Shire of Coolgardie

Mother of the Goldfields

AGENDA

Ordinary Council Meeting

23 June 2026

6.30pm

Council Chambers, Bayley Street, Coolgardie

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Members of the public are advised that Council agendas, recommendations, minutes and resolutions are subject to confirmation by Council and therefore, prior to relying on them, one should refer to the subsequent meeting of Council with respect to their accuracy.

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Applicants and other interested parties should refrain from taking any action until such time as written advice is received confirming Council's decisions with respect to any particular issue

ACKNOWLEDGEMENT OF COUNTRY

The Shire of Coolgardie acknowledges the Traditional Owners of the land on which we meet and acknowledges their continuing cultural connection to the Land, Waters and Community. We pay our respect to Elders past and present.

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1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

1.1 ACKNOWLEDGEMENT OF COUNTRY

"The Shire of Coolgardie acknowledges the Traditional Owners of the land, on which we meet and pay our respects to Elders past, and present."

2 ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

2.1 PRESIDENT'S REPORT - JUNE 2026

Date: **26 May 2026**

Author: **Cr Paul Wilcox, Shire President**

To kick off this month's report, I'd firstly like to thank everyone who took the time to complete the Shire's Strategic Community Plan survey in May, including community members who attended the in-person sessions that were held in Coolgardie and Kambalda.

The information gathering through these sessions is currently being collated and analysed, with the final report to be provided to Council at the August Ordinary Council Meeting (OCM) for consideration and adoption. This document will ensure that Council decision making is guided by community input. The Strategic Community Plan defines the community vision, aspirations and objectives for a 10 year period and identifies key priorities for the local government. The preliminary results from the survey have already been useful to Council to assist with identifying common themes for consideration during the current budget setting process for the coming 2026/27 financial year.

At the May OCM, Council accepted a recommendation that outlined a proposal to remove the tip pass system and residential waste limits that were re-introduced in 2025 as part of the Shire's financial recovery strategy. This change came into effect from 01 June 2026 and illustrates that the Shire's financial recovery plan is now starting to deliver real results through returning services to ratepayers. Council is seeking to continue this strategy into the coming financial year, and we look forward to sharing more information about planned initiatives once the budget is finalised and adopted.

To support these initiatives, Council has advertised a conservative differential rating strategy for the coming financial year which we believe strikes a sustainable balance between ensuring that the Shire is able to improve services and absorb cost increases without placing a significant burden on ratepayers. We understand that cost of living increases and financial pressures are front of mind for many of our ratepayers, but we hope that the community will see some observable improvements this year which will help justify our rating strategy.

The Shire was also pleased to host representatives from the Local Government inspector last month, who attended the OCM and provided some information to Councillors and staff about the Inspector's new role in overseeing conduct within the sector. The Shire has also provided the inspector with the latest quarter of reports and information as requested by the Minister**,** and these are now available on our Ministerial Reporting Hub page on our website.

Despite the change in the season and the colder weather it has ushered in, I have enjoyed seeing strong attendance at various community events continue and Councillors engaging proactively with their electors. We are all keen to continue building trust and improving the relationship between the Shire and community and look forward to these conversations when you see us out and about, or alternatively contacted via phone or email using our contact details on the "Elected Members" page of our website.

3 DECLARATION OF COUNCIL MEMBERS

The Shire President to invite Council Members to declare that they have read the agenda and supporting documents and able to make informed decision on all matters accordingly.

4 RECORD OF ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE

5 DECLARATIONS OF INTEREST

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

5.3 Declarations of Impartiality Interests –Shire of Coolgardie Code of Conduct for Council Members, Committee Members and Candidates for Election, Code of Conduct for Employees

6 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Ordinary Council Meeting 26 May 2026

Jan McLeod – Widgiemooltha

6. Are you able to expand on those?

Chief Executive Officer response:
Plant P373 is the Mechanic's Ute, this fuel card is also used for items of plant and equipment that do not have their own fuel card, or when a card isn't working.

The Mechanic was asked to ensure all fuel pods and plant were fully fueled up in March due to the ongoing increases in fuel prices and uncertainty of supply at the time.

Two fuel pods were filled with the follow litres as follows:

- 03 March 2026 - 929.03 litres
- 17 March 2026 - 350 litres

12. Is rubbish currently being trucked to the Kambalda Tip?

i) What types of rubbish does this include?

Chief Executive Officer response:
General waste is regularly being trucked (transferred) into the Kambalda Refuse Site from the Coolgardie Site. There are the odd loads of building waste or clean fill. The Shire had to cart in clean tip cover from outside the refuse compound, but the Shire hasn't had to do that for a little while now.

14. What happened to this resource/asset and why was it discontinued?

Chief Executive Officer response:
The original intent of the shed was not to be a recycle shed but to house our loader and due to it not being utilised for its original purpose and also being old and unstable, it was removed from the Kambalda Waste Facility.

25. When will the kerbing and footpath that has been removed from 11 Goodenia Crt be replaced as the ground will wash away without their replacement?

Chief Executive Officer response:
At this stage we are seeking quotes for the works and aiming for it to be completed within the next few weeks.

7 PUBLIC QUESTION TIME

8 APPLICATIONS FOR LEAVE OF ABSENCE

9 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

9.1 MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 26 MAY 2026

Date: **23 June 2026**

Author: **Kasey Turner, Executive Assistant**

ATTACHMENTS

Nil

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held on 26 May 2026 be confirmed as a true and accurate record.

10 PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Nil

11 REPORTS OF COMMITTEES

Nil

12 REPORTS OF OFFICERS

12.1 Executive Services

12.1.1 ST JOHNS WA - EXTENSION OF MEMORANDUM OF AGREEMENT

Location: N/A

Applicant: N/A

Disclosure of Interest: Nil

Date: 10 June 2026

Author: Leanne Parola, Executive Manager Governance and Workplace

SUMMARY

The Shire's current Memorandum of Agreement with St John WA for the provision of integrated medical services in Kambalda expires on 30 June 2026. The Agreement has an annual value exceeding $700,000 and does not include an option to extend.

Given the contract value, the Shire is required to publicly invite tenders under section 3.57 of the Local Government Act 1995 and Regulation 11 of the Local Government (Functions and General) Regulations 1996, unless a valid exemption applies.

This report seeks Council endorsement of a compliant procurement pathway involving:

- Immediate commencement of a public tender process; and
- Entry into a six (6) month interim arrangement with the current provider, relying on Regulation 11(2)(jb), to ensure continuity of essential medical services.

BACKGROUND

The Shire has an existing agreement with St John WA for the delivery of integrated medical services (including GP services) in Kambalda.

Key facts:

- Contract expiry: 30 June 2026
- Contract value: in excess of $700,000 per annum
- No extension provisions included

The service is considered essential to the health and wellbeing of the Kambalda community, with limited alternative providers available in the region.

COMMENT

The current agreement with St John WA includes the following:

- Set fee for base service level amount (equating to 0.8 FTE of onsite GP and 0.2 telehealth consultation)
- Additional payment per quarter where additional GP hours are provided equivalent to 0.5 FTE
- GP services are provided on a FIFO basis
- Shire to maintain the sub-lease for the Kambalda Health Centre
- Shire to provide one furnished residential property for exclusive use and occupation by St John on the following terms:

  - Rent free
  - Payment of utilities up to $3,000 pa
  - Minor repairs and maintenance
- Shire to pay $16,000 pa to St John to support Community Transport Service
- Shire to provide Shed to house an ambulance and Community Transport Vehicle for $1 pa until 14/10/29

Under section 3.57 of the Local Government Act 1995, a local government must invite tenders for contracts of a prescribed kind. The Regulations require public tenders for contracts valued at $250,000 or more, unless an exemption applies.

Regulation 21A restricts contract variations and only permits variations or extensions in limited circumstances, including where an exemption under Regulation 11(2) applies.

As the current Agreement:

- Does not include an extension option; and
- A further term would materially change the duration and value

the Agreement cannot be extended via variation in a compliant manner.

Requirement to Tender

The Shire is required to undertake a public tender process for the ongoing delivery of medical services.

Failure to do so would present:

- Legislative non-compliance risk
- Audit and probity exposure
- Reputational risk in relation to transparency and fairness

Service Continuity Risk

The impending expiry of the Agreement creates a risk of disruption to a critical health service, noting:

- The essential nature of GP and medical services in a remote/regional community
- The limited availability of alternative providers
- The potential adverse impact on community health outcomes

A short-term transitional arrangement is required to mitigate this risk while a compliant procurement process is completed.

Compliant Procurement Pathway

Step 1 – Public Tender Process

- Immediate commencement of a public tender for a new contract
- Appropriate contract term and evaluation criteria to be established

Step 2 – Interim Arrangement (6 Months)

- Enter into a six (6) month short-term agreement with the incumbent provider (St John WA)
- This arrangement is to be:

  - Strictly limited in duration
  - Non-renewable
  - Clearly documented as transitional only
- The arrangement is to be undertaken in reliance on:
  - Regulation 11(2)(jb) (medical services exemption)

Exemption Justification (Regulation 11(2)(jb))

The Shire will rely on Regulation 11(2)(jb) of the Local Government (Functions and General) Regulations 1996 to enter into a short-term arrangement for the provision of medical services without inviting tenders. This exemption is considered applicable on the basis that the services are essential to the health and wellbeing of the Kambalda community, there is a limited and specialised provider market in a regional context, and there is insufficient time to complete a compliant tender process prior to the expiry of the current Agreement.

The proposed six-month arrangement is strictly limited to the minimum period required to maintain continuity of critical medical services while a public tender process is undertaken, and is not intended to avoid or delay open competition. The Shire is satisfied that this approach represents a reasonable, proportionate and defensible use of the exemption, consistent with the principles of transparency, value for money and sound procurement practice.

Governance and Probity Controls
To ensure compliance and audit defensibility:

- Formal approval in accordance with delegation or Council resolution
- Full documentation of:
  - Exemption rationale
  - Market considerations
  - Service continuity risks
- Clear separation between:
  - Interim arrangement; and
  - Procurement process for long-term contract

CONSULTATION

The Chief Executive Officer has met with representatives of St Johns WA.

STATUTORY ENVIRONMENT

- Local Government Act 1995 – s 3.57
- Local Government (Functions and General) Regulations 1996 – r 11
- Local Government (Functions and General) Regulations 1996 – r 11(2)(jb)
- Local Government (Functions and General) Regulations 1996 – r 21A

POLICY IMPLICATIONS

Policies 1.06 Procurement and Purchasing and 2.18 Contract Extensions and Variations have been considered in preparation of this item.

FINANCIAL IMPLICATIONS

The costs of the proposed interim arrangement and tender costs will be included in the draft 2026/27 Annual Budget.

The future contract value will be determined by a public tender process.

STRATEGIC IMPLICATIONS

Accountable and effective leaders

High quality corporate governance, accountability and compliance

An inclusive, safe and vibrant community

Promoting and advocating for community health services

ATTACHMENTS

Nil

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION

That Council: -

1. **Endorses the commencement of a public tender process for the provision of medical services in Kambalda;**

2. **Authorises the Chief Executive Officer to enter into a short-term interim arrangement for a period not exceeding six (6) months with the current service provider, in reliance on Regulation 11(2)(jb) of the Local Government (Functions and General) Regulations 1996;**

3. **Notes that the interim arrangement is strictly limited to maintaining continuity of essential services and is not intended to replace or delay a competitive procurement process; and**

4. **Requests a further report to Council on the proposed tender process.**

12.1.2 REVIEW OF DELEGATIONS

Location: N/A

Applicant: N/A

Disclosure of Interest: Nil

Date: 16 June 2026

Author: Leanne Parola, Executive Manager Governance and Workplace

SUMMARY

To review the Shire of Coolgardie Register of Delegations.

BACKGROUND

The Shire of Coolgardie Register of Delegations was last reviewed on 26 August 2025. A minor review has been undertaken by staff following the adoption of a new Organisational Structure by Council in May 2026 as the Register includes sub delegations made by the Chief Executive Officer.

COMMENT

The Chief Executive Officer is in the process of implementing the new Organisational Structure, so while a review of the Register of Delegations is not yet due, changes are being recommended to reflect the new organisational structure.

The Register of Delegations was based on the template promoted by the Western Australian Local Government Association and updated to reflect the Shire of Coolgardie's structure and local laws.

The Register of Delegations has been reviewed by the Shire's Governance Consultant with minor changes being made in addition to the change of titles to reflect changes in legislation. The majority of changes are administrative in nature, including formatting, clarification, and correction of position titles. No material expansion of delegated authority is proposed.

A summary of the changes that have been made is attached.

CONSULTATION

- Steven Tweedie, Governance Consultant

STATUTORY ENVIRONMENT

- *Dog Act 1976*
- *Cat Act 2011*
- *Planning and Development Act 2005*
- *Local Government Act 1995 s5.46*

LOCAL GOVERNMENT ACT 1995 - SECT 5.46

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

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

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

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

POLICY IMPLICATIONS

Once the Register of Delegations has been adopted a review of the Council and CEO Policy Manuals will be conducted and crossed referenced to the delegation register.

FINANCIAL IMPLICATIONS

There are no financial implications.

STRATEGIC IMPLICATIONS

Accountable and effective leaders

High quality corporate governance, accountability and compliance

ATTACHMENTS

1. **Summary of Changes**
2. **Draft Delegation Register 2026-2027**

VOTING REQUIREMENT

Absolute Majority

OFFICER RECOMMENDATION

That Council adopt the Register of Delegations and Authorisations 2026/2027.

ATTACHMENT: SCHEDULE OF CHANGES

Shire of Coolgardie Register of Delegations (2026–2027 vs 2025–2026)

1. Purpose

This Schedule of Changes provides a delegation-by-delegation comparison between the adopted *Register of Delegations (2025–2026)* and the proposed *Register of Delegations (2026–2027)*.

The purpose is to:

- identify changes made to individual delegations;
- distinguish between administrative and substantive changes; and
- support informed consideration by Council.

2. Change Classification

Change Type	Description
No Change	Delegation unchanged in substance
Formatting	Structural or layout improvement only
Clarification	Wording refined without altering intent
Correction	Errors or inconsistencies rectified
Strengthening	Conditions or controls clarified or tightened

3. Summary of Delegation Changes

3.1 Local Government Act 1995 – Council to CEO

Ref	Delegation Title	Change Type	Description of Change
1.2.1	Performing Functions Outside the District	Formatting / Clarification	Reformatted into standard template; wording clarified; no change to delegation scope
1.2.2	Compensation – Damage from Executive Functions	Clarification	Financial limits and restriction on legal proceedings more clearly expressed
1.2.3	Powers of Entry	Correction / Formatting	Sub-delegate roles separated into distinct positions; merged titles corrected; aligned to organisational structure
1.2.4	Abandoned Vehicle Wreck	Correction	Duplicate and grouped sub-delegate titles corrected (waste roles clarified and separated)
1.2.5	Confiscated or Uncollected Goods	Clarification / Strengthening	Sub-delegate authority limits clarified (e.g. disposal by destruction vs sale)
1.2.6	Disposal of Sick or Injured Animals	Formatting	No change to function; sub-delegates presented in standardised table
1.2.7	Close Thoroughfares to Vehicles	Clarification	Sub-delegate limitations (e.g. time-based authority) more clearly defined
1.2.8	Control of Reserves and Facilities	Formatting	No change to delegation; consistent structure applied
1.2.9	Obstruction of Thoroughfares	Clarification	Conditions reorganised and expressed more clearly
1.2.10	Gates Across Thoroughfares	Formatting	Standardised presentation only

Ref	Delegation Title	Change Type	Description of Change
1.2.11	Dangerous Excavations	Clarification	Separation between function and conditions improved
1.2.12	Crossings – Construction, Repair and Removal	Formatting	No change to scope; structure standardised
1.2.13	Private Works on Public Places	Formatting	Consistent template applied
1.2.14	Wind Erosion and Sand Drift	Formatting	Sub-delegate listing clarified; no change to authority
1.2.15	Expressions of Interest	Clarification	Budget and policy conditions clarified
1.2.16	Tenders – Call Tenders	Clarification	Sub-delegate scope tied more clearly to role responsibilities
1.2.17	Tenders – Accept / Reject / Vary Contracts	Clarification / Strengthening	Contract variation rules and thresholds structured more clearly; improved readability
1.2.18	Tenders – Exempt Procurement	Clarification	Threshold categories and procurement conditions clarified
1.2.19	Regional Price Preference	Formatting	No substantive change
1.2.20	Disposing of Property	Clarification	Disposal processes and thresholds expressed more clearly
1.2.21	Payments from Municipal / Trust Funds	Clarification / Strengthening	Internal controls and separation of duties more clearly articulated
1.2.22	Appointment of Acting CEO	Clarification	Policy rules presented in clearer, structured format
1.2.23	Defer / Waive / Write Off Debts	Clarification	Financial thresholds and policy application clarified

Ref	Delegation Title	Change Type	Description of Change
1.2.24	Investments	Clarification	Investment controls and reporting requirements clarified

3.2 CEO to Employees Delegations (1.3 Series)

Ref	Area	Change Type	Description of Change
1.3 (All)	CEO Sub-delegations	Formatting / Correction	All sub-delegations standardised into consistent tables; position titles aligned with current organisational structure
Various	Sub-delegation Conditions	Clarification	Limits on sub-delegated authority more clearly expressed

3.3 Local Law Delegations (1.4 Series)

Ref	Area	Change Type	Description of Change
1.4 (All)	Local Laws	Clarification / Simplification	Delegations simplified to apply to “all powers, duties and responsibilities” under each Local Law rather than clause-by-clause listing

3.4 Other Legislation Delegations

Act	Change Type	Description of Change
Building Act 2011	Formatting	No change to delegation scope; structure standardised
Bush Fires Act 1954	Clarification	Explicit identification of non-sub-delegable powers
Cat Act 2011 / Dog Act 1976	Formatting	Consistent presentation and structure applied
Food Act 2008 / Public Health Act 2016	Clarification	Enforcement roles and responsibilities more clearly expressed

Act	Change Type	Description of Change
Planning and Development Act 2005	Clarification	Delegation wording aligned more closely to statutory provisions

3.5 Authorisations and Appointments

Section	Change Type	Description of Change
Council Authorisations	Clarification	Roles and responsibilities more clearly structured
CEO Authorisations	Formatting	Presented in a consolidated, consistent format
Statutory ("As of Right")	Clarification	Inclusion and structure improved for clarity

4. Cross-Cutting Changes

The following updates apply across the entire Register:

Area	Change	Description
Sub-delegation tables	Standardised	All delegations now include clear, consistent sub-delegate tables
Position titles	Corrected / Updated	Aligned to current organisational structure; errors and duplicates removed
Delegation format	Standardised	Consistent template applied across all delegations
Conditions	Clarified	Financial limits, legislative references, and policy links more clearly defined
Record keeping	Strengthened	Consistent reference to Regulation 19 requirements

Area	Change	Description
Version control	Expanded	Improved tracking of amendments for each delegation
Readability	Improved	Use of structured formatting and clearer functional descriptions

5. Conclusion

- The majority of changes are administrative in nature, including formatting, clarification, and correction of position titles;
- No material expansion of delegated authority is proposed; and
- The revised Register improves clarity, consistency, and governance oversight.

DRAFT Delegation Register
Shire of Coolgardie

Shire of Coolgardie
Mother of the Goldfields

Draft Register of Delegations

Current as at June 2026

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Introduction

FORMAT OF REGISTER

This Register includes:

- Delegations from the Council to the Chief Executive Officer, and where appropriate to other employees or other persons; and
- Sub delegations from the Chief Executive Officer to other employees or persons
- Authorisations made by the Council or the CEO
- Appointments made by the Council or the CEO, or as of right by virtue of legislation.

The Register includes some instruments of sub delegation, authorisation, and appointment by the CEO, which do not need to be adopted/approved by Council. They are included to reflect a "one stop shop" approach.

As a matter of principle throughout the Register, the Chief Executive Officer is the only employee authorised by the Shire of Coolgardie to commence (or authorise the commencement of) legal proceedings.

TERMINOLOGY AND ACRONYMS

Clause – of the Shire of Coolgardie own Planning Scheme No 5 referenced by 'cl', as in cl8.2.1.

Employee – refers to an employee of the Shire of Coolgardie. It should be noted although the Chief Executive Officer may generally only delegate a function or duty to an employee (S5.44 Local Government Act 1995 and others), any 'person' may be appointed an Authorised Person (although some Acts, such as the Building Act 2011 and Health Act 1911 require only employees or certain qualified employees to be 'authorised' or 'appointed'). Thus, care needs to be taken to ensure that contractors are not 'delegated' functions or duties, although they may be appointed as Authorised Persons.

Regulation – subordinate legislation, referenced by 'r', as in r22.

Schedule – to an Act, referenced as 'Sch', as in Sch 3.2.

Section - of an Act, referenced by 's', as in s5.42.

Sub delegation – the terms 'sub delegate' and 'sub delegation' are used as a style preference, rather than 'on delegate' or 'on delegation'.

DELEGATIONS AND SUB DELEGATIONS

The application of delegated authority is intended to improve the efficiency, effectiveness and timeliness of decision making and is consistent with the Shire's Strategic Community Plan and commitment to a strong customer service focus.

The use of delegated and sub delegated authority does not 'undermine' the roles and responsibilities of elected members constituting the Council as the peak local decision-making body of the community. Rather it should free up the Council from some matters to better able to deal with high level strategic matters and in the knowledge that decision making on the former will be made by employees consistent with Council Policy and precedents.

The Council (and the Chief Executive Officer in the case of most sub delegations) will only delegate matters where the relevant employees (or other persons) have the appropriate skills and expertise to implement the delegation/sub delegation or authorisation within Shire's decision-making frameworks. At the same time the exercise of all delegated and sub delegated authority, as well as authorisations, is subject to complying with relevant Policies of the Shire, which are cross referenced within each Instrument.

An important safeguard is also the principle that nothing prevents the delegating body or person from taking back a delegation or sub delegation or making the relevant decision on an issue.

This Register describes:

- the 'head of power' for the exercise of delegation to an elected member, employee, Committee, or person,
- the 'head of power' for sub delegation (where such authority exists under the relevant legislation),
- the precise authority being delegated, including any limits, restrictions, or conditions,
- relevant Shire policies applicable to the execution of the delegation or sub delegation,
- the statutory requirements for the Council to review all delegations, and others to review sub delegations.

In general, for all matters, whether made under the Local Government Act 1995, or otherwise, the requirement of the Local Government Act 1995 to review the Register at least once every financial year will be followed, except where delegations under other Acts have different requirements. Where there is no statutory requirement for review, the provisions of the Local Government Act will be applied to ensure uniformity of approach and outcome.

AUTHORISATIONS

This Register includes authorisations under the Local Government Act 1995 and other legislation. In most cases, authorisations are made by the Chief Executive Officer under s9.10 of the LGA 1995, in other cases via delegated authority. In some cases, authorisations are made by the Council itself because the relevant statute requires.

Some legislation provides for authorisation of Local Government officers to have powers as are necessary for them to perform their required duties as a specific function of the local government. These duties are carried out as 'acting through' functions under s5.45(2) of the Local Government Act 1995.

APPOINTMENTS

Consistent with the aim of providing a single resource, this Register includes appointments under various statutes, in some cases such appointments are "as of right" and in others the Council or the Chief Executive Officer has chosen not to make an appointment at the date of adoption of this Register.

LOCAL GOVERNMENT ACT 1995

Most delegations and sub delegations described in this Register originate under the Local Government Act 1995 which permits a local government (by absolute majority decision under s5.42(1)) to delegate to the Chief Executive Officer the exercise of any of its powers or the discharge of any of its duties under the Act except those listed in s5.43, which are:

- any power or duty that requires a decision of an absolute majority or special majority of the local government,
- accepting a tender which exceeds an amount determined by the local government,
- appointing an auditor,
- acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government,
- any of the local government's powers under s5.98, 5.98A, s5.99, s5.99A and s5.100 of the Act,

- borrowing money on behalf of the local government,
- hearing or determining an objection of a kind referred to in s9.5 of the Act,
- the power under s9.49A(4) of the Act to authorise a person to sign documents on behalf of the local government,
- any power or duty that requires the approval of the Minister or the Governor.

In addition, there are several other matters which cannot be delegated to the CEO:

- under r18G of the Local Government (Administration) Regulations s7.12a, 7.12A(3)(a) and s7.12(4), which relate to meetings with auditors,
- under r16 of the Local Government (Financial Management) Regulations which prevent the delegation of matters relating to internal audit to an employee who has been delegated the duty of maintaining the day-to-day accounts or financial management operations.

The delegation powers under the Local Government Act 1995 relate to the Act itself, Regulations made under the Act and Local Laws made under the Act.

OTHER LEGISLATION

Legislation other than the Local Government Act 1995, its Regulations and the Shire's Local Laws created under the Act where delegations, authorisations or appointments may occur (and which are relevant to the Shire of Coolgardie) include:

- Animal Welfare Act 2002,
- Australian Citizenship Act 2007,
- Building Act 2011 and Building Regulations 2012,
- Bush Fires Act 1954, regulations and local laws created under that Act,
- Cat Act 2011 and Regulations,
- Caravan Parks and Camping Grounds Act 1995,
- Control of Vehicles (Off-Road Areas) Act 1978 and Regulations,
- Dog Act 1976 and Regulations,
- Equal Employment Opportunity Act 1984,
- Environmental Protection Act 1986,
- Food Act 2008,
- Freedom of Information Act 1992,
- Graffiti Vandalism Act 2016,
- Health (Miscellaneous Provisions) Act 1911, Regulations and local laws created under that Act,
- Health (Asbestos) Regulations 1992,
- Land Administration Act 1997, and Regulations,
- Litter Act 1979 and Regulations,
- Local Government (Miscellaneous Provisions) Act 1960,
- Parks and Reserves Act 1895,
- Planning and Development Act 2005 including Regulations, policies, and the Town Planning Scheme,
- Public Interest Disclosure Act 2003,
- Public Health Act 2016,

- Rates and Charges (Rebates and Deferments) Act 1982,
- Road Traffic Act 1974,
- Strata Titles Act 1985.

The Shire of Coolgardie Town Planning Scheme No 5 permits delegation by Council to employees (rather than via the Chief Executive Officer as per the Local Government Act). Accordingly, the process defined by the Town Planning Scheme for delegating authority and duties is utilised.

SUB DELEGATION BY THE CHIEF EXECUTIVE OFFICER

The Local Government Act 1995 allows the Chief Executive Officer to delegate any of the powers delegated to the office of Chief Executive Officer to another employee (s5.44(1)), in writing (s5.44(2)) and may include conditions (s5.44(4)).

