CONSULTATION:**

Chief Executive Officer  
Councillors  
Department of Local Government  
Senior Leadership Team  
Consultant  
HR Advisor

#### **STATUTORY ENVIRONMENT:**

The Local Government Act 1995 and associated regulations prescribes the requirements a Local Government needs to meet in regards to statutory compliance, financial management controls and processes.

## POLICY IMPLICATIONS:

The Shire's Policy Manual was referred to in the Probity Review as in need of an urgent review. Some policies do not reflect the relevant provision in the Act and some delegations should be policies. Mandatory policies required by the Act, need to be adopted. A proposed action and timeline has been suggested to enable the Manual to be reviewed.

## FINANCIAL IMPLICATIONS:

External resources have been engaged to assist in the probity audit. The resources are being funded within the 2015/2016 Budget. A breakdown of estimated costs is:

- LTFP and Asset Management Plan – GHD – \$34,000
- Assist in implementation of Probity Review – JT Professional Services - \$18,500 – estimate 5-6 weeks' work - completed
- Tax Advise FBT – Moore Stephens - \$7,000 – Yet to be engaged
- Legal Advice – McLeod's - \$4,000 - completed
- Review Corporate Plan, Budget, Community Strategic Plan and LTFP on completion from GHD. Assistance with 2016/2017 Budget, end year financial statements and close out of all recommendations in probity Audit – JT Professional Services – estimated 7 weeks work until 31 August 2016 \$25,000
- Local Law Review - \$12,000 – external consultant

## STRATEGIC IMPLICATION:

The Coolgardie Probity Audit has found that the Local Government is not statutorily compliant with provisions of the *Local Government Act 1995* (the Act) and associated regulations, and has failed to follow proper standards of practice in regard to governing the affairs of the local government.

The Probity Audit has also identified issues concerning the local government's financial management and financial compliance with the Act which raises the question whether the council is effectively performing its role to oversee the allocation of the local government's finances and resources.

Once the *Recommendation Implementation Action Plan* is endorsed by Council, the Council will have clear oversight of the Shire's compliance framework and monitoring processes and statutory compliance, financial management controls and processes

**VOTING REQUIREMENTS:** Simple Majority

**OFFICER'S RECOMMENDATION:**

That Council,

1. Notes attachment 1, the Recommendation Implementation Action Plan as at 18 June 2016
2. Notes the response from the Department of Local Government 24 May 2016
3. Notes proposed completion dates of recommendation 14 and 15 amended given timeline from GHD and Cash flow implications
4. Receive the compliance checklist (attachment 2) and compliance calendar (attachment 3)

**COUNCIL RESOLUTION: # 114/16**

**MOVED: COUNCILLOR, T RATHBONE**

**SECONDED: COUNCILLOR, S BOTTING**

That Council,

1. Notes attachment 1, the Recommendation Implementation Action Plan as at 18 June 2016
2. Notes the response from the Department of Local Government 24 May 2016
3. Notes proposed completion dates of recommendation 14 and 15 amended given timeline from GHD and Cash flow implications
4. Receive the compliance checklist (attachment 2) and compliance calendar (attachment 3)

**ABSOLUTE MAJORITY 6/0**

# CEO 11.1.3 Implementation Action List Update

## June 2016 Attachment 3

### COMPLIANCE CALENDAR

Deadlines (dates specified in Local Government Act, Regulations)			
REF	ACTION	TIMELINE	DETAILS
LG FM Regs - R33A	Budget Review	March 31	To be carried out between 1 Jan - 31 March
LG FM Regs - R 33A	Budget review to Council	Conduct of the budget review	30 days
LG FM Regs - R 33A	Budget review to Department	Adoption of Budget Review	30 days
LG Audit Regs - R15(1)	Compliance Audit Return	March 31	Must be adopted by council prior to lodgement
LG Act - S 5.38	Annual review of performance	Contract anniversary date or otherwise agreed	must be performed annually for CEO and senior staff
	Fringe Benefits Tax Return	May 21	Return for period 1 April to 31 March
LG Act - S 6.2	Budget Adoption	August 31	Extension of time can be approved by Minister
LG Act - S 5.76	Annual Returns	August 31	To be done by Councillors and senior staff
LG Act - S 6.4	Annual Report to Auditors	September 30	Extension of time can be approved by Minister '.,
LG Act - S 7.9	Audit Report (Auditors)	December 31	Extension of time can be approved be Minister
LG Act - S5.54	Accept audit report	December 31	Or within 2 months of audit report is extension
PID Act - S 23(1)(f))	PID Survey	August 01	Responsible Officer appointed under PID Act

LG Act - Local Government Act 1995  
 PID Act - Public Interest Disclosures Act (2003)  
 FM - Financial Manmanagement Regulations

<b>DEADLINES (dates contingent on a trigger event)</b>			
<b>REF</b>	<b>EVENT</b>	<b>TRIGGER</b>	<b>TIME</b>
LG FM Regs - R33	Budget to Dept.	Budget Adoption	30 days
LG Act - S5.27	Annual Electors Meeting	Acceptance of Annual Report by Council	56 days
LG Act - S 5.29	Notice of Electors Meeting	Setting of meeting date	14 days local public notice required
LG FM Regs - R51	CEO to sign financial report	Completion of Audit of Financial Report	Upon completion declaration to be signed
LG Act S 5.55	Availability of Annual Report	Adoption of Annual Report	Local public notice as soon as practicable
LG FM Rags R51	Annual Financial Report to Dept.	Receipt of the Auditor's report	30 days
LG Act - S6.36	Advertising Differential Rates	Setting of Differential Rate by Council	up to 2 months prior to start of Financial Year
LG Act - S6.36	Submission Period re Differential Rates	Setting of Differential Rate by Council	21 day submission period from date of advertising
LG Act - S6.36	Ministerial permission to Raise	Advertising Differential Rates	following close of 21 day advertising period
LG Act - S6.50	Rates due date	Rates Notice issue date	rates are due not less than 35 days from issue date
LG Act - S6.50	Rates Instalment due date	Rates/previous instalment due date	instalments at intervals of not less than two months
LG Act - S 6.41	Rates Instalment Reminder	Rates Instalment due date	28 days notice before each instalment due
LG Act - S 5.46 (2)	Review of Delegations	Council adopt delegations to the CEO	Annually
LG Act - S 5.75	Primary Return	Election / Commencement Employment	must be lodged within 3 months of commencement
LG Act - S 5.77	Acknowledgment or Return	Lodgment of Primary or Annual Return	CEO must acknowledge receipt of return.
LG Act - S 7.12A (3)(a)	Determine if matters in audit report require action	Audit Report	Meeting following receipt (not statutory)
LG Act - S 7.12A (3)(b)	Ensure appropriate action taken in respect to matters in audit report.	Council determination of actions required	Ongoing until issue resolved
LG Act - S 7.12A (4)(a)	Prepare a report re actions taken in respect to audit report	Council determination of actions required and actions taken	To meet deadline to forward to Minister.
LG Act - S 7.12A (4)(b)	Forward report to Minister	Report prepared	By end of next financial year/ or 6 months after last audit report received.

# CEO 11.1.3 Implementation Action List Update

## June 2016 Attachment 2

### TIMELINE OF REPORTING/COMPLIANCE BY LOCAL GOVERNMENT

REF	ACTION	TIMELINE	DETAILS
Admin R Division 3	Local government to plan for the future - comprising strategic community plan and corporate business plan	From 1 July 13	Strategic community plan and corporate business plan to be in place for each year after 30 June 2013
Admin R 19C	Strategic Community Plan review	Every 4 years	To be reviewed at least once every 4 years
Admin R 19DA	Corporate Business Plan review	Annually	To be reviewed annually
LGA s 6.2(1)	Local government to adopt Annual Budget	Between 1 June & 31 August	Or such extended time as the Minister allows (delegated to Director General)
FMR r.33	Local government to submit copy of Annual Budget to Departmental CEO	30 days	Following adoption of Annual Budget
	Last day to submit Annual Budget to Departmental CEO	30-Sep	Unless Minister has extended time to adopt (delegated to Director General)
FMR r.34	Statement of Financial Activity - YTD revenue and expenditure - to be presented to Council	Monthly	Within 2 months of end of period reported
LGA s 7.1A	Local government to establish Audit Committee comprising at least 3 members	Biennially after Elections	Membership ceases on each ordinary election day (biennially on 3rd Saturday in October)
LGA s.7.3(1), s 7.6	Local government to appoint a registered company auditor as its auditor (person not firm)	By 30 Nov	Term of appointment not more than 5 financial years. Can be re-appointed
LGA s 7.7	Director General may appoint auditor	After 30 Nov	If local government has not made an appointment by 30 November. Can be Auditor General
LGA s.6.4(3)	Local government to submit to its Auditor the Accounts and Annual Financial Report for the preceding financial year	30-Sep	Or such extended time as the Minister allows (delegated to Director General)
LGA s.7.9(1)	Auditor to examine accounts and Annual Financial Report and prepare Audit Report	By 31 Dec	Or such later date as may be prescribed - no date prescribed
Audit R r.10(1)	Auditor to forward copy of Audit Report to Minister (and Mayor/President and CEO)	Within 30 days	Following completion of audit
FMR r.51	Local government is to submit a copy of the Annual Financial Report to the Departmental CEO	Within 30 days	Following receipt of Auditor's Report
LGA s.7.9(3)	Minister may direct auditor	N/A	To examine a particular aspect of accounts and audit
LGA s.5.54(1) LGA s.5.54(2)	Local government to accept Annual Report	By 31 Dec <b>Or</b> Within 2 mths	Which is to include the Annual Financial Report and Auditor's Report. After Auditor's Report becomes available if not available in time for it to be accepted by 31 December
LGA s.5.27(2)	General meeting of electors to be held once every financial year	Within 56 days	Of acceptance of Annual Report

REF	ACTION	TIMELINE	DETAILS
FMR r.33A(1) and (2A)	Local government (officers) to carry out a Review of its Annual Budget	Between 1 Jan & 31 Mar	Covering period 1 July and ending no earlier than 31 December
FMR r.33A(2) & (3)	Budget Review to be submitted to Council	Within 30 days (30 April at latest)	After Review completed by officers the Council to consider whether to adopt all, part or not adopt
FMR r.33A(4)	A copy of the Review is to be provided to the Department	Within 30 days (30 May at latest)	After Council has made a determination on the Review
LGA s.7.13(1)(i) Audit R r.13 & 14	Local government to carry out an Audit of Compliance	Between 1 Jan & 31 Mar	Covering the period 1 January to 31 December - and be reviewed by the Audit Committee and then adopted by Council
Audit R r.14	Compliance Audit Return to be submitted to the Executive Director (Department)	By 31 Mar	
Audit R r.17	CEO to review systems and procedures in relation to risk management, internal control and legislative compliance and report to Audit Committee	Biennially	At least once every 2 calendar years
Audit R r.16(c)	Audit Committee to review CEO's report and report results to Council	N/A	

LGA - Local Government Act 1995  
FMR - Financial Management Regulations  
Audit R - Audit Regulations

# CEO 11.1.3 Implementation Action List Update June 2016 Attachment 1

	Recommendation	Action	Completion Date	Comments
1	That Council review its Policy Manual in regard to amending, removing and replacing policies where appropriate and ensure that any mandatory policies that are statutorily required are included in the Manual	Received list of suggested policies from DLG. Current and new mandatory policies being transferred to new format. Anticipate workshop to be held in July with staff and then councillors.	30/09/2016	Draft policies being transposed to model format as provided by DLG
2	That key Shire staff involved in the preparation of agendas and minutes including the recording of procedures at meetings undertake training in preparing agendas and minutes	Training booked for 20th and 21st of June. Officers responsible for writing reports and taking minutes to attend. Meeting procedures training to be attend by relevant staff and all councillors invited. On completion of training workshop to be held in July or August to workshop meeting procedures Local Law. Process and structure of Agenda Settlement to be reviewed after training.	Completed	Workshop on meeting procedures Local Law to be held 5th July. Process and structure of Agenda Settlement to be reviewed after training. Meeting procedures Local Law proposed to be considered by Council at September Council Meeting
3	That the CEO prepares a check list or develops a procedures to ensure that future disposals of property other than under section 3.58 (2) comply with the provisions for giving local public notice of the proposed disposition in accordance with section 3.58 (3) of the Act	Check sheet to be included in front a physical file to satisfy this condition	30/06/2016	Physical file for disposal of property will be created and reference created in records system. Check Sheet and Procedure to be included at front of file.
4	That the Shire ensures that any resolution to dispose of property made under section 3.58 (3) of the Act is not made until after the disposal is advertised and any submissions received are considered	Will be included in check sheet. Procedure for the disposal of property will be developed and referenced in Compliance Framework Document	30/06/2016	Physical file for disposal of property will be created and reference created in records system. Check Sheet and Procedure to be included at front of file.
5	That the CEO establish and maintain an Electoral Gift Register in accordance with regulation 30G of the Local Government (Elections) Regulations 1997	Electoral Gift register has been established in accordance with regulation 30G	Completed	Executive Assistant to the CEO to maintain gift register on Shire Website. Register to be updated monthly by Executive Assistant and posted on the Website.
6	That the "Disclosure of Gift Token" form be reviewed and retitled to ensure that the form includes provision for disclosure of all prescribed information	Disclosure form currently being reviewed to ensure compliance with regulation	30/06/2016	Currently being redrafted
7	That the CEO ensures that the Register of Complaints complies with the Act by not recording those complaints that do not result in action under section 5.110(6)(b) or © of the Act	Procedure to be included in the physical Register of Complaints file to ensure compliance with the Act	Completed	
8	That in regard to matter NO SP 26 of 2010 the separate entity relating to a serious breach in 2010 should be removed from the register	HR Advisor to remove from register and transfer to records by 16th April	Completed	
9	That the CEO ensures that performance based criteria are agreed with senior employees and included in current contracts of employment	Draft list of KPI's provided to Managers for review. KPI's to be finalised on sign off KPI's for CEO to be presented to June Meeting of Council. Workshop to be held 7th June with Councillor's to review	31/07/2016	Workshop with Councillor's completed. Draft KPI's to be submitted to Council at June Meeting. KPI's presented and discussed with Manager's. KPI's for managers to be finalised by mid July if not earlier.
10	That the Council requests the CEO arrange an audit of all employees Total Reward Packages and payments made and benefits provided over the past two years to identify the value of fringe benefits provided and to confirm the Shire's liability for Fringe Benefits Tax (FBT)	Last two FBT audits to be provided along with working papers to More Stephen who will respond with a scope of works and quote.	31/07/2016	Information required by Moore Stephens to be collected by Consultant at next visit and provided to Moore Stephens
11	That the CEO implements procedures to ensure that the statutory compliance dates specified in the Local Government Act 1995 (the Act) are achieved including requests for Ministerial approved extensions where provide in the Act	Key compliance dates and checklist received from Department. Currently being drafted in excel for distribution to relevant staff. To be included as KPI for CEO and senior staff and in Compliance Framework.	Completed	Compliance checklist and calander to be submitted to June council meeting
12	That the Shire implements a procedure to ensure that a person elected as a councillor or president or deputy president, makes a declaration in the prescribed form before acting in the office	Procedure has been updated and implemented. HR Advisor to send procedure to Consultant to review	Completed	
13	That the Shire obtains legal advice on whether allowances paid to the president and deputy president were legally made and whether any actions of the president or deputy president during the period October 2013 up until they made their respective declarations in November 2015 require corrective action	Legal advice received from McLeod's. Received and considered by Council at April Council Meeting. No further action required	Completed	