Other legislation permits sub delegation by the CEO, either, as of right, or with the express authority of the Council (Dog Act).

The Bush Fires Act prohibits sub delegation by the CEO.

REVIEW OF DELEGATIONS

The Register of Delegations relevant to the Chief Executive Officer and other employees or other persons will be reviewed at least once every financial year (in accordance with the provisions of s5.46(1), (2)).

As a matter of principle, the Shire of Coolgardie will review all delegations, authorisations and appointments at least once in every financial year, whether under the Local Government Act 1995, or another Act. This is despite the varying requirements for review viz:

- Building Act 2011 - no requirement
- Bush Fires Act 1954 - no requirement
- Cat Act 2011 - annual review requirement
- Dog Act 1976 - annual review requirement
- Food Act 2008 - no requirement
- Graffiti Vandalism Act 2016 - no requirement
- Public Health Act 2016 - no requirement
- Planning and Development Act 2005 - annual review requirement

This will include the Chief Executive Officer reviewing all sub delegations, authorisations and appointments made by him or her.

RECORD OF ACTIONS AND DECISIONS

If a person is exercising a power or duty that has been delegated (including sub delegated), the Local Government Act requires that records be kept whenever the delegated authority is utilised (s5.46(3)).

The record is to contain information on:

- how the person exercised the power or discharged the duty,
- when the person exercised the power or discharged the duty; and
- the persons or classes of persons, other than council or committee members or employees of the local government, directly affected by the exercise of the power or the discharge of the duty (r19 Local Government (Administration) Regulations 1996).

Departments/Sections responsible for a work process are to ensure that data is captured, and records managed in accordance with all legislation, as well as preparing reports to Council where required under a specific delegation.

Similar provisions do not exist under other legislation regarding record keeping.

The CEO has determined that in relation to all record keeping of the exercise of delegated authority under legislation other than the Local Government Act 1995 that the provisions of the latter will apply and the same record keeping approach as required under the Local Government Act will be applied. These requirements will be applied as an administrative instruction from the CEO.

PRIMARY/ANNUAL RETURNS AND GIFT DISCLOSURES

A person to whom a duty or power is delegated under the Local Government Act 1995 is a 'designated employee' under s5.74(b) of the Act and is required to:

- disclose relevant interests s5.70 LGA,
- complete a Primary Return s5.75 LGA,
- complete Annual Returns s5.76 LGA.

Although these requirements relate only to delegations under the Local Government Act 1995 and not any other Acts, the Council and the CEO have taken the decision to require compliance with those provisions, even when made under other Acts, to ensure all employees are treated equally in such disclosures.

The SoC has no designated senior employees.

ACTING THROUGH ANOTHER PERSON

The Local Government Act recognises that employees do not always need delegations (or sub delegations) to carry out their tasks and functions on behalf of the Shire. s5.45 (2) of the Act states:

Nothing in this Division (Division 4 - Local Government Employees) is to be read as preventing:

a) a local government from performing any of its functions by acting through a person other than the Chief Executive Officer; or

b) a Chief Executive Officer from performing any of his or her functions by acting through another person.

The key difference between a delegation and 'acting through' is that a delegate exercises the delegated decision-making function in his or her own right. Thus, an employee may pay an account or issue an approval if directed to do so by another employee who has the authority to make such a decision and chooses to 'act through' another employee.

The principal issue is that where a person has no discretion in carrying out a function, then that function may be undertaken through the 'acting through' concept. Alternatively, where the decision allows for discretion on the part of the decision maker, then that function needs to be delegated for another person to have that authority.

For further information, see Department of Local Government and Communities Guideline No 17 - Delegations.

DRAFT Delegation Register
Shire of Coolgardie

Local Government Act 1995 Delegations

1.1 Council to Committees of Council

Council has not delegated authority to any committee of Council.

DRAFT Delegation Register
Shire of Coolgardie

1. Local Government Act 1995 Delegations

1.2 Council to CEO

1.2.1 Performing Functions Outside the District

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995:* s.3.20(1) Performing functions outside district
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Determine the circumstances where it is appropriate for the Local Government's functions to be performed outside the District and prior to implementing such a decision, obtain the consent of the landowner/s and occupier/s and any other person that has control or management of the land impacted by the performance of the function [s.3.20(1)].
Council Conditions on this Delegation:	a. A decision to undertake a function outside the District, can only be made under this delegation where there is a relevant Budget allocation, and the performance of the functions does not negatively impact service levels within the District. Where these conditions are not met, the matter must be referred for Council decision.
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**NIL**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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DRAFT Delegation Register
Shire of Coolgardie

1. Local Government Act 1995 Delegations

1.2.2 Compensation - Damage Incurred when Performing Executive Functions

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.3.22(1) Compensation s.3.23 Arbitration
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. In accordance with the s.3.22 procedures, assess and determine the extent of damage to private property arising directly from performance of executive functions and make payment of compensation [s.3.22(1)]. 2. Where compensation is unable to be determined and agreed between parties, give effect to arbitration in accordance with s.3.23.
Council Conditions on this Delegation:	a. Delegation is limited to settlements which do not exceed a material value of $10,000. b. Only the CEO may commence legal proceedings.
Express Power to Sub-Delegate:	*Local Government Act 1995*: s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**NIL**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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DRAFT Delegation Register
Shire of Coolgardie

2. Local Government Act 1995 Delegations

1.2.3 Powers of Entry

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.3.28 When this Subdivision applies s.3.32 Notice of entry s.3.33 Entry under warrant s.3.34 Entry in an emergency s.3.36 Opening fences
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to exercise powers of enter to enter onto land to perform any of the local Government functions under this Act, other than entry under a Local Law [s.3.28]. 2. Authority to give notice of entry [s.3.32]. 3. Authority to seek and execute an entry under warrant [s.3.33]. 4. Authority to execute entry in an emergency, using such force as is reasonable [s.3.34(1) and (3)]. 5. Authority to give notice and effect entry by opening a fence [s.3.36]. 6. Authority to give notice and effect entry by opening a fence *[s.3.36]*.
Council Conditions on this Delegation:	a. Delegated authority under s.3.34(1) and (3) may only be used, where there is imminent or substantial risk to public safety or property. b. Only the CEO may commence legal proceedings. c. When exercising authority to authorise persons under s.3.31(2): • A register of Authorisations is to be maintained as a Local Government Record. • Only persons who are appropriately qualified and trained may be appointed as Authorised persons. • Authorisations are to be provided in writing by issuing a Certificate of Authorisation.
Express Power to Sub-Delegate:	*Local Government Act 1995*: s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services** **Executive Manager Infrastructure and Assets** **Leisure and Recreation Development Manager** **Senior Ranger** **Airport Reporting Officer**

DRAFT Delegation Register

Shire of Coolgardie

CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. *Local Government Act 1995*: Authorise person – refer s.3.31(2)] Part 3, Division 3, Subdivision 3 – prescribes statutory processes for Powers of Entry s.3.34(2) Entry in an emergency – **Refer to CEO Delegation**

Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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DRAFT Delegation Register
Shire of Coolgardie

1. Local Government Act 1995 Delegations

1.2.4 Declare Vehicle is Abandoned Vehicle Wreck

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.3.40A(4) Abandoned vehicle wreck may be taken
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Declare that an impounded vehicle is an abandoned vehicle wreck [s.3.40A(4)].
Council Conditions on this Delegation:	a. Disposal of a declared abandoned vehicle wreck to be undertaken in accordance with Delegated Authority 1.2.6 Disposing of Confiscated or Uncollected Goods or alternatively, referred for Council decision. b. Only the CEO may commence legal proceedings. c. NOTE – declared abandoned vehicle wreck may only be removed and impounded by a person duly authorised under s.3.40A(1). Authority to appoint authorised person for this purpose may be delegated refer Delegated Authority 1.2.1 Authorise Persons to Perform Specified Functions.
Express Power to Sub-Delegate:	*Local Government Act 1995*: s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services** **Executive Manager Infrastructure and Assets** **Manager Waste and Sewerage Services** **Senior Ranger**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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DRAFT Delegation Register
Shire of Coolgardie

3. Local Government Act 1995 Delegations

1.2.5 Confiscated or Uncollected Goods

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.3.46 Goods May be withheld until costs paid s.3.47 Confiscated or uncollected goods, disposal of s.3.48 Impounding expenses, recovery of
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to refuse to allow goods impounded under s.3.39 or 3.40A to be collected until the costs of removing, impounding and keeping them have been paid to the local government. [s.3.46] 2. Authority to sell or otherwise dispose of confiscated or uncollected goods or vehicles that have been ordered to be confiscated under s.3.43 [s.3.47]. 3. Authority to recover expenses incurred for removing, impounding, and disposing of confiscated or uncollected goods [s.3.48]. 4. Only the CEO may commence legal proceedings.
Council Conditions on this Delegation:	a. Disposal of confiscated or uncollected goods, including abandoned vehicles, with a market value less than $20,000 may, in accordance with Functions and General Regulation 30, be disposed of by any means considered to provide best value, provided the process is transparent and accountable. b. NOTE – declared abandoned vehicle wreck may only be removed and impounded by a person duly authorised under s.3.40A(1). Authority to appoint authorised person for this purpose may be delegated - refer Delegated Authority 1.2.34 Authorise Persons to Perform Specified Functions
Express Power to Sub-Delegate:	*Local Government Act 1995*: s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services** **Executive Manager Infrastructure and Assets** **Manager Waste and Sewerage Services** **Senior Ranger**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	Manager Waste and Sewerage Services and Senior Ranger **are only delegated authority to dispose by destruction, and does NOT include authority to dispose by "sale"**

DRAFT Delegation Register

Shire of Coolgardie

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. *Local Government Act 1995*:Part 3, Division 3, Subdivision 3 s.3.58 Disposing of Property – applies to the sale of goods under s.3.47 as if they were property referred to in that section.

Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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DRAFT Delegation Register
Shire of Coolgardie

1. Local Government Act 1995 Delegations

1.2.6 Disposal of Sick or Injured Animals

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	Local Government Act 1995: s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.3.47A Sick or injured animals, disposal of s.3.48 Impounding expenses, recovery of
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to determine when an impounded animal is ill or injured, that treating it is not practicable, and to humanely destroy the animal and dispose of the carcass [s.3.47A(1)]. 2. Authority to recover expenses incurred for removing, impounding, and disposing of confiscated or uncollected goods [s.3.48].
Council Conditions on this Delegation:	a. Delegation only to be used where the Delegate's reasonable efforts to identify and contact an owner have failed.
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services** **Executive Manager Infrastructure and Assets** **Senior Ranger**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
Record Keeping	In accordance with r19 Local Government (Administration) Regulations 1996

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4. Local Government Act 1995 Delegations

1.2.7 Close Thoroughfares to Vehicles

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.3.50 Closing certain thoroughfares to vehicles s.3.50A Partial closure of thoroughfare for repairs or maintenance s.3.51 Affected owners to be notified of certain proposals
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to close a thoroughfare (wholly or partially) to vehicles or particular classes of vehicles for a period not exceeding 4-weeks [s.3.50(1)]. 2. Authority to determine to close a thoroughfare for a period exceeding 4-weeks and before doing so, to: • give; public notice, written notice to the Commissioner of Main Roads and written notice to prescribed persons and persons that own prescribed land; and • consider submissions relevant to the road closure/s proposed [s.3.50(1a), (2) and (4)]. 3. Authority to revoke an order to close a thoroughfare [s.3.50(6)]. 4. Authority to partially and temporarily close a thoroughfare without public notice for repairs or maintenance, where it is unlikely to have significant adverse effect on users of the thoroughfare [s.3.50A] 5. Before doing anything to which section 3.51 applies, take action to notify affected owners and give public notice that allows reasonable time for submissions to be made and consider any submissions made before determining to fix or alter the level or alignment of a thoroughfare or draining water from a thoroughfare to private land [s3.51].
Council Conditions on this Delegation:	a. If, under s.3.50(1), a thoroughfare is closed without giving local public notice, local public notice is to be given as soon as practicable after the thoroughfare is closed [s.3.50(8)]. b. Limited to temporary road closures only. Permanent closure of roads must be determined by Council and subject to compliance with Land Administration Act 1987, s.58.
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services** **Executive Manager Infrastructure and Assets** **Manager Waste and Sewerage Services** **Works Supervisor** **Senior Ranger**

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CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	• The following listed sub-delegates are limited to determining road closures in an emergency, where it is determined that there is reasonable and imminent risk to public safety or property and subject to the road closure being given effect through sufficient and compliant traffic management: • Manager Waste and Sewerage Services, Works Supervisor and Senior Ranger **are only delegated authority to** determine to close a thoroughfare for a period not exceeding 1 week.

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. *Land Administration Act 1987*
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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1. Local Government Act 1995 Delegations

1.2.8 Control Reserves and Certain Unvested Facilities

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.3.53(3) Control of certain unvested facilities s.3.54(1) Reserves under control of local government
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to agree the method for control and management of an unvested facility which is partially within 2 or more local government districts. [s.3.53(3)]. 2. Authority to do anything for the purpose of controlling and managing land under the control and management of the Shire that the Shire could do under s.5 of the *Parks and Reserves Act 1895*. [s.3.54(1)].
Council Conditions on this Delegation:	a. Limited to matters where the financial implications do not exceed a relevant and current budget allocation, and which do not create a financial liability in future budgets.
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services** **Executive Manager Infrastructure and Assets**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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5. Local Government Act 1995 Delegations

1.2.9 Obstruction of Footpaths and Thoroughfares

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government (Uniform Local Provisions) Regulations 1996*: r.5(2) Interfering with, or taking from, local government land r.6 Obstruction of public thoroughfare by things placed and left - Sch. 9.1 cl. 3(1)(a) r.7A Obstruction of public thoroughfare by fallen things – Sch.9.1 cl.3(1)(b) r.7 Encroaching on public thoroughfare – Sch.9.1. cl.3(2)
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to determine, by written notice served on a person who is carrying out plastering, painting or decorating operations (the work) over or near a footpath on land that is local government property, to require the person to cover the footpath during the period specified in the notice so as to: a. prevent damage to the footpath; or b. prevent inconvenience to the public or danger from falling materials [ULP r.5(2)]. 2. Authority to provide permission including imposing appropriate conditions or to refuse to provide permission, for a person to place on a specified part of a public thoroughfare one or more specified things that may obstruct the public thoroughfare. [ULP r.6(2) and (4)]. 3. Authority to renew permission to obstruct a thoroughfare and to vary any condition imposed on the permission effective at the time written notice is given to the person to whom permission is granted [ULP r.6(6)]. 4. Authority to require an owner or occupier of land to remove any thing that has fallen from the land or from anything on the land, which is obstructing a public thoroughfare [ULP r.7A]. 5. Authority to require an owner occupier of land to remove any part of a structure, tree or plant that is encroaching, without lawful authority on a public thoroughfare [ULP r.7].
Council Conditions on this Delegation:	a. Actions under this Delegation must comply with procedural requirements detailed in *the Local Government (Uniform Local Provisions) Regulations 1996*. b. Permission may only be granted where, the proponent has:

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1. Local Government Act 1995 Delegations

	i. Where appropriate, obtained written permission from each owner of adjoining or adjacent property which may be impacted by the proposed obstruction. ii. Provided a bond, sufficient to the value of works that may be required if the proponent does not satisfactorily make good public assets damaged by the obstruction at the completion of works. iii. Provided evidence of sufficient Public Liability Insurance. iv. Provided pedestrian and traffic management plans which are sufficient for the protection of public safety and amenity. c. Only the CEO may commence legal proceedings.
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services** **Executive Manager Infrastructure and Assets** **Manager Waste and Sewerage Services** **Works Supervisor** **Senior Ranger**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. Determination of Bond Value and Conditions - refer to CEO Delegation 1.3.2 – Public Thoroughfare Obstruction – Determine Conditions Local Government (Uniform Local Provisions) Regulations 1996 Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the *Local Government Act 1995*
Record Keeping	In accordance with r19 Local Government (Administration) Regulations 1996

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1. Local Government Act 1995 Delegations

1.2.10 Gates Across Public Thoroughfares

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government (Uniform Local Provisions) Regulations 1996*: r.9 Permission to have gate across public thoroughfare – Sch.9.1 cl.5(1)
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to provide, or refuse to provide, permission to have a gate or other device across a local government thoroughfare that permits the passage of vehicle traffic and prevents livestock straying [ULP r.9(1)]. 2. Authority to require an applicant to publish a notice of the application in a manner thought fit for the purpose of informing persons who may be affected by the proposed gate or device [r.9(2)]. 3. Authority to impose conditions on granting permission [ULP r.9(4)]. 4. Authority to renew permission, or at any other time vary any condition, effective upon written notice to the person to whom permission was granted [ULP r.9(5)]. 5. Authority to cancel permission by written notice and request the person to whom permission was granted to remove the gate or device within a specified time [ULP r.9(6)].
Council Conditions on this Delegation:	a. Actions under this Delegation must comply with procedural requirements detailed in the *Local Government (Uniform Local Provisions) Regulations 1996*. b. Each approval provided must be recorded in the Shire's statutory Register of Gates in accordance with Uniform Local Provisions Regulation 8.
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services** **Executive Manager Infrastructure and Assets** **Manager Waste and Sewerage Services** **Works Supervisor** **Senior Ranger**
CEO Conditions on this Sub-Delegation:	

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1. Local Government Act 1995 Delegations

Conditions on the original delegation also apply to the sub-delegations.	

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. *Local Government (Uniform Local Provisions) Regulations 1996* – prescribe applicable statutory procedures Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the *Local Government Act 1995*
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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1. Local Government Act 1995 Delegations

1.2.11 Public Thoroughfare – Dangerous Excavations

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government (Uniform Local Provisions) Regulations 1996*: r.11(1), (4), (6) & (8) Dangerous excavation in or near public thoroughfare – Sch.9.1 cl.6
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to determine if an excavation in or on land adjoining a public thoroughfare is dangerous and take action to fill it in or fence it or request the owner / occupier in writing to fill in or securely fence the excavation [ULP r.11(1)]. 2. Authority to determine to give permission or refuse to give permission to make or make and leave an excavation in a public thoroughfare or land adjoining a public thoroughfare [ULP r.11(4)]. 3. Authority to impose conditions on granting permission [ULP r.11(6)]. 4. Authority to renew a permission granted or vary at any time, any condition imposed on a permission granted [ULP r.11(8)].
Council Conditions on this Delegation:	a. Actions under this Delegation must comply with procedural requirements detailed in the *Local Government (Uniform Local Provisions) Regulations 1996*. b. Permission may only be granted where, the proponent has: i. Where appropriate, obtained written permission from or entered into a legal agreement with, each owner of adjoining or adjacent property which may be impacted by the proposed works. ii. Provided a bond, sufficient to the value of works that may be required if the proponent does not satisfactorily make good the public assets at the completion of works. iii. Provided evidence of sufficient Public Liability Insurance. iv. Provided pedestrian and traffic management plans which are sufficient for the protection of public safety and amenity.
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

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1. Local Government Act 1995 Delegations

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services** **Executive Manager Infrastructure and Assets** **Senior Ranger** **Works Supervisor**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. Determination of Bond Value and Conditions - refer to CEO Delegation 1.3.3 – Determine and Manage Conditions on Permission for Dangerous Excavations on or on land adjoining Public Thoroughfares *Local Government (Uniform Local Provisions) Regulations 1996* – prescribe applicable statutory procedures Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the *Local Government Act 1995*
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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1. Local Government Act 1995 Delegations

1.2.12 Crossing – Construction, Repair and Removal

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995*: s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government (Uniform Local Provisions) Regulations 1996*: r.12(1) Crossing from public thoroughfare to private land or private thoroughfare – Sch.9.1 cl.7(2) r.13(1) Requirement to construct or repair crossing – Sch.9.1 cl.7(3)
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to approve or refuse to approve, applications for the construction of a crossing giving access from a public thoroughfare to land or private thoroughfare serving land [ULP r,12(1)]. 2. Authority to determine the specifications for construction of crossings to the satisfaction of the Local Government [ULP r.12(1)(a)]. 3. Authority to give notice to an owner or occupier of land requiring the person to construct or repair a crossing [ULP r.13(1)]. 4. Authority to initiate works to construct a crossing where the person fails to comply with a notice requiring them to construct or repair the crossing and recover 50% of the cost of doing so as a debt due from the person [ULP r.13(2)].
Council Conditions on this Delegation:	a. Actions under this Delegation must comply with procedural requirements detailed in the *Local Government (Uniform Local Provisions) Regulations 1996*.
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Infrastructure and Assets**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. *Local Government (Uniform Local Provisions) Regulations 1996* – prescribe applicable statutory procedures

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1. Local Government Act 1995 Delegations

	Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the *Local Government Act 1995*
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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1. Local Government Act 1995 Delegations

1.2.13 Private Works on, over or under Public Places

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: r.17 Private works on, over, or under public places – Sch.9.1 cl.
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to grant permission or refuse permission to construct a specified thing on, over, or under a specified public thoroughfare or public place that is local government property [ULP r.17(3)]. 2. Authority to impose conditions on permission including those prescribed in r.17(5) and (6) [ULP r.17(5)].
Council Conditions on this Delegation:	a. Actions under this Delegation must comply with procedural requirements detailed in the *Local Government (Uniform Local Provisions) Regulations 1996*. b. Permission may only be granted where, the proponent has: i. Where appropriate, obtained written permission from or entered into a legal agreement with, each owner of adjoining or adjacent property which may be impacted by the proposed private works. ii. Provided a bond, sufficient to the value of works that may be required if the proponent does not satisfactorily make good the public place at the completion of works. iii. Provided evidence of sufficient Public Liability Insurance. iv. Provided pedestrian and traffic management plans which are sufficient for the protection of public safety and amenity.
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services** **Executive Manager Infrastructure and Assets**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

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Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. *Local Government (Uniform Local Provisions) Regulations 1996* – prescribe applicable statutory procedures Determination of Bond Value and Conditions - refer to CEO Delegation 1.3.4 Determine and Manage Conditions on Permission for Private Works on, over, or under Public Places Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the *Local Government Act 1995*
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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1. Local Government Act 1995 Delegations

1.2.14 Give Notice to Prevent Damage to Local Government Property from Wind Erosion and Sand Drift

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government (Uniform Local Provisions) 1996*: r.21(1) Wind erosion and sand drifts – Sch.9.1 cl.12
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to give notice to a land owner / occupier if it is considered that clearing the owner / occupier's land may cause local government land with a common boundary, to be adversely affected by wind erosion or sand drift *[ULP r.21(1)]*.
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services** **Executive Manager Infrastructure and Assets**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. *Local Government (Uniform Local Provisions) Regulations 1996* – prescribe applicable statutory procedures Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the *Local Government Act 1995*
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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1. Local Government Act 1995 Delegations

1.2.15 Expressions of Interest for Goods and Services

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.3.57 Tenders for providing goods or services *Local Government (Functions and General) Regulations 1996:* r.21 Limiting who can tender, procedure for r.23 Rejecting and accepting expressions of interest to be acceptable tenderer
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to determine when to seek Expressions of Interest and to invite Expressions of Interest for the supply of goods or services [F&G r.21]. 2. Authority to consider Expressions of Interest which have not been rejected and determine those which are capable of satisfactorily providing the goods or services, for listing as acceptable tenderers [F&G r.23].
Council Conditions on this Delegation:	a. Expressions of Interest may only be called where there is an adopted budget for the proposed goods or services.
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services** **Executive Manager Infrastructure and Assets**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. *Local Government (Functions and General) Regulations 1996* – prescribe applicable statutory procedures Council Policy 1.06 Procurement and Purchasing
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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1. Local Government Act 1995 Delegations

1.2.16 Tenders for Goods and Services – Call Tenders

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.3.57 Tenders for providing goods or services *Local Government (Functions and General) Regulations 1996:* r.11(1), (2) When tenders have to be publicly invited r.13 Requirements when local government invites tenders though not required to do so r.14 Publicly inviting tenders, requirements for
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to call tenders [F&G r.11(1)]. 2. Authority to invite tenders although not required to do so [F&G r.13]. 3. Authority to determine in writing, before tenders are called, the criteria for acceptance of tenders [F&G r.14(2a)]. 4. Authority to determine the information that is to be disclosed to those interested in submitting a tender [F&G r.14(4)(a)]. 5. Authority to vary tender information after public notice of invitation to tender and before the close of tenders, taking reasonable steps to ensure each person who has sought copies of the tender information is provided notice of the variation [F&G r.14(5)].
Council Conditions on this Delegation:	a. Tenders may only be called where there is an adopted budget for the proposed goods or services, with the exception being in the period immediately prior to the adoption of a new Annual Budget where : i. the proposed goods or services are required to fulfil a routine contract related to the day to day operations of the Local Government; or ii. a current supply contract expiry is imminent; and iii. the value of the proposed new contract has been included in the draft Annual Budget proposed for adoption, and iv. the tender specification includes a provision that the tender will only be awarded subject to the budget adoption by the Council.
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s:	

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1. Local Government Act 1995 Delegations

Appointed by CEO	**Executive Manager Corporate Services** **Executive Manager Infrastructure and Assets**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	a. Each sub-delegate may only use the sub-delegation in regard to contracts that are within the scope of the incumbent's position role and responsibilities.

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. *Local Government (Functions and General) Regulations 1996* – prescribe applicable statutory procedures Council Policy 1.06 Procurement and Purchasing
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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1. Local Government Act 1995 Delegations

1.2.17 Tenders for Goods and Services – Accepting and Rejecting Tenders; Varying Contracts; Exercising Contract Extension Options

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.3.57 Tenders for providing goods or services *Local Government (Functions and General) Regulations 1996:* r.11(2)(j) Exercising contract extension options r.18(2), (4), (4a), (5), (6) and (7) Rejecting and accepting tenders r.20(1), (2), (3) Variation of requirements before entry into contract r.21A Varying a contract for the supply of goods or services
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to determine whether or not to reject tenders that do not comply with requirements as specified in the invitation to tender [F&G.r.18(2)]. 2. Authority to seek clarification from tenderers in relation to information contained in their tender submission [F&G r.18(4a)]. 3. Authority to assess, by written evaluation, tenders that have not been rejected, to determine: i. The extent to which each tender satisfies the criteria for deciding which tender to accept; and ii. To accept the tender that is most advantageous within the $350,000 detailed as a condition on this Delegation [F&G r.18(4)]. 4. Authority to decline to accept any tender [F&G r.18(5)]. 5. Authority to accept the next most advantageous tender if, within 6-months of accepting a tender, a contract has not been entered into OR the local government and the successful tenderer agree to terminate the contract [F&G r.18(6) & (7)]. 6. Authority to determine whether variations in goods and services required are minor variations, and to negotiate with the successful tenderer to make minor variations before entering into a contract [F&G r.20(1) and (3)]. 7. Authority to choose the next most advantageous tender to accept, if the chosen tenderer is unable or unwilling to form a contract to supply the varied requirement OR the minor variation cannot be agreed with the successful tenderer, so that the tenderer ceases to be the chosen tenderer [F&G r.20(2)]. 8. Authority to vary a tenderered contract, after it has been entered into, provided the variation/s are necessary for the

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	goods and services to be supplied, and do not change the scope of the original contract or increase the contract value beyond 10% or to a maximum of $40,000 whichever is the lesser value [F&G r.21A(a)]. 9. Authority to exercise a contract extension option that was included in the original tender specification and contract in accordance with r.11(2)(j).
Council Conditions on this Delegation:	a. Exercise of authority under F&G.r.18(2) requires consideration of whether or not the requirements as specified in the invitation to tender have been expressed as mandatory and if so, discretion may not be capable of being exercised – consider process contract implications. b. In accordance with s.5.43(b), tenders may only be accepted under this delegation, where: i. The total consideration under the resulting contract is $350,000 or less; ii. The expense is included in the adopted Annual Budget; and iii. The tenderer has complied with requirements under F&G r.18(2) and (4). c. Where the CEO determines to exercise authority to decline to accept any tender [F&G r.18(5)], where such a tender must be determined by Council, the CEO must, at <u>least</u> advise the Shire President of the intention to do so, and the reasons for doing so. In addition, the CEO must advise the next appropriate forum of the Council of the intention, or if the decision has been made, of having done so, and why. d. A decision to vary a tendered contract <u>before</u> entry into the contract *[F&G r.20(1) and (3)]* must include evidence that the variation is minor in comparison to the total goods or services that tenderers were invited to supply. e. A decision to vary a tendered contract <u>after</u> entry into the contract *[F&G r.21A(a)]* must include evidence that the variation is necessary and does not change the scope of the contract. f. A decision to renew or extend the contract must only occur where the original contract contained the option to renew or extend its term as per r.11(2)(j) **<u>and</u>** that the contractor's performance has been reviewed and the review evidences the rationale for entering into the extended term. g. Contract variations under r20 and 21A of Local Government (Functions and General) Regulations 1996 are subject to: • prior budget provision having been made, or

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	• being to give effect to a Council decision to accept a variation of a contract entered into, or • the intentions and purposes of the contract are not substantially altered, • an assessment, in writing, of the reasons for the variation, as determined by the CEO, either generally or specifically in relation to a contract • consideration is given to the cumulative impact of variations, to ensure that the scope of the original contract is not significantly altered, and that a separate procurement process is not required, and where the effect on the total contract is – • a reduction or • the cumulative value remains below the tender threshold or • likely increase in cost to a cumulative total of $40,000 ex GST or 10% whichever is the greater, where the adjusted total contract payment remains within Budget provision: or • is a reasonable and unforeseen increase in duration of the contract. Contract extensions under r20 and 21A of Local Government (Functions and General) Regulations 1996 are subject to: • prior budget provision having been made, or • being to give effect to a Council decision to extend a contract entered into, or • the intentions and purposes of the contract are not substantially altered, and • the original contract including provisions which permit an extension • an assessment, in writing, of the merits of extending the contract, as determined by the CEO, either generally or specifically in relation to a contract • any extension taking effect prior to the expiration of the original contract • written evidence that the terms of the contract extension have been mutually agreed by the Shire and the contractor.
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Corporate Services** **Executive Manager Infrastructure and Assets**

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CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	a. Each sub-delegate may only use the sub-delegation in regard to contracts that are within the scope of the incumbent's position role and responsibilities.

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. *Local Government (Functions and General) Regulations 1996* – prescribe applicable statutory procedures Council Policy 1.06 Procurement and Purchasing
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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1.2.18 Tenders for Goods and Services - Exempt Procurement

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.3.57 Tenders for providing goods or services *Local Government (Functions and General) Regulations 1996:* r.11(2) When tenders have to be publicly invited (*exemptions*)
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to undertake tender exempt procurement, in accordance with the Purchasing Policy requirements, where the total consideration under the resulting contract is expected to be included in the adopted Annual Budget [F&G.r.11(2)]. 2. Authority to, because of the unique nature of the goods or services or for any other reason it is unlikely that there is more than one supplier, determine to contract directly with a suitable supplier [F&G r.11(2)(f)].
Council Conditions on this Delegation:	a. Tender exempt procurement under F&G.r.11(2) may only be approved where the total consideration under the resulting contract is expected to be less than the maximum $value specified for the following categories:

Category	Maximum Value for individual contracts
WALGA Preferred Supplier Program *[F&G.r.11(2)(b)]*	$350,000
Goods or services obtained through the Government of the State or Commonwealth or any of its agencies, or by a local government or regional local government *[F&G.r.11(2)(e)]*	$350,000
Goods or services that are determined to be unique so that it is unlikely that there is more than one supplier in accordance with delegation condition (b.) specified below *[F&G.r.(2)(f)]*	$350,000
Supply of petrol, oil or any other liquid or gas used for internal combustion engines *[F&G.r.11(2)(g)]*	$350,000
Goods or services supplied by a person registered on the Aboriginal Business Directory WA	<$250,000*

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	OR Indigenous Minority Supplier Office Limited (T/as Supply Nation) AND where satisfied that the contract represents value for money. *[F&G.r.11(2)(h)]*	**as specified in F&G.r.11(2)(h)(ii)*
	Goods or services supplied by an Australian Disability Enterprise *[F&G.r.11(2)(i)]*	$350,000

b. Tender exempt procurement under F&G r.11(2)(f) may only be approved where a record is retained that evidences:

i. A detailed specification;
ii. The outcomes of market testing of the specification;
iii. The reasons why market testing has not met the requirements of the specification;
iv. Rationale for why the supply is unique and cannot be sourced through other suppliers; and
v. The expense is included in the adopted Annual Budget.

c. Where the total consideration of a Tender Exempt procurement contract exceeds the value delegated above, the decision is to be referred to Council.

Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Corporate Services** **Executive Manager Infrastructure and Assets**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	a. Each sub-delegate may only use the sub-delegation in regard to contracts that are within the scope of the incumbent's position role and responsibilities.

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. *Local Government (Functions and General) Regulations 1996* – prescribe applicable statutory procedures Council Policy 1.06 Procurement and Purchasing
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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1.2.19 Application of Regional Price Preference Policy

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government (Functions and General) Regulations 1996:* r.24G Adopted regional price preference policy, effect of
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to decide when not to apply the regional price preference policy to a particular future tender [F&G r.24G].
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Corporate Services** **Executive Manager Infrastructure and Assets**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	a. Each sub-delegate may only use the sub-delegation in regard to contracts that are within the scope of the incumbent's position role and responsibilities.

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. Council Policy 1.07 Regional Price Preference
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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1. Local Government Act 1995 Delegations

1.2.20 Disposing of Property

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.3.58(2) & (3) Disposing of Property
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to dispose of property to: (a) the highest bidder at public auction [s.3.58(2)(a)]. (b) the person who at public tender called by the local government makes what is considered by the delegate to be, the most acceptable tender, whether or not it is the highest tender [s.3.58(2)(b)] 2. Authority to dispose of property by private treaty only in accordance with section 3.58(3) and prior to the disposal, to consider any submissions received following the giving of public notice [s.3.58(3)]. 3. Authority to dispose of property, that is prescribed as exempt from the provisions of s.3.58: (a) disposal of land to an adjoining owner, where the market value is less than $5000 and the delegate has determined that the land would not be of benefit to anyone other than the adjoining owner. [F&G.r.30(2)(a)] (b) disposal of land, by lease, to an employee of the local government for use as the employee's residence [F&G.r.30(2)(d)]. (c) disposal of land, by lease, for a period of less than 2 years during all or any of which time the lease does not give the lessee the exclusive use of the land. [F&G. r.30(20(e)] (d) disposal of land, by lease, of a residential property to a person for residential purposes [F&G.r.30(2)(f)]. (e) disposal of property (other than land / buildings), where the property is disposed within 6 months after it has been unsuccessfully put out to auction, public tender or private treaty via Statewide public notice[F&G.r.(2A) (f) disposal of property, other than land / buildings, where the market value is determined as less than $20,000. [F&G r.30(3)(a)] (g) disposal of property, other than land / buildings, where the entire consideration received for the disposal is used to purchase other property AND the total value of the other property is not more, or worth more, than $75,000. [F&G.r.30(3)(b)]

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Council Conditions on this Delegation:	a. Disposal of land or building assets is limited to matters specified in the Annual Budget and in any other case, a Council resolution is required. b. In accordance with s.5.43, disposal of property, for any single project or where not part of a project but part of a single transaction, is limited to a maximum value of $20,000 or less. c. When determining the method of disposal: • Where a public auction is determined as the method of disposal: o Reserve price has been set by independent valuation. o Where the reserve price is not achieved at auction, negotiation may be undertaken to achieve the sale at up to a -10% variation on the set reserve price. • Where a public tender is determined as the method of disposal and the tender does not achieve a reasonable price for the disposal of the property, then the CEO is to determine if better value could be achieved through another disposal method and if so, must determine not to accept any tender and use an alternative disposal method. • Where a private treaty is determined [s.3.58(3)] as the method of disposal, authority to: o Negotiate the sale of the property up to a -10% variance on the valuation; and o Consider any public submissions received and determine if to proceed with the disposal, ensuring reasons for the decision are recorded. • A disposal under Functions and General Regulations 30(2)(a), (f), (2A) or (3)(a), (b), the disposal method selected must obtain a best value outcome for the Local Government. • A disposal under Functions and General Regulations 30(2)(d), must be assessed as equitable in context of disposals to other employees of the Local Government. • Disposal methodology must consider and where practicable demonstrate environmentally responsible outcomes. d. Where the market value of the property is determined as being less than $20,000 (F&G r.30(3) excluded disposal) may be undertaken: • Without reference to Council for resolution; and In any case, be undertaken to ensure that the best value return is achieved however, where the property is determined as having a nil market value then, as a minimum, the disposal must ensure environmentally responsible disposal.

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Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Corporate Services** **Executive Manager Infrastructure and Assets**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. *Local Government Act 1995* – s.3.58 Disposal of Property *Local Government (Functions and General) Regulations 1995* – r.30 Dispositions of property excluded from Act s. 3.58
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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1. Local Government Act 1995 Delegations

1.2.21 Payments from the Municipal or Trust Funds

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government (Financial Management) Regulations1996*: r.12(1)(a) Payments from municipal fund or trust fund, restrictions on making
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to make payments from the municipal or trust funds [r.12(1)(a)].
Council Conditions on this Delegation:	a. Authority to make payments is subject to annual budget limitations.
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services** **Executive Manager Infrastructure and Assets** **Executive Manager Corporate Services**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	1. Delegates must comply with the Procedures approved by the CEO in accordance with Financial Management Regulation 5. 2. Payments by Cheque and EFT transactions must be approved jointly by two Delegates, one of whom must be the CEO or an Executive Manager. 3. Executive Manager Corporate Services and Executive Manager Community Services are limited to ONLY counter sign payment authorities, when the other signatory is the CEO. Payment transaction and delegated authority records are retained in Synergy through 'Payment Reports'. 4. Monthly cheque and EFT payment listing recorded in Council Minutes and registered to Subject Tab: Financial Management / Financial Reporting 5. Delegates that approve the payment must not verify the liability. The verification of incurring the liability via the purchase order, invoice and evidence of goods / service received, must be undertaken independent of the payment approval.

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	6. Such delegation applies to each employee for his/her area of responsibility.

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. *Local Government Act 1995* *Local Government (Financial Management) Regulations 1996* - refer specifically r.13 Payments from municipal fund or trust fund by CEO, CEO's duties as to etc. *Local Government (Audit) Regulations 1996* Department of Local Government, Sport and Cultural Industries Operational Guideline No.11 – Use of Corporate Credit Cards Department of Local Government, Sport and Cultural Industries: Accounting Manual
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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1.2.22 Appointment of Acting Chief Executive Officer

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995* s5.36(1)(a), 5.39C
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	Consistent with Council Policy 3.18 – Appointment of Acting Chief Executive Officer Short term absences of the CEO can be managed by the latter appointing a suitable qualified acting CEO, without need of reference to Council. Council is satisfied that the Executive Managers have the knowledge, experience, qualifications, and skills necessary to effectively perform the duties and responsibilities of the position of Acting Chief Executive Officer. Where the CEO proposes to appoint another employee, or any other person to be acting CEO then they must have the knowledge, experience, qualifications, and skills necessary to effectively perform the duties and responsibilities of the position of Acting Chief Executive Officer. In making such appointments it is Council Policy that: • For periods of absence of up to, and including, 10 working days the CEO may appoint any suitably qualified person to the position of Acting Chief Executive Officer, including any Executive Manager, other employee of the Shire, or another person. • For periods of more than 10 working days and up to, and including 20 working days, the CEO may appoint one of the Executive Managers as Acting CEO and any other proposal must be determined by Council. • For periods of absence of more than 20 working days, the Chief Executive Officer shall submit a recommendation for the determination by the Council. • The Chief Executive Officer must inform the Shire President and all Council Members of all proposed Acting Chief Executive Officer arrangements. • If the Chief Executive Officer's position becomes vacant, all acting arrangements are to be determined by the Council, by absolute majority, in accordance with the Local Government Act and Regulations, including the relevant Standards. If the Chief Executive Officer's position becomes vacant, all acting arrangements are to be determined by the Council, in

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	accordance with the Local Government Act 1995, Regulations and relevant Standards.
Council Conditions on this Delegation:	Cannot be sub-delegated
Express Power to Sub-Delegate:	

Sub-Delegate/s: *Appointed by CEO*	
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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1.2.23 Defer, Grant Discounts, Waive or Write Off Debts

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.6.12 Power to defer, grant discounts, waive or write off debts
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Waive a debt which is owed to the Shire of Coolgardie [s.6.12(1)(b)]. 2. Grant a concession in relation to money which is owed to the Shire of Coolgardie [s.6.12(1)(b)]. 3. Write off an amount of money which is owed to the Shire of Coolgardie [s.6.12(1)(c)] 4. Make a donation.
Council Conditions on this Delegation:	a. Write-off a rates or service or fee charge debt up to $2,000 in accordance with the Financial Hardship Policy 3.32 [s.6.12(1)(c) & (2)]. b. A debt may only be waived in accordance with Council Policies 2.8, 3.2, 3.3 or 3.5 and where all necessary measures have been taken to locate / contact the debtor and where costs associated continued action to recover the debt will outweigh the net value of the debt if recovered by the Shire. c. A concession may only be granted in accordance with Council Policies 2.8, 3.2, 3.3 or 3.5. d. A debt may only be written off where all necessary measures have been taken to locate / contact the debtor and where costs associated with continued action to recover the debt will outweigh the net value of the debt if recovered by the Shire of Coolgardie. i. Limited to individual debts valued below $500 or cumulative debts of a debtor valued below $1000 Write off of debts greater than these values must be referred for Council decision. e. Running record of donations maintained by the Chief Executive Officer's office and reported to Council on a quarterly basis. included quarterly in the Status Report. f. Maximum value of a donation is $5,000, to any one applicant, either in 1 application, or multiple applications during a financial year – all other applications to be considered by Council.

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Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services** **Executive Manager Infrastructure and Assets** **Executive Manager Corporate Services**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	1. May only waive fees and charges related to their operational responsibilities and where such waiver is to rectify a service failure on the part of the Shire of Coolgardie limited to a value less than $1000 per customer within a financial year. 2. Sub delegates, may waive fees and charges related to their operational responsibilities where such waiver is either to: i. rectify a service failure on the part of the Shire of Coolgardie limited to a value less than $500 per customer within a financial year; or ii. assist a not for profit community group or charitable entity in fulfilling a service, social or cultural outcome within the Shire of Coolgardie. 3. Concessions may only be granted where the debtor is in accordance with Policy. 4. May only write off debts limited to a value of less than $200 per debtor within a financial year.

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. Collection of Rates Debts – refer Delegations re: • Agreement as to Payment of Rates and Service Charges • Recovery of Rates or Service Charges • Recovery of Rates Debts – Require Lessee to Pay Rent • Recovery of Rates Debts – Actions to Take Possession of the Land
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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1.2.24 Power to Invest and Manage Investments

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.6.14 Power to invest *Local Government (Financial Management) Regulations 1996*: r.19 Investments, control procedures for
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to invest money held in the municipal fund or trust fund that is not, for the time being, required for any other purpose [s.6.14(1)]. 2. Authority to establish and document internal control procedures to be followed in the investment and management of investments [FM r.19].
Council Conditions on this Delegation:	a. All investment activity must comply with the Financial Management Regulation 19C and Council Policy 1.04. b. A report detailing the investment portfolio's performance, exposures, and changes since last reporting, is to be provided as part of the Monthly Financial Reports. c. Procedures are to be systematically documented and retained in accordance with the Record Keeping Plan and must include references that enable recognition of statutory requirements and assign responsibility for actions to position titles. d. Procedures are to be administratively reviewed for continuing compliance and confirmed as 'fit for purpose' and subsequently considered by the Audit and Risk Committee at least once every 3 financial years. [Audit r.17]
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services** **Executive Manager Infrastructure and Assets** **Executive Manager Corporate Services**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	1. A decision to invest must be jointly confirmed by two Delegates. 2. Investment decisions are limited to a maximum of $500,000 per transaction on the short-term money market and up to a value of $500,000 per transaction for other markets.

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1. Local Government Act 1995 Delegations

	3. Where exposure to a single market or investment type will exceed $1,000,000 the decision must be referred to the CEO.

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. *Local Government (Financial Management) Regulations 1996* – refer r.19C Investment of money, restrictions on (Act s.6.14(2)(a)) Council Policy 1.05 – Investment of Surplus Funds
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

Version Control:

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Shire of Coolgardie

1. Local Government Act 1995 Delegations

1.2.25 Rate Record Amendment

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.6.39(2)(b) Rate record
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to determine any requirement to amend the rate record for the 5-years preceding the current financial year [s.6.39(2)(b)].
Council Conditions on this Delegation:	a. Delegates must comply with the requirements of s.6.40 of the Act.
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Corporate Services**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. *Local Government Act 1995* – s.6.40 prescribes consequential actions that may be required following a decision to amend the rate record. Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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1. Local Government Act 1995 Delegations

1.2.26 Agreement as to Payment of Rates and Service Charges

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.6.49 Agreement as to payment of rates and service charges
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to make an agreement with a person for the payment of rates or service charges [s.6.49].
Council Conditions on this Delegation:	a. Decisions under this delegation must comply with Council Policy 3.32. b. Agreements must be in writing and, subject to the Council Policy 3.32, must ensure acquittal of the rates or service charge debt before the next annual rates or service charges are levied. c. Agreements must be in writing and must ensure acquittal of the rates or service charge debt before the next annual rates or service charges are levied. d. Only the CEO may commence legal proceedings.
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**Rates Coordinator** **Executive Manager Corporate Services**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. Council Policy 3.19 Financial Hardship Policy
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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1. Local Government Act 1995 Delegations

1.2.27 Determine Due Date for Rates or Service Charges

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.6.50 Rates or service charges due and payable
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to determine the date on which rates or service charges become due and payable to the Shire of Coolgardie. [s.6.50].
Council Conditions on this Delegation:	a. Excludes determining the due date and instalment due dates applicable to levying rates as part of the adoption of the annual budget. NOTE - Financial Management Reg.64 specifies that instalment due dates are to be determined when adopting the annual budget. b. Decisions under this delegation are limited to determining due date and instalment due dates applicable to interim rating only.
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Corporate Services**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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1. Local Government Act 1995 Delegations

1.2.28 Recovery of Rates or Service Charges

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.6.56 Rates or service charges recoverable in court s.6.64(3) Actions to be taken
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to recover rates or service charges, as well as costs of proceedings for the recovery, in a court of competent jurisdiction [s.6.56(1)]. 2. Authority to lodge (and withdraw) a caveat to preclude dealings in respect of land where payment of rates or service charges imposed on that land is in arrears [s.6.64(3)].
Council Conditions on this Delegation:	a. Decisions under this delegation must comply with Council Policy 3.04 Debt Collection. b. Only the CEO may commence legal proceedings.
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**Rates Coordinator** **Executive Manager Corporate Services**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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1. Local Government Act 1995 Delegations

1.2.29 Recovery of Rates Debts – Require Lessee to Pay Rent

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.6.60 Local Government may require lessee to pay rent
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to give notice to a lessee of land in respect of which there is an unpaid rate or service charge, requiring the lessee to pay its rent to the Shire of Coolgardie. [s.6.60(2)]. 2. Authority to recover the amount of the rate or service charge as a debt from the lessee if rent is not paid in accordance with a notice [s.6.60(4)].
Council Conditions on this Delegation:	a. Decisions under this delegation must comply with Council Policy 3.04 Debt Collection. b. Only the CEO may commence legal proceedings.
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Corporate Services**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. *Local Government Act 1995* – refer sections 6.61 and 6.62 and Schedule 6.2 prescribe procedures relevant to exercise of authority under s.6.60. Council Policy 3.04 Debt Collection.
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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1. Local Government Act 1995 Delegations

1.2.30 Recovery of Rates Debts - Actions to Take Possession of the Land

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995:* s.6.64(1) Actions to be taken s,6.69(2) Right to pay rates, service charges and costs, and stay proceedings s.6.71 Power to transfer land to Crown or local government s.6.74 Power to have land revested in Crown if rates in arrears 3 years
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to take possession of land and hold the land against a person having an estate or interest in the land where rates or service charges have remained unpaid for at least three years [s.6.64(1)], including: i. lease the land, or ii. sell the land; or where land is offered for sale and a contract of sale has not been entered into after 12 months: I. cause the land to be transferred to the Crown [s.6.71 and s.6.74]; or II. cause the land to be transferred to the Shire of Coolgardie [s.6.71]. 2. Authority to agree terms and conditions with a person having estate or interest in land and to accept payment of outstanding rates, service charges and costs within 7 days of and prior to the proposed sale [s.6.69(2)].
Council Conditions on this Delegation:	a. Decisions under this delegation must comply with Council Policy 3.32. b. In accordance with s.6.68(3A), this delegation cannot be used where a decision relates to exercising a power of sale without having, within the previous 3-years attempted to recover the outstanding rates / changes through a court under s.6.56, as s.6.68(3A) requires that the reasons why court action has not been pursued must be recorded in Council Minutes. c. Exercise of this delegation must comply with the procedures set out in Schedule 6.3 of the Local Government Act 1995. d. CEO must report to Council the intention to commence action to take possession of land. e. Only the CEO may commence legal proceedings.
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

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1. Local Government Act 1995 Delegations

Sub-Delegate/s: *Appointed by CEO*	**Rates Coordinator** **Executive Manager Corporate Services**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. *Local Government Act 1995* – Part 6, Division 6 Subdivision 6 and Schedule.6.3 prescribe procedures relevant to exercise of authority under this delegation. *Local Government (Financial Management) Regulations 1996* – regulations 72 – 78 prescribe forms and procedures relevant to exercise of authority under this delegation. Council Policy 3.04 Debt Collection
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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1. Local Government Act 1995 Delegations

1.2.31 Rate Record – Objections

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.6.76 Grounds of objection
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to extend the time for a person to make an objection to a rate record [s.6.76(4)]. 2. Authority to consider an objection to a rate record and either allow it or disallow it, wholly or in part, providing the decision and reasons for the decision in a notice promptly served upon the person whom made the objection [s.6.76(5)].
Council Conditions on this Delegation:	a. A delegate who has participated in any matter contributing to a decision related to the rate record, which is the subject of a Rates Record Objection, must NOT be party to any determination under this Delegation.
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**Rates Coordinator** **Executive Manager Corporate Services**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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1. Local Government Act 1995 Delegations

1.2.32 Renewal or Extension of Contracts during a State of Emergency

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.3.57 Tenders for providing goods or services *Local Government (Functions and General) Regulations 1996:* Regulation 11 'When tenders have to be publicly invited' Tender exemption under subregulation 11(2) (ja)
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	Authority, only to be exercised when a State of Emergency declaration is in force and applies to all or part of the District, to execute a renewal or extension to the term of a contract that will expire within 3 months, for a term of not more than 12 months from the original expiry date, without calling for tenders [F&G r.11(2) (ja)]. This authority relates to: • contracts not formed through a public tender, where the total value of the original term and the proposed extension or renewal exceeds $250 000, and • contracts formed through a public tender.
Council Conditions on this Delegation:	a. The authority to apply the renewal or extension option may be exercised where one or more of the following principles applies: i. It is exercised at the sole discretion of the Local Government; ii. It is in the best interests of the Local Government; iii. It is deemed necessary to facilitate the role of Local Government in relation to the State of Emergency declaration; iv. It has potential to promote local and/or regional economic benefits. b. This authority may only be exercised where the total consideration for the renewal or extension is $350,000 or less. c. Contracts may only be renewed or extended where there is an adopted and available budget for the proposed goods and services, OR where the expenditure from an alternative available budget allocation has been authorised in advance by the President (i.e., before the expense is incurred) in accordance with LGA s.6.8(1)(c). d. The decision to extend or renew a contract must be made in accordance with the objectives of the Purchasing Policy.

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1. Local Government Act 1995 Delegations

	e. This authority may only be exercised where the total consideration under the resulting contract is $350,000 or less.
Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services** **Executive Manager Infrastructure and Assets** **Executive Manager Corporate Services**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	Local Government (Functions and General) Regulations 1996 Council Policy 1.06 Procurement and Purchasing Policy
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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1. Local Government Act 1995 Delegations

1.2.33 Procurement of Goods or Services required to address a State of Emergency

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.3.57 Tenders for providing goods or services *Local Government (Functions and General) Regulations 1996:* Regulation 11 'When tenders have to be publicly invited' Tender exemption under subregulation 11(2) (aa) Associated definition under subregulation 11(3)
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	Authority, only to be exercised when a State of Emergency declaration is in force and applies to all or part of the District, to: 1. Determine that particular goods or services with a purchasing value >$250,000 are required for the purposes of addressing the impact, consequences or need arising from the hazard to which the State of Emergency declaration relates [F&G r11(3)(b)]; and 2. Undertake tender exempt purchasing activity to obtain the supply of those goods or services identified in accordance with point 1 above [F&G r.11(2) (aa)].
Council Conditions on this Delegation:	a. This authority may only be exercised where the goods or services are urgently required, and it is not possible for Council to meet within an appropriate timeframe. b. Compliance with the Purchasing Policy is required, but only to the extent that such compliance will not incur an unreasonable delay in providing the required urgent response to the State of Emergency hazard. The rationale for non-compliance with Purchasing Policy must be evidenced in accordance with the Record Keeping Plan. c. Where a relevant budget allocation is not available and a purchase is necessary in response to a State of Emergency, the expenditure from an alternative available budget allocation must be authorised in advance by the Mayor or President (i.e., before the expense is incurred) in accordance with LGA s.6.8. d. The CEO is to inform Council Members after the exercise of this delegation, including details of the contract specification, scope and purchasing value and the rationale for determining that the goods or services were urgently required in response to the State of Emergency declaration.