14	That the Council as a matter of urgency, implements a strategy to finalise the asset management plan and develops a long-term financial plan to comply with the statutory requirements including the Department's framework and guidelines	GHD engaged to review asset management plan and long term financial plan. Timeline confirmed, draft plans to be reviewed by Shire between 27th June and 8th July. Given cashflow timing Council endorsement at August Council Meeting.	Completed	Strategy implemented to finalise the asset management plan and develops a long-term financial plan to comply with the statutory requirements including the Department's framework and guidelines
15	That both plans be developed and maintained for a minimum period of 10-years, be finalised by 30 June 2016 and be reviewed and updated on an annual basis	GHD engaged to review asset management plan and long term financial plan. Timeline confirmed, draft plans to be provided to Shire by 27th June for review. Anticipate Council endorsement at July Council Meeting	31/07/2016	On receipt of asset management and long term financial plan consultant and MAS to review. Workshop to be held with Councillors in July. Given significance of Integrated Planning propose a special meeting be held to endorse plans. Anticipate 2016-2017 Budget to be adopted prior to adoption of LTFP given cashflow timing. Desk top analysis between LTFP and Budget will be undertaken prior to budget adoption
16	That the Council review the variance percentage and value for reporting in monthly financial statements to make it clear what the adopted variances are and how these will be applied	Financial statements to be presented to Council at May Ordinary Council Meeting addressing adopted variances issue raised	31/07/2016	It is proposed that the June financial statements will now be presented to Council with the variance percentage and value for reporting in monthly financial statements reviewed. The delay has occurred as a result of preparation and reconciliations for interim audit.
17	That Council Policy CS11 -Procurement Policy be reviewed to ensure that the corporate credit card section of the policy considers all of the matters suggested in Local Government Operational Guideline 11 - Use of Corporate Credit Cards	Procurement policy currently being reviewed in accordance with the WALGA Procurement Guide 2014 as a reference. Signed agreement to be included as requirement within policy and newly amended credit card policy to be included within review of procurement policy.	30/06/2016	Policy being currently reviewed. Draft to be completed by 30/06/2016. Council will consider at July Council Meeting
18	That the Council immediately review the credit card limit to determine whether there this should remain at \$5000 for managers or be adjusted to the spend cap limit of \$10,000 provided by the ANZ Bank with any adjustment increase subject to the powers to borrow under section 6.20 of the Act	Completed, reported and adopted by Council	Completed	
19	That the Shire immediately reviews and updates the lists of persons authorised as signatories to bank accounts and implements a procedure to ensure that where changes in personnel occur that the authorisations are immediately amended	Current list of signatories has been updated with the Bank and electronic banking system. Exit interview been amended to include process for addressing authorised personal being removed	Completed	
20	That the Shire implements strategies to improve rate recovery, including initiating more timely formal debt recovery processes	Rating strategy being currently reviewed. Community workshops been held to discuss rating strategy. Council adopted differential rates on UV for advertising at Special Meeting on 10th May. Once feedback received Council will review in consideration of Budget and Long Term Financial Plan and include strategy in LTFP	31/08/2016	To be reviewed during workshop on Long Term Financial Plan and Budget. Strategy to be included in LTFP
21	That Council review the effectiveness of the discount offered as an incentive for the early payment of rates in view of the poor take-up of the discount and the estimated cost of \$276,000 to the Shire's 2015/2016 budget	Need some rationalisation on why in use. Thank the department, and why the strategy is in play and for how long. Indicate some kind of scope of timeframe. Cost of enforcement rather than passive enforcement. Investment return on strategy. Investment earnest should exceed lowering saving.	Completed	
22	That in developing future strategic community plans and long-term financial plans, that council considers strategies to improve the Shire's long-term financial sustainability	In review of community strategic plan, LTFP and asset management plan, strategies will be included to ensure the Shire Financial Ratio's continue to improve. The CEO will undertake a review of service levels in 2016/2017 anticipated to be included in the 2017/2018 review of LTFP and annual budget	31/08/2016	Shire financial ratio's will be modelled as part of review of LTFP and asset management plan prior to endorsement and adoption of 2016/2017 Budget. Propose MAS firms end of financial year position and produce draft balance sheet by mid July to ensure carried forward surplus is accurate in 2016/2017 budget adoption and modelling in LTFP. Anticipated LTFP and asset management plan to be adopted by Council by end of August given cashflow timing.

23	That Council review its Registers of Delegations by amending out of date references to legislative authority, including references to legislative provisions that provide the delegated powers of duties and remove any unnecessary delegations	Delegations and policies adopted by Council in March. Delegations currently being reviewed with reference to supporting regulations and issues raised in Probity Review.. Delegations to be cross referenced to policies and guideline 17 and risk management framework. Propose that completion date be amended to 30/09/2016 to align with policy review.	30/09/2016	Current delegations register being reviewed with reference to list provided by DLG. Intent is to present up date of delegations to a workshop with Council and then to present to September Council Meeting.
24	That the CEO ensures that all staff with purchasing authority comply with the Shire's procurement policy in regard to the recording and retention of quotations with each payment advice	CEO discussed with Managers and memorandum provided. To be included in risk register for 2016/2017 and KPI for managers	Completed	
25	That the CEO ensures that all staff responsible for the recording of tender information in the tender register are familiar with the Shire's record keeping practices and the details that are to be recorded in the Shire's tender register	Need cover, simple procedure for tender process in front of tender file with checklist. Need to view checklist on a monthly basis (ceo to check monthly)	30/06/2016	Quote for procurement course sought by HR Advisor. Ensure funding provided for training in 2016/2017 Budget.
26	The CEO ensures that the information in regard to disclosures of interest to be recorded in council minutes complies with the requirements of the Local Government Act 1995 and Local Government (Rules of Conduct) Regulations 2007	Training for all senior managers and key staff booked for 20th and 21st June. Compliance of minutes to be included in 2016/2017 as a risk to be reported to audit committee quarterly. Audit of risk to be undertaken by internal audit function	Completed	List of risks for 2016-2017 will be presented to July Ordinary Meeting of Council.
27	That the three council members who do not have a Primary Return in the Financial Interest Register make arrangements to complete another Primary Return in order for the returns to be included in the Register	Councillors completed primary returns at Council Meeting on 26th April. Returns placed in file.	Completed	
28	That where returns indicate no disclosure of real property in the Shire of Coolgardie district or in any adjoining district that the relevant person give consideration to their disclosure obligations and ensure that any applicable real property disclosures are made by amending their current returns	All councillors and staff have made changes regarding properties and updated in file.	Completed	Ensure Executive Assistant CEO has updated her return and provided to CEO for sign off. Include in file.
29	That the CEO checks all financial returns to ensure the correct information is provided in regard to start dates, period of return and signatures, and dates	CEO has reviewed and checked all returns	Completed	To be completed by CEO once confirmed that Executive Assistant CEO return in file
30	Shire to respond within 28 days on what action it proposes to take in implementing the report recommendations by providing a recommendation implementation action plan	DLG advised looking for resolution from Council whether they acknowledge and endorse recommendation in the Probity Audit report or not. If so looking, for an implementation and action plan and report progress to DLG and Council monthly at Ordinary Council meeting. If not, why not. Acknowledged that the probity audit is a reflection that has been hard to maintain continuity around compliance given the turnover in CEO's. Advised the DLG see this as a unique opportunity to look at positively, take stock and move forward. Agreed that the creation of a compliance framework document as suggested an excellent way forward. Provided reference to a couple of examples in LG. Jenny advised keep timelines realistic - especially around things like policies. Would rather have a realistic timeline than one that cannot be achieved. DLG agreed that critical recommendations be worked into a risk issue and included as strategic risks in risk register and reported to Audit Committee quarterly	Completed	

## **11.2        *ADMINISTRATION SERVICES***

**AGENDA REFERENCE:**            11.2.1

**SUBJECT:**                        Monthly List of Municipal and Trust Fund Payments

**LOCATION:**                        NIL

**FILE REFERENCE:**                NAM4802

**DISCLOSURE OF INTEREST:**    The author has no interest in this item.

**DATE:**                            19 June 2016

**AUTHOR:**                        Sue Mizen, Manager Administration Services.

### **SUMMARY:**

For Council to receive the list of accounts for May 2016 and presented to Council on 28 June 2016.

### **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.

**Should Councillors require further information on any payments listed, please contact the Manager of Administration Services prior to the meeting.**

**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:**

**Solutions focussed and customer oriented organisation.**

- High quality corporate governance, accountability and compliance.

**Effective management of infrastructure, heritage and the environment.**

- Develop and maintain Shire buildings, facilities and infrastructure assets.

**VOTING REQUIREMENT:**       Simple Majority

## **OFFICER RECOMMENDATION**

That Council receive listing (attached) of accounts paid during the month of May 2016 by the Chief Executive Officer under delegated authority of Council.

1. Municipal accounts totalling \$ 888,255.74 on Municipal vouchers EFT11899-EFT12025, cheques 51625-51641, and direct payments made during the month of May 2016.

## **COUNCIL RESOLUTION: # 115/16**

**MOVED: COUNCILLOR, T RATHBONE**

**SECONDED: COUNCILLOR, S BOTTING**

That Council receive listing (attached) of accounts paid during the month of May 2016 by the Chief Executive Officer under delegated authority of Council.

1. Municipal accounts totalling \$ 888,255.74 on Municipal vouchers EFT11899-EFT12025, cheques 51625-51641, and direct payments made during the month of May 2016.

**ABSOLUTE MAJORITY 6/0**

# MAS 11.2.1 Monthly List of Payments Attachment

## Shire of Coolgardie Payments by Delegated Authority 1 April 2016 to 30 April 2016 Municipal - Cheque

Chq/EFT	Date	Name	Description	Amount
51625	05-May-2016	AUSTRALIAN SERVICES UNION	Payroll deductions	\$26
51626	05-May-2016	RMM Office Supplies	A3 reflex paper	\$703
51627	05-May-2016	WA COUNTRY HEALTH SERVICE	Lease of Kambalda Medical Centre for the Month March 2016	\$727
51628	05-May-2016	WATER CORPORATION	Water Consumption	\$36
51630	17-May-2016	AUSTRALIA POST	Australia Post Monthly Bill	\$269
51631	17-May-2016	AUSTRALIAN SERVICES UNION	Payroll deductions	\$26
51632	17-May-2016	BUNGARRA ELECTRICAL SERVICES	Install meter box and two security lights on poles	\$5,770
51633	17-May-2016	EVOLUTION MINING	Rates refund	\$404
51634	17-May-2016	GOODNEWS NEWSAGENCY	April Papers	\$142
51635	17-May-2016	MARIAH KARA	Refunded gym membership	\$100
51636	17-May-2016	MINCOR RESOURCES NL	Rates refund	\$4,043
51637	17-May-2016	PIONNE RICHARDS	Refund for Play Gym	\$40
51638	17-May-2016	ST. IVES GOLD MINING COMPANY PTY	Rates refund	\$338
51639	17-May-2016	SYNERGY	Synergy Grouped Account	\$51,992
51640	17-May-2016	TELSTRA	Satellite service charges	\$243
51641	17-May-2016	WATER CORPORATION	Water usage	\$6,628
		Cheque		\$71,487.82
		EFT		\$477,821.30
		Click Super Payments		\$38,571.40
		Direct Debit Payments		\$300,375.22
		Total Municipal Account		\$888,255.74

**Shire of Coolgardie**  
**Payments by Delegated Authority**  
**1 April 2016 to 30 April 2016**  
**Municipal - EFT**

Chq/EFT	Date	Name	Description	Amount
EFT11899	05-May-2016	ALEX HOUGHTON	Subsidy of Cat Sterilization Cat Act	\$1,462
EFT11900	05-May-2016	BERGMEIER EARTHMOVING (DAVENNE HOLDINGS PTY LTD)	5 tonne of crusher dust.	\$150
EFT11901	05-May-2016	BOC LIMITED	Oxygen Indust D, D2, E2 E Size, Dissolved Acetylene D, E, E2 Sizes, Universal E2, G Size, Oxygen Medical C Size.	\$369
EFT11902	05-May-2016	BOQ Asset Finance & Leasing Pty Limited	Kyocera M3540DN Printing	\$5,622
EFT11903	05-May-2016	BUNNINGS BUILDINGS SUPPLIES	Plants	\$1,003
EFT11904	05-May-2016	CALTEX AUSTRALIA	Caltex Fuel Bill	\$6,984
EFT11905	05-May-2016	CARDNO SPECTRUM SURVEY	Carins road kerbing set out.	\$1,100
EFT11906	05-May-2016	CENTRAL CRANES PTY LTD	Hire of crane to locate new office	\$253
EFT11907	05-May-2016	CENTURION TRANSPORT	Freight	\$337
EFT11908	05-May-2016	CLEVER PATCH	Supplies for Kambalda story time	\$152
EFT11909	05-May-2016	COCA COLA AMATIL	Coca Cola	\$278
EFT11910	05-May-2016	COMPLETE OCC HEALTH	Pre-employment medical and drug screen	\$145
EFT11911	05-May-2016	COVS PARTS PTY LTD	Engine oil filter	\$1,323
EFT11912	05-May-2016	COYLE'S MOWER & CHAINSAW CENTRE	Cutting teeth for stump grinding machine	\$286
EFT11913	05-May-2016	DAVE'S TREE SERVICE	Tree over western power lines cut to ground level, cleaned up and carted away.	\$4,488
EFT11914	05-May-2016	DAVRIC AUSTRALIA	Car stickers	\$239
EFT11915	05-May-2016	DWE ELECTRICAL	Repair switch for light fittings	\$209
EFT11916	05-May-2016	EAGLE PETROLEUM (WA) PTY LTD	April Puma Coolgardie	\$397
EFT11917	05-May-2016	ELITE GYM HIRE	Cartooning session for beginners youth session	\$264
EFT11918	05-May-2016	EMERGE TECHNOLOGIES	Emerge scheduled maintenance	\$1,739
EFT11919	05-May-2016	FIESTA CANVAS	Repair Shade Sails	\$12,244
EFT11920	05-May-2016	CENTRAL REGIONAL TAFE	Safety Rep course	\$1,100
EFT11921	05-May-2016	GOLDFIELDS TELEVISION SERVICE	Industrial Tower Uninterruptible Power Supply	\$13,377
EFT11922	05-May-2016	GOLDFIELDS TOURISM NETWORK ASSOC INC	Golden Quest Trail Book.	\$240
EFT11923	05-May-2016	GOLDFIELDS TRUCK POWER PTY LTD	Gear/box oil for prime mover	\$266
EFT11924	05-May-2016	GOLDLINE	Vacbag	\$31
EFT11925	05-May-2016	GTP HIRE KALGOORLIE ( DO NOT USE) use only Goldfields Truck Power (20342)	Hire Pad Foot Roller, Smooth Drum Roller and 6 wheel water truck.	\$13,082
EFT11926	05-May-2016	HART SPORT	Netball	\$693
EFT11927	05-May-2016	HEATLEY INDUSTRIAL,SAFETY&PACKAGING -	HI VIS rain jacket	\$99
EFT11928	05-May-2016	HOST DIRECT	Elite Teaspoons	\$367
EFT11929	05-May-2016	Holcim (Australia) pty ltd	Slump concrete	\$878
EFT11930	05-May-2016	JASON WILLIAM CLEELAND	Inspect and rectify problem with main gas valve at the Kambalda Rec Centre	\$110
EFT11931	05-May-2016	JILL O'BRIEN	Telstra Internet	\$180
EFT11932	05-May-2016	JT PROFESSIONAL SERVICES	Implementation of Shire of Coolgardie Probity Audit Review	\$6,901
EFT11933	05-May-2016	Justin McArdle T/A Frame AR	Glory days Interactive Marker Project Costs	\$4,320
EFT11934	05-May-2016	KALPUMPS	Aerators	\$1,271
EFT11935	05-May-2016	KEC ELECTRICAL CONTRACTORS	Repair to Gym Light	\$121
EFT11936	05-May-2016	KLEENHEAT GAS PTY LTD	45kg Gas Bottle	\$126
EFT11937	05-May-2016	KMART AUSTRALIA	April pingo prizes.	\$299
EFT11938	05-May-2016	Kalgoorlie Tyrepower	Repair cat grader tyre	\$440
EFT11939	05-May-2016	MARKETFORCE	Advertising for Tender 01/16 - Environmental Health	\$1,232
EFT11940	05-May-2016	MARYANN ROBERTS	Reimbursement claim	\$75
EFT11941	05-May-2016	MCLEODS BARRISTERS AND SOLICITORS	Assigment of Lease Toorak Hill Kalgoorlie Consolidated Gold Mine to	\$1,220
EFT11942	05-May-2016	MIA HICKS CONSULTING	Mia Hicks Consultant - Goldfields Esperance Revitalisation Application	\$792
EFT11943	05-May-2016	MINING SUPPLIES KAMBALDA	Ear muffs	\$88
EFT11944	05-May-2016	MISTER SIGNS	Signs	\$1,149
EFT11945	05-May-2016	MOORE STEPHENS (WA) Pty Ltd	Financial and Management Reporting workshops	\$3,850
EFT11946	05-May-2016	OFFICE NATIONAL	Projector	\$5,463
EFT11947	05-May-2016	ONE THREAD EMBROIDERY	Embroidery	\$294
EFT11948	05-May-2016	PLANWEST (W.A) PTY LTD	Local Planning Strategy and Scheme	\$3,355
EFT11949	05-May-2016	PRICE BROTHERS PTY LTD	Repair lights in vehicle sheds	\$416
EFT11950	05-May-2016	RESOURCES TRADING HUB	Cargo net	\$5,543
EFT11951	05-May-2016	REYNOLDS GRAPHICS	Business Card	\$187
EFT11952	05-May-2016	RMM CARPET CLEANING	Cleaning supplies	\$1,036
EFT11953	05-May-2016	ROYAL LIFE SAVING SOCIETY OF WESTERN	Rescue Tube	\$1,000
EFT11954	05-May-2016	SATELLITE TELEVISION AND RADIO AUSTRALIA	Complete annual maintenance of DTV transmitter site at Toorak Hill	\$7,059
EFT11955	05-May-2016	SOCIAL CLUB	Payroll deductions	\$20
EFT11956	05-May-2016	SOLAR BALANCE	Kambalda 100KW Solar contract.	\$61,351
EFT11957	05-May-2016	STEVE O' BRIEN	Bathroom Renovation	\$8,284
EFT11958	05-May-2016	TAPS INDUSTRIES PTY LTD	Tender 07/13	\$10,791
EFT11959	05-May-2016	THE NATIONAL TRUST OF AUSTRALIA (WA) { PERTH	Water Corporation Service Charges	\$75
EFT11960	05-May-2016	TOTAL ASPHALT & TOTAL TRAFFIC MANAGEMENT PTY LTD	Emulsion	\$990

**Shire of Coolgardie**  
**Payments by Delegated Authority**  
**1 April 2016 to 30 April 2016**  
**Municipal - EFT**

Chq/EFT	Date	Name	Description	Amount
EFT11961	05-May-2016	TYLER THORNTON	Reimbursement	\$98
EFT11962	05-May-2016	WESTRAC PTY LTD	Cat grader wear plates	\$1,407
EFT11963	05-May-2016	WOOLWORTHS LTD (113483)	Holiday programs	\$454
EFT11964	05-May-2016	ZION REAL ESTATE	Routine Inspections	\$512
EFT11965	05-May-2016	ZYNER COMMERCIAL CLEANING EQUIPMENT	Autoscrubber	\$7,700
EFT11966	17-May-2016	GARRARDS P/L	Prolink Briquets	\$4,445
EFT11967	17-May-2016	AIR LIQUIDE	Cylinder Fee	\$194
EFT11968	17-May-2016	ALL FLAGS	Australian flag	\$1,964
EFT11969	17-May-2016	ARCHIVAL SURVIVAL PTY LTD	ACCPBC absorberene paper & book cleaner	\$1,160
EFT11970	17-May-2016	B A HENNEKER & Co	Remove air conditioner	\$1,155
EFT11971	17-May-2016	BERGMEIER EARTHMOVING (DAVENNE HOLDINGS)	Gravel	\$22,613
EFT11972	17-May-2016	BOC LIMITED	Oxygen Industrial D, D2, E2, E, Dissolved Acetylene D. E, E2, G and Medical Oxygen C size.	\$371
EFT11973	17-May-2016	BP AUSTRALIA LIMITED	BP Australia Fuel Bill	\$3,386
EFT11974	17-May-2016	BURKE AIR PTY LTD	Repairs to cool room	\$1,326
EFT11975	17-May-2016	CABCHARGE	Cabcharge	\$91
EFT11976	17-May-2016	CANNING POOL AND PUMP CENTRE	Pool Blaster Max	\$1,240
EFT11977	17-May-2016	CARDNO SPECTRUM SURVEY	Lady Loch Road survey set out and designs Greenfields construction	\$4,180
EFT11978	17-May-2016	COURIER AUSTRALIA	Freight	\$15
EFT11979	17-May-2016	COVS PARTS PTY LTD	Batteries for coaster bus	\$765
EFT11980	17-May-2016	DIGGA WEST & EARTH PARTS WA	Cutting teeth for auger	\$296
EFT11981	17-May-2016	DUN & BRADSTREET (AUSTRALIA) PTY LTD - D&B	MGL Solicitor Fees	\$132
EFT11982	17-May-2016	ENVIRONMENTAL MONITORING SYSTEMS PTY LTD	Sewerage Compliance	\$11,682
EFT11983	17-May-2016	GOLDFIELDS DEANS AUTOGLASS	Door glass in grader	\$884
EFT11984	17-May-2016	GOLDFIELDS GLASS PTY LTD	Security screens	\$1,851
EFT11985	17-May-2016	GOLDFIELDS LOCKSMITHS	Keys coded	\$382
EFT11986	17-May-2016	GOLDFIELDS RECORDS STORAGE	Records storage	\$50
EFT11987	17-May-2016	GOLDFIELDS TRUCK POWER PTY LTD	ENGINE OIL	\$106
EFT11988	17-May-2016	GOLDFIELDS VALUATION SERVICES PTY LTD	Valuation Kambalda Pool Kiosk	\$3,630
EFT11989	17-May-2016	HERSEY JR & A	Shovels	\$96
EFT11990	17-May-2016	HIGH STANDARD SECURITY	Annual Alarm System Maintenance Report	\$1,034
EFT11991	17-May-2016	Holcim (Australia) Pty Ltd	Concrete	\$3,543
EFT11992	17-May-2016	IT VISION	SynergySoft	\$7,427
EFT11993	17-May-2016	KALGOORLIE PAINT CENTRE	Rollers, extention poles, paint mixer, mixing jugs	\$176
EFT11994	17-May-2016	KAMBALDA HANDYMAN & MECHANICAL CONTRACTING	Footpath repairs	\$1,392
EFT11995	17-May-2016	KEC ELECTRICAL CONTRACTORS	Repair external light	\$1,168
EFT11996	17-May-2016	LANDGATE	Mining Tenements 19	\$143
EFT11997	17-May-2016	MARKETFORCE	Advertisement	\$306
EFT11998	17-May-2016	MCLEODS BARRISTERS AND SOLICITORS	Advice regarding Proberthy Audit	\$6,626
EFT11999	17-May-2016	MIA HICKS CONSULTING	Goldfields Esperance Revitalisation Grant support	\$1,584
EFT12000	17-May-2016	MJB Industries	Box culverts bases and headwalls	\$68,156
EFT12001	17-May-2016	MOBILE PEST CONTROL	Pest control	\$330
EFT12002	17-May-2016	MOORE STEPHENS (WA) Pty Ltd	Assistance to finalise Annuals	\$31,050
EFT12003	17-May-2016	MORANS STORE PTY LTD	Gas Bottles	\$661
EFT12004	17-May-2016	NEAT N' TRIM UNIFORMS PTY LTD	Uniform Order	\$1,216
EFT12005	17-May-2016	NETSIGHT PTY LTD	Myosh monthly subscription	\$283
EFT12006	17-May-2016	PALASSIS ARCHITECTS	Coolgardie Post Office Conservation Work	\$3,300
EFT12007	17-May-2016	PEERLESS JAL PTY LTD	De-Ion Wash	\$938
EFT12008	17-May-2016	RED DOT	Supplies for Wrap up For Winter Programme	\$299
EFT12009	17-May-2016	RMM CARPET CLEANING	April Cleaning	\$6,600
EFT12010	17-May-2016	SIGMA CHEMICALS	Pool Magic Chlorine for KAMBALDA POOL	\$2,002
EFT12011	17-May-2016	SOCIAL CLUB	Payroll deductions	\$20
EFT12012	17-May-2016	SOLOMONS FLOORING	New Floor Covering	\$4,151
EFT12013	17-May-2016	SUEZ ENVIRONMENTAL (SITA)	Suez April Waste Service	\$19,566
EFT12014	17-May-2016	SUNNY SIGN COMPANY PTY LTD	Signage	\$5,894
EFT12015	17-May-2016	TAPS INDUSTRIES PTY LTD	Tender# 07/13, work carried out at manholes 29b-30b and 31b-IO	\$16,819
EFT12016	17-May-2016	TE RANGI RAWINIA	Road closure notice	\$60
EFT12017	17-May-2016	THREAT PROTECT	Monitoring	\$297
EFT12018	17-May-2016	TOLL IPEC PTY LTD	Freight	\$142
EFT12019	17-May-2016	TONI HAYES	Catering for CEO Review	\$150
EFT12020	17-May-2016	WC INNOVATIONS	Flush valve service kit for Exeloo	\$275
EFT12021	17-May-2016	WESTERN DIAGNOSTICS	Testing fees April	\$4,089
EFT12022	17-May-2016	WESTRAC PTY LTD	Cat 930H loader cutting edges	\$1,514
EFT12023	17-May-2016	WOOLWORTHS LTD (113483)	Thank You Gifts to our volunteer	\$53
EFT12025	23-May-2016	AUSTRALIAN TAXATION OFFICE	APRIL 2016 BAS	\$17,164