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1. Local Government Act 1995 Delegations

Compliance Links:	Local Government (Functions and General) Regulations 1996 WALGA Subscription Service – Procurement Toolkit Council Policy 1.06 Procurement and Purchasing
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996
Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services** **Executive Manager Infrastructure and Assets** **Executive Manager Corporate Services**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

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1.2.34 Authorise a Persons to Perform Specified Functions under the Local Government Act 1995

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.3.24 Authorising persons under this Subdivision s.3.31(2) General Procedure for entering property s.3.39(1) Power to remove and impound s.3.40A(1) Abandoned vehicle wreck may be taken s.9.24(1)(c) and (2)(b) Prosecutions, commencing *Local Government (Miscellaneous Provisions) Act 1960* s.449 Pounds, establishing; poundkeepers and rangers, appointing
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to authorise persons for the purposes of *Part 3, Division 3, Subdivision 2 – Certain provisions about land* - to exercise the Local Government's powers under s.3.25 to 3.27 inclusive, to issue and administer notices requiring certain things to be one by owner or occupier of land *[s.3.24]* 2. Authority to authorise an employee to remove and impound any goods that are involved in a contravention that can lead to impounding *[s.3.39(1)]*. 3. Authority to authorise persons to commence prosecutions for offences under the Local Government Act 1995 and any Local Laws made under the Local Government Act 1995 *[s.9.24(1)(c) and (2)(b)]*. 4. Authority to authorise an employee to remove and impound a vehicle that has been determined as an abandoned vehicle wreck *[s.3.40A(1)]*. 5. Authority to appoint fit and proper persons as poundkeepers or rangers *[Misc.Prov.s.449]*.
Council Conditions on this Delegation:	a. A register of Authorisations is to be maintained as a Local Government Record. b. Only persons who are appropriately qualified and trained may be authorised to perform relevant functions. c. Authorisations are to be provided in writing by issuing a Certificate of Authorisation.
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services** **Executive Manager Infrastructure and Assets**

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CEO Conditions on this Sub-Delegation: *Conditions on the delegation also apply to sub-delegation.*	

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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1.2.35 Acquisition of Interest in Land by Lease or other Short-Term Instrument

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limits on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.3.59 Commercial enterprises by local governments *Local Government (Functions and General) Regulations 1996:* r.8A Amount prescribed for major land transactions; exempt land transactions prescribed r.8 Exempt land transactions prescribed
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to acquire an interest in land (includes buildings), by lease or other short term instrument ONLY, where the total value of the consideration and anything done by the Shire is less than the threshold amount for a major land transaction [s.3.59(1), r.8A(1)]. 2. Authority to acquire an interest in land by lease or other short-term instrument ONLY through an exempt land transaction [s.3.59(1), r.8(1)]: a. without intending to produce a profit to the Local Government; and b. without intending that another person will be sold, or given joint or exclusive use of, all or any of the land involved in the transaction.
Council Conditions on this Delegation:	a. Delegation excludes authority to purchase in fee simple land or buildings and is therefore limited to leases, rental or other short term acquisition instruments that do not commit the Local Government for a period greater than 12 months. b. Delegation is limited to acquisitions that are necessary to achieve an objective determined by Council resolution, including objectives identified in the adopted Corporate Business Plan, a Policy or Strategy and for which an associated budget allocation has been included, and is available, in the Annual Budget. NOTE - Examples of acquisitions necessary to achieve an approved objective may include; hire a venue for a community event or short term lease of storage space for equipment while a refurbishment is completed. c. Where the acquisition total consideration value is greater than $20,000 the value is to be verified by at least one written valuation obtained from a suitably licensed valuer not more than 3-months prior to the execution of the associated acquisition contract.

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	d. In accordance with s.5.43, this delegation is limited to acquisitions that have a total consideration value of $100,000 or less. e. Documents that give effect to an acquisition under this delegation, must be executed by a person duly authorised under s.9.49A.
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services** **Executive Manager Infrastructure and Assets** **Executive Manager Corporate Services**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to subdelegations.*	

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. *Local Government Act 1995* s.3.59 Commercial enterprises by local Government s.9.49A Execution of documents s.6.2 Annual Budget Corporate Business Plan as adopted by Council *Local Government (Functions and General) Regulations 1995* – Regulations 8A and 8 *Residential Tenancy Act 1987* *Commercial Tenancy (Retail Shops) Agreements Act 1985*
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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1.2.36 Extend Time for Lodging an Objection

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limits on delegations to the CEO
Express Power or Duty Delegated:	*Local Government Act 1995*: s.9.5 Objection may be lodged
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to extend the time for a person to make an objection regarding a relevant prescribed decision of the Local Government [s.9.5(2)].
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Corporate Services**
CEO Conditions on this Sub-Delegation: *Conditions on the delegation also apply to sub-delegation.*	

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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1. Local Government Act 1995 Delegations

1.3 CEO to Employees

1.3.1 Determine if an Emergency for Emergency Powers of Entry

Delegator: *Power / Duty assigned in legislation to:*	Chief Executive Officer
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees
Express Power or Duty Delegated:	*Local Government Act 1995*: s.3.34(2) Entry in emergency
Delegate/s:	**Executive Manager Community Services** **Executive Manager Infrastructure and Assets** **Executive Manager Corporate Services**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to determine on behalf of the CEO that an emergency exists for the purposes of performing local government functions [s.3.34(2)].
CEO Conditions on this Delegation:	
Express Power to Sub-Delegate:	Nil.

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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Shire of Coolgardie

1. Local Government Act 1995 Delegations

1.3.2 Determine and Manage Conditions on Approvals to Obstruct a Public Thoroughfare

Delegator: *Power / Duty assigned in legislation to:*	Chief Executive Officer
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees
Express Power or Duty Delegated:	*Local Government (Uniform Local Provisions) Regulations 1996*: r.6(4)(d) Obstruction of public thoroughfare by things placed and left - Sch. 9.1 cl. 3(1)(a)
Delegate/s:	**Executive Manager Community Services** **Executive Manager Infrastructure and Assets**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	When determining to grant permission to obstruct a public footpath or thoroughfare under Delegated Authority 1.2.9: 1. Authority to determine the sum sufficient to cover the cost of repairing damage to the public thoroughfare resulting from the placement of a thing or a protective structure, on the basis that the local government may retain from that sum the amount required for the cost of repairs by the local government if the damage is not made good by the applicant [ULP r.6(4)(d)]]. 2. Authority to determine the requirements for protective structures, during such time as it is considered necessary for public safety and convenience [ULP r.6(5)(b). 3. Authority to determine and require in writing, that the person granted permission to obstruct a public thoroughfare repair damage caused by things placed on the thoroughfare and authority to determine if such repairs are to the satisfaction of the local government [ULP r.6(5)(d)].
CEO Conditions on this Delegation:	a. Decisions under this Delegation must be exercised in alignment with Council's Delegated Authority 1.2.9 Obstruction of Footpaths and Thoroughfares. b. Actions under this Delegation must comply with the procedural requirements detailed in *the Local Government (Uniform Local Provisions) Regulations 1996*.
Express Power to Sub-Delegate:	Nil.

Compliance Links:	This delegated authority is effective only in alignment with Delegated Authority 1.2.9 Obstructions of Footpaths and Thoroughfares. Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. Local Government (Uniform Local Provisions) Regulations 1996

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1. Local Government Act 1995 Delegations

	Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the *Local Government Act 1995*
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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1. Local Government Act 1995 Delegations

1.3.3 Determine and Manage Conditions on Permission for Dangerous Excavations on or on land adjoining Public Thoroughfares

Delegator: *Power / Duty assigned in legislation to:*	Chief Executive Officer
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees
Express Power or Duty Delegated:	Local Government (Uniform Local Provisions) Regulations 1996: r.11(6)(c) and (7)(c) Dangerous excavation in or near public thoroughfare – Sch. 9.1 cl.6
Delegate/s:	**Executive Manager Community Services** **Executive Manager Infrastructure and Assets**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	When determining to grant permission to for a dangerous excavation under Delegated Authority 1.2.12: 1. Authority to determine, as a condition of granting permission, the sum sufficient to deposit to cover the cost of repairing damage to the public thoroughfare or adjoining land resulting from the excavation or a protective structure, on the basis that the local government may retain from that sum the amount required for the cost of repairs by the local government if the damage is not made good by the applicant [r.11(6)(c)]. 2. Authority to determine, as a condition of granting permission, requirements for protective structures and for the protective structures to be maintained and kept in satisfactory condition necessary for public safety and convenience [r.11(7)(c)]. 3. Authority to determine if repairs to damage resulting from excavation or protective structures have been repaired satisfactorily. 4. Authority to determine if an excavation in or on land adjoining a public thoroughfare is dangerous and take action to fill it in or fence it or request the owner / occupier in writing to fill in or securely fence the excavation [ULP r.11(1)]. 5. Authority to determine to give permission or refuse to give permission to make or make and leave an excavation in a public thoroughfare or land adjoining a public thoroughfare [ULP r.11(4)]. 6. Authority to • impose conditions on granting permission [ULP r.11(6)]. • renew a permission granted or vary at any time, any condition imposed on a permission granted [ULP r.11(8)].

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1. Local Government Act 1995 Delegations

	• determine, as a condition of granting permission, the sum sufficient to deposit to cover the cost of repairing damage to the public thoroughfare or adjoining land resulting from the excavation or a protective structure, on the basis that the local government may retain from that sum the amount required for the cost of repairs by the local government if the damage is not made good by the applicant [r.11(6)(c)]. • determine, as a condition of granting permission, requirements for protective structures and for the protective structures to be maintained and kept in satisfactory condition necessary for public safety and convenience [r.11(7)(c)]. • determine if repairs to damage resulting from excavation or protective structures have been repaired satisfactorily.
CEO Conditions on this Delegation:	a. Decisions under this Delegation must be exercised in alignment with Council's Delegated Authority 1.2.12 Public Thoroughfares – Dangerous Excavations. b. Actions under this Delegation must comply with the procedural requirements detailed in *the Local Government (Uniform Local Provisions) Regulations 1996*. c. Only the CEO may commence legal proceedings.
Express Power to Sub-Delegate:	Nil.

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. This delegated authority is effective only in alignment with Delegated Authority 1.2.12 Public Thoroughfares – Dangerous Excavations. Local Government (Uniform Local Provisions) Regulations 1996 Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the *Local Government Act 1995*
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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1. Local Government Act 1995 Delegations

1.3.4 Determine and Manage Conditions on Permission for Private Works on, over, or under Public Places

Delegator: *Power / Duty assigned in legislation to:*	Chief Executive Officer
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees
Express Power or Duty Delegated:	*Local Government (Uniform Local Provisions) Regulations 1996*: r.17(5)(b) and r.17(6)(c) Private works on, over, or under public places — Sch. 9.1 cl. 8
Delegate/s:	**Executive Manager Corporate Services** **Executive Manager Infrastructure and Assets**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to determine, as a condition of granting permission for Private Works in Public Places, the sum sufficient to deposit with the Local Government to cover the cost of repairing damage to the public thoroughfare or public place resulting from the crossing construction, on the basis that the Local Government may retain from that sum the amount required for the cost of repairs by the local government if the damage is not made good by the applicant [r.17(5)(b)]. 2. Authority to determine if repairs to damage resulting from excavation or protective structures have been repaired satisfactorily. [r.17(6)(c)].
CEO Conditions on this Delegation:	Only the CEO may commence legal proceedings.
Express Power to Sub-Delegate:	Nil.

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. This delegated authority is effective only in alignment with Delegated Authority 1.2.13 Private Works on, over or under Public Places
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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1. Local Government Act 1995 Delegations

1.3.5 Appoint Persons (other than employees) to Open Tenders

Delegator: *Power / Duty assigned in legislation to:*	Chief Executive Officer
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees
Express Power or Duty Delegated:	*Local Government (Functions and Genera) Regulations 1996*: r.16(3) Receiving and opening tenders, procedure for
Delegate/s:	**Executive Manager Community Services** **Executive Manager Infrastructure and Assets** **Executive Manager Corporate Services**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to appoint one person (other than employees) to be present with an employee of the Local Government to open tenders, when two employees are unable to attend then tender opening [F&G r.16(3)].
CEO Conditions on this Delegation:	
Express Power to Sub-Delegate:	Nil.

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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1. Local Government Act 1995 Delegations

1.3.6 Electoral Enrolment Eligibility Claims and Electoral Roll

Delegator: *Power / Duty assigned in legislation to:*	Chief Executive Officer
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees
Express Power or Duty Delegated:	*Local Government Act 1995*: s.4.32(4), (5A) & (5) Eligibility to enrol under s.4.30, how to claim s.4.34 Accuracy of enrolment details to be maintained s.4.35 Decision that eligibility to enrol under s.4.30 has ended s.4.37 New roll for each election *Local Government (Elections) Regulations 1995*: r.11(1a) Nomination of co-owners or co-occupiers — s.4.31 r.13(2) & (4) Register - s.4.32(6)
Delegate/s:	**Executive Manager Corporate Services**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to require the written notice for co-owners or co-occupiers to be incorporated into Form 2 [r.11(1a)]. 2. Authority to decide whether or not the claimant is eligible under s.4.30(1)(a) and (b) and accept or reject the claim accordingly [s.4.32(4)]. 3. Authority to decide to accept or reject a claim made before the close of enrolments, but less than 14-days before the close of nominations [s.3.42(5A)]. 4. Authority to make any enquiries necessary in order to make a decision on an eligibility claim [s.4.32(5)]. 5. Authority to approve the omission of an elector's address from the Owners and Occupiers Register on the basis of a declaration from the elector that the publication of this information would place the elector's or their families safety at risk [Elections r.13(2)]. 6. Authority to amend the Owners and Occupiers Register from time to time to make sure that the information recorded in it is accurate [Elections r.13(4)]. 7. Authority to ensure that the information about electors that is recorded from enrolment eligibility claims is maintained in an up to date and accurate form [s.4.34]. 8. Authority to decide that a person is no longer eligible under s.4.30 to be enrolled on the Owners and Occupiers Electoral Roll [s.4.35(1)] and to give notice [s.4.35(2)] and consider submissions [s.4.35(6)], before making such determination. 9. Authority to determine to take any action necessary to give effect to advice received from the Electoral Commissioner [s.4.35(5)].

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1. Local Government Act 1995 Delegations

	10. Decide, with the approval of the Electoral Commissioner, that a new electoral roll is not required for an election day which is less than 100 days since the last election day [s.4.37(3)].
CEO Conditions on this Delegation:	a. Decisions on enrolment eligibility are to be recorded in the Enrolment Eligibility Register in accordance with s.4.32(6) and s.4.35(7).
Express Power to Sub-Delegate:	Nil.

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. Department of Local Government, Sport and Cultural Industries: Returning Officer Manual
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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1. Local Government Act 1995 Delegations

1.3.7 Destruction of Electoral Papers

Delegator: *Power / Duty assigned in legislation to:*	Chief Executive Officer
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees
Express Power or Duty Delegated:	*Local Government (Elections) Regulations 1996*: r.82(4) Keeping election papers – s4.84(a)
Delegate/s:	**Executive Manager Corporate Services** **Administration Manager**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to, after a period of 4-years, destroy the parcels of election papers in the presence of at least 2 other employees [Elect. r.82(4)].
CEO Conditions on this Delegation:	
Express Power to Sub-Delegate:	Nil.

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. Department of Local Government, Sport and Cultural Industries: Returning Officer Manual
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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1. Local Government Act 1995 Delegations

1.3.8 Information to be Available to the Public

Delegator: *Power / Duty assigned in legislation to:*	Chief Executive Officer
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees
Express Power or Duty Delegated:	*Local Government (Administration) Regulations 1996:* *r.29B Copies of certain information not to be provided (Act s.5.96)* *Local Government Act 1995:* *s.5.95(1)(b) & (3)(b) Limits on right to inspect local government information*
Delegate/s:	**Executive Manager Community Services** **Administration Manager**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to determine the manner and form by which a person may request copies of rates record information [s.5.94(m)] or owners and occupiers register and electoral rolls [s5.94(s)] and to make the information available, if satisfied, by statutory declaration or otherwise, that the information will not be used for commercial purposes [Admin r.29B]. 2. Authority to determine not to provide a right to inspect information, where it is considered that in doing so would divert a substantial and unreasonable portion of the local government's resources away from its other functions [s5.95(1)(b)].
CEO Conditions on this Delegation:	
Express Power to Sub-Delegate:	Nil.

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.

Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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1. Local Government Act 1995 Delegations

1.3.9 Financial Management Systems and Procedures

Delegator: *Power / Duty assigned in legislation to:*	Chief Executive Officer
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees
Express Power or Duty Delegated:	*Local Government (Financial Management) Regulations 1996*: r.5 CEO's Duties as to financial management
Delegate/s:	**Executive Manager Corporate Services**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to establish systems and procedures [FM r.5] that give effect to internal controls and risk mitigation for the: i. Collection of money owed to the Shire of Coolgardie: ii. Safe custody and security of money collected or held by the Shire of Coolgardie; iii. Maintenance and security of all financial records, including payroll, stock control and costing records; iv. Proper accounting of the Municipal and Trust Funds, including revenue, expenses and assets and liabilities; v. Proper authorisation of employees for incurring liabilities, including authority for initiating Requisition Orders, Purchase Orders and use of Credit and Transaction Cards; vi. Making of payments in accordance with Delegated Authority; vii. Preparation of budgets, budget reviews, accounts, and reports as required by legislation or operational requirements.
CEO Conditions on this Delegation:	a. Procedures are to be systematically documented and retained in accordance with the Record Keeping Plan, and must include references that enable recognition of statutory requirements and assign responsibility for actions to position titles. b. Procedures are to be administratively reviewed for continuing compliance and confirmed as 'fit for purpose' and subsequently considered by the Audit and Risk Committee at least once within each 3 financial years. [Audit r.17] c. When exercising authority to authorise persons under FM.r.5 to incur liabilities: • A register of Authorisations is to be maintained as a Local Government Record. • Only persons who are appropriately qualified and trained may be authorised for this purpose. • Authorisations are to be provided in writing by issuing a Certificate of Authorisation.
Express Power to Sub-Delegate:	Nil.

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Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. *Local Government Act 1995*
	Local Government (Financial Management) Regulations 1996 *Local Government (Audit) Regulations 1996* Department of Local Government, Sport and Cultural Industries Operational Guideline No.11 – Use of Corporate Credit Cards
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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1. Local Government Act 1995 Delegations

1.3.10 Audit – CEO Review of Systems and Procedures

Delegator: *Power / Duty assigned in legislation to:*	Chief Executive Officer
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees
Express Power or Duty Delegated:	*Local Government (Audit) Regulations 1996*: r.17 CEO to review certain systems and procedures
Delegate/s:	**Executive Manager Corporate Services**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to conduct the review of the appropriateness and effectiveness of the Shire of Coolgardie's systems and procedures in relation to i. risk management; and ii. internal controls; and iii. legislative compliance [r.17(1)].
CEO Conditions on this Delegation:	a. Each matter is to be reviewed at least once within every 4 financial years, with a report on each matter to be provided to the Audit and Risk Improvement Committee that details the findings, including any identified deficiencies, and actions required.
Express Power to Sub-Delegate:	Nil.

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. *Local Government (Audit) Regulations 1996*
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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1. Local Government Act 1995 Delegations

1.3.11 Infringement Notices

Delegator: *Power / Duty assigned in legislation to:*	Chief Executive Officer
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees
Express Power or Duty Delegated:	*Local Government Act 1995*: s.9.13(6)(b) Onus of proof in vehicle offences may be shifted s.9.19 Extension of Time s.9.20 Withdrawal of Notice *Building Regulations 2012:* Regulation 70(1A), (1), (2) Approved officers and authorised officers
Delegate/s:	**Executive Manager Community Services** **Senior Ranger**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to consider an owner of a vehicle's submission that the vehicle that is subject of an infringement notice, had been stolen or unlawfully taken at the time of the alleged offence [s.9.13(6)(b)]. 2. Authority to extend the 28-day period within which payment of a modified penalty may be paid, whether or not the period of 28-days has elapsed [s.9.19]. 3. Authority to withdraw an infringement notice within one year after the notice was given, whether or not the modified penalty has been paid by sending a withdrawal notice (in the prescribed form) to the alleged offender and if the modified penalty has been paid, providing a refund [s.9.20].
CEO Conditions on this Delegation:	a. A delegate who participated in a decision to issue an infringement notice, must NOT determine any matter related to that infringement notice under this Delegation. b. Delegation for Dog Act, Cat Act, Parking Local Law, Graffiti Act, Litter Act Infringement Notices is limited to the following listed positions ONLY: (i) **Executive Manager Community Services** (iii) **Senior Ranger** c. The following listed positions are delegated the functions under s.9.19 and s.9.20 only as a precondition for appointment as an "Approved Officer" in accordance with *Building Regulation 70(1)* for the purposes of the *Criminal Procedure Act 2004* section 6(a) and *Building Act 2011* Infringement Notices:

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1. Local Government Act 1995 Delegations

	(i) **Executive Manager Community Services** *NOTE:* ***Delegates must also be appointed as an "Approved Officer"*** *– appointment to be determined by Council resolution or by a person with delegated authority under delegation 2.1.10.* **Limitation function 3. Senior Ranger cannot withdraw infringements.*
Express Power to Sub-Delegate:	Nil.

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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1.3.12 Appoint Authorised Persons

Delegator: *Power / Duty assigned in legislation to:*	Chief Executive Officer
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.44 CEO may delegate some powers and duties to other employees
Express Power or Duty Delegated:	*Local Government Act 1995*: s.9.10 Appointment of authorised persons [s.9.10(2)]
Delegate:	**Executive Manager Community Services**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to appoint persons or classes of persons as authorised persons *[s.9.10(2)]* for the purpose of fulfilling functions of an authorised person prescribed in the following legislation inclusive of subsidiary legislation made under each Act i.e. Regulations: (a) *Local Government Act 1995* and its subsidiary legislation, including Local Government Act Regulations, the *Local Government (Miscellaneous Provisions) Act 1960* and Local Laws made under the Local Government Act. (b) *Caravan Parks and Camping Grounds Act 1995*; (c) *Cat Act 2011*; (d) *Cemeteries Act 1986*; (e) *Control of Vehicles (Off-road Areas) Act 1978*; (f) *Dog Act 1976:* (g) *Graffiti Vandalism Act 2016* – refer s.15; and (e) any other legislation prescribed for the purposes of s.9.10 of the *Local Government Act 1995*.
CEO Conditions on this Delegation:	a. A register of Authorisations is to be maintained as a Local Government Record. b. Only persons who are appropriately qualified and trained may be appointed as Authorised persons. c. A person to be appointed as authorised officer in accordance with Regulation 70(2) of the *Building Regulations 2012* and section 6(b) of the *Criminal Procedure Act 2004* MUST first be appointed as an authorised person for the purposes of section 9.16 of the *Local Government Act 1995.*
Express Power to Sub-Delegate:	*NIL.*

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
Record Keeping:	Instruments or Certificates of Authorisation – Copies are to be retained on the Authorised Person's personnel file.

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	In accordance with r19 Local Government (Administration) Regulations 1996 A record of each Authorisation is to be retained in the Authorised Persons Register, retained as a Local Government Record.