**Shire of Coolgardie**  
**Payments by Delegated Authority**  
**1 April 2016 to 30 April 2016**  
**Municipal -Click Super**

Chq/EFT	Date	Name	Description	Amount
DD4467.1	10-May-2016	NORTH SUPERANNUATION	Payroll deductions	\$625
DD4467.2	10-May-2016	TWU SUPER	Superannuation contributions	\$198
DD4467.3	10-May-2016	COLONIAL FIRST STATE	Superannuation contributions	\$169
DD4467.4	10-May-2016	FIRST CHOICE EMPLOYER SUPER	Superannuation contributions	\$166
DD4467.5	10-May-2016	AMP	Superannuation contributions	\$171
DD4467.6	10-May-2016	ASGARD INFINITY EWRAP SUPERANNUATION	Superannuation contributions	\$521
DD4467.7	10-May-2016	WA LOCAL GOVERNMENT SUPERANNUATION	Superannuation contributions	\$14,032
DD4467.8	10-May-2016	BT Super for Life - Savings Account	Superannuation contributions	\$861
DD4467.9	10-May-2016	AUSTRALIAN SUPER	Superannuation contributions	\$1,527
DD4509.1	24-May-2016	NORTH SUPERANNUATION	Payroll deductions	\$625
DD4509.2	24-May-2016	TWU SUPER	Superannuation contributions	\$199
DD4509.3	24-May-2016	COLONIAL FIRST STATE	Superannuation contributions	\$169
DD4509.4	24-May-2016	FIRST CHOICE EMPLOYER SUPER	Superannuation contributions	\$192
DD4509.5	24-May-2016	AMP	Superannuation contributions	\$178
DD4509.6	24-May-2016	ASGARD INFINITY EWRAP SUPERANNUATION	Superannuation contributions	\$176
DD4509.7	24-May-2016	WA LOCAL GOVERNMENT SUPERANNUATION	Superannuation contributions	\$14,002
DD4509.8	24-May-2016	BT Super for Life - Savings Account	Superannuation contributions	\$861
DD4509.9	24-May-2016	AUSTRALIAN SUPER	Superannuation contributions	\$1,564
DD4524.1	24-May-2016	WA LOCAL GOVERNMENT SUPERANNUATION	Superannuation contributions	\$183
DD4467.10	10-May-2016	AMP SIGNATURESUPER	Superannuation contributions	\$198
DD4467.11	10-May-2016	TASPLAN SUPER	Superannuation contributions	\$213
DD4467.12	10-May-2016	ANZ SUPERANNUATION SCHEME	Superannuation contributions	\$249
DD4467.13	10-May-2016	REST SUPERANNUATION	Superannuation contributions	\$271
DD4467.14	10-May-2016	BT BUSINESS SUPER	Superannuation contributions	\$195
DD4509.10	24-May-2016	AMP SIGNATURESUPER	Superannuation contributions	\$198
DD4509.11	24-May-2016	TASPLAN SUPER	Superannuation contributions	\$213
DD4509.12	24-May-2016	ANZ SUPERANNUATION SCHEME	Superannuation contributions	\$258
DD4509.13	24-May-2016	REST SUPERANNUATION	Superannuation contributions	\$173
DD4509.14	24-May-2016	BT BUSINESS SUPER	Superannuation contributions	\$183



**Shire of Coolgardie**  
**Payments by Delegated Authority**  
**1 April 2016 to 30 April 2016**  
**Municipal - Journals**

Chq/EFT	Date	Name	Amount
LD09009	01 MAR 2016	Loan repayment #107 WATC Treasury Loan Repayment #107	5,041.57
LD10046	01 APR 2016	Loan repayment #99 WATC Treasury Loan Repayment #99	4,776.81
LD11001	02 MAY 2016	transfer of funds 301006 to 301000 Transfer of funds 301006 to 301000	
LD11002	02 MAY 2016	Transfer funds 301000 to 301006 Transfer of funds 301006 to 301000	
LD11003	02 MAY 2016	Loan repayment #111 WATC Treasury Loan Repayment #111	69,912.90
LD11004	06 MAY 2016	Transfer of funds from 301006 to 301000 Transfer of funds from 301006 to 301000	
LD11005	09 MAY 2016	CBA Merchant Fees April 2016 CBA Merchant Fees April 2016	29.25
PAY	10 MAY 2016	Payroll Direct Debit Of Net Pays Payroll Direct Debit Of Net Pays	107,981.92
LD11007	11 MAY 2016	Transfer of funds from 301006 to 301000 Transfer of funds from 301006 to 301000	
LD110008	11 MAY 2016	Payment for Techno Gym Lease May 2016 Lease payment for Kambalda Gym	1,644.31
LD11019	17 MAY 2016	Credit Interest paid 17 May 2016 Credit Interest Paid ANZ	
LD11025	17 MAY 2016	Bank Fees BPNT 16 May 2016 Payment to BPNT DIR DR Trans Fees 0255995	32.66
REVL11025	17 MAY 2016	Bank Fees BPNT 16 May 2016 Payment to BPNT DIR DR Trans Fees 0255995	
LD12005	17 MAY 2016	Payment to BPNT trans fees 16 May 2016 Payment to BPNT DIR DR Trans Fees	70.10
LD11012	18 MAY 2016	Payment to Credit Card 18 May 2016 ANZ Business One Credit Card payment	4,366.54
LD11015	18 MAY 2016	Account Service Fee 18 May 2016 Account Service Fee ANZ	50.00
LD11016	18 MAY 2016	Credit interest paid 18 May 2016 Credit Interest Paid ANZ from 201588891	
LD11017	18 MAY 2016	Cheque Transaction Fee 18 May 2016 Cheque Transaction Fee from 201588891	1.20
LD11018	18 MAY 2016	Bank Fee 18 May 2016 Internet/Online txns - Fee trfd from 201588891	0.20
LD11014	23 MAY 2016	Bank fees BPNT May 2016 BPNT DIR DR TRANS FEES May 2016	32.66
PAY	24 MAY 2016	Payroll Direct Debit Of Net Pays Payroll Direct Debit Of Net Pays	106,028.90
LD11020	30 MAY 2016	Bank Fees 30 May 2016 ANZ Business Select Fee #2015 87602	36.30
LD11027	31 MAY 2016	CBA Merchant Fees May 2016 CBA Merchant Fees May 2016	22.00
LD11028	31 MAY 2016	ANZ Merchant Fees May 2016 ANZ Merchant Fees May 2016	186.36
		ANZ Merchant Fees May 2016 ANZ Merchant Fees May 2016	43.95
		ANZ Merchant Fees May 2016 ANZ Merchant Fees May 2016	117.59

**Shire of Coolgardie**  
**Payments by Delegated Authority**  
**1 April 2016 to 30 April 2016**  
**Credit Card**

Reference	Date	Description	Value
NPCC0916	02/05/2016	Bunnings Kalgoorlie	114.51
		Breathalyser Callibration	108.90
		Staff Training	443.95
		Qantas	417.00
		Qantas	385.99
		Qantas	384.00
		Qantas	384.00
		Qantas	417.00
		staff function	29.48
		staff function	19.00
		flowers for Rhonda	89.95
		Catering for David Lindup farewell	300.00
		Gift D Lindup Farewell	300.00
		Gift D Lindup Farewell	15.49
		Fuel	81.18
		Fuel	70.02
		Steel box	1,318.02
LD11012	18/05/2016	Payment to Credit Card 18 May 2016 ANZ Business One Credit Card payment	
NPCC1216	30/05/2016	Lunch	32.50
		Gift Rhonda	378.90
NPCC01216	30/05/2016	Flowers Employee	90.00
		Heat globes	110.00
		Qantas	457.00
		Qantas	266.00
		Moore stephens conference	484.01
		Futures Forum	60.00
		Accomodation	161.69
		Futures Forum	60.00
		Qantas	385.99
		Qantas	417.00
		Citizenship Ceremonies	16.75
		Backup drives kambalda office	196.00
		Qantas flight	395.00
		GTNA Accomodation	333.00
		GTNA Meals	62.00
		GTNA Fuel	34.00
		Accomodation	278.00
Prizes Cycle Race	148.70		
			9,245.03

## 11.3 RECREATION AND REGULATORY SERVICES

AGENDA REFERENCE: 11.3.1

SUBJECT: Environmental Health and Building Services tender 01/16

LOCATION: Shire of Coolgardie

APPLICANT: Shire of Coolgardie

FILE REFERENCE: NAM4783

DISCLOSURE OF INTEREST: NIL

DATE: 10 June 2016

AUTHOR: Jill O'Brien Manager Recreation and Regulatory Services

### SUMMARY:

The purpose of this report is to recommend to Council the acceptance of the tender submitted in response to Request for Tender RFT01/16 Provision of "Environmental Health and Building Services"

### BACKGROUND:

At the November 2014 Council meeting council resolved the following

#### COUNCIL RESOLUTION # 215/14

*Council authorise the calling of tenders to provide Environmental Health, Building and Environmental Monitoring services in the Shire of Coolgardie.*

**CARRIED 6/0**

Council called for Tender RFT 01/16 for the "Provision of Environmental Health and Building Services for the Shire of Coolgardie", this tender closed on 4.00pm Thursday 2 June 2016. Two Tenders were received at the Kambalda Administration office and opened by Councilor Kathie Lindup, Compliance and Records Officer and the Manager of Recreation and Regulatory Services.

The tenders that were received included responses to the weighting criteria which were designed to assess the suitability of the tenderer to perform the works. The two tenderers scored fairly similar on the weighting criteria, but one was outstanding regarding the answers that were presented.

The following results were scored using the below weighting criterion by two individual assessors.

<b>A) Organisation Capabilities</b> Tenderers must address the following information in an attachment and label it 'Organisation Capabilities' <ul style="list-style-type: none"> <li>• Provide details of at least two recent projects of similar size and scope completed by your organisation including works description, project value, your role.</li> <li>• Provide a brief methodology as to how you will conduct the Services of this Request inclusive of, work overflow, staff training, response times, responding to requests;</li> <li>• Details of your organisations membership to any professional or business association, if applicable</li> </ul>	<b>Weighting</b>  <b>30%</b>
--	------------------------------------

<b>B) Personnel</b> Tenderers must, as a minimum, address the following information in an attachment and label it 'Personnel': <ul style="list-style-type: none"> <li>• Detail the key personnel to be utilised in conducting the Requirements of this Request inclusive of any relevant Current Registrations or Licences held, their intended role and any relevant experience or qualifications held;</li> </ul>	<b>Weighting</b>  <b>70%</b>
--	------------------------------------

TOTAL      100%

Company A	Score	Company A	Score
Tenderer A	72%	Tenderer A	58%
Tenderer B	50%	Tenderer B	33%

This table is a summary of the Environmental Health and Building Services tender's price schedules

**TENDERER A**

Service	Cost basis	Price per month of 8 days excl GST	Price/ hr Exc GST	GST	Price inc GST
Professional services	Per hour	\$7560.00	\$105.00	\$10.50	\$115.50

accommodation	Market price@ 6 days per month	\$700.75	-	\$70.07	\$770.82
Travel	Market price @ 4 flights per month	\$1272.72	-	\$127.27	\$1400.00
other	Additional hours worked	-	\$105.00	\$10.50	\$115.50

### TENDERER B

Service	Cost basis	Price per month of 8 days excl GST	Price/ hr Exc GST	GST	Price inc GST
Professional services	Per hour	\$8960.00	\$140.00	\$14.00	\$154.00
accommodation	Market price@ 6 days per month	At cost			
Travel	Market price @ 4 flights per month	At cost			
other	Additional hours worked	At cost			

This Contract shall be for a period of two (2) years with an option to extend the Contract for up to a maximum of a further one (1) year at the sole discretion of the Principal. Extensions may be for a fixed term, or a succession of multiple terms.

#### **COMMENT:**

Tenderer A was considered to be the most advantageous to the Shire of Coolgardie, scoring higher in the weighted criteria than Tenderer B particularly in the 'Personnel' component. Although Tenderer B had a very high standard resume and a wealth of experience in Local Government this tender application did not answer the questions thoroughly enough to gain a high score in the weighting criteria resulting in a lower score than Tenderer A.

It is therefore recommended that tender number T01/16 (Environment Health and Building) be awarded to Tenderer A.

#### **CONSULTATION:**

Sandra Donkin – Manager of Community Services.

#### **STATUTORY ENVIRONMENT:**

The tender process was actioned in accordance with *Local Government Act 1995 (Functions and General Regulations 1996 Part 4 (Tenders for Providing Goods and Services))*.

**POLICY IMPLICATIONS:**       NIL

#### **FINANCIAL IMPLICATIONS:**

The acceptance of this tender has no financial implications as the cost of the service will not be increased.

#### **STRATEGIC IMPLICATION:**

**Solutions focused and customer oriented organisation.**

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

**Cohesive and engaged community.**

- Develop a cohesive approach to community development across the Shire.

**Diversified and strengthened local economy.**

- Foster innovation, partnerships and investment from across sectors to support economic development and the attraction and retention of residents.
- Establish and strengthen partnerships with industry.
- Facilitate access to diverse housing and land development opportunities.

**Effective management of infrastructure, heritage and the environment.**

- Foster excellence in urban and rural planning and development.

**VOTING REQUIREMENT:** Absolute majority

**OFFICER RECOMMENDATION:**

That Council

1. Authorise the Chief Executive Officer to award Tender RFT01/16 for the "Provision of Environmental Health and Building Services" to Mr. Maurice Walsh from Environmental Monitoring Systems PTY LTD. For the period of two years with an option to extend the contract for up to a maximum of a further one year.
2. 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.

COUNCIL RESOLUTION: # 116/16

MOVED: COUNCILLOR, K LINDUP

SECONDED: COUNCILLOR, N KARAFILIS

That Council

1. Authorise the Chief Executive Officer to award Tender RFT01/16 for the "Provision of Environmental Health and Building Services" to Mr. Maurice Walsh from Environmental Monitoring Systems PTY LTD. For the period of two years with an option to extend the contract for up to a maximum of a further one year.
2. 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.

ABSOLUTE MAJORITY 6/0



## **11.5        *TECHNICAL SERVICES***

**AGENDA REFERENCE:**        11.5.1

**SUBJECT:**                      Kidman Resources Haulage Campaign

**LOCATION:**                    Nepean Ladyloch Road, Coolgardie

**APPLICANT:**                Dominique Stewart, Kidman Resources

**FILE REFERENCE:**        NAM4785

**DISCLOSURE OF INTEREST:** The author has no interest in this matter

**DATE:**                        30 May 2016

**AUTHOR:**                    Manager Technical Services, Robert Connor

### **SUMMARY:**

For Council to give consideration to Kidman Resources contractor undertaking Haulage on Nepean and Ladyloch Roads.

### **BACKGROUND:**

Kidman resources have been operating the Burbanks Mine site since purchasing the site from Blue Tiger Mines during 2015.

There have been two previous campaigns of 25,000 tonnes and 20,000 tonnes undertaken from February 2016 and July 2015, Kidman Resources have contributed a one third contribution of \$13,200 and \$12,320 respectively.

A new campaign is proposed to commence from 7 June 2016 to the end of July 2016.

### **COMMENT:**

Normally as per Shire policies TS-03 and TS-04 a non returnable contribution of 7cents per tonne per km for maintenance and 11 cents per tonne per km for capital construction is claimed prior to any approval of haulage activities.

Through meetings with the proponents the fees charged are usually reduced to a one third contribution and then approved by council, if however the companies involved consent to full payment then no council approval is required as it adheres to policy guidelines.

Kidman Resources have previously had perceived problems meeting Shire time tables for approval because of short lead times with production and difficulty predicting tonnages.

Kidman have however been wishing to negotiate retrospective payment to the Shire of Coolgardie for actual tonnages carted and have in this instance agreed to make full contribution upon completion of the campaign.

Due to permits being requested before payment council must consider whether to act in trust with Kidman Resources and issue permits prior to receiving payment in accordance with Shire policy TS-04.

Kidman Resources is an ASX Listed company, the Shire can track produced tonnages through the ASX quarterly reports and load documentation that will be produced by the nominated haulage company.

If Kidman does not act in good faith in this campaign, in future operations more stringent processes can be put in place and complete payment up front will be enforced before any further haulage campaigns will be considered by council officers.

#### **CONSULTATION:**

Dominique Stewart Executive Manager Kidman Resources

#### **STATUTORY ENVIRONMENT:**

##### ***ROAD TRAFFIC ACT 1974 - SECT 85***

Power of local government to recover expenses of damage caused by heavy or extraordinary traffic

##### ***LOCAL GOVERNMENT ACT 1995 - SECT 3.50***

Closing certain thoroughfares to vehicles

#### **POLICY IMPLICATIONS:**

TS-03 Heavy Vehicle Permit Conditions.

TS04 RAV Long Term Campaign

#### **FINANCIAL IMPLICATIONS:**

Contributions to be transferred to the Reserve Account for Contributions to Mining Category 10 Roads.

#### **STRATEGIC IMPLICATION:**

**Solutions focused and customer oriented organisation.**

- High quality corporate governance, accountability and compliance.
- Effective communication and engagement processes.

- Attraction, development and retention of a productive and effective workforce.
- Development of Shire's resources to provide optimum benefit to the community.

**Cohesive and engaged community.**

- Develop a cohesive approach to community development across the Shire.
- Support community safety and security initiatives.

**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.**

- Foster excellence in urban and rural planning and development.
- Develop and maintain Shire buildings, facilities and infrastructure assets.

**VOTING REQUIREMENT:** Simple Majority

**OFFICER RECOMMENDATION:**

That Council approve the provision of permits for Kidman Resources nominated contractor to commence haulage using 8.8kms of Lady loch and Nepean Roads, for a short campaign comprising of 15,000 tonnes upon the agreement that Kidman make payment at the completion of the campaign for the full fee of \$23,760.

Subject to:

- The agreement does not come into effect until permits are issued to the principal of operations.
- A financial contribution upon completion of the campaign to job no LM053E of \$9,240 ex GST for maintenance.
- A financial contribution upon completion of the campaign to job no LC053E of \$14,520 ex GST for capital upgrade.
- This agreement is for a limited period ending 30 July 2016.
- Kidman's nominated representative's meet with the Shire to negotiate an ongoing agreement for future haulage campaigns within the Shire of Coolgardie.

COUNCIL RESOLUTION: # 117/16

MOVED: COUNCILLOR, S BOTTING

SECONDED: COUNCILLOR, K LINDUP

That Council approve the provision of permits for Kidman Resources nominated contractor to commence haulage using 8.8kms of Lady loch and Nepean Roads, for a short campaign comprising of 15,000 tonnes upon the agreement that Kidman make payment at the completion of the campaign for the full fee of \$23,760.

Subject to:

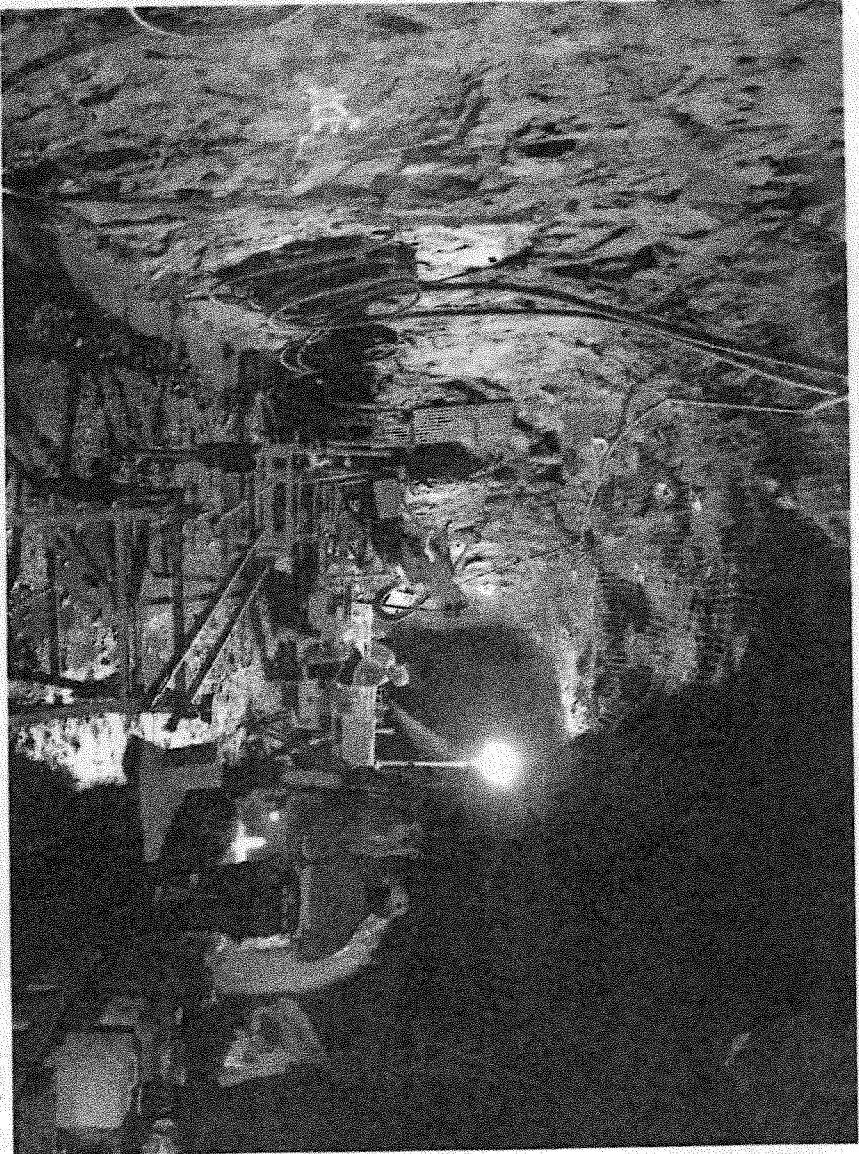
- The agreement does not come into effect until permits are issued to the principal of operations.
- A financial contribution upon completion of the campaign to job no LM053E of \$9,240 ex GST for maintenance.
- A financial contribution upon completion of the campaign to job no LC053E of \$14,520 ex GST for capital upgrade.
- This agreement is for a limited period ending 30 July 2016.
- Kidman's nominated representative's meet with the Shire to negotiate an ongoing agreement for future haulage campaigns within the Shire of Coolgardie.

ABSOLUTE MAJORITY 6/0

kalitner.com.au  
Thursday, April 7, 2016

S&P GOLD 33941 ▶ S&P METALS 19811 ▶ S&P ENERGY 74020 ▶ S&P 300 49098 ▶ S&P 200 49459 ▶ S&P 100 40907 ▶

BUSINESS 11



Diamond drilling is continuing to target the Hadfield lode from the 1280 level at the Birthday Gift mine at Kidman Resources' Burbanks operations near Coolgardie. Picture: Kidman Resources

## Good outcomes as Kidman keeps at it

■ Jarrod Lucas

Gold miner Kidman Resources has reported high-grade drilling results from the Burbanks project near Coolgardie.

The results include 2m at 32.3g/t from 70m and highlight the high-grade nature of the Hadfield lode, where Kidman will begin mining

ber quarter. Hadfield is the western-most of the lodes at Burbanks and has not been subject to modern mining methods.

Results from the Hadfield, Tailor, Dahnu, and Jesson lodes will form part of the mine plan now being finalised.

Drilling is continuing along the Hadfield and Jesson lodes with further sector specific awarded immi-

near Coolgardie to gold miner Metals X.

The purchase price is \$1.5 million in cash with additional payments of \$500,000 if gold production exceeds 10,000oz, and a further \$500,000 if gold production exceeds 30,000oz.

It comes as Kidman finalises the \$3.5 million acquisition of the 1Moz Mt Holland project

## Broker says Excelsior is undervalued

■ Jarrod Lucas

Stockbroker Patersons Securities says emerging gold miner Excelsior Gold is undervalued and should be trading at close to double its current share price of 9.7 cents.

Patersons has initiated coverage on Excelsior as a "speculative buy", with analyst Simon Tonkin calculating a net asset value of 17 cents a share.

The valuation was based on annual production of 37,000 ounces at \$1219/oz over 7.3 years.

But the estimate rises to 27 cents a share assuming Excelsior can maintain this year's forecast production levels of 650,000 tonnes, the equivalent of about 41,000oz a year, over a 10-year period.

Excelsior began mining at its 1.3Moz Kalgoorlie North project in December under a long-term processing agreement at Norton Gold Fields' Paddington Mill, in what Mr Tonkin described as a "win-win" for both companies.

Paddington is able to maintain a throughput rate of 3.5Mtpa 3.6Mtpa when processing a blend of 70 per cent fresh ore and 30 per cent softer oxide ore, of which Excelsior is supplying a significant

softer oxide ore is the delay in securing a processing deal with Phoenix Gold in 2015," he said.

"Phoenix has subsequently been acquired by Evolution Mining, although Norton does maintain a first right to mine areas of the property."

Excelsior's contractors have finished mining at the small-scale Castlereagh, Big Blow South and Jacorite open pits and moved on to the larger Zoroastrian open pit.

The plan is to move underground at Zoroastrian, at an estimated development cost of \$18 million, and boost the average grade above 4g/t between 2020 and 2022.

Mr Tonkin said Excelsior's exploration team, headed by managing director and geologist David Hamlyn, was one of its biggest strengths after growing resources by 418 per cent since 2009.

"We believe there is excellent potential for Excelsior to extend its mine life to 10 years at the accelerated rate of 650,000 tonnes per annum," he said.