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1.4 Local Law Delegations to the CEO

1.4.1 Infrastructure Control – Public Places and Local Government Property Local Law 2019

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*All the powers, duties, and responsibilities of the local government pursuant to the Local Law.*
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	*All the powers, duties, and responsibilities of the local government pursuant to the Local Law.*
Council Conditions on this Delegation:	Only the CEO may commence legal proceedings.
Express Power to Sub-Delegate:	Local Government Act 1995: s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services** **Executive Manager Infrastructure and Assets** **Senior Ranger**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	*Public Places and Local Government Property Local Law 2019*.
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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1.4.2 Bush Fire Brigades Local Law

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*All the powers, duties, and responsibilities of the local government pursuant to the Local Law.*
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	*All the powers, duties, and responsibilities of the local government pursuant to the Local Law.*
Council Conditions on this Delegation:	Only the CEO may commence legal proceedings.
Express Power to Sub-Delegate:	Local Government Act 1995: s.5.44 CEO may delegate some powers and duties to other employees
Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services** **Executive Manager Infrastructure and Assets**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	Shire of Coolgardie Bush Fire Brigades Local Law
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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1.4.3 Cats Local Law

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*All the powers, duties, and responsibilities of the local government pursuant to the Local Law.*
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	*All the powers, duties, and responsibilities of the local government pursuant to the Local Law.*
Council Conditions on this Delegation:	Only the CEO may commence legal proceedings.
Express Power to Sub-Delegate:	Local Government Act 1995: s.5.44 CEO may delegate some powers and duties to other employees
Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	Shire of Coolgardie Cats Local Law
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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1.4.4 Cemeteries Local Law

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*All the powers, duties, and responsibilities of the local government pursuant to the Local Law.*
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	*All the powers, duties, and responsibilities of the local government pursuant to the Local Law.*
Council Conditions on this Delegation:	Only the CEO may commence legal proceedings.
Express Power to Sub-Delegate:	Local Government Act 1995: s.5.44 CEO may delegate some powers and duties to other employees
Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services** **Executive Manager Infrastructure and Assets**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	Shire of Coolgardie Cemeteries Local Law
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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1.4.5 Dogs Local Law

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*All the powers, duties, and responsibilities of the local government pursuant to the Local Law.*
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	*All the powers, duties, and responsibilities of the local government pursuant to the Local Law.*
Council Conditions on this Delegation:	Only the CEO may commence legal proceedings.
Express Power to Sub-Delegate:	Local Government Act 1995: s.5.44 CEO may delegate some powers and duties to other employees
Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	Shire of Coolgardie Dogs Local Law
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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1.4.6 Fencing Local Law

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*All the powers, duties, and responsibilities of the local government pursuant to the Local Law.*
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	*All the powers, duties, and responsibilities of the local government pursuant to the Local Law.*
Council Conditions on this Delegation:	Only the CEO may commence legal proceedings.
Express Power to Sub-Delegate:	Local Government Act 1995: s.5.44 CEO may delegate some powers and duties to other employees
Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services** **Executive Manager Infrastructure and Assets**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	Shire of Coolgardie Fencing Local Law
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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1.4.7 Parking Local Law

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*All the powers, duties, and responsibilities of the local government pursuant to the Local Law.*
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	*All the powers, duties, and responsibilities of the local government pursuant to the Local Law.*
Council Conditions on this Delegation:	Only the CEO may commence legal proceedings.
Express Power to Sub-Delegate:	Local Government Act 1995: s.5.44 CEO may delegate some powers and duties to other employees
Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services** **Senior Ranger**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	Shire of Coolgardie Parking Local Law
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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2 Building Act 2011 Delegations

2.1 Council to CEO

2.1.1 Grant a Building Permit

Delegator: *Power / Duty assigned in legislation to:*	Permit Authority (Local Government)
Express Power to Delegate: *Power that enables a delegation to be made*	*Building Act 2011:* s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	*Building Act 2011*: s.18 Further Information s.20 Grant of building permit s.22 Further grounds for not granting an application s.27(1) and (3) Impose Conditions on Permit *Building Regulations 2012:* r.23 Application to extend time during which permit has effect (s.32) r.24 Extension of time during which permit has effect (s.32(3)) r.26 Approval of new responsible person (s.35(c))
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to require an applicant to provide any documentation or information required to determine a building permit application [s.18(1)]. 2. Authority to grant or refuse to grant a building permit [s.20(1) & (2) and s.22]. 3. Authority to impose, vary or revoke conditions on a building permit [s.27(1) and (3)]. 4. Authority to determine an application to extend time during which a building permit has effect [r.23]. i. Subject to being satisfied that work for which the building permit was granted has not been completed OR the extension is necessary to allow rectification of defects of works for which the permit was granted [r.24(1)] ii. Authority to impose any condition on the building permit extension that could have been imposed under s.27 [r.24(2)]. 5. Authority to approve, or refuse to approve, an application for a new responsible person for a building permit [r.26].
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	*Building Act 2011*: s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

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2. Building Act 2011 Delegations

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	*Building Act 2011* s.119 Building and demolition permits – application for review by SAT s.23 Time for deciding application for building or demolition permit s.17 Uncertified application to be considered by building surveyor *Building Regulations 2012 – r.25 Review of decision to refuse to extend time during which permit has effect (s.32(3)) – reviewable by SAT* *Building Services (Registration Act) 2011* – Section 7 *Home Building Contracts Act 1991* – Part 3A, Division 2 – Part 7, Division 2 *Building and Construction Industry Training Levy Act 1990* *Heritage Act 2018*
Record Keeping:	In accordance with s130 Building Act 2011 and r 12 Building Regulations 2012

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2. Building Act 2011 Delegations

2.1.2 Demolition Permits

Delegator: *Power / Duty assigned in legislation to:*	Permit Authority (Local Government)
Express Power to Delegate: *Power that enables a delegation to be made*	*Building Act 2011:* s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	*Building Act 2011*: s.18 Further Information s.21 Grant of demolition permit s.22 Further grounds for not granting an application s.27(1) and (3) Impose Conditions on Permit Building Regulations 2012 r.23 Application to extend time during which permit has effect (s.32) r.24 Extension of time during which permit has effect (s.32(3)) r.26 Approval of new responsible person (s.35(c))
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to require an applicant to provide any documentation or information required to determine a demolition permit application [s.18(1)]. 2. Authority to grant or refuse to grant a demolition permit on the basis that all s.21(1) requirements have been satisfied [s.20(1) & (2) and s.22]. 3. Authority to impose, vary or revoke conditions on a demolition permit [s.27(1) and(3)]. 4. Authority to determine an application to extend time during which a demolition permit has effect [r.23]. i. Subject to being satisfied that work for which the demolition permit was granted has not been completed OR the extension is necessary to allow rectification of defects of works for which the permit was granted [r.24(1)] ii. Authority to impose any condition on the demolition permit extension that could have been imposed under s.27 [r.24(2)]. 5. Authority to approve, or refuse to approve, an application for a new responsible person for a demolition permit [r.26].
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	*Building Act 2011*: s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services**

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2. Building Act 2011 Delegations

CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	*Building Act 2011* s.119 Building and demolition permits – application for review by SAT s.23 Time for deciding application for building or demolition permit *Building Services (Complaint Resolution and Administration) Act 2011* – Part 7, Division 2 *Building and Construction Industry Training Levy Act 1990* *Heritage Act 2018*
Record Keeping:	In accordance with s130 Building Act 2011 and r 12 Building Regulations 2012

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2. Building Act 2011 Delegations

2.1.3 Occupancy Permits or Building Approval Certificates

Delegator: *Power / Duty assigned in legislation to:*	Permit Authority (Local Government)
Express Power to Delegate: *Power that enables a delegation to be made*	*Building Act 2011:* s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	*Building Act 2011*: s.55 Further information s.58 Grant of occupancy permit, building approval certificate s.62(1) and (3) Conditions imposed by permit authority s.65(4) Extension of period of duration Building Regulations 2012 r.40 Extension of period of duration of time limited occupancy permit or building approval certificate (s.65)
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to require an applicant to provide any documentation or information required in order to determine an application [s.55]. 2. Authority to grant, refuse to grant or to modify an occupancy permit or building approval certificate [s.58]. 3. Authority to impose, add, vary or revoke conditions on an occupancy permit [s.62(1) and (3)]. 4. Authority to extend, or refuse to extend, the period in which an occupancy permit or modification or building approval certificate has effect [s.65(4) and r.40].
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	*Building Act 2011*: s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	*Building Act 2011* s.59 time for granting occupancy permit or building approval certificate s.60 Notice of decision not to grant occupancy permit or grant building approval certificate s.121 Occupancy permits and building approval certificates – application for review by SAT

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2. Building Act 2011 Delegations

	Building Services (Complaint Resolution and Administration) Act 2011 – Part 7, Division 2 *Building and Construction Industry Training Levy Act 1990* *Heritage Act 2018*
Record Keeping:	In accordance with s130 Building Act 2011 and r 12 Building Regulations 2012

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2. Building Act 2011 Delegations

2.1.4 Designate Employees as Authorised Persons

Delegator: *Power / Duty assigned in legislation to:*	Permit Authority (Local Government)
Express Power to Delegate: *Power that enables a delegation to be made*	*Building Act 2011:* s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	*Building Act 2011*: s.96(3) authorised persons s.99(3) Limitation on powers of authorised person
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to designate an employee as an authorised person [s.96(3)]. 2. Authority to revoke or vary a condition of designation as an authorised person or give written notice to an authorised person limiting powers that may be exercised by that person [s.99(3)]. NOTE: An *authorised person* for the purposes of sections 96(3) and 99(3) is not an *approved officer* or *authorised officer* for the purposes of Building Reg. 70.
Council Conditions on this Delegation:	a. Decisions under this delegated authority should be in accordance with r.5 of the Building Regulations 2012.
Express Power to Sub-Delegate:	*Building Act 2011*: s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

Sub-Delegate/s: *Appointed by CEO*	**NA**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	*Building Act 2011*: s.97 each designated authorised person must have an identity card. r.5A Authorised persons (s.3) – definition
Record Keeping:	In accordance with s130 Building Act 2011 and r 12 Building Regulations 2012

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2. Building Act 2011 Delegations

2.1.5 Building Orders

Delegator: *Power / Duty assigned in legislation to:*	Permit Authority (Local Government)
Express Power to Delegate: *Power that enables a delegation to be made*	*Building Act 2011:* s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	*Building Act 2011*: s.110(1) A permit authority may make a building order s.111(1) Notice of proposed building order other than building order (emergency) s.117(1) and (2) A permit authority may revoke a building order or notify that it remains in effect s.118(2) and (3) Permit authority may give effect to building order if non-compliance s.133(1) A permit authority may commence a prosecution for an offence against this Act
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to make Building Orders in relation to: a. Building work b. Demolition work c. An existing building or incidental structure [s.110(1)]. 2. Authority to give notice of a proposed building order and consider submissions received in response and determine actions [s.111(1)(c)]. 3. Authority to revoke a building order [s.117]. 4. If there is non-compliance with a building order, authority to cause an authorised person to: a. take any action specified in the order; or b. commence or complete any work specified in the order; or c. if any specified action was required by the order to cease, to take such steps as are reasonable to cause the action to cease [s.118(2)]. 5. Authority to take court action to recover as a debt, reasonable costs and expense incurred in doing anything in regard to non-compliance with a building order [s.118(3)].
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	*Building Act 2011*: s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

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2. Building Act 2011 Delegations

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	*Building Act 2011*: Section 111 Notice of proposed building order other than building order (emergency) Section 112 Content of building order Section 113 Limitation on effect of building order Section 114 Service of building order Part 9 Review - *s.122* Building orders – application for review by SAT
Record Keeping:	In accordance with s130 Building Act 2011 and r 12 Building Regulations 2012

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2. Building Act 2011 Delegations

2.1.6 Inspection and Copies of Building Records

Delegator: *Power / Duty assigned in legislation to:*	Permit Authority (Local Government)
Express Power to Delegate: *Power that enables a delegation to be made*	*Building Act 2011:* s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	*Building Act 2011*: s.131(2) Inspection, copies of building records
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to determine an application from an interested person to inspect and copy a building record [s.131(2)].
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	*Building Act 2011*: s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	*Building Act 2011* - s.146 Confidentiality
Record Keeping:	In accordance with s130 Building Act 2011 and r 12 Building Regulations 2012

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2. Building Act 2011 Delegations

2.1.7 Referrals and Issuing Certificates

Delegator: *Power / Duty assigned in legislation to:*	Permit Authority (Local Government)
Express Power to Delegate: *Power that enables a delegation to be made*	*Building Act 2011:* s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	*Building Act 2011*: s.145A Local Government functions
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to refer uncertified applications under s.17(1) to a building surveyor who is not employed by the local government [s.145A(1)]. 2. Authority to issue a certificate for Design Compliance, Construction Compliance or Building Compliance whether or not the land subject of the application is located in the Shire's District [s.145A(2)].
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	*Building Act 2011*: s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	
Record Keeping:	In accordance with s130 Building Act 2011 and r 12 Building Regulations 2012

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2. Building Act 2011 Delegations

2.1.8 Private Pool Barrier – Alternative and Performance Solutions

Delegator: *Power / Duty assigned in legislation to:*	Permit Authority (Local Government)
Express Power to Delegate: *Power that enables a delegation to be made*	*Building Act 2011:* s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	*Building Regulations 2012*: r.51 Approvals by permit authority
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to approve requirements alternative to a fence, wall, gate or other component included in the barrier, if satisfied that the alternative requirements will restrict access by young children as effectively as if there were compliant with AS 1926.1 [r.51(2)] 2. Authority to approve a door for the purposes of compliance with AS 1926.1, where a fence or barrier would cause significant structural or other problem which is beyond the control of the owner / occupier or the pool is totally enclosed by a building or a fence or barrier between the building and pool would create a significant access problem for a person with a disability [r.51(3)] 3. Authority to approve a performance solution to a Building Code pool barrier requirement if satisfied that the performance solution complies with the relevant performance requirement [r.51(5)].
Council Conditions on this Delegation:	Decisions under this delegation must be consistent with modifications to AS 1926.1-2012 prescribed in Building Regulation 15B.
Express Power to Sub-Delegate:	*Building Act 2011*: s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	
Record Keeping:	In accordance with s130 Building Act 2011 and r 12 Building Regulations 2012

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2. Building Act 2011 Delegations

2.1.9 Smoke Alarms – Alternative Solutions

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Building Act 2011:* s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	*Building Regulations 2012:* r.55 Terms Used (alternative building solution approval) r.61 Local Government approval of battery powered smoke alarms
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to approve alternative building solutions which meet the performance requirement of the Building Code relating to fire detection and early warning [r.55]. 2. Authority to approve or refuse to approve a battery powered smoke alarm and to determine the form of an application for such approval [r.61].
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	*Building Act 2011*: s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	
Record Keeping:	In accordance with s130 Building Act 2011 and r 12 Building Regulations 2012

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2. Building Act 2011 Delegations

2.1.10 Appointment of approved officers and authorised officers

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Building Act 2011:* s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	*Building Regulations 2012:* r.70 Approved officers and authorised officers
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to appoint an approved officer for the purposes of s.6(a) of the *Criminal Procedure Act 2004*, in accordance with Building Regulation 70(1) and (1A). *NOTE: Only employees delegated under s 5.44(1) of the Local Government Act 1995 with power under s 9.19 or 9.20 may be appointed as "approved officers".* 2. Authority to appoint an authorised officer for the purposes of s.6(b) of the *Criminal Procedure Act 2004*, in accordance with Building Regulation 70(2). *NOTE: Only employees appointed under s 9.10 of the Local Government Act 1995 and authorised for the purpose of performing functions under s 9.16 of that Act may be appointed as "authorised officers" for the purposes of Building Regulation 70(2).*
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	*Building Act 2011*: s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

Sub-Delegate/s: *Appointed by CEO*	**NA - see Appointment Instruments**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	*Building Regulations 2012:* r 70(3) each authorised officer must be issued a certificate of appointment.
Record Keeping:	In accordance with s130 Building Act 2011 and r 12 Building Regulations 2012

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2.1.11 Designate Employees of Contracted Service Provider as Authorised Persons (Inspectors)

Delegator: *Power / Duty assigned in legislation to:*	Permit Authority (Local Government)
Express Power to Delegate: *Power that enables a delegation to be made*	*Building Act 2011:* s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	*Building Regulations 2012*: r.4A Authorised persons
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to designate a person contracted, or employed by an entity contracted, by the Shire of Coolgardie as an authorised person [r.4A(2)] for the purposes of monitoring whether Part 8 provisions are being complied with. 2. Authority to revoke designation as an authorised person [r.4A(4)].
Council Conditions on this Delegation:	a. Designation of authorised persons under this delegation is limited to performing Authorised Person functions under s.93(2)(d).
Express Power to Sub-Delegate:	*Building Act 2011*: s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

Sub-Delegate/s: *Appointed by CEO*	
CEO Conditions on this Sub-Delegation: *Conditions on the delegation also apply to sub-delegation.*	

Compliance Links:	*Building Regulations 2012:* r.4B Identity cards
Record Keeping:	In accordance with s130 Building Act 2011 and r 12 Building Regulations 2012

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2.1.12 Authorise persons to commence proceedings

Delegator: *Power / Duty assigned in legislation to:*	Permit Authority (Local Government)
Express Power to Delegate: *Power that enables a delegation to be made*	*Building Act 2011:* s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	*Building Act 2011*: s.133(1) A permit authority may commence a prosecution for an offence against this Act
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to authorise a person to commence a prosecution for an offence against the Building Act 2011 [s.133(1)(b)].
Council Conditions on this Delegation:	Only the CEO may commence legal proceedings.
Express Power to Sub-Delegate:	*Building Act 2011*: s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

Sub-Delegate/s: *Appointed by CEO*	
CEO Conditions on this Sub-Delegation: *Conditions on the delegation also apply to sub-delegation.*	

Compliance Links:	*Building Act 2011* - s.146 Confidentiality
Record Keeping:	In accordance with s130 Building Act 2011 and r 12 Building Regulations 2012

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3 Bush Fires Act 1954 Delegations

3.1 Council to CEO, Shire President, and Bush Fire Control Officer

3.1.1 Make Request to FES Commissioner – Control of Fire

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Bush Fires Act 1954:* s.48 Delegation by local government
Express Power or Duty Delegated:	*Bush Fires Act 1954:* s.13(4) Duties and powers of bush fire liaison officers
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to request on behalf of the Shire of Coolgardie that the FES Commissioner authorise the Bush Fire Liaison Officer or another person to take control of fire operations [s.13(4)].
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	*NIL – Sub-delegation is prohibited by s.48(3)*

Compliance Links:	
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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3.1.2 Prohibited Burning Times - Vary

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Bush Fires Act 1954:* s.48 Delegation by local government s.17(10) Prohibited burning times may be declared by Minister (power of delegation to mayor or president and Chief Bush Fire Control Officer for ONLY powers under s.17(7) and (8))
Express Power or Duty Delegated:	*Bush Fires Act 1954:* s.17(7) Prohibited burning times may be declared by Minister *Bush Fire Regulations 1954:* r.15 Permit to burn (Act s.18), form of and apply for after refusal etc. r.38C Harvesters, power to prohibit use of on certain days in restricted or prohibited burning times r.39B Crop dusters etc., use of in restricted or prohibited burning times
Delegate:	**Shire President and Chief Bush Fire Control Officer (jointly)**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority, where seasonal conditions warrant it, to determine a variation of the prohibited burning times, after consultation with an authorised CALM Act officer [s.17(7)].
Council Conditions on this Delegation:	a. Decisions under s.17(7) must be undertaken jointly by both the President and the Chief Bush Fire Control Officer and must comply with the procedural requirements of s.17(7B) and (8).
Express Power to Sub-Delegate:	*NIL – Sub-delegation is prohibited by s.48(3)*

Compliance Links:	
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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3.1.3 Prohibited Burning Times – Control Activities

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Bush Fires Act 1954:* s.48 Delegation by local government
Express Power or Duty Delegated:	*Bush Fires Act 1954:* s.27(2) and (3) Prohibition on use of tractors or engines except under certain conditions s.28(4) and (5) Occupier of land to extinguish bush fire occurring on own land *Bush Fire Regulations 1954:* r.15 Permit to burn (Act s.18), form of and apply for after refusal etc. r.38C Harvesters, power to prohibit use of on certain days in restricted or prohibited burning times r.39B Crop dusters etc., use of in restricted or prohibited burning times
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to determine permits to burn during prohibited burning times that have previously been refused by a Bush Fire Control Officer [r.15]. 2. Authority to declare that the use of any harvesting machinery on any land under crop during the whole or any part of any Sunday or public holiday in the whole or a specified part of the District during Restricted Burning Times is prohibited unless written consent of a Bush Fire Control Officer is obtained [r.38C]. 3. Authority to determine, during a Prohibited Burning Time, if a firebreak around a landing ground for an aeroplane has been satisfactorily prepared [r.39B(2)]. 4. Authority to issue directions, during a Prohibited Burning Time, to a Bush Fire Control Officer, regarding matters necessary for the prevention of fire on land used as a landing ground for an aeroplane [r.39B(3)]. 5. Authority to prohibit the use of tractors, engines or self-propelled harvester, during a Prohibited Burning Times, and to give permission for use of same during the Restricted Burning Time subject to compliance with requirements specified in a notice [s.27(2) and (3)]. 6. Authority to recover the cost of measures taken by the Shire of Coolgardie or Bush Fire Control Officer, to extinguish a fire burning during Prohibited Burning Times, where the occupier of the land has failed to comply with requirements under s.28(1) to take all possible measures to extinguish a fire the land they occupy [s.28(4)], including authority to recover expenses in any court of competent jurisdiction [s.28(5)].
Council Conditions on this Delegation:	a. Only the CEO may commence legal proceedings.
Express Power to Sub-Delegate:	*NIL – Sub-delegation is prohibited by s.48(3)*

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Compliance Links:	
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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3.1.4 Restricted Burning Times – Vary and Control Activities

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Bush Fires Act 1954:* s.48 Delegation by local government
Express Power or Duty Delegated:	*Bush Fires Act 1954:* s.18(5), (11) Restricted burning times may be declared by FES Commissioner s.22(6) and (7) Burning on exempt land and land adjoining exempt land s.27(2) and (3) Prohibition on use of tractors or engines except under certain conditions s.28(4) and (5) Occupier of land to extinguish bush fire occurring on own land *Bush Fire Regulations 1954:* r.15 Permit to burn (Act s.18), form of and apply for after refusal etc. r.15C Local Government may prohibit burning on certain days r.38C Harvesters, power to prohibit use of on certain days in restricted or prohibited burning times r.39B Crop dusters etc., use of in restricted or prohibited burning times
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority, where seasonal conditions warrant it and after consultation with an authorised CALM Act officer, to determine to vary the restricted burning times in respect of that year [s.18(5)]. a. Authority to determine to prohibit burning on Sundays or specified days that are public holidays in the District [r.15C]. 2. Authority, where a permitted burn fire escapes or is out of control in the opinion of the Bush Fire Control Officer or an officer of the Bush Fire Brigade, to determine to recoup bush fire brigade expenses arising from preventing extension of or extinguishing an out of control permitted burn [s.18(11)]. 3. Authority to determine permits to burn during restricted times that have previously been refused by a Bush Fire Control Officer [r.15]. 4. Authority to arrange with the occupier of exempt land, the occupier of land adjoining it and the Bush Fire Brigade to cooperate in burning fire-breaks and require the occupier of adjoining land to provide by the date of the burning, ploughed or cleared fire-breaks parallel to the common boundary [s.22(6) and (7)]. 5. Authority to declare that the use of any harvesting machinery on any land under crop during the whole or any part of any Sunday or public holiday in the whole or a specified part of the District during Restricted Burning Times is prohibited, unless written consent of a Bush Fire Control Officer is obtained [r.38C].

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	6. Authority to determine, during a Restricted Burning Time, if a firebreak around a landing ground for an aeroplane has been satisfactorily prepared [r.39B]. 7. Authority to issue directions, during a Restricted Burning Time, to a Bush Fire Control Officer, regarding matters necessary for the prevention of fire on land used as a landing ground for an aeroplane [r.39B(3)]. 8. Authority to prohibit the use of tractors, engines or self-propelled harvester, during a Restricted Burning Times, and to give permission for use of same during the Restricted Burning Time subject to compliance with requirements specified in a notice [s.27(2) and (3)]. 9. Authority to recover the cost of measures taken by the Shire of Coolgardie or Bush Fire Control Officer, to extinguish a fire burning during Restricted Burning Times, where the occupier of the land has failed to comply with requirements under s.28(1) to take all possible measures to extinguish a fire the land they occupy [s.28(4)], including authority to recover expenses in any court of competent jurisdiction [s.28(5)].
Council Conditions on this Delegation:	a. Only the CEO may commence legal proceedings.
Express Power to Sub-Delegate:	*NIL – Sub-delegation is prohibited by s.48(3)*

Compliance Links:	
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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3.1.5 Control of Operations Likely to Create Bush Fire Danger

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Bush Fires Act 1954:* s.48 Delegation by local government
Express Power or Duty Delegated:	*Bush Fires Act 1954:* s.27D Requirements for carriage and deposit of incendiary material *Bush Fires Regulations 1954:* r.39C Welding and cutting apparatus, use of in open air r.39CA Bee smoker devices, use of in restricted or prohibited burning times etc. r.39D Explosives, use of r.39E Fireworks, use of
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to give directions to a Bush Fire Control Officer regarding matters necessary for the prevention of fire arising from: a. a person operating a bee smoker device during a prescribed period [r.39CA(5)]. b. a person operating welding apparatus, a power operated abrasive cutting disc [r.39C(3)]. c. a person using explosives [r.39D(2)]. d. a person using fireworks [r.39E(3) 2. Authority to determine directions or requirements for the carriage and deposit of incendiary materials (hot or burning ash, cinders, hot furnace refuse, or any combustible matter that is burning) [s.27D]. *Note: this authority is also prescribed to a Bush Fire Control Officer, a Bush Fire Liaison Officer or an authorised CALM Act officer*.
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	*NIL – Sub-delegation is prohibited by s.48(3)*

Compliance Links:	
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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3.1.6 Burning Garden Refuse / Open Air Fires

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Bush Fires Act 1954:* s.48 Delegation by local government
Express Power or Duty Delegated:	*Bush Fires Act 1954:* s.24F Burning garden refuse during limited burning times s.24G Minister or local government may further restrict burning of garden refuse s.25 No fire to be lit in open air unless certain precautions taken s.25A Power of Minister to exempt from provisions of section 25 *Bush Fires Regulations 1954:* r.27(3) Permit, issue of
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to give written permission, during prohibited times and restricted times, for an incinerator located within 2m of a building or fence, only where satisfied it is not likely to create a fire hazard [s.24F(2)(b)(ii) and (4)]. 2. Authority to prohibit or impose restrictions on the burning of garden refuse that is otherwise permitted under s.24F [s.24G(2)]. a. Authority to issue directions to an authorised officer as to the manner in which or the conditions under which permits to burn plants or plant refuse shall be issued in the District [r.27(3) and r.33(5)]. b. Authority to prohibit (object to) the issuing of a permit for the burning of a proclaimed plan growing upon any land within the District [r.34]. 3. Authority to provide written approval, during prohibited times and restricted times, for fires to be lit for the purposes of: a. camping or cooking [s.25(1)(a)]. b. conversion of bush into charcoal or for the production of lime, in consultation with an authorised CALM Act officer [s.25(1)(b)]. 4. Authority to prohibit the lighting of fires in the open are for the purposes of camping or cooking for such period during the prohibited burning times as specified in a note published in the Gazette and newspaper circulating in the District and authority to vary such notice [s.25(1a) and (1b)]. 5. Authority to serve written notice on a person to whom an exemption has been given under s.25 for lighting a fire in open air, prohibiting that person from lighting a fire and to determine conditions on the notice [s.25A(5)].