"We note the current mining schedule is centred on the development of only five of the most



February 23, 2016

ASX Release

Kidman Resources Limited

ABN 88 143 526 096

**Corporate Details:**

ASX Code: KDR

**Issued capital:**

142.3M ordinary shares

**Substantial Shareholders:**

Capri 22.7m (15.97%)

Holdex Nominees 11.3m (7.94%)

**Directors:**

**Non-Executive Chairman:**

Peter Lester

**Managing Director:**

Martin Donohue

**Non-Executive Director:**

Brad Evans

**Chief Operating Officer (COO):**

Tony Davis

**Chief Financial Officer (CFO):**

Melanie Leydin

**Company Secretary:**

Justin Mouchacca

**Contact Details:**

Kidman Resources Limited

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Website:

[www.kidmanresources.com.au](http://www.kidmanresources.com.au)

## **Burbanks ramp-up gains momentum on latest high grade drilling results**

Kidman Resources Limited (ASX: KDR) is pleased to advise that the production ramp-up at its Burbanks gold project near Coolgardie in WA is continuing to gain momentum, with drilling returning a series of high-grade hits from the Dahmu lode it has just started mining.

• The intersections are located near the upper extents of development and include:

- 2m @ 14.51g/t Au from 42m
- 2m @ 13.3g/t Au from 59m
- 2m @ 6.9g/t Au from 39m
- 2m @ 5.5g/t Au from 42m
- 2m @ 5.11g/t Au from 48m

Kidman is pleased to advise that RC drilling at its Burbanks gold project in WA has further delineated mineralisation in the upper extents of the lode.

The results are considered outstanding not only due to the grade, but also because they extend the known mineralisation within the lode towards the surface.

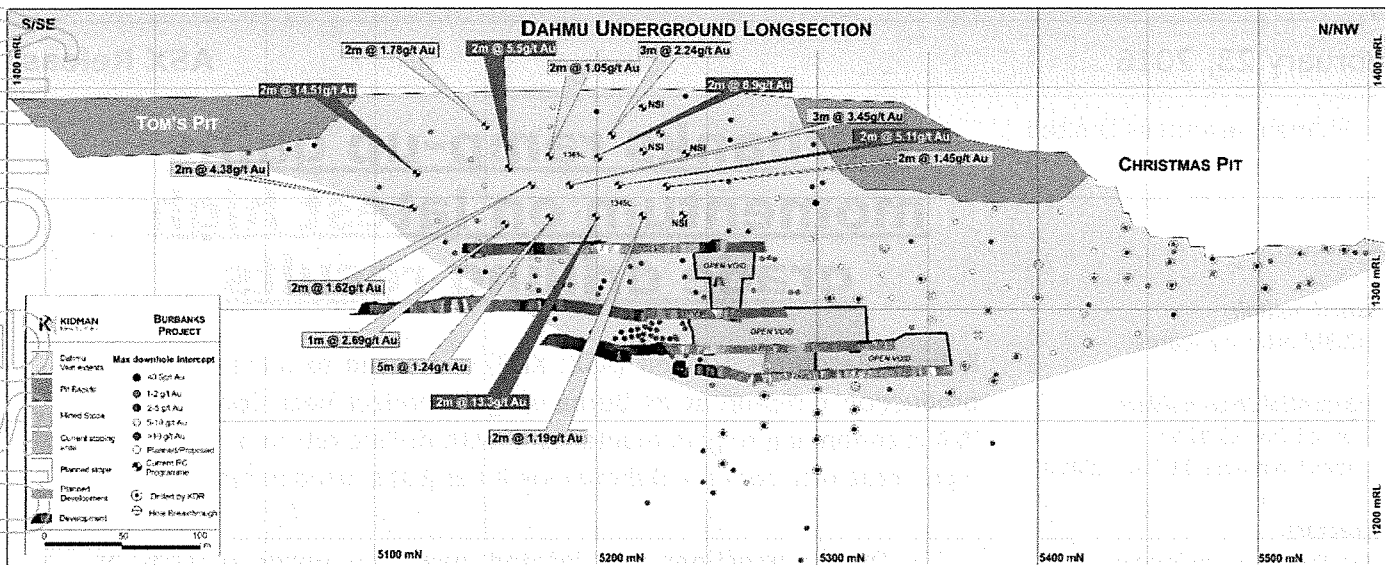
Kidman is now sourcing development ore from the Dahmu lode and this will be a key source of production at Burbanks for several quarters.

At the same time, mine development is moving to the key Four Level, along the high-grade Hadfield and Jesson lodes, which is the limit of all previous production where the average grade was historically 27.4 gpt. Underground diamond drilling targeting around the 4 level is also currently underway with further assay results due.

Until now, Kidman has been producing remnant ore at Burbanks and the shift into the Dahmu lode and the Four Level will mark the start of mining in previously undeveloped areas of the orebody.

This transition will underpin the planned ramp up in production to around 25,000oz a year.

Kidman has established a 99,000oz JORC Resource at Burbanks (see ASX release dated August 25, 2015) and this is expected to grow on the back of the current drilling program. It also has a 73,000oz Resource at the nearby Gunga West (see ASX release dated November 10<sup>th</sup>, 2015).



**Image 1.0 February 2016 RC Programme targeting Dahmu (coloured intercepts represent peak downhole Au grade intercepts)**

### Kidman Background

Kidman is a diversified resource company currently in production at the Burbanks Gold Mine near Coolgardie in WA, production commenced in the September quarter of 2015.

Kidman has also entered into a Heads of Agreement to acquire the 1moz Mt Holland gold field near Southern Cross in WA. The company intends to upgrade the existing gold resource at Mt Holland with a budgeted 10,000m drilling program, followed by an update to the feasibility study with a view to commencing plant construction in early 2017.

Kidman also owns advanced exploration projects in the Northern Territory (Home of Bullion – Cu, Au, Pb, Zn, Ag/Prospect D - Ni, Cu) and New South Wales.

In New South Wales the company has the Crawl Creek Project which is host to numerous projects such as Murrays (Au) Blind Calf (Cu, Au) and Three Peaks (Cu, Pb, Ag).

The company also owns the Brown's Reef project in the southern part of the Cobar Basin (Zn, Pb, Ag, and Cu)

For further information on the Company's portfolio of projects please refer to the website at: [www.kidmanresources.com.au](http://www.kidmanresources.com.au)

### **Media:**

**Read Corporate**

**Paul Armstrong / Nicholas Read**

**+61 8 9388 1474**

**Competent Persons Statement**

**Exploration:**

The information in this release that relates to sampling techniques and data, Exploration Results, geological interpretation and Exploration Targets has been compiled by Mr. Michael Green BSc (Hons), MAusIMM, an employee of the Company. Mr. Green is a Member of the Australian Institute of Mining and Metallurgy and he has sufficient experience with the style of mineralisation and types of deposits under consideration, and to the activities undertaken, to qualify as a competent person as defined in the 2012 Edition of the "Australian Code for the Reporting of Exploration Results, Mineral Resources and Ore Reserves (The JORC Code). Mr. Green is a shareholder in KDR. Mr. Green consents to the inclusion in this report of the contained technical information in the form and context in which it appears.

**Cautionary Statement**

Readers should use caution when reviewing the exploration and historical production results presented and ensure that the Modifying Factors described in the 2012 edition of the JORC Code are considered before making an investment decision.



Burbanks 2016 RC Drillhole Intercepts												
Drillhole	Easting (BBMG)	Northing (BBMG)	RL (BBMG)	Dip	Azimuth (Mine Grid)	EOH depth (m)	Downhole From (m)	Downhole To (m)	Downhole Intersection (m)	Au (g/t)	Prospect	Site Type
CPRC138	2132.6	5225.5	1400.5	-57.18	256	35		No Significant Intercept			Dhamu Lode	RC
CPRC139	2083.3	5219.1	1399.5	-47.94	53	65		No Significant Intercept			Dhamu Lode	RC
CPRC140	2079.9	5217.2	1399.5	-58.8	48	85		No Significant Intercept			Dhamu Lode	RC
CPRC141	2093.02	5205.25	1399.788	-56.53	57	55		No Significant Intercept			Dhamu Lode	RC
CPRC142	2092.7	5206.2	1399.6	-69.53	52	75	55	57	2	1.19	Dhamu Lode	RC
CPRC143	2098.2	5193.94	1399.505	-59.45	75	50	39	41	2	6.89	Dhamu Lode	RC
CPRC144	2095.1	5193.2	1399.4	-70.46	72	70	59	61	2	13.3	Dhamu Lode	RC
CPRC145	2103.33	5179.94	1399.176	-59.87	90	50	40	42	2	1.05	Dhamu Lode	RC
CPRC146	2099.1	5180	1399.7	-70.98	90	75	58	63	5	1.24	Dhamu Lode	RC
CPRC147	2113.18	5160.68	1398.939	-64.62	90	52	42	44	2	5.5	Dhamu Lode	RC
CPRC148	2103.7	5160.1	1400	-69.77	90	85	57	58	1	2.69	Dhamu Lode	RC
CPRC149	2124.7	5146.87	1398.239	-48.67	90	35	26	28	2	1.78	Dhamu Lode	RC
CPRC150	2124.5	5146.9	1398.9	-54.84	122	60	42	44	2	14.51	Dhamu Lode	RC
CPRC151	2127.6	5144.5	1398.7	-61.78	134	75	53	55	2	1.61	Dhamu Lode	RC
			and				58	59	1	1.86	Dhamu Lode	RC
			and				67	69	2	4.38	Dhamu Lode	RC
CPRC152	2101.2	5170.4	1399.8	-64.95	90	70	52	54	2	1.62	Dhamu Lode	RC
CPRC153	2099.7	5186.5	1399.6	-65.85	81	65	45	48	3	3.45	Dhamu Lode	RC
CPRC154	2094.2	5200	1399.5	-65.17	65	65	48	50	2	5.11	Dhamu Lode	RC
CPRC155	2087.8	5212.4	1399.6	-60.52	52	70	45	47	2	1.45	Dhamu Lode	RC
CPRC156	2133.3	5228.3	1400.5	-54.82	264	45		No Significant Intercept			Dhamu Lode	RC
CPRC157	2100	5202	1399.6	-51.01	69	45	27	30	3	2.24	Dhamu Lode	RC

## Section 1 Sampling Techniques and Data

Criteria	JORC Code explanation	Commentary
<b>Sampling techniques</b>	<ul style="list-style-type: none"> <li>Nature and quality of sampling (e.g. cut channels, random chips, or specific specialised industry standard measurement tools appropriate to the minerals under investigation, such as down-hole gamma sondes, or handheld XRF instruments, etc.). These examples should not be taken as limiting the broad meaning of sampling.</li> <li>Include reference to measures taken to ensure sample representivity and the appropriate calibration of any measurement tools or systems used.</li> <li>Aspects of the determination of mineralisation that are Material to the Public Report.</li> <li>In cases where 'industry standard' work has been done this would be relatively simple (e.g. 'reverse circulation drilling was used to obtain 1 m samples from which 3 kg was pulverised to produce a 30 g charge for fire assay'). In other cases more explanation may be required, such as where there is coarse gold that has inherent sampling problems. Unusual commodities or mineralisation types (e.g. submarine nodules) may warrant disclosure of detailed information</li> </ul>	<p>This Table relates to the recent Reverse Circulation drilling programme and sampling undertaken by KDR at the Burbanks Project. All RC sampled sections reported are 1m intervals.</p> <p>A total of 20 RC drill holes for 1227m have been drilled by KDR in this programme. Holes were angled to optimally intersect the mineralised zones in consideration of site accessibility. To date analysis of 1384 samples have been received from the 1268 samples collected and submitted for analysis.</p> <p>RC drilling has been completed to industry standard using 1m sample intervals utilising a cone splitter to form a composite, which are then crushed and pulverised to produce a ~200g pulp sub-sample to use in the assay process. RC samples are fire assayed (30g charge or 50g charge).</p> <p>A total of 41 field duplicate samples were taken as a means of determining the representivity of the sampling</p> <p>Given the coarse gold component the samples are inherently variable and may not represent the average grade of the surrounding rock. The RC samples are assayed using a 30g fire assay Digest technique with an AAS finish</p>
<b>Drilling techniques</b>	<ul style="list-style-type: none"> <li>Drill type (e.g. core, reverse circulation, open-hole hammer, rotary air blast, auger, Bangka, sonic, etc.) and details (e.g. core diameter, triple or standard tube, depth of diamond tails, face-sampling bit or other type, whether core is oriented and if so, by what method, etc.).</li> </ul>	<p>All drilling was undertaken using Reverse circulation 5", Reverse circulation 5.5" diameter holes were drilled by VM Drilling.</p> <p>Hole depths ranged from a 35.00 to 85.00 m and averaged 61.35 m</p>
<b>Drill sample recovery</b>	<ul style="list-style-type: none"> <li>Method of recording and assessing core and chip sample recoveries and results assessed.</li> <li>Measures taken to maximise sample recovery and ensure representative nature of the samples.</li> <li>Whether a relationship exists between sample recovery and grade and whether sample bias may have occurred due to preferential loss/gain of fine/coarse material.</li> </ul>	<p>RC recoveries are logged and recorded in the database. Overall recoveries are &gt;95% for Burbanks Project. Depths were checked against rod counts which were routinely carried out by the drilling contractor. Recoveries are recorded as a percentage calculated from measured core verses drilled intervals. There is no known relationship between sample recovery and grade.</p>
<b>Logging</b>	<ul style="list-style-type: none"> <li>Whether core and chip samples have been geologically and geotechnically logged to a level of detail to support appropriate Mineral Resource estimation, mining studies and metallurgical studies.</li> <li>Whether logging is qualitative or quantitative in nature. Core (or costean, channel, etc.) photography.</li> <li>The total length and percentage of the relevant intersections logged.</li> </ul>	<p>All information captured by previous explorers is imported into the Kidman database and verified before reporting. Kidman Resources undertakes industry best practice for any exploration programmes it undertakes. Steps taken are detailed below:</p> <p>RC samples are chipped and stored in numbered trays were intervals are then logged, dependent on observed changes for the variable under investigation (e.g. lithology, alteration etc.). The geological logs are carefully compiled with appropriate attention to detail. Kidman Resources utilises Field Marshall as its logging interface, with data recorded on multiple table files, these include geology, alteration, mineralisation, veining and recovery. Data is validated on entry using a library of standardised codes.</p> <p>For pre- Kidman Resources (KDR) activities, best practice is assumed.</p>
<b>Sub-sampling techniques and sample preparation</b>	<ul style="list-style-type: none"> <li>If core, whether cut or sawn and whether quarter, half or all core taken.</li> <li>If non-core, whether riffled, tube sampled, rotary split, etc. and whether sampled wet or dry.</li> <li>For all sample types, the nature, quality and appropriateness of the sample preparation technique.</li> <li>Quality control procedures adopted for all sub-sampling stages to maximise representivity of samples.</li> <li>Measures taken to ensure that the sampling is representative of the in situ material collected, including for instance results for field duplicate/second-half sampling.</li> </ul>	<p>Not applicable as samples are non-core. A total of 1268 samples were collected using Cone Splitter sampling methods. A total of 1274 samples were sent to ALS Kalgoorlie for sample preparation.</p> <p>The laboratory uses industry best practice. The procedure utilised include the following:</p> <ul style="list-style-type: none"> <li>Sort all samples and note any discrepancies to the client submitted paperwork. Record a received weight (WEI-21) for each sample. Separate out any samples for SG analysis onto a separate trolley to ensure they are not crushed.</li> <li>Dry samples at 95 degrees until dry.</li> <li>Perform non wax dipped SG analysis (OA-GRA08) on requested samples and return these to the drying oven</li> </ul>