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Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	*NIL – Sub-delegation is prohibited by s.48(3)*

Compliance Links:	
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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3.1.7 Firebreaks

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Bush Fires Act 1954:* s.48 Delegation by local government
Express Power or Duty Delegated:	*Bush Fires Act 1954:* s.33 Local government may require occupier of land to plough or clear fire-breaks
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to give written notice to an owner or occupier of land or all owners or occupiers of land within the District, requiring, to the satisfaction of the Shire of Coolgardie: a. clearing of firebreaks as determined necessary and specified in the notice; and b. act in respect to anything which is on the land and is or is likely to be conducive to the outbreak of a bush fire or the spread or extension of a bush fire; and c. as a separate or coordinated action with any other person carry out similar actions [s.33(1)] d. determine that these matters have been acted upon to the satisfaction of the Shire. 2. Authority to direct a Bush Fire Control Officer or any other employee to enter onto the land of an owner or occupier to carry out the requisitions of the notice which have not been complied with [s.33(4)]. a. Authority to recover any costs and expenses incurred in doing the acts, matters or things required to carry out the requisitions of the notice [s.33(5)].
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	*NIL – Sub-delegation is prohibited by s.48(3)*

Compliance Links:	
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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3.1.8 Appoint Bush Fire Control Officer/s and Fire Weather Officer

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Bush Fires Act 1954:* s.48 Delegation by local government
Express Power or Duty Delegated:	*Bush Fires Act 1954:* s.38 Local Government may appoint bush fire control officer
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to appoint persons to be Bush Fire Control Officers for the purposes of the Bush Fires Act 1954; and a. Of those Officers, appoint one as the Chief Bush Fire Control Officer and one as the Deputy Chief Bush Fire Control Officer; and b. Determine the respective seniority of the other Bush Fire Officers so appointed [s.38(1)]. 2. Authority to issue directions to a Bush Fire Control Officer to burn on or at the margins of a road reserve under the care, control and management of the Shire of Coolgardie [s.38(5A)] 3. Authority to appoint a Fire Weather Officer, selected from senior Bush Fire Control Officers previously appointed and where more than one Fire Weather Officer is appointed, define a part of the District in which each Fire Weather Officer shall have exclusive right to exercise the powers of s.38(17). [s.38(8) and (9)]. a. Authority to appoint deputy Fire Weather Officer/s as considered necessary and where two or more deputies are appointed, determine seniority [s.38(10)].
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	*NIL – Sub-delegation is prohibited by s.48(3)* *See Appointment Instrument*

Compliance Links:	
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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3.1.9 Control and Extinguishment of Bush Fires

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Bush Fires Act 1954:* s.48 Delegation by local government
Express Power or Duty Delegated:	*Bush Fires Act 1954:* s.46 Bush fire control officer or forest officer may postpone lighting fire
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to prohibit or postpone the lighting of a fire, despite a permit having been issued, where in the opinion of the Delegate the lighting of a fire would be or become a source of danger by escaping from the land on which it is proposed to be lit [s.46(1A)]. a. Where it is proposed that the fire will be lit on land within 3kms of the boundary of forest land, and an authorised CALM Act office is not available or has not exercised the power to prohibit or proposed a fire considered to become a source of danger, then the Delegate may make the decision [s.46(1B)].
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	*NIL – Sub-delegation is prohibited by s.48(3)*

Compliance Links:	
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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3.1.10 Recovery of Expenses Incurred through Contraventions of this Act

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Bush Fires Act 1954:* s.48 Delegation by local government
Express Power or Duty Delegated:	*Bush Fires Act 1954:* s.58 General penalty and recovery of expenses incurred
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to recover expenses incurred as a result of an offence against the Bush Fires Act, being expenses incurred through the fulfilment of a duty or doing anything for which the Act empowered or required the Shire of Coolgardie or those on behalf of the Shire of Coolgardie to do [s.58].
Council Conditions on this Delegation:	a. Only the CEO may commence legal proceedings.
Express Power to Sub-Delegate:	*NIL – Sub-delegation is prohibited by s.48(3)*

Compliance Links:	
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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3.1.11 Prosecution of Offences

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Bush Fires Act 1954:* *s.59(3) Prosecution of offences*
Express Power or Duty Delegated:	*Bush Fires Act 1954:* s.59 Prosecution of offences s.59A(2) Alternative procedure – infringement notices
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to institute and carry on proceedings against a person for an offence alleged to be committed against this Act [s.59]. 2. Authority to serve an infringement notice for an offence against this Act [s.59A(2)]. 3. Prosecution of Offences: • Chief Executive Officer • Executive Manager, following advice to the Executive Manager responsible. 4. Alternative Procedure (Infringement Notices:) • Senior Ranger • Rangers. 5. Withdrawal of Infringement Notices: • Chief Executive Officer • Executive Managers. 6. Only the CEO may commence legal proceedings.
Council Conditions on this Delegation:	a. Only the CEO may commence legal proceedings.
Express Power to Sub-Delegate:	*NIL – Sub-delegation is prohibited by s.48(3)*

Compliance Links:	*Bush Fires Act 1954:* s.65 Proof of certain matters s.66 Proof of ownership or occupancy Bush Fires Regulations 1954 Bush Fires (Infringements) Regulations 1978
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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4 Cat Act 2011 Delegations

4.1 Council to CEO

4.1.1 Cat Registrations

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Cat Act 2011:* s.44 Delegation by local government
Express Power or Duty Delegated:	*Cat Act 2011*: s.9 Registration s.10 Cancellation of registration s.11 Registration numbers, certificates and tags *Cat Regulations 2012* Schedule 3, cl.1(4) Fees Payable
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to grant, or refuse to grant, a cat registration or renewal of a cat registration [s.9(1)]. 2. Authority to refuse to consider an application for registration or renewal where an applicant does not comply with a requirement to give any document or information required to determine the application [s.9(6)]. 3. Authority to cancel a cat registration [s.10]. 4. Authority to give the cat owner a new registration certificate or tag, if satisfied that the original has been stolen, lost, damaged or destroyed [s.11(2)]. 5. Authority to reduce or waive a registration or approval to breed fee, in respect of any individual cat or any class of cats within the Shire of Coolgardie's District [Regs. Sch. 3 cl.1(4)].
Council Conditions on this Delegation:	a. Notices of decisions must include advice as to Objection and Review rights in accordance with Part 4, Division 5 of the *Cat Act 2011*.
Express Power to Sub-Delegate:	*Cat Act 2011:* s.45 Delegation by CEO of local government

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services** **Senior Ranger**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

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Compliance Links:	Cat Regulations 2012 r.11 Application for registration (s.8(2)), prescribes the Form of applications for registration. r.12 Period of registration (s.9(7)) r.11 Changes in registration r.14 Registration certificate (s.11(1)(b)) r.15 Registration tags (s.76(2)) Decisions are subject to Objection and Review by the State Administration Tribunal rights – refer Part 4, Division 5 of the *Cat Act 2011*.
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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4.1.2 Cat Control Notices

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Cat Act 2011:* s.44 Delegation by local government
Express Power or Duty Delegated:	*Cat Act 2011*: s.26 Cat control notice may be given to cat owner
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to give a cat control notice to a person who is the owner of a cat ordinarily kept within the Shire of Coolgardie's District [s.26].
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	*Cat Act 2011:* s.45 Delegation by CEO of local government

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services** **Senior Ranger**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	*Cat Regulations 2012* – r.20 Cat control notice [s.23(3)], prescribes the Form of the notice.
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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4.1.3 Approval to Breed Cats

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Cat Act 2011:* s.44 Delegation by local government
Express Power or Duty Delegated:	*Cat Act 2011*: s.37 Approval to Breed Cats s.38 Cancellation of approval to breed cats s.39 Certificate to be given to approved cat breeder
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to grant or refuse to grant approval or renew an approval to breed cats [s.37(1) and (2)]. 2. Authority to refuse to consider an application for registration or renewal where an applicant does not comply with a requirement to give any document or information required to determine the application [s.37(4)]. 3. Authority to cancel an approval to breed cats [s.38]. 4. Authority to give an approved breeder a new certificate or tag, if satisfied that the original has been stolen, lost, damaged, or destroyed [s.39(2)].
Council Conditions on this Delegation:	a. Notices of decisions must include advice as to Objection and Review rights in accordance with Part 4, Division 5 of the *Cat Act 2011*.
Express Power to Sub-Delegate:	*Cat Act 2011:* s.45 Delegation by CEO of local government

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services** **Senior Ranger**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	Cat Regulations 2012: r.21 Application for approval to breed cats (s.36(2)) r.22 Other circumstances leading to refusal of approval to breed cats (s.37(2)(f)) r.23 Person who not be refused approval to breed cats (s.37(5)) r.24 Duration of approval to breed cats (s.37(6)) r.25 Certificate given to approved cat breeder (s.39(1))
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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4.1.4 Recovery of Costs – Destruction of Cats

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Cat Act 2011:* s.44 Delegation by local government
Express Power or Duty Delegated:	*Cat Act 2011*: s.49(3) Authorised person may cause cat to be destroyed
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to recover the amount of the costs associated with the destruction and the disposal of a cat [s.49(3)].
Council Conditions on this Delegation:	a. Only the CEO may commence legal proceedings.
Express Power to Sub-Delegate:	*Cat Act 2011:* s.45 Delegation by CEO of local government

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services** **Senior Ranger**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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4.1.5 Applications to Keep Additional Cats

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Cat Act 2011:* s.44 Delegation by local government
Express Power or Duty Delegated:	*Cat (Uniform Local Provisions) Regulations 2013*: r.8 Application to keep additional number of cats r.9 Grant of approval to keep additional number of cats
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to require any document or additional information required to determine an application [r.8(3)] 2. Authority to refuse to consider an application if the applicant does not comply with a requirement to provide any document or information required to determine an application [r.8(4)]. 3. Authority to grant or refuse approval for additional number of cats specified in an application to be kept at the prescribed premises and to determine any condition reasonably necessary to ensure premises are suitable for the additional number of cats [r.9].
Council Conditions on this Delegation:	a. Notices of decisions must include advice as to Review rights in accordance with r.11 of the *Cat (Uniform Local Provisions) Regulations 2013*.
Express Power to Sub-Delegate:	*Cat Act 2011:* s.45 Delegation by CEO of local government

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services** **Senior Ranger**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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4.1.6 Reduce or Waiver Registration Fee

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Cat Act 2011:* s.44 Delegation by local government
Express Power or Duty Delegated:	*Cat Regulations 2012*: Schedule 3 Fees clause 1(4)
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to reduce or waiver a fee payable under Schedule 3 clauses (2) or (3) in respect to any individual cat.
Council Conditions on this Delegation:	a. This delegation does NOT provide authority to determine to reduce or waiver the fees payable in regard to any class of cat within the District. This matter requires a Council decision in accordance with s.6.16, 6.17 and 6.18 of the *Local Government Act 1995*.
Express Power to Sub-Delegate:	*Cat Act 2011:* s.45 Delegation by CEO of local government

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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4.1.7 Authorise a person to perform Specified functions under the Cat Act 2011

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Cat Act 2011:* s.44 Delegation by local government
Express Power or Duty Delegated:	*Cat Act 2011*: s.73 Prosecutions
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to authorise a person to commence a prosecution for an offence against the Cat Act 2011 Shire of Coolgardie s.73(1)(b) & (2)(b)
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	*Cat Act 2011:* s.45 Delegation by CEO of local government

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services**
CEO Conditions on this Sub-Delegation: *Conditions on the delegation also apply to sub-delegation.*	

Compliance Links:	
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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4.2 Cat Act Delegations - CEO to Employees

4.2.1 Infringement Notices – Extensions and Withdrawals

Delegator: *Power / Duty assigned in legislation to:*	Chief Executive Officer
Express Power to Delegate: *Power that enables a delegation to be made*	*Cat Act 2011:* s.45 Delegation by CEO of local government
Express Power or Duty Delegated:	*Cat Act 2011:* s.64 Extension of time s.65 Withdrawal of notice
Delegate/s:	**Executive Manager Community Services** **Senior Ranger**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to extend the period of 28 days within which the modified penalty may be paid, and the extension may be allowed whether or not the period of 28 days has elapsed [s.64]. 2. Authority, within one year of the infringement notice being given and whether or not the modified penalty has been paid, to withdraw an infringement notice [s.65].
CEO Conditions on this Delegation:	*Limit 2. Team Leader- no authority to withdraw
Express Power to Sub-Delegate:	Nil.

Compliance Links:	*Cat Regulations 2012:* r.28 Withdrawal of infringement notice (s.65(1))
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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5 Dog Act 1974 Delegations

5.1 Dog Act Delegations Council to CEO

5.1.1 Part Payment of Sterilisation Costs / Directions to Veterinary Surgeons

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Dog Act 1976:* s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	*Dog Act 1976*: s.10A Payments to veterinary surgeons towards costs of sterilisation
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to determine where a resident who is the owner of a registered dog, would suffer hardship in paying the whole of the cost of sterilisation and determine to pay part of such costs to a maximum value of $150 [s.10A(1)(a) and (3)]. 2. Authority to give written directions to a veterinary surgeon to be complied with as a condition of part payment of the cost of sterilisation [s.10A(1)(b) and (2)].
Council Conditions on this Delegation:	a. The Chief Executive Officer is permitted to sub-delegate to employees [s.10AA(3)].
Express Power to Sub-Delegate:	*Dog Act 1976:* s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services** **Senior Ranger**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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5. Dog Act 1974 Delegations

5.1.2 Refuse or Cancel Registration

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Dog Act 1976:* s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	*Dog Act 1976*: s.15(2) and (4A) Registration periods and fees s.16(3) Registration procedure s.17A(2) If no application for registration made s.17(4) and (6) Refusal or cancellation of registration
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to determine to refuse a dog registration and refund the fee, if any [s.16(2)]. 2. Authority to direct the registration officer to refuse to effect or renew or to cancel the registration of a dog, and to give notice of such decisions, where: i. the applicant, owner or registered owner has been convicted of an offence or paid a modified penalty within the past 3-years in respect of 2 or more offences against this Act, the *Cat Act 2011* or the *Animal Welfare Act 2002*; or ii. the dog is determined to be destructive, unduly mischievous or to be suffering from a contagious or infectious disease or iii. the delegate is not satisfied that the dog is or will be effectively confined in or at premises where the dog is ordinarily kept iv. the dog is required to be microchipped but is not microchipped; or v. the dog is a dangerous dog [s.16(3) and s.17A(2)]. 3. Authority to discount or waive a registration fee, including a concessional fee, for any individual dog or any class of dogs within the Shire of Coolgardie's District [s15(4A)]. 4. Authority to apply to a Justice of the Peace for an order to seize a dog where, following a decision to refuse or cancel a registration and the applicant / owner has not applied to the State Administration Tribunal for the decision to be reviewed. [s.17(4)]. i. Authority, following seizure, to determine to cause the dog to be detained or destroyed or otherwise disposed of as though it had be found in contravention of section 31, 32 or 33A and had not been claimed [s.17(6)]

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Council Conditions on this Delegation:	a. The Chief Executive Officer is permitted to sub-delegate to employees [s.10AA(3)]. b. Only the CEO may commence legal action.
Express Power to Sub-Delegate:	*Dog Act 1976:* s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services** **Senior Ranger**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	*Dog Act 1976* s.17A If no application for registration made – procedure for giving notice of decision under s.16(3) Note – Decisions under this delegation may be referred for review by the State Administration Tribunal – s.16A, s.17(4) and (6)
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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5. Dog Act 1974 Delegations

5.1.3 Kennel Establishments

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Dog Act 1976:* s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	*Dog Act 1976*: s.27 Licensing of approved kennel establishments
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to grant, refuse to grant or cancel a kennel licence [s.27(4) and (6)].
Council Conditions on this Delegation:	a. The Chief Executive Officer is permitted to sub-delegate to employees [s.10AA(3)]. b. Application processing and decisions under this delegation are to comply with the Shire of Coolgardie Dogs Local Law. c. Only the CEO may commence legal proceedings.
Express Power to Sub-Delegate:	*Dog Act 1976:* s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services** **Senior Ranger**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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5. Dog Act 1974 Delegations

5.1.4 Recovery of Moneys Due Under this Act

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Dog Act 1976:* s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	*Dog Act 1976*: s.29(5) Power to seize dogs
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to recover moneys, in a court of competent jurisdiction, due in relation to a dog for which the owner is liable [s.29(5)].
Council Conditions on this Delegation:	a. The Chief Executive Officer is permitted to sub-delegate to employees [s.10AA(3)]. b. Only the CEO may commence legal proceedings.
Express Power to Sub-Delegate:	*Dog Act 1976:* s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services** **Senior Ranger**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	Includes recovery of expenses relevant to: s.30A(3) Operator of dog management facility may have dog microchipped at owner's expense s.3M Local government expenses to be recoverable. s.47 Veterinary service expenses recoverable from local government r.31 Local government expenses as to dangerous dogs (declared)
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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5. Dog Act 1974 Delegations

5.1.5 Dispose of or Sell Dogs Liable to be Destroyed

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Dog Act 1976:* s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	*Dog Act 1976*: s.29(11) Power to seize dogs
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to dispose of or sell a dog which is liable to be destroyed [s.29(11)].
Council Conditions on this Delegation:	a. The Chief Executive Officer is permitted to sub-delegate to employees [s.10AA(3)]. b. Proceeds from the sale of dogs are to be directed into the Municipal Fund. c. Only the CEO may commence legal proceedings.
Express Power to Sub-Delegate:	*Dog Act 1976:* s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services** **Senior Ranger**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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5. Dog Act 1974 Delegations

5.1.6 Declare Dangerous Dog

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Dog Act 1976:* s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	*Dog Act 1976*: s.33E(1) Individual dog may be declared to be dangerous dog (declared)
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to declare an individual dog to be a dangerous dog [s.33E(1)].
Council Conditions on this Delegation:	a. The Chief Executive Officer is permitted to sub-delegate to employees [s.10AA(3)]. b. Only the CEO may commence legal proceedings. c. A person who has made a declaration cannot determine an objection or revocation of that determination.
Express Power to Sub-Delegate:	*Dog Act 1976:* s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services** **Senior Ranger**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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5. Dog Act 1974 Delegations

5.1.7 Dangerous Dog Declared or Seized – Deal with Objections and Determine when to Revoke

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Dog Act 1976:* s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	*Dog Act 1976*: s.33F(6) Owners to be notified of making of declaration s.33G(4) Seizure and destruction s.33H(1) and (2) Local government may revoke declaration or proposal to destroy
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to consider and determine to either dismiss or uphold an objection to the declaration of a dangerous dog [s.33F(6)]. 2. Authority to consider and determine to either dismiss or uphold an objection to seizure of a dangerous dog [s.33G(4)]. 3. Authority to revoke a declaration of a dangerous dog or revoke notice proposing to cause a dog to be destroyed, only where satisfied that the dog can be kept without likelihood of any contravention of this Act [s.33H(1)] i. Authority to, before dealing with an application to revoke a declaration or notice, require the owner of the dog to attend with the dog a course in behaviour and training or otherwise demonstrate a change in the behaviour of the dog [s.33H(2)].
Council Conditions on this Delegation:	a. The Chief Executive Officer is permitted to sub-delegate to employees [s.10AA(3)]. b. Only the CEO may commence legal proceedings. c. A person who has made a declaration cannot determine an objection or revocation of that determination.
Express Power to Sub-Delegate:	*Dog Act 1976:* s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services** **Senior Ranger**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

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5. Dog Act 1974 Delegations

Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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5. Dog Act 1974 Delegations

5.1.8 Deal with Objection to Notice to Revoke Dangerous Dog Declaration or Destruction Notice

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Dog Act 1976:* s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	*Dog Act 1976*: s.33H(5) Local government may revoke declaration or proposal to destroy
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to consider and determine to either dismiss or uphold an objection to a decision to revoke [s.33H(5)]: (a) a notice declaring a dog to be dangerous; or (b) a notice proposing to cause a dog to be destroyed.
Council Conditions on this Delegation:	a. The Chief Executive Officer is permitted to sub-delegate to employees [s.10AA(3)]. b. Only the CEO may commence legal proceedings. c. A person who has made a declaration cannot determine an objection or revocation of that determination.
Express Power to Sub-Delegate:	*Dog Act 1976:* s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services** **Senior Ranger**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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5. Dog Act 1974 Delegations

5.1.9 Determine Recoverable Expenses for Dangerous Dog Declaration

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Dog Act 1976:* s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	*Dog Act 1976*: s.33M(1)(a) Local Government expenses to be recoverable
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to determine the reasonable charge to be paid by an owner at the time of payment of the registration fee under s.15, up to the maximum amount prescribed, having regard to expenses incurred by the Local Government in making inquiries, investigations and inspections concerning the behaviour of a dog declared to be dangerous *[s.33H(5)]*.
Council Conditions on this Delegation:	a. The Chief Executive Officer is permitted to sub-delegate to employees [s.10AA(3)]. b. Does not include the setting of the fee under s33(M)(10(b) as this must be determined by Council, pursuant to s6.16 LGA. c. Only the CEO may commence legal proceedings.
Express Power to Sub-Delegate:	*Dog Act 1976:* s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services** **Senior Ranger**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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5.1.10 Appoint Registration Officer

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Dog Act 1976:* s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	*Dog Act 1976*: s.3 Terms Used (*Registration officer means a person authorised by the local government to effect the registration of dogs pursuant to this Act*)
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to authorise a person for the purposes of performing the prescribed office of Registration Officer under the Dog Act 1976 [s.3].
Council Conditions on this Delegation:	a. The Chief Executive Officer permitted to sub-delegate to employees [s.10AA(3)]. b. A register of Authorisations is to be maintained as a Local Government Record. c. Only persons who are appropriately qualified and trained may be appointed as Authorised persons. d. Authorisations are to be provided in writing by issuing a Certificate of Authorisation.
Express Power to Sub-Delegate:	*Dog Act 1976:* s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services**
CEO Conditions on this Sub-Delegation: *Conditions on the delegation also apply to sub-delegation.*	

Compliance Links:	
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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5.1.11 Grant Exemption as to Number of Dogs Kept at Premises

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Dog Act 1976:* s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	*Dog Act 1976*: s.26(3) Limitation as to numbers
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to approve, and determine conditions that apply to, an exemption as to the limit to the number of dogs that can be kept at a premises [s.26(3)].
Council Conditions on this Delegation:	a. The Chief Executive Officer permitted to sub-delegate to employees [s.10AA(3)]. b. Decisions under this delegation must comply with the relevant provisions of the Dog Act 1976 and Shire of Coolgardie Dogs Local Law, including: • Consider and be satisfied that for any particular premises the provisions of the Dog Act 1976 relating to kennel establishments need not be applied in the circumstances [s.26(3)]. • Apply the provisions of s.26(4). c. Conditions that must be applied to an approved exemption, include: • Fencing at the premises must be adequate and maintained to prevent the dogs from leaving the premises, to the satisfaction of the CEO. • Registrations for each dog subject of the approved exemption must be current and maintained. • An exemption applies only to the dogs registered and listed in the approval and as such cannot be transferred to another dog.
Express Power to Sub-Delegate:	*Dog Act 1976:* s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services**
CEO Conditions on this Sub-Delegation: *Conditions on the delegation also apply to sub-delegation.*	

Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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6 Food Act 2008 Delegations

6.1 Council to CEO

6.1.1 Determine Compensation

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Food Act 2008:* s.118Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Express Power or Duty Delegated:	*Food Act 2008*: s.56(2) Compensation to be paid in certain circumstances s.70(2) and (3) Compensation
Delegate:	**CEO** **Executive Manager Community Services**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to determine applications for compensation in relation to any item seized, if no contravention has been committed and the item cannot be returned [s.56(2)]. 2. Authority to determine an application for compensation from a person on whom a prohibition notice has been served and who has suffered loss as the result of the making of the order and who considers that there were insufficient grounds for making the order [s.70(2) and (3)].
Council Conditions on this Delegation:	a. In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time. b. Compensation under this delegation may only be determined upon documented losses up to a maximum of $500. Compensation requests above this value are to be reported to Council.
Express Power to Sub-Delegate:	NIL – Food Regulations 2009 do not provide for sub-delegation.

Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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6. Food Act 2008 Delegations

6.1.2 Prohibition Orders

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Food Act 2008:* s.118Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Express Power or Duty Delegated:	*Food Act 2008*: s.65(1) Prohibition orders s.66 Certificate of clearance to be given in certain circumstances s.67(4) Request for re-inspection
Delegate:	**CEO** **Executive Manager Community Services** **Contract Environmental Health Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to serve a prohibition order on the proprietor of a food business in accordance with s.65 of the Food Act 2008 [s.65(1)]. 2. Authority to give a certificate of clearance, where inspection demonstrates compliance with a prohibition order and any relevant improvement notices [s.66]. 3. Authority to give written notice to proprietor of a food business on whom a prohibition order has been served of the decision not to give a certificate of clearance after an inspection [s.67(4)].
Council Conditions on this Delegation:	a. In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time.
Express Power to Sub-Delegate:	NIL – Food Regulations 2009 do not provide for sub-delegation.

Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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6. Food Act 2008 Delegations

6.1.3 Food Business Registrations

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Food Act 2008:* s.118Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Express Power or Duty Delegated:	*Food Act 2008*: s.110(1) and (5) Registration of food business s.112 Variation of conditions or cancellation of registration of food businesses
Delegate:	**CEO** **Executive Manager Community Services** **Contract Environmental Health Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to consider applications and determine registration of a food business and grant the application with or without conditions or refuse the registration [s.110(1) and (5)]. 2. Authority to vary the conditions or cancel the registration of a food business [s.112].
Council Conditions on this Delegation:	a. In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time, including but not limited to: • Food Act 2008 Regulatory Guideline No.1 Introduction of Regulatory Food Safety Auditing in WA • Food Unit Fact Sheet 8 – Guide to Regulatory Guideline No.1 • WA Priority Classification System • Verification of Food Safety Program Guideline
Express Power to Sub-Delegate:	NIL – Food Regulations 2009 do not provide for sub-delegation.

Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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6. Food Act 2008 Delegations

6.1.4 Appoint Authorised Officers and Designated Officers

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Food Act 2008:* s.118Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Express Power or Duty Delegated:	*Food Act 2008*: s.122(1) Appointment of authorised officers s.126(6), (7) and (13) Infringement Officers
Delegate:	**CEO**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to appoint a person to be an authorised officer for the purposes of the Food Act 2008 [s.122(2)]. 2. Authority to appoint an Authorised Officer appointed under s.122(2) of this Act or s.24(1) of the *Public Health Act 2016,* to be a Designated Officer for the purposes of issuing Infringement Notices under the *Food Act 2008* [s.126(13)]. 3. Authority to appoint an Authorised Officer to be a Designated Officer (who is prohibited by s.126(13) from also being a Designated Officer for the purpose of issuing infringements), for the purpose of extending the time for payment of modified penalties [s.126(6)] and determining withdrawal of an infringement notice [s.126(7).
Council Conditions on this Delegation:	a. In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time, including but not limited to: • Appointment of Authorised Officers as Meat Inspectors • Appointment of Authorised Officers • Appointment of Authorised Officers – Designated Officers only • Appointment of Authorised Officers – Appointment of persons to assist with the discharge of duties of an Authorised Officer
Express Power to Sub-Delegate:	NIL – Food Regulations 2009 do not provide for sub-delegation.

Compliance Links:	s.122(3) requires an Enforcement Agency to maintain a list of appointed authorised officers s.123(1) requires an Enforcement Agency to provide each Authorised Officer with a Certificate of Authority as prescribed
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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6. Food Act 2008 Delegations

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6. Food Act 2008 Delegations

6.1.5 Debt Recovery and Prosecutions

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Food Act 2008:* s.118Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Express Power or Duty Delegated:	*Food Act 2008*: s.54 Cost of destruction or disposal of forfeited item s.125 Institution of proceedings
Delegate:	**CEO**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to recover costs incurred in connection with the lawful destruction or disposal of an item (seized) including any storage costs [s.54(1)] and the costs of any subsequent proceedings in a court of competent jurisdiction [s.54(3). 2. Authority to institute proceedings for an offence under the Food Act 2008 [s.125].
Council Conditions on this Delegation:	a. In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time.
Express Power to Sub-Delegate:	NIL – Food Regulations 2009 do not provide for sub-delegation.

Compliance Links:	
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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6. Food Act 2008 Delegations

6.1.6 Food Businesses List – Public Access

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Food Act 2008:* s.118Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Express Power or Duty Delegated:	*Food Act 2008*: r.51 Enforcement agency may make list of food
Delegate:	**CEO** **Executive Manager Community Services** **Contract Environmental Health Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to decide to make a list of food businesses maintained under s.115(a) or (b) publicly available [r.51].
Council Conditions on this Delegation:	a. In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time.
Express Power to Sub-Delegate:	NIL – Food Regulations 2009 do not provide for sub-delegation.

Compliance Links:	
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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7 Graffiti Vandalism Act 2016 Delegations

7.1 Council to CEO

7.1.1 Give Notice Requiring Obliteration of Graffiti

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Graffiti Vandalism Act 2016:* s.16 Delegation by local government
Express Power or Duty Delegated:	*Graffiti Vandalism Act 2016:* s.18(2) Notice requiring removal of graffiti s.19(3) & (4) Additional powers when notice is given
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to give written notice to a person who is an owner or occupier of property on which graffiti is applied, requiring the person to ensure that the graffiti is obliterated in an acceptable manner, within the time set out in the notice [s.18(2)]. 2. Authority, where a person fails to comply with a notice, to do anything considered necessary to obliterate the graffiti in an acceptable manner [s.19(3)] and to take action to recover costs incurred as a debt due from the person who failed to comply with the notice [s.19(4)].
Council Conditions on this Delegation:	a. Only the CEO may commence legal proceedings.
Express Power to Sub-Delegate:	*Graffiti Vandalism Act 2016:* s.17 Delegation by CEO of local government

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services** **Senior Ranger**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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7. Graffiti Vandalism Act 2016 Delegations

7.1.2 Notices – Deal with Objections and Give Effect to Notices

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Graffiti Vandalism Act 2016:* s.16 Delegation by local government
Express Power or Duty Delegated:	*Graffiti Vandalism Act 2016:* s.22(3) Objection may be lodged s.24(1)(b) & (3) Suspension of effect of notice
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to deal with an objection to a notice [s.22(3)]. 2. Authority, where an objection has been lodged, to: i. determine and take action to give effect to the notice, where it is determined that there are urgent reasons or an endangerment to public safety or likely damage to property or serious nuisance, if action is not taken [s.24(1)(b)] and ii. to give notice to the affected person, before taking the necessary actions [s.24(3)].
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	*Graffiti Vandalism Act 2016:* s.17 Delegation by CEO of local government

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services** **Senior Ranger**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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7. Graffiti Vandalism Act 2016 Delegations

7.1.3 Obliterate Graffiti on Private Property

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Graffiti Vandalism Act 2016:* s.16 Delegation by local government
Express Power or Duty Delegated:	*Graffiti Vandalism Act 2016:* s.25(1) Local government graffiti powers on land not local government property
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to determine to obliterate graffiti applied without consent of the owner or occupier, even though the land on which it is done is not local government property and the local government does not have consent [s.25(1)].
Council Conditions on this Delegation:	a. Subject to exercising Powers of Entry.
Express Power to Sub-Delegate:	*Graffiti Vandalism Act 2016:* s.17 Delegation by CEO of local government

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services** **Senior Ranger**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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7. Graffiti Vandalism Act 2016 Delegations

7.1.4 Powers of Entry

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Graffiti Vandalism Act 2016:* s.16 Delegation by local government
Express Power or Duty Delegated:	*Graffiti Vandalism Act 2016:* s.28 Notice of entry s.29 Entry under warrant
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to give notice of an intended entry to the owner or occupier of land, premises or thing, specifying the purpose for which entry is required [s.28]. 2. Authority to obtain a warrant to enable entry onto any land, premises or thing for the purposes of this Act [s.29].
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	*Graffiti Vandalism Act 2016:* s.17 Delegation by CEO of local government

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services** **Senior Ranger**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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8. Public Health Act 2016 Delegations

8 Public Health Act 2016 Delegations

8.1 Council to CEO

8.1.1 Appoint Authorised Officer or Approved Officer (Asbestos Regs)

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Health (Asbestos) Regulations 1992:* r.15D(7) Infringement Notices
Express Power or Duty Delegated:	*Health (Asbestos) Regulations 1992:* r.15D(5) Infringement Notices
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to appoint a person or classes of persons as an authorised officer or approved officer for the purposes of the *Criminal Procedure Act 2004* Part 2 [r.15D(5)].
Council Conditions on this Delegation:	a. Subject to each person so appointed being issued with a certificate, badge or identity card identifying the officer as a person authorised to issue infringement notices [r.15D(6)].
Express Power to Sub-Delegate:	Nil – the *Health (Asbestos) Regulations 1992* do not provide a power to sub-delegate.

Compliance Links:	*Criminal Procedure Act 2004* – Part 2
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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8. Public Health Act 2016 Delegations

8.1.2 Enforcement Agency Reports to the Chief Health Officer

Delegator: *Power / Duty assigned in legislation to:*	Enforcement Agency (means Local Government vide s.4 definition)
Express Power to Delegate: *Power that enables a delegation to be made*	*Public Health Act 2016:* s.21 Enforcement agency may delegate
Express Power or Duty Delegated:	*Public Health Act 2016* s.22 Reports by and about enforcement agencies
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to prepare and provide to the Chief Health Officer, the Local Government's report on the performance of its functions under this Act and the performance of functions by persons employed or engaged by the Shire of Coolgardie [s.22(1)] 2. Authority to prepare and provide to the Chief Health Officer, a report detailing any proceedings for an offence under this Act [s.22(2)].
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	Nil – Unless a Regulation enacted under the Public Health Act 2016, specifically authorises a delegated power or duty of an enforcement agency to be further delegated [s.21(4)].

Compliance Links:	*Public Health Act 2016* s.20 Conditions on performance of functions by enforcement agencies.
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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8. Public Health Act 2016 Delegations

8.1.3 Designate Authorised Officers

Delegator: *Power / Duty assigned in legislation to:*	Enforcement Agency (means Local Government vide s.4 definition)
Express Power to Delegate: *Power that enables a delegation to be made*	*Public Health Act 2016:* s.21 Enforcement agency may delegate
Express Power or Duty Delegated:	*Public Health Act 2016* s.24(1) and (3) Designation of authorised officers
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to designate a person or class of persons as authorised officers for the purposes of: i. The Public Health Act 2016 or other specified Act ii. Specified provisions of the Public Health Act 2016 or other specified Act iii. Provisions of the Public Health Act 2016 or another specified Act, other than the specified provisions of that Act. Including: a. an environmental health officer or environmental health officers as a class; OR b. a person who is not an environmental health officer or a class of persons who are not environmental health officers, OR c. a mixture of the two. [s.24(1) and (3)].
Council Conditions on this Delegation:	a. Subject to each person so appointed being; • Appropriately qualified and experienced [s.25(1)(a)]; and • Issued with a certificate, badge or identity card identifying the authorised officer [s.30 and 31]. b. A Register (list) of authorised officers is to be maintained in accordance with s.27.
Express Power to Sub-Delegate:	Nil – Unless a Regulation enacted under the Public Health Act 2016, specifically authorises a delegated power or duty of an enforcement agency to be further delegated [s.21(4)].

Compliance Links:	*Public Health Act 2016* s.20 Conditions on performance of functions by enforcement agencies. s 25 Certain authorised officers required to have qualifications and experience. s.26 Further provisions relating to designations s.27 Lists of authorised officers to be maintained s.28 When designation as authorised officer ceases s.29 Chief Health Officer may issue guidelines about qualifications and experience of authorised officers s.30 Certificates of authority

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8. Public Health Act 2016 Delegations

	s.31 Issuing and production of certificate of authority for purposes of other written laws s.32 Certificate of authority to be returned. s.136 Authorised officer to produce evidence of authority *Criminal Investigation Act 2006*, Parts 6 and 13 – refer s.245 of the *Public Health Act 2016* *The Criminal Code*, Chapter XXVI – refer s.252 of the *Public Health Act 2016*
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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8. Public Health Act 2016 Delegations

8.1.4 Dealing with Seized Items

Delegator: *Power / Duty assigned in legislation to:*	Enforcement Agency (means Local Government vide s.4 definition)
Express Power to Delegate: *Power that enables a delegation to be made*	*Public Health Act 2016:* s.21 Enforcement agency may delegate
Express Power or Duty Delegated:	*Public Health Act 2016* s.260 Return of seized item s.262 Cost of destruction or disposal of forfeited items s.263 Return of forfeited items s.264 Compensation
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to determine if no contravention of the Public Health Act 2016 has occurred and return seized items or forfeited items to the person from whom the items were seized or to any other person who is determined to be entitled to it [s.260 and 263]. 2. Authority to recover the cost of destruction or disposal of forfeited items [s.262]. 3. Authority, in response to an application for compensation, to determine compensation that is just and reasonable in relation to any item seized under Part 16 if there has been no contravention of the Act and the item cannot be returned or has in consequence of the seizure depreciated in value [s.264].
Council Conditions on this Delegation:	a. Compensation is limited to a maximum value of $1,000, with any proposal for compensation above this value to be referred for Council's determination.
Express Power to Sub-Delegate:	Nil – Unless a Regulation enacted under the Public Health Act 2016, specifically authorises a delegated power or duty of an enforcement agency to be further delegated [s.21(4)].

Compliance Links:	*Public Health Act 2016* s.20 Conditions on performance of functions by enforcement agencies. Note – Decisions about compensation may be referred for review by the State Administration Tribunal [s.265]
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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8. Public Health Act 2016 Delegations

8.1.5 Commence Proceedings

Delegator: *Power / Duty assigned in legislation to:*	Enforcement Agency (means Local Government vide s.4 definition)
Express Power to Delegate: *Power that enables a delegation to be made*	*Public Health Act 2016:* s.21 Enforcement agency may delegate
Express Power or Duty Delegated:	*Public Health Act 2016* s.280 Commence proceedings
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. The Chief Executive Officer is delegated authority to commence proceedings for an offence under the Public Health Act 2016 [s.280]
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	Nil – Unless a Regulation enacted under the Public Health Act 2016, specifically authorises a delegated power or duty of an enforcement agency to be further delegated [s.21(4)].

Compliance Links:	*Public Health Act 2016* s.20 Conditions on performance of functions by enforcement agencies.
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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8.1.6 Give Enforcement Orders and Issue Clearance Certificates

Delegator: *Power / Duty assigned in legislation to:*	Enforcement Agency (means Local Government vide s.4 definition)
Express Power to Delegate: *Power that enables a delegation to be made*	*Public Health Act 2016:* s.21 Enforcement agency may delegate
Express Power or Duty Delegated:	*Public Health Act 2016* s.216 Issue of Enforcement Orders s.218 Extension of period of compliance with enforcement order s.223 Certificate of clearance to be given in certain circumstances s.224 Request for assessment
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	Authority to: 1. Give an enforcement order in accordance *[s.216]*. 2. Extend the period for compliance specified in the order *[s.218]*. 3. Give a certificate of clearance (in the Department of Health approved form) where an assessment report of an authorised officer finds the enforcement order has been complied with and there is no longer a serious public health risk to be prevented or mitigated *[s.223]*. 4. Where requested under s.224, cause an assessment by another authorised officer to be made for the purposes of s.233 (clearance certificate) and give notice of a decision to not give a clearance certificate after assessment *[s.224(2)]*.
Council Conditions on this Delegation:	a. Content of enforcement order must comply with s.217 provisions.
Express Power to Sub-Delegate:	Nil – Unless a Regulation enacted under the Public Health Act 2016, specifically authorises a delegated power or duty of an enforcement agency to be further delegated [s.21(4)].

Compliance Links:	*Public Health Act 2016* s.20 Conditions on performance of functions by enforcement agencies. s.25 Certain authorised officers required to have qualifications and experience. s.26 Further provisions relating to designations s.27 Lists of authorised officers to be maintained s.28 When designation as authorised officer ceases s.29 Chief Health Officer may issue guidelines about qualifications and experience of authorised officers s.30 Certificates of authority s.31 Issuing and production of certificate of authority for purposes of other written laws s.32 Certificate of authority to be returned. s.136 Authorised officer to produce evidence of authority s.217 Contents of enforcement order *Criminal Investigation Act 2006*, Parts 6 and 13 – refer s.245 of the *Public Health Act 2016* *The Criminal Code*, Chapter XXVI – refer s.252 of the *Public Health Act 2016*
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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8.1.7 Enforcement Orders - Implement and Recover Costs

Delegator: *Power / Duty assigned in legislation to:*	Enforcement Agency (means Local Government vide s.4 definition)
Express Power to Delegate: *Power that enables a delegation to be made*	*Public Health Act 2016:* s.21 Enforcement agency may delegate
Express Power or Duty Delegated:	*Public Health Act 2016* s.219 Enforcement agency may implement enforcement order s.221 Recovery of costs incurred by or on behalf of enforcement agency
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to take any action reasonably necessary to implement sufficient compliance with an enforcement order that has not been complied with *[s.219(2)]*. 2. Authority to sign a certificate stating the amount of any costs and the manner in which they were incurred as evidence of the matters certified *[s.221(2)]*.
Council Conditions on this Delegation:	a. Costs incurred in taking action under s.219 are to be recovered, including recovery in a court of competent jurisdiction *[s.221(1)]*.
Express Power to Sub-Delegate:	Nil – Unless a Regulation enacted under the Public Health Act 2016, specifically authorises a delegated power or duty of an enforcement agency to be further delegated [s.21(4)].

Compliance Links:	*Public Health Act 2016* s.20 Conditions on performance of functions by enforcement agencies. s.25 Certain authorised officers required to have qualifications and experience. s.26 Further provisions relating to designations s.27 Lists of authorised officers to be maintained s.28 When designation as authorised officer ceases s.29 Chief Health Officer may issue guidelines about qualifications and experience of authorised officers s.30 Certificates of authority s.31 Issuing and production of certificate of authority for purposes of other written laws s.32 Certificate of authority to be returned. s.136 Authorised officer to produce evidence of authority s.220 Application of Criminal and Found Property Disposal Act 2006 *Criminal Investigation Act 2006*, Parts 6 and 13 – refer s.245 of the *Public Health Act 2016* *The Criminal Code*, Chapter XXVI – refer s.252 of the *Public Health Act 2016*
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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8.1.8 Appoint Designated Officer – Information Sharing

Delegator: *Power / Duty assigned in legislation to:*	Enforcement Agency (means Local Government vide s.4 definition)
Express Power to Delegate: *Power that enables a delegation to be made*	*Public Health Act 2016:* s.21 Enforcement agency may delegate
Express Power or Duty Delegated:	*Public Health Act 2016* s.299 Information Sharing
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority, to appoint Designated Officer/s for the purposes of s.299 [s.299(1)].
Council Conditions on this Delegation:	a. Appointments must be consistent with requirements outlined in the Chief Health Officer's Information Sharing Guideline, prepared in accordance with s.300.
Express Power to Sub-Delegate:	Nil – Unless a Regulation enacted under the Public Health Act 2016, specifically authorises a delegated power or duty of an enforcement agency to be further delegated [s.21(4)].

Compliance Links:	*Public Health Act 2016* s.300 Guidelines relating to information sharing. Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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9 Planning and Development Act 2005 Delegations

9.1 Council to CEO

9.1.1 Illegal Development

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42(b) Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Planning and Development Act 2005:* Section 214(2), (3) and (5)
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Give a written direction to the owner or any other person undertaking an unauthorised development to stop, and not recommence, the development or that part of the development that is undertaken in contravention of the planning scheme, interim development order or planning control area requirements; 2. Give a written direction to the owner or any other person who undertook an unauthorised development: (a) to remove, pull down, take up, or alter the development; and (b) to restore the land as nearly as practicable to its condition immediately before the development started, to the satisfaction of the responsible authority. 3. Give a written direction to the person whose duty it is to execute work to execute that work where it appears that delay in the execution of the work to be executed under a planning scheme or interim development order would prejudice the effective operation of the planning scheme or interim development order.
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	Local Government Act 1995: s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services**
CEO Conditions on this Sub-Delegation:	

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9. Planning and Development Act 2005 Delegations

Conditions on the original delegation also apply to the sub-delegations.	

Compliance Links:	Part 13 of the *Planning and Development Act 2005*
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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9. Planning and Development Act 2005 Delegations

9.1.2 Unauthorised or Non – complying Development – Directions and Offences

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42(b) Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Planning and Development Act 2005:* Section 214, 218
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Issue written direction to stop unauthorised development [P&D s214(2)] & s218]. 2. Issue written direction to require the unauthorised development to be brought into compliance by removing, pulling down, taking up or altering the unauthorised development and by restoring the land to how it was prior to the development [P&D s214(3)]. 3. Execute work to have unauthorised development brought into compliance [P&D s214(5).
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	Local Government Act 1995: s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	Part 13 of the *Planning and Development Act 2005*
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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9.2 Local Planning Scheme – Council to CEO

9.2.1 General Delegation

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*Local Government Act 1995:* s.5.42(b) Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	*Planning and Development Act 2005:* Section 214(2), (3) and (5)
Delegate:	**Chief Executive Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to exercise any of the local government's powers or the discharge of any of the local government's duties under Local Planning Scheme No 5, other than this power of delegation
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	Local Government Act 1995: s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: *Appointed by CEO*	**Executive Manager Community Services**
CEO Conditions on this Sub-Delegation: *Conditions on the original delegation also apply to the sub-delegations.*	

Compliance Links:	Part 13 of the *Planning and Development Act 2005*
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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10 Authorisations and Appointments – As of Right

NOTE: The following authorities are as of right, by virtue of specific legislative provisions, and they are included only for completeness in the Register.

10.1 Australian Citizenship Act 2017

Express Power or Duty:	Australian Citizenship Act 2017 s27(5)
Authorisations:	**President** **Deputy President** **Chief Executive Officer**
Function:	Pursuant to s27(5) of the Australian Citizenship Act 2017 the Shire President, Deputy President, CEO are authorised persons, as of right, to receive a Pledge of Commitment under the Act.

10.2 Litter Act 1979

Express Power or Duty:	Litter Act 1978 – S26(1)(c)(i), (ii)), S30(4a)
Authorisations:	**All elected members and employees are Authorised Persons by virtue of their office.**
Function:	S26(1)(c)(i), (ii) prescribes that all elected members and employees are Authorised Persons by virtue of their office.

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11 Authorisations and Appointments by Council

NOTE: The following authorisations and appointments are made by Council, as the Local Government.

11.1 Criminal Code 2013

11.1.1 Person in control of Local Government Property

Appointer:	**Local Government**
Express Power or Duty:	Criminal Code 2013 – S70A
Appointees:	**CEO**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	The Chief Executive Officer is deemed to be the person in authority of local government property and facilities, including the Council Chambers during Council and Committee meetings
Conditions on this Authorisation or Appointment:	

Compliance Links:	
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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11.2 Environmental Protection Act 1986

11.2.1 Referral of Proposals – Environmental Protection Act 1986

Appointer:	**Local Government**
Express Power or Duty:	Environmental Protection Act 1986 – s87, 114(3)
Appointees:	**CEO**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	The Chief Executive Officer is authorised to refer Proposals to the Environmental Protection Authority.
Conditions on this Authorisation or Appointment:	

Compliance Links:	
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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11.2.2 Authorisation

Appointer:	**Local Government**
Express Power or Duty:	Environmental Protection Act 1986 – s87, 114(3)
Appointees:	**CEO**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	IF, pursuant to s87 of the Environmental Protection Act 1986 the Chief Executive Officer of the relevant State Government Department requests nominations to be appointed as an Authorised Person for enforcement, the CEO is to be nominated. The CEO, acting with the consent of the CEO of the relevant State Government Department, is authorised to initiate prosecutions.
Conditions on this Authorisation or Appointment:	

Compliance Links:	
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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11.3 Equal Opportunity Act 1984

11.3.1 Equal Employment Opportunity Management Plans

Appointer:	**Local Government**
Express Power or Duty:	Equal Employment Opportunity Act 1984 – S145
Appointees:	**CEO**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	Chief Executive Officer is to prepare and implement equal employment opportunity management plans pursuant to s145 Equal Employment Opportunity Act 1984.
Conditions on this Authorisation or Appointment:	

Compliance Links:	
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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11.4 Food Act 2008

11.4.1 Authorised Persons

Appointer:	**Local Government**
Express Power or Duty:	*Food Act 2008*: s.122(1) Appointment of authorised officers s.126(6), (7) and (13) Infringement Officers
Appointees:	**CEO** **Contract Environmental Health Officer** **Executive Manager Community Services**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	CEO, Contract Environmental Health Officer, Executive Manager Community Services are appointed as: • an authorised officer for the purposes of the Food Act 2008 [s.122(2)]. • an Authorised Officer appointed under s.122(2) of this Act or the s.24(1) of the Public Health Act 2016, to be a Designated Officer for the purposes of issuing Infringement Notices under the Food Act 2008 [s.126(13)]. • an Authorised Officer to be a Designated Officer (who is prohibited by s.126(13) from also being a Designated Officer for the purpose of issuing infringements), for the purpose of extending the time for payment of modified penalties [s.126(6)] and determining withdrawal of an infringement notice [s.126(7).
Conditions on this Authorisation or Appointment:	In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time, including but not limited to: • Appointment of Authorised Officers as Meat Inspectors • Appointment of Authorised Officers • Appointment of Authorised Officers – Designated Officers only • Appointment of Authorised Officers – Appointment of persons to assist with the discharge of duties of an Authorised Officer

Compliance Links:	
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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11.5 Gaming and Wagering Commission Act 1987

11.5.1 Authorised Persons

Appointer:	**Local Government**
Express Power or Duty:	*Gaming and Wagering Commission Act 1987 s21(2), 55(3)*
Appointees:	**CEO**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	If the Commission requests, the Chief Executive Officer is to be the authorised officer and pursuant to s55(3) if the Commission requests the relevant Reports, the CEO is authorised to provide same.
Conditions on this Authorisation or Appointment:	Only activated if the Commission requests

Compliance Links:	
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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11.6 Liquor Control Act 1988

11.6.1 Issue Certificates, removal of Licences, Application for Extended Trading Permits

Appointer:	**Local Government**
Express Power or Duty:	*Liquor Control Act 1988 – S39; S40; S61(1)(d), (2;) 69(7), (8)*
Appointees:	**CEO** **Executive Manager Community Services**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	CEO, Executive Manager Community, Development and Regulatory Services and Executive Manager Governance and Workplace are authorised to: • issue Certificates for grant, change or removal of liquor licences pursuant to s39 (Health), 40 (Planning) Liquor Control Act 1988 • provide comments and make recommendations on Applications for Extended Trading Permits pursuant to s61(1)(d), (2) Liquor Control Act 1988 • intervene in Applications pursuant to S69(7), (8) of the Liquor Control Act 1988
Conditions on this Authorisation or Appointment:	The Chief Executive Officer, Executive Manager Community, Development and Regulatory Services and Executive Manager Governance and Workplace cannot recommend approval or refusal for first time applications for Extended Trading Permits to the relevant State Government authority. Such applications must be considered and determined by the Council. The Chief Executive Officer may recommend approval or refusal of subsequent applications.

Compliance Links:	
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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11.7 Litter Act 1979

11.7.1 Authorised Officers, Withdrawal of Infringement Notices

Appointer:	**Local Government**
Express Power or Duty:	*Litter Act 1978 – S26(1)(c)(i), (ii)), S30(4a)*
Appointees:	**CEO** **Executive Manager Community Services**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	Pursuant to S30(4a) Litter Act 1979 the Chief Executive Officer, Executive Manager Community, Development and Regulatory Services, are authorised to withdraw infringement notices.
Conditions on this Authorisation or Appointment:	Employees and elected members appointed under S26(1)(c)(i), (ii) must hold a certificate stating the person is authorised, in accordance with s26(4)(c). If the Chief Executive Officer has issued the relevant infringement notice, the Shire President is authorised to withdraw such a notice.

Compliance Links:	
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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11.8 Local Government Act 1995

11.8.1 Authorised Persons - Public Statements on behalf of the local government

Appointer:	**Local Government**
Express Power or Duty:	*Local Government Act 1995) S.2.8(1)(d), 5.41(f)*
Appointees:	**CEO**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	The Chief Executive Officer is authorised to speak in public, on behalf of the Shire, **on all matters of an operational nature** and, where the Shire President agrees: • on a specific occasion; or • on a specific subject matter; or • on a specified category of occasions or a specified category of subjects when they arise.
Conditions on this Authorisation or Appointment:	It is acknowledged that under s.5.41, the CEO has additional broad functions including the function of managing the day-to-day operations of the local government. That function requires the CEO from time to time to speak in public as to the local government's affairs, but the agreement of the Shire President is only required where the CEO makes a public statement on behalf of the local government of a kind which would ordinarily fall within the role of the Shire President as the spokesperson of the local government.

Compliance Links:	
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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11.9 Rates and Charges (Rebates and Deferments) Regulation Act 1992

11.9.1 Review Officer and Determination Officer – Rates and Charges (Rebates and Deferments) Regulation Act 1992

Appointer:	**Local Government**
Express Power or Duty:	*Rates and Charges (Rebates and Deferments) Regulation Act 1992 – S12; S13; S32*
Appointees:	**CEO**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	The Chief Executive Officer is the Pensioner Rates Review Officer, as defined by the Act.
Conditions on this Authorisation or Appointment:	

Compliance Links:	
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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12 Authorisations and Appointments by CEO

NOTE: The following authorisations and appointments are made by the CEO, either as of right, or because of delegated authority from the Council, as the local government. As such they require no Council decisions but are included for completeness of the record.

12.1 Building Act 2011

12.1.1 Authorised Persons

Appointer:	**Chief Executive Officer**
Express Power or Duty:	*Building Act 2011*: s.96(3) authorised persons s.99(3) Limitation on powers of authorised person
Appointees:	**Chief Executive Officer** **Executive Manager Community Services**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	Authority as Authorised Persons
Conditions on this Authorisation or Appointment:	A permit authority must give an identity card to each person designated by it as an authorised person and which must: (a) identify the person as an authorised person; and (b) contain a recent photograph of the person Decisions under this delegated authority should be in accordance with r.5 of the Building Regulations 2012.