	<ul style="list-style-type: none"> <li>• Whether sample sizes are appropriate to the grain size of the material being sampled.</li> </ul>	<p>once completed.</p> <ul style="list-style-type: none"> <li>• Crush samples to 6mm nominal (CRU-21) split any samples &gt;3.2Kg using riffle splitter (SPL- 21).</li> <li>• Generate duplicates for nominated samples, assigning D suffix to the sample.</li> <li>• Pulverise samples in LM5 pulveriser until grind size passes 90% passing 75um (PUL-23). Check grind size on 1:20 using wet screen method (PUL-QC).</li> <li>• Take ~400g working master pulp for 50g fire assay, AAS finish (Au-AA26)</li> <li>• Samples are assayed for gold to 0.01ppm. Detection limits are in ppm unless otherwise noted. For pre-Kidman Resources (KDR) samples, best practice is assumed.</li> </ul> <p>Field QC procedures involve the use of Certified Reference Materials (CRM's) as assay standards (66), along with field derived duplicates (41).</p> <p>The insertion rate of CRM's is according to standard policy and deemed appropriate for this type of sampling. Field duplicates analytical results have been checked against the corresponding primary sample result and found to be in an acceptable level of variance.</p> <p>CRM's have been cross checked against their certified value and found to be in an acceptable level of variance. Sample sizes are considered appropriate for the rock type, style of mineralisation, the thickness and consistency of the intersections, the sampling methodology and assay ranges for the primary elements at Burbank</p>
<b>Quality of assay data and laboratory tests</b>	<ul style="list-style-type: none"> <li>• The nature, quality and appropriateness of the assaying and laboratory procedures used and whether the technique is considered partial or total.</li> <li>• For geophysical tools, spectrometers, handheld XRF instruments, etc., the parameters used in determining the analysis including instrument make and model, reading times, calibrations factors applied and their derivation, etc.</li> <li>• Nature of quality control procedures adopted (e.g. standards, blanks, duplicates, external laboratory checks) and whether acceptable levels of accuracy (i.e. lack of bias) and precision have been established.</li> </ul>	<p>For all drill core samples being reported, gold concentration is determined by fire assay using the lead collection technique with a 30 gram sample charge weight. An AAS finish is used and considered as total gold digestion.</p> <p>No geophysical results reported</p> <p>The QAQC protocols used include the following for all drill samples:</p> <ul style="list-style-type: none"> <li>• The <u>field</u> QAQC protocols used include the following for all drill samples: <ul style="list-style-type: none"> <li>- Commercially prepared certified reference materials (CRM) are inserted at an incidence of 1 in 20 samples. The CRM used cannot be identified by the laboratory,</li> <li>- QAQC data is assessed when received from the lab and following import by an external database administrator.</li> </ul> </li> <li>• The <u>laboratory</u> QAQC protocols used include the following for all drill samples: <ul style="list-style-type: none"> <li>- Repeat analysis of pulp samples occurs at an incidence of 1 in 20 samples,</li> <li>- The laboratory reports its own QAQC data on with each batch returned</li> </ul> </li> <li>• Failed standards are generally followed up by re-assaying a second 30g pulp sample of all samples in the fire above 0.1ppm by the same method at the primary laboratory.</li> </ul> <p>Both the accuracy component (CRM's checks) and the precision component (duplicates and repeats) of the QAQC protocols are thought to demonstrate acceptable levels of accuracy and precision</p>
<b>Verification of sampling and assaying</b>	<ul style="list-style-type: none"> <li>• The verification of significant intersections by either independent or alternative company personnel.</li> <li>• The use of twinned holes.</li> <li>• Documentation of primary data, data entry procedures, data verification, data storage (physical and electronic) protocols.</li> <li>• Discuss any adjustment to assay data.</li> </ul>	<p>To date KDR has not twinned any drill holes. Primary data was collected using a set of standard logging templates on laptop computers using lookup codes.</p> <p>Once data collection is complete the information was sent to Geobase Australia for additional validation and compilation prior to loading into the company's into an Azeva Database Management System.</p> <p>KDR undertakes continual data integrity checks and validation. No adjustments or calibrations were made to any assay data. Holes drilled to date by KDR have been located with a Total Station and are assumed to be accurate to <math>\pm 0.1</math> m. This is considered appropriate for the current drill hole spacing. Downhole gyro surveys were completed as deemed appropriate.</p>
<b>Location of data points</b>	<p>Accuracy and quality of surveys used to locate drill holes (collar and down-hole surveys), trenches, mine workings and other locations used in Mineral Resource estimation. Specification of the grid system used. Quality and adequacy of topographic control.</p>	<p>All horizontal coordinates are based on the Burbank Mine Grid and converted to GDA94_S1S grid system. Drillhole collar locations have been surveyed using Total Station method/s by Minecomp personnel. These accuracy of the surveying ranges between 0.2 and 0.5m. All maps and plans are presented in in MGA 94 Zone 51 or in Burbank's Mine Local Grid which is</p>

		oriented 43 degrees magnetic-sub parallel to the strike of the major lithological units and structural features of the Burbanks area
<b>Data spacing and distribution</b>	<ul style="list-style-type: none"> <li>• Data spacing for reporting of Exploration Results.</li> <li>• Whether the data spacing and distribution is sufficient to establish the degree of geological and grade continuity appropriate for the Mineral Resource and Ore Reserve estimation procedure(s) and classifications applied.</li> <li>• Whether sample compositing has been applied.</li> </ul>	<p>The mineralised domains have demonstrated sufficient continuity in both geological and grade continuity to support the classifications applied under the 2012 JORC Code Underground exploration and definition drilling has been drilled on a range of spacing, from 10m to 50m</p> <p>The mineralisation at Burbank's has demonstrated sufficient continuity in geological observations, but due to the high nugget effect of the ore body sludge drilling is often used to further delineate ore zones. Sludge holes are not reported as they do not meet adequate QAQC standards; they are however used as an operational control. Diamond and RC samples are measured as 1 metre intervals or cut to match geological boundaries.</p>
<b>Orientation of data in relation to geological structure</b>	<ul style="list-style-type: none"> <li>• Whether the orientation of sampling achieves unbiased sampling of possible structures and the extent to which this is known, considering the deposit type.</li> <li>• If the relationship between the drilling orientation and the orientation of key mineralised structures is considered to have introduced a sampling bias, this should be assessed and reported if material.</li> </ul>	M15/161 lies axially along the Burbanks shear over a distance of ~6km. The shear trends northeast and dips steeply northwest. It is 60-100m wide within a package of basalts with intercalated gabbro/dolerite and sediments. The mineralised lodes form sub-parallel to the Burbanks Shear.
<b>Sample security</b>	<ul style="list-style-type: none"> <li>• The measures taken to ensure sample security.</li> </ul>	Sample chain of custody is managed by Kidman. Samples for the Project are stored on site and delivered to the laboratory in Kalgoorlie by Kidman Resources personnel. Whilst in storage the samples are kept in a locked yard that is monitored by CCTV. Tracking sheets tracks the progress of batches of samples.
<b>Audits or reviews</b>	<ul style="list-style-type: none"> <li>• The results of any audits or reviews of sampling techniques and data</li> </ul>	<p>A further internal review of the sampling techniques and data is being conducted by Kidman Resources as part of due diligence and continual review of protocols, this occurs as a matter of course for all exploration activities undertaken by Kidman Resources.</p> <p>Pre-KDR data audits were found to be minimal in regards to QAQC, though in line with industry standards of the time.</p>

## **Section 2 Reporting of Exploration Results**

<b>Criteria</b>	<b>JORC Code explanation</b>	<b>Commentary</b>
<b>Mineral tenement and land tenure status</b>	<ul style="list-style-type: none"> <li>• Type, reference name/number, location and ownership including agreements or material issues with third parties such as joint ventures, partnerships, overriding royalties, native title interests, historical sites, wilderness or national park and environmental settings.</li> <li>• The security of the tenure held at the time of reporting along with any known impediments to obtaining a licence to operate in the area.</li> </ul>	<p>The drilling and face sampling was undertaken on tenement ML15/161 and forms part of the company's Coolgardie project located in Western Australia. All tenements are in good standing. There are no heritage issues within the current exploration package. All leases and licences to operate are granted and in the order of 2 to 15 years.</p> <p>M15/0161 Barra Resources Caveat \$25/OZ M15/0026 SV 132.80H Royalty 2%, M15/0518 M15/0637, M15/1272 SV9.3H Philip Scott Milling Caveat, M15/1361, P15/4848, P15/4849, P15/4851, P15/4852, P15/5234, P15/5235 The Burbanks and Gunga projects consist of 1184Ha.</p>
<b>Exploration done by other parties</b>	<ul style="list-style-type: none"> <li>• Acknowledgment and appraisal of exploration by other parties.</li> </ul>	<p>Previous Explorers in the tenement and Project area include Unknown, WMC, Jarrafire, Pettingill, Barra, Callion, Normandy, AMALG, Barra Resources, Perseverance, Jones Mining, Blue Tiger.</p> <p>In total including KDR exploration there has been</p> <ul style="list-style-type: none"> <li>o 2042 Drillholes holes for 128,859.79m</li> <li>o 4066 Grade Control Drilling and Face Samples taken for 28,289.51 m</li> </ul> <p>1885-1914 The Birthday Gift mine was established following the discovery of Gold at Burbanks in 1885, the greatest period of production occurred from 1897-1903. Work then ceased at the project with the commencement of the First World War.</p> <p>1946-1951 New Coolgardie Mines acquired and consolidated the operations at Burbanks. Management of the project was then assumed by Western Mining from 1948-1951.</p> <p>From the early 1950s to 1978 the old mine workings at Burbanks were covered by some 20GMLs.</p> <p>In 1978 Jones Mining NL acquired all 20 GMLs and pegged two prospecting licences to the north. In 1985 these tenements were amalgamated into a single mining</p>

		<p>lease M15/161.</p> <p>1985-1991, in 1986 Jones Mining reached a joint agreement with Callion Mining Pty Ltd, a partnership with Metallgesellschaft of Australia Pty Ltd and Lubbock Nominees, whom conducted several phases of shallow RAB exploration.</p> <p>1991-1999 Amalg Resources purchased the Burbanks mining lease from Metallgesellschaft in 1991, Amalg then proceeded to establish the Christmas Open pit. Amalg Resources then sold M15/161 to Barra Resources whom commenced a drill programme to target the 7 level mineralisation mined by WMC and to extend the mineralised lodes within the Christmas and Lady Robinson Pits.</p> <p>The Burbanks Project then became fully acquired by Blue Tiger Mines (a private entity) in 2013.</p> <p>All previous work is accepted and assumed to be industry standard at that time</p>
<b>Geology</b>	<p>• <i>Deposit type, geological setting and style of mineralisation.</i></p>	<p>The Burbanks Project is located within the southern extents of the northeast – southwest trending, reverse - dextral Burbanks Shear Zone. The stratigraphy is characterised by a sequence of steeply west-dipping to sub-vertical, fine grained high MgO basalts (typically pillowed) grading to fine-medium grained and massive-ophitic dolerites. This sequence trends northeast – southwest, largely parallel with the Burbanks Shear Zone. Intruding this sequence are a series of fine to medium grained, garnetiferous diorite bodies. The dioritic intrusives are commonly sub-vertical, 2 – 50m thick, and sub-parallel to the surrounding mafic sequence, exhibiting strike lengths from 20-250+m. Mafic – diorite contacts are not always sharp, owing to the later reheating and partial assimilating with the mafic host sequence.</p> <p>Earlier structural observations (Knight et al, 1993) have identified that ore zones at Burbanks are characterised by NE striking, laminated and highly boudinaged, steeply dipping quartz - carbonate lodes. Recent mining activity from July 2006 to present confirms the nature of these mineralised systems while also emphasising the importance of both mafic and intermediate (diorite) rocks as hosts to mineralisation</p> <p><b>Mineralisation</b></p> <p>Three main styles of mineralisation have been observed at Burbanks, each related to a specific host rock sequence. The Jesson and Hadfield lodes provided the greatest contribution to historical tonnes and ounces at Burbanks. Both lodes lie on the western edge of the known mineralised system at Burbanks, hosted within a sequence of moderately foliated pillow basalt grading to fine grained dolerite. Mineralisation commonly occurs as thin, sub vertical to steeply east dipping highly boudinaged, attenuated and ptigmatic, anastomosing quartz – carbonate veins, surrounded by a moderate to strong biotite – amphibole – chlorite – carbonate alteration assemblage with lesser (1 – 5% pyrrhotite). The recently discovered Dahmu lode (located on the far eastern edge of known mineralisation) bears some similarities with Jesson and Hadfield.</p> <p>The second style, of which the Tailor system is an example, is hosted mostly within fine to medium grained dolerite, and displays more brittle textures. Quartz veining is more frequent with both laminated and breccia textures noted. Both larger scale open folds and tighter, superimposed ptigmatic folds are also observed throughout. An alteration assemblage of biotite – silica – amphibole – chlorite – carbonate is commonly noted, with 5 – 15% pyrite and pyrrhotite present within high-grade zones.</p> <p>The Wahloo and Eastern lodes represent the third major ore style at Burbanks. These systems are hosted almost exclusively within fine to medium grained, garnetiferous diorite. Unlike the previous styles, veining within Wahloo and Eastern is represented by highly irregular, often chaotic quartz – carbonate stringers and as such, were poorly understood when mined historically. Alteration accompanying quartz veining is characterised by silica – sericite – carbonate, with 5 – 20% fine disseminated pyrite and pyrrhotite within high-grade intervals.</p> <p>Development and spatial setting of ore systems at Burbanks have been influenced by several factors; most notably stratigraphy and competency contrast. As highlighted in the previous section, Wahloo and Eastern ore zones are focused almost exclusively within diorite.</p>

		<p>Highest grading ore typically focuses along both the eastern and western diorite contacts. During deformation, diorite (owing to its high silica content) acts in a more brittle manner than the surrounding mafic sequence, allowing auriferous fluids to preferentially focus into these host units.</p> <p>Jesson and Tailor style mineralisation exhibit a more ductile texture due primarily to being hosted within mafic sequences. Orientation of these lodes are subsequently sub-parallel to the regional Burbanks Shear Zone and exhibit a boudinaged, poddy and discontinuous style in keeping with their more ductile setting.</p>
<b>Drill hole Information</b>	<ul style="list-style-type: none"> <li>A summary of all information material to the understanding of the exploration results including a tabulation of the following information for all Material drill holes: <ul style="list-style-type: none"> <li>o easting and northing of the drill hole collar</li> <li>o elevation or RL (Reduced Level – elevation above sea level in metres) of the drill hole collar</li> <li>o dip and azimuth of the hole</li> <li>o down hole length and interception depth</li> <li>o hole length.</li> </ul> </li> <li>If the exclusion of this information is justified on the basis that the information is not Material and this exclusion does not detract from the understanding of the report, the Competent Person should clearly explain why this is the case.</li> </ul>	See previous announcements by KDR for a table of Significant historical intercepts.
<b>Data aggregation methods</b>	<ul style="list-style-type: none"> <li>In reporting Exploration Results, weighting averaging techniques, maximum and/or minimum grade truncations (e.g. cutting of high grades) and cut-off grades are usually Material and should be stated.</li> <li>Where aggregate intercepts incorporate short lengths of high grade results and longer lengths of low grade results, the procedure used for such aggregation should be stated and some typical examples of such aggregations should be shown in detail.</li> <li>The assumptions used for any reporting of metal equivalent values should be clearly stated.</li> </ul>	<p>High grade intervals internal to broader zones of mineralisation are reported as included or within intervals.</p> <p>Maximum internal dilution is 2m within a reported interval.</p> <p>No grade top cut off has been applied.</p> <p>No metal equivalent is used or applied.</p> <p>A minimum cut-off grade Of 0.1g/t Au is applied to the reported gold intervals</p>
<b>Relationship between mineralisation widths and intercept lengths</b>	<ul style="list-style-type: none"> <li>These relationships are particularly important in the reporting of Exploration Results.</li> <li>If the geometry of the mineralisation with respect to the drill hole angle is known, its nature should be reported.</li> <li>If it is not known and only the down hole lengths are reported, there should be a clear statement to this effect (e.g. 'down hole length, true width not known').</li> </ul>	M15/161 lies axially along the Burbanks shear over a distance of ~6km. The shear trends northeast and dips steeply northwest. It is 60-100m wide within a package of basalts with intercalated gabbro/dolerite and sediments. The mineralised lodes form sub-parallel to the Burbanks Shear. The RC drilling is predominantly perpendicular to the lodes, as the thickness of most lodes has been established from face and backs mapping underground true widths of drill intercepts are easily calculated.
<b>Diagrams</b>	<ul style="list-style-type: none"> <li>Appropriate maps and sections (with scales) and tabulations of intercepts should be included for any significant discovery being reported These should include, but not be limited to a plan view of drill hole collar locations and appropriate sectional views.</li> </ul>	Refer to Figures in body of text. Diagrams of each section have not been provided as Logging and interpretation of data is still underway thus producing sections with unfinished interpretation would represent bias to the Orebody. These sections will be included as drilling continues in the Underground operation and interpretations qualified
<b>Balanced reporting</b>	<ul style="list-style-type: none"> <li>Where comprehensive reporting of all Exploration Results is not practicable, representative reporting of both low and high grades and/or widths should be practiced to avoid misleading reporting of Exploration Results.</li> </ul>	Representative results have previously been reported in Announcements by KDR. All results to date are reported in the table provided from the RC drill programme.
<b>Other substantive exploration data</b>	<ul style="list-style-type: none"> <li>Other exploration data, if meaningful and material, should be reported including (but not limited to): geological observations; geophysical survey results; geochemical survey results; bulk samples – size and method of treatment; metallurgical test results; bulk density, groundwater, geotechnical and rock characteristics; potential deleterious or contaminating substances.</li> </ul>	Multi element assaying has not historically been conducted routinely on samples for a suite of potentially deleterious elements. Forthcoming work will include this type of analysis. The results shown are from historic work completed before the acquisition by Kidman Resources.

<b>Further Work</b>	<ul style="list-style-type: none"><li>• <i>The nature and scale of planned further work (e.g. tests for lateral extensions or depth extensions or large-scale step-out drilling).</i></li></ul>	KDR is currently undertaking a UG Diamond Drilling programme to delineate future mining areas within the Birthday Gift Underground. Face sampling and back mapping is routinely undertaken during Underground production activities. A review of historic drill holes is underway with multiple holes to be sampled as areas of interest have not historically been assayed. These results will be used internally for Grade Control modelling. Mining activities will continue at the Burbanks mine with face chip sampling continuing as a matter of course.
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## Robert Connor

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**From:** Lyndal Money  
**Sent:** Monday, 23 May 2016 8:17 AM  
**To:** 'Dominique Stewart'  
**Cc:** Robert Connor  
**Subject:** Shire of Coolgardie - RAV Permits  
**Attachments:** doc00155220160222103801.pdf

**Importance:** High

Dominique,

Robert has just spoken to me regarding your request for RAV permits and advised the following:

- He is able to approve your the haulage of 15,000t of ore from Burbanks to Greenfields Mill along Lady Loch and Nepean Roads following the payment of the full contribution as outlined below:

Coolgardie Mining Company  
Nepean - LadyLoch Rd

	rate	tonnes	km	Full Contribution (ex GST)
Maintenance	\$ 0.07	15,000	8.8	\$ 9,240.00
Capital	\$ 0.11	15,000	8.8	\$ 14,520.00
<b>TOTAL</b>				<b>\$ 23,760.00</b>

- Upon receipt of payment RAV permits will be issued
- If you wish to seek any discount to this contribution, your request can be presented to Council at the June meeting 28/06/2016 for decision
- With respect to your letter dated 11 February 2016, it would be advisable if you wish to seek a special exemption from terms of TS-04 RAV Campaign Policy you organise a meeting with Robert Connor and Paul Webb to discuss the best way forward. I have attached a copy of correspondence sent to you earlier this year

Kind Regards,

Lyndal Money  
Administration Officer

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

**Shire of Coolgardie –“OUR COMMUNITY, OUR PEOPLE, OUR FUTURE”**

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**From:** Dominique Stewart  
**Sent:** Wednesday, 18 May 2016 11:05 AM  
**To:** 'mts@coolgardie.wa.gov.au'  
**Cc:** 'tst@coolgardie.wa.gov.au'; 'eto@coolgardie.wa.gov.au'  
**Subject:** FW: Shire of Coolgardie - RAV Permits

Hello Robert,

Please see attached a letter sent to you late last year with regards to changing the Haulage Permitting and Payment process for the Kidman Burbanks Gold Mine.

I would like to re-visit the discussion we began regarding this, however due to timing circumstances I am also attaching a letter requesting New permits for this up and coming Milling Campaign.

Regards,

Dominique Stewart



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# Shire of Coolgardie

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Bayley Street, Coolgardie WA 6429  
Irish Mulga Drive, Kambalda WA 6442  
**Postal Address:**  
PO Box 138, Kambalda WA 6442

OCR7997

R Connor

22 February 2016

Dominique Stewart  
Executive Manager - Kidman Resources  
Suite 3, Level 4, 12-20 Flinders Lane  
Melbourne VIC 3000

Dear Dominique

**RE: Haulage on Ladyloch and Nepean Roads**

Thank you for your letter dated on the 11 February 2016.

The Shire of Coolgardie's bound by the agreed upon policies for road haulage practices within the Shire, as stated in the policies TS-03 and TS-04 the full rate of contribution is 18 cents per tonne per kilometre which covers capitol and maintenance.

The previous campaigns undertaken by Kidman Resources have all been undertaken at a significant reduction of this rate, as negotiated between myself and Kidman Resources and then agreed on at Council.

Any renegotiations of Shire policy will require a meeting to be held with The Shire of Coolgardie's Chief Executive Officer – Paul Webb and Representatives of Kidman Resources.

Can you please contact Elly McKay Executive Secretary on 9080 2111 to organise a meeting at the Coolgardie Shire Offices

Yours sincerely,

Robert Connor  
Manager Technical Services

**12.0 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

NIL

**13.0 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING**

13.1 ELECTED MEMBERS  
NIL

13.2 OFFICERS  
NIL

**COUNCIL RESOLUTION: # 118/16**

MOVED: COUNCILLOR, K JOHNSTONE  
SECONDED: COUNCILLOR, S BOTTING

That Council close the meeting to the public to discuss items 14.1 Legal Advice Jaurdi Hills Road and 14.2 Chief Executive Officer Key Performance Indicators 2016 – 2017 at pm.

**ABSOLUTE MAJORITY 6/0**

*Manager Recreation and Regulatory Services – Jill O'Brien, Manager Community Services - Sandy Donkin, Manager Administration Services – Sue Mizen, and Consultant – James Trail left the room at 6.40pm*

**14.0 CONFIDENTIAL ITEMS**

*M Cullen declared a financial interest and left the room at 6.41pm*

Agenda Reference 14.1 Legal Advice Jaurdi Hills Road

**COUNCIL RESOLUTION: # 119/16**

MOVED: COUNCILLOR, K JOHNSTONE  
SECONDED COUNCIULLOR, N KARAFILIS

That Council amend the officers recommendation.

**ABSOLUTE MAJORITY 6/0**

COUNCIL RESOLUTION: # 120/16

MOVED: COUNCILLOR, S BOTTING  
SECONDED COUNCIULLOR, K JOHNSOTNE

Amdendment

That Council discontinue the legal pursuit by McLeod's Barristers and Solicitors to recoup \$80,000 of council funds expended due to the unmapped Telstra cable interfering with scheduled roadwork's on Jaurdi Hills Road.

ABSOLUTE MAJORITY 5/0

*M Cullen – Shire President and James Trail – Consultant returned to the room at 6.53pm*

*Chief Executive Officer – Paul Webb left the room at 6.54pm*

Agenda Reference      14.2      Chief Executive Officer Key Performance Indicators 2016 – 2017

**COUNCIL RESOLUTION: # 121/16**

MOVED: COUNCILLOR, K LINDUP

SECONDED: COUNCILLOR, T RATHBONE

That Council Endorse the Key Result Area's and Key Performance Indicator's for the Chief Executive Officer for 2016/2017 as set in (Confidential Attachment 1).

ABSOLUTE MAJORITY 6/0

**COUNCIL RESOLUTION: # 122/16**

MOVED: COUNCILLOR, K LINDUP

SECONDED: COUNCILLOR, J JOHNSTONE

That Council reopen the meeting to the public at 7.17pm.

ABSOLUTE MAJORITY 6/0

*Manager Recreation and Regulatory Services – Jill O'Brien, Manager Community Services - Sandy Donkin, Manager Administration Services – Sue Mizen, returned to the room at 7.17pm*

<b>15.0      CLOSURE OF MEETING</b>
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Shire President declared the meeting closed at 7.19pm and thanked all for their attendance.