Compliance Links:	
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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12.2 Caravan Parks and Camping Grounds Act 1995

12.2.1 Authorised Persons

Appointer:	**Chief Executive Officer**
Express Power or Duty:	*Local Government Act 1995 s9.10* *Caravan Parks and Camping Grounds Act 1995 – s17(1)*
Appointees:	**Chief Executive Officer** **Executive Manager Community Services** **Senior Ranger**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	Authority as Authorised Persons
Conditions on this Authorisation or Appointment:	The CEO must give to each person appointed an identity card that — (a) on the front of the card, sets out — (i) the name and official insignia of the local government; and (ii) the name of the person; and (iii) a recent photograph of the person; and (b) on the back of the card, specifies each law to which the person's appointment relates. (5) A person appointed under subsection (2) (the authorised person) must — (a) always carry their identity card when performing functions under a specified law; and (b) produce their identity card for inspection when required to do so by a person in respect of whom the authorised person has performed or is about to perform a function under a specified law. A person who, without reasonable excuse, fails to return their identity card to the CEO within 14 days after their appointment ceases to have effect commits an offence.

Compliance Links:	
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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12.3 Bush Fires Act 1954

12.3.1 Bush Fire Control Officers

Appointer:	**Chief Executive Officer**
Express Power or Duty:	*Bush Fires Act 1954:* s.38 Local Government may appoint bush fire control officer
Appointees:	**Chief Executive Officer** **Waste and Sewerage Coordinator** **Plant Operator/labourers**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	CEO appoints Waste and Sewerage Coordinator and Plant Operator/Labourers to be a Bush Fire Control Officer for the purposes of the Bush Fires Act 1954; and • appoints the Waste and Sewerage Coordinator as the Chief Bush Fire Control Officer and Plant Operator/Labourer (Waste Facility) as the Deputy Chief Bush Fire Control Officer; and • determines the respective seniority of the other Bush Fire Officers so appointed [s.38(1)]. • to issue directions to a Bush Fire Control Officer to burn on or at the margins of a road reserve under the care, control and management of the Shire [s.38(5A)]
Conditions on this Authorisation or Appointment:	

Compliance Links:	
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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12.4 Caravan Parks and Camping Grounds Act 1995

12.4.1 Authorised Persons

Appointer:	**Chief Executive Officer**
Express Power or Duty:	*Local Government Act 1995 s9.10* *Caravan Parks and Camping Grounds Act 1995 – s17(1)*
Appointees:	**Chief Executive Officer** **Executive Manager Community Services** **Senior Ranger**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	CEO, Executive Manager Community Services, Senior Ranger are appointed Authorised Persons, with powers of entry and inspection pursuant to s17(1) Caravan Parks and Camping Grounds Act.
Conditions on this Authorisation or Appointment:	An Authorised Person. appointed under section 17(1)(b) of the Caravan Parks and Camping Grounds Act 1995 must be issued with an identity card as per Form 5 of the Caravan Parks and Camping Grounds Regulations 1997.

Compliance Links:	
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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12.4.2 Authorised Persons - Infringement Notice

Appointer:	**Chief Executive Officer**
Express Power or Duty:	*Local Government Act 1995 s9.10* *Caravan Parks and Camping Grounds Act 1995 – s23(2)*
Appointees:	**Chief Executive Officer** **Executive Manager Community Services** **Senior Ranger**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	Authority as Authorised Persons are appointed an Authorised Person pursuant to s23(2) Caravan Parks and Camping Grounds Act 1995.
Conditions on this Authorisation or Appointment:	An Authorised Person. appointed under section 17(1)(b) of the Caravan Parks and Camping Grounds Act 1995 must be issued with an identity card as per Form 5 of the Caravan Parks and Camping Grounds Regulations 1997.

Compliance Links:	
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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12.4.3 Authorised Persons - Infringement Notice

Appointer:	**Chief Executive Officer**
Express Power or Duty:	*Local Government Act 1995 s9.10* *Caravan Parks and Camping Grounds Act 1995 – s23(3)(5)(7)*
Appointees:	**Chief Executive Officer** **Executive Manager Community Services** **Senior Ranger**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	Authority as Authorised Persons for the purposes of s23(3)(5)(7) Caravan Parks and Camping Grounds Act 1995.
Conditions on this Authorisation or Appointment:	The CEO must give to each person appointed an identity card that — (a) on the front of the card, sets out — (i) the name and official insignia of the local government; and (ii) the name of the person; and (iii) a recent photograph of the person; and (b) on the back of the card, specifies each law to which the person's appointment relates. (5) A person appointed under subsection (2) (the authorised person) must — (a) always carry their identity card when performing functions under a specified law; and (b) produce their identity card for inspection when required to do so by a person in respect of whom the authorised person has performed or is about to perform a function under a specified law. A person who, without reasonable excuse, fails to return their identity card to the CEO within 14 days after their appointment ceases to have effect commits an offence.

Compliance Links:	
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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12.5 Cat Act 2011

12.5.1 Authorised Persons

Appointer:	**Chief Executive Officer**
Express Power or Duty:	*Local Government Act 1995 s9.10* *Cat Act 2011: s. 48 Authorised persons*
Appointees:	**Chief Executive Officer** **Executive Manager Community Services** **Senior Ranger**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	CEO, Executive Manager Community Services, Senior Ranger, are designated Authorised Persons for the purposes of s62 Cat Act. CEO, Executive Manager Community Services, Senior Ranger are designated Authorised Persons for all purposes of the Cat Act, except as otherwise provided.
Conditions on this Authorisation or Appointment:	The CEO must give to each person appointed an identity card that — (a) on the front of the card, sets out — (i) the name and official insignia of the local government; and (ii) the name of the person; and (iii) a recent photograph of the person; and (b) on the back of the card, specifies each law to which the person's appointment relates. (5) A person appointed under subsection (2) (the authorised person) must — (a) always carry their identity card when performing functions under a specified law; and (b) produce their identity card for inspection when required to do so by a person in respect of whom the authorised person has performed or is about to perform a function under a specified law. A person who, without reasonable excuse, fails to return their identity card to the CEO within 14 days after their appointment ceases to have effect commits an offence.

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12.6 Control of Vehicles (Off Road Areas) Act 1978

12.6.1 Authorised Persons

Appointer:	**Chief Executive Officer**
Express Power or Duty:	*Local Government Act 1995 s9.10* *Control of Vehicles (Off Road Areas) Act 1978 – s38(3)*
Appointees:	**Chief Executive Officer** **Executive Manager Community Services** **Senior Ranger**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	CEO, Executive Manager Community Services, Senior Ranger, Ranger are designated Authorised Persons for the purposes of the Act.
Conditions on this Authorisation or Appointment:	The CEO must give to each person appointed an identity card that — (a) on the front of the card, sets out — (i) the name and official insignia of the local government; and (ii) the name of the person; and (iii) a recent photograph of the person; and (b) on the back of the card, specifies each law to which the person's appointment relates. (5) A person appointed under subsection (2) (the authorised person) must — (a) always carry their identity card when performing functions under a specified law; and (b) produce their identity card for inspection when required to do so by a person in respect of whom the authorised person has performed or is about to perform a function under a specified law. A person who, without reasonable excuse, fails to return their identity card to the CEO within 14 days after their appointment ceases to have effect commits an offence.

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Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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12.7 Dog Act 1976

12.7.1 Authorised Persons

Appointer:	**Chief Executive Officer**
Express Power or Duty:	*Local Government Act 1995 s9.10* *Dog Act 1976: s.11(1) Staff and Services s.33E(1) Individual dog may be declared to be dangerous dog (declared)*
Appointees:	**CEO** **Executive Manager Community Services** **Senior Ranger** **Ranger** **Kambalda Place Manager** **Coolgardie Place Manager** **Recreation and Community Service Officers**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	CEO, Executive Manager Community Services, Senior Ranger, Ranger, Kambalda Place Manager, Recreation and Community Service Officers, Coolgardie Place Manager are designated Authorised Persons for the purposes of the Act. The CEO, Executive Manager Community Services, Senior Ranger, Ranger, Kambalda Place Manager, Recreation and Community Service Officers, Coolgardie Place Manager are designated as Registration Officers to exercise the powers and duties conferred on a Registration Officer by this Act [s.3]. The Executive Manager Community Services, Senior Ranger and Ranger are designated as Authorised Persons to exercise the powers conferred on an authorised person by this Act [s.11(1)] and specifically to make declarations pursuant to s.33E(1) Individual dog may be declared to be dangerous dog.
Conditions on this Authorisation or Appointment:	Registration officers must complete Form 1 Dog Regulations 2013. The CEO must give to each person appointed an identity card that — (a) on the front of the card, sets out — (i) the name and official insignia of the local government; and (ii) the name of the person; and (iii) a recent photograph of the person; and (b) on the back of the card, specifies each law to which the person's appointment relates. (5) A person appointed under subsection (2) (the authorised person) must —

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	(a) always carry their identity card when performing functions under a specified law; and (b) produce their identity card for inspection when required to do so by a person in respect of whom the authorised person has performed or is about to perform a function under a specified law. A person who, without reasonable excuse, fails to return their identity card to the CEO within 14 days after their appointment ceases to have effect commits an offence.

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12.8 Freedom of Information Act 1992

12.8.1 Information Coordinator and Principal Decision Maker

Appointer:	**Chief Executive Officer**
Express Power or Duty:	*Freedom of Information Act 1992 – S11, 12, 41, 100*
Appointees:	**CEO as Principal Review Officer** **Administration Manager as Principal Decision Maker** **Governance Officer as Freedom of Information Coordinator**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	Governance Officer as the Freedom of Information Coordinator to undertake the duties and functions associated with the lodgement and collation of an application for information in accordance with S11, 12, of the Freedom of Information Act 1992 Administration Manager as the Principal Decision Maker The Chief Executive Officer is the Principal Review Officer.
Conditions on this Authorisation or Appointment:	Principal Decision Maker is the Chief Executive Officer, or an employee directed by the Chief Executive Officer to undertake the duties and functions s100 Principal Review Officer cannot be subordinate to Principal Decision Maker s41

Compliance Links:	
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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12.9 Graffiti Vandalism Act 2016

12.9.1 Authorised Persons

Appointer:	**Chief Executive Officer**
Express Power or Duty:	*Part 9 of the Local Government Act 1995 as the enabling power [s.15 of the Graffiti Vandalism Act 2016].*
Appointees:	**CEO** **Executive Manager Community Services** **Senior Ranger**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	
Conditions on this Authorisation or Appointment:	Cannot determine Objections or Suspension of effect in relation to Notice issued by the employee - s.22(3) Objection may be lodged s.24(1)(b) & (3) Suspension of effect of notice

Compliance Links:	
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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12.10 Local Government Act 1995

12.10.1 Authorised Persons - Legal Proceedings, Infringements and Enforcements

Appointer:	**Chief Executive Officer**
Express Power or Duty:	*Local Government Act 1995) s9.10(1), 9.11, 9.13, 9.16 and 9.24* *s.3.24 Authorising persons under this subdivision [Part 3, Division 3, Subdivision 2 – Certain provisions about land]*
Appointees:	**CEO** **Executive Manager Community Services** **Senior Ranger**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	CEO, Executive Manager Community Services and Senior Ranger are Authorised Persons for the purposes of s.3.24 Authorising persons under this subdivision [Part 3, Division 3, Subdivision 2 – Certain provisions about land] and s9.10(1), 9.11, 9.13, 9.16 and 9.24
Conditions on this Authorisation or Appointment:	Only the CEO may commence legal proceedings. The CEO must give to each person appointed an identity card that — (a) on the front of the card, sets out — (i) the name and official insignia of the local government; and (ii) the name of the person; and (iii) a recent photograph of the person; and (b) on the back of the card, specifies each law to which the person's appointment relates. (5) A person appointed under subsection (2) (the authorised person) must — (a) always carry their identity card when performing functions under a specified law; and (b) produce their identity card for inspection when required to do so by a person in respect of whom the authorised person has performed or is about to perform a function under a specified law. A person who, without reasonable excuse, fails to return their identity card to the CEO within 14 days after their appointment ceases to have effect commits an offence.

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12.11 Local Government (Financial Management) Regulations 1996

12.11.1 Authority to Incur Liabilities

Appointer:	**Chief Executive Officer**
Express Power or Duty:	*Regs 5, 11 Local Government (Financial Management) Regulations 1996*
Appointees:	**As detailed below**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	Requisitions and Purchase Orders Authority is provided to the following employees to raise requisitions (where appropriate) and to incur liabilities through the issue of Purchase Orders, within the following limits: Chief Executive Officer Unlimited to give effect to a Council decision Executive Manager Community Services $100,000 Executive Manager Corporate Services $100,000 Executive Manager Infrastructure and Assets $100,000 Administration Manager $20,000 Works Supervisor $20,000 Manager Waste and Sewerage Services $20,000 Mechanic $10,000 Leisure and Recreation Development Manager $10,000 Senior Ranger $5,000 Assets Officer $5,000 Executive Assistant to CEO $5,000 Community Development Officer $5,000 Coolgardie Place Manager $5,000 Kambalda Place Manager $5,000 Airport Operations Coordinator $5,000 Credit and Debit Cards Authority is provided to the following employees to incur liabilities through Shire of Coolgardie credit or debit cards, within the following limits: Chief Executive Officer $15,000 Executive Manager Community Services $10,000 Executive Manager Corporate Services $10,000 Executive Manager Infrastructure and Assets $10,000 Administration Manager $5,000 Leading Hand Works and Services $5,000

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Conditions on this Authorisation or Appointment:	Use of corporate credit or debit cards must be consistent with Council Policies, and instructions and procedures determined by the CEO.

Compliance Links:	

Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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12.12 Planning and Development Act 2005

12.12.1 Authorised, Designated Persons - Infringement Notices

Appointer:	**Chief Executive Officer**
Express Power or Duty:	*Planning and Development Act 2005 s228,229,230, 231, 234* *Clause 82, Schedule 2, Planning and Development (Local Planning Schemes) Regulations 2015*
Appointees:	**Chief Executive Officer** **Executive Manager Community Services** **Consultant Town Planner**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	The Chief Executive Officer designates the Chief Executive Officer as a Designated Person for the purposes of s230, 231. The Chief Executive Officer designates the Executive Manager Community Services, Consultant Town Planner Designated Persons for the purposes of s.228, 229 The Chief Executive Officer designates the Chief Executive Officer, Executive Manager Community Services, Consultant Town Planner as Authorised Persons.
Conditions on this Authorisation or Appointment:	A Designated Person pursuant to s228 cannot be appointed for the purposes of any other Sections as a Designated person

Compliance Links:	
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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12.14 Public Health Act 2016

12.14.1 Authorised Officers

Appointer:	**Chief Executive Officer**
Express Power or Duty:	*Public Health Act 2016 s.24(1) and (3) Designation of authorised officers*
Appointees:	**Chief Executive Officer** **Executive Manager Community Services** **Contract Environmental Health Officer** **Consultant Town Planner**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	Executive Manager Community Services, Contract Environmental Health Officer, Consultant Town Planner, are designated as an authorised officer under s24 of the Public Health Act 2016.
Conditions on this Authorisation or Appointment:	Must operate in accordance with the conditions within the Shire of Coolgardie Health Local Law 2021. A list of all officers designated as authorised officers must be kept and maintained in accordance with s27 of the Public Health Act 2016. Each person who is designed as an authorised officer must be issued with certificate of authority as an authorised officer in accordance with s30 of the Public Health Act 2016.

Compliance Links:	
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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12.14.2 Appoint Authorised Officer or Approved Officer (Asbestos Regs)

Appointer:	**Chief Executive Officer**
Express Power or Duty:	*Health (Asbestos) Regulations 1992* *Pt 2 Criminal Procedure Act 2004*
Appointees:	**CEO** **Executive Manager Community Services** **Contract Town Planner** **Contract Environmental Health Officer**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	The Contract Environmental Health Officer, Executive Manager Community Services, Contract Town Planner are appointed Authorised Persons and authorised pursuant to the Health (Asbestos) Regulations 1992 for the issuing of infringement notices. The Chief Executive Officer is appointed as an Approved Officer pursuant to the Health (Asbestos) Regulations 1992 and the Criminal Procedure Act 2004 for the withdrawal or extension to a period to pay an infringement notice.
Conditions on this Authorisation or Appointment:	Subject to each person so appointed being issued with a certificate, badge or identity card identifying the officer as a person authorised to issue infringement notices [r.15D(6)].

Compliance Links:	
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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12.15 Public Interest Disclosure Act 2003

12.15.1 Public Interest Disclosures

Appointer:	**Chief Executive Officer**
Express Power or Duty:	*Public Interest Disclosure Act 2003 – s23(1)(a)*
Appointees:	**CEO** **Administration Manager**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	Pursuant to s23(1)(a) Public Interest Disclosure Act 2003 the Principal Executive Officer (Chief Executive Officer) designates the occupant of a specified position within the authority as the person responsible for receiving disclosures of public interest information. The Administration Manager of the Shire of Coolgardie is designated accordingly.
Conditions on this Authorisation or Appointment:	

Compliance Links:	
Record Keeping:	In accordance with r19 Local Government (Administration) Regulations 1996

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13 Statutory Authorisations and Delegations to Local Government from State Government Entities

13.1 Environmental Protection Act 1986

13.1.1 Noise Control – Environmental Protection Notices [Reg.65(1)]

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ENVIRONMENTAL PROTECTION ACT 1986
Section 20
Delegation No. 52

Pursuant to section 20 of the *Environmental Protection Act 1986*, the Chief Executive Officer hereby delegates as follows—

Powers and duties delegated—

All the powers and duties of the Chief Executive Officer, where any noise is being or is likely to be emitted from any premises not being premises licensed under the Act, to serve an environmental protection notice under section 65(1) in respect of those premises, and where an environmental protection notice is so served in such a case, all the powers and duties of the Chief Executive Officer under Part V of the Act in respect of that environmental protection notice.

Persons to whom delegation made—

This delegation is made to any person for the time being holding or acting in the office of Chief Executive Officer under the *Local Government Act 1995*.

Pursuant to section 59(1)(e) of the *Interpretations Act 1984*, Delegation No. 32, dated 4 February 2000 is hereby revoked.

Dated this 9th day of January 2004.

Approved—

FERDINAND TROMP, A/Chief Executive Officer.

Dr JUDY EDWARDS MLA, Minister for the Environment.

DRAFT Delegation Register
Shire of Coolgardie

13.1.2 Noise Management Plans – Keeping Log Books, Noise Control Notices, Calibration and Approval of Non-Complying Events

Published by:
Environment

GOVERNMENT GAZETTE
Western Australia
Previous Close Next

No. 232. 20-Dec-2013
Page: 6282 Pdf - 3Mb

EV402

ENVIRONMENTAL PROTECTION ACT 1986

Delegation No. 112

I, Jason Banks, in my capacity as Acting Chief Executive Officer of the Department of Environment Regulation responsible for the administration of the *Environmental Protection Act 1986* ("the Act"), and pursuant to section 20 of the Act, hereby delegate to any person for the time being holding or acting in the office of a Chief Executive Officer under the *Local Government Act 1995*, my powers and duties under the *Environmental Protection (Noise) Regulations 1997*, other than this power of delegation, in relation to--

(a) waste collection and other works--noise management plans relating to specified works under regulation 14A or 14B;

(b) bellringing or amplified calls to worship--the keeping of a log of bellringing or amplified calls to worship requested under regulation 15(3)(c)(vi);

(c) community activities--noise control notices in respect of community noise under regulation 16;

(d) motor sport venues--noise management plans in relation to motor sport venues under Part 2 Division 3;

(e) shooting venues--noise management plans in relation to shooting venues under Part 2 Division 4;

(f) calibration results--requesting, under regulation 23(b), details of calibration results undertaken and obtained under Schedule 4;

(g) sporting, cultural and entertainment events--approval of events or venues for sporting, cultural and entertainment purposes under Part 2 Division 7, subject to the following limitation--

(i) Subregulation 18(13)(b) is not delegated.

Under section 59(1)(e) of the *Interpretation Act 1984*, Delegation No. 68, gazetted 22 June 2007 is hereby revoked.

Dated the 12th day of December 2013.

JASON BANKS, Acting Chief Executive Officer.

Approved by--

JOHN DAY, Acting Minister for Environment; Heritage.

DRAFT Delegation Register
Shire of Coolgardie

13.1.3 Noise Management Plans – Construction Sites

Published by:
Environment

GOVERNMENT GAZETTE
Western Australia
Previous Close Next

No. 71. 16-May-2014
Page: 1548 Pdf - 2Mb

EV405

ENVIRONMENTAL PROTECTION ACT 1986

Delegation No. 119

I, Jason Banks, in my capacity as the Acting Chief Executive Officer of the Department responsible for the administration of the *Environmental Protection Act 1986* ("the Act"), and pursuant to section 20 of the Act, hereby delegate to the holder for the time being of the offices of--

(a) Chief Executive Officer under the *Local Government Act 1995;* and

(b) to any employee of the local government under the *Local Government Act 1995* who is appointed as an Authorised Person under section 87 of the Act,

all my powers and duties in relation to noise management plans under regulation 13 of the *Environmental Protection (Noise) Regulations 1997,* other than this power of delegation.

Under section 59(1)(e) of the *Interpretation Act 1984,* Delegation No. 111, gazetted 20 December 2013, is hereby revoked.

Dated the 1st day of May 2014.

JASON BANKS, Acting Chief Executive Officer.

DRAFT Delegation Register
Shire of Coolgardie

13.2Planning and Development Act 2005

13.2.1 Instrument of Authorisation – Local Government CEOs - Sign Development Applications for Crown Land as Owner

DoL FILE 1738/2002v8; 858/2001v9

PLANNING AND DEVELOPMENT ACT 2005

INSTRUMENT OF AUTHORISATION

I, **Donald Terrence Redman MLA**, Minister for Lands, a body corporate continued by section 7(1) of the *Land Administration Act 1997*, under section 267A of the *Planning and Development Act 2005*, HEREBY authorise, in respect of each local government established under the *Local Government Act 1995* and listed in Column 2 of the Schedule, the person from time to time holding or acting in the position of Chief Executive Officer of the relevant local government, to perform the powers described in Column 1 of the Schedule subject to the conditions listed in Column 3 of the Schedule.

Dated the 2nd day of June 2016

HON DONALD TERRENCE REDMAN MLA
MINISTER FOR LANDS

DRAFT Delegation Register

Shire of Coolgardie

SCHEDULE

This is the Schedule referred to in an Instrument of Authorisation relating to Development Applications under the *Planning and Development Act 2005*

Column 1	Column 2	Column 3
The power to sign as owner in respect of Crown land that is: • a reserve managed by the local government pursuant to section 46 of the *Land Administration Act 1997* and the development is consistent with the reserve purpose and the development is not for a commercial purpose; or • the land is a road of which the local government has the care, control and management under section 55(2) of the *Land Administration Act 1997* and where there is no balcony or other structure proposed to be constructed over that road unless that structure comes within the definition of a "minor encroachment" in the Building Regulations 2012 (Regulation 45A), or is an "awning, verandah or thing" (Regulation 45B), or is a ground anchor, and where the development is consistent with the use of the land as a road. in respect of development applications being made under or referred to in: (i) section 99(2) of the *Planning and Development Act 2005* in respect of development for which approval is required under a regional interim development order (as that term is defined in that Act); (ii) section 103(2) of the *Planning and Development Act 2005* in respect of development for which approval is required under a local interim development order (as that term is defined in that Act); (iii) section 115 of the *Planning and Development Act 2005* in respect of development within a planning control area (as that term is defined in that Act); (iv) section 122A of the Planning and Development Act 2005 in respect of which approval is required under an improvement scheme (as that term is defined in that Act); (v) section 162 of the *Planning and Development Act 2005* in respect of developments for which approval is required under a planning scheme or interim development order (as those terms are defined in that Act); (vi) section 163 of the *Planning and Development Act 2005* in respect of development on land which is comprised within a place entered in the Register maintained by the Heritage Council under the *Heritage of Western Australia Act 1990*, or of which such a place forms part; (vii) section 171A of the *Planning and Development Act 2005* in respect of a prescribed development application (as that term is defined in that section of that Act).	City of Albany City of Armadale Shire of Ashburton Shire of Augusta-Margaret River Town of Bassendean City of Bayswater City of Belmont Shire of Beverley Shire of Boddington Shire of Boyup Brook Shire of Bridgetown-Greenbushes Shire of Brookton Shire of Broome Shire of Broomehill-Tambellup Shire of Bruce Rock City of Bunbury Shire of Busselton Town of Cambridge City of Canning Shire of Capel Shire of Carnamah Shire of Carnarvon Shire of Chapman Valley Shire of Chittering Shire of Christmas Island Town of Claremont City of Cockburn Shire of Cocos (Keeling) Islands Shire of Collie Shire of Coolgardie Shire of Cocrow Shire of Corrigin Town of Cottesloe Shire of Cranbrook Shire of Cuballing Shire of Cue Shire of Cunderdin Shire of Dalwallinu Shire of Dandaragan Shire of Dardanup Shire of Denmark Shire of Derby/West Kimberley Shire of Donnybrook-Balingup Shire of Dowerin Shire of Dumbleyung Shire of Dundas Town of East Fremantle Shire of East Pilbara Shire of Esperance Shire of Exmouth City of Fremantle City of Greater Geraldton Shire of Gingin Shire of Gnowangerup Shire of Goomalling City of Gosnells Shire of Halls Creek Shire of Harvey Shire of Irwin Shire of Jerramungup City of Joondalup Shire of Kalamunda City of Kalgoorlie-Boulder Shire of Katanning Shire of Kellerberrin Shire of Kent Shire of Kojonup Shire of Kondinin Shire of Koorda Shire of Kulin City of Kwinana Shire of Lake Grace Shire of Laverton Shire of Leonora City of Mandurah Shire of Manjimup Shire of Meekatharra City of Melville Shire of Menzies Shire of Merredin Shire of Mingenew Shire of Moora Shire of Morawa Town of Mosman Park Shire of Mount Magnet Shire of Mt Marshall Shire of Mukinbudin Shire of Mundaring Shire of Murchison Shire of Murray	In accordance with and subject to approved Government Land policies. Any signature subject to the following endorsement: Signed only as acknowledgement that a development application is being made in respect of a proposal that includes Crown land, Crown reserves under management for the purpose, or a road and to permit this application to be assessed under the appropriate provision of the *Planning and Development Act 2005* (including any planning scheme). The signature does not represent approval or consent for planning purposes. Further, in the event that development approval is granted for the proposal, the above signature should not be taken as an acknowledgement of or consent to the commencement or carrying out of the proposed development or to any modification of the tenure or reservation classification of the Crown land component.

DRAFT Delegation Register
Shire of Coolgardie

Shire of Nannup
Shire of Narembeen
Shire of Narrogin
Town of Narrogin
City of Nedlands
Shire of Ngaanyatjarraku
Shire of Northam
Shire of Northampton
Shire of Nungarin
Shire of Peppermint Grove
Shire of Perenjori
City of Perth
Shire of Pingelly
Shire of Plantagenet
Town of Port Hedland
Shire of Quairading
Shire of Ravensthorpe
City of Rockingham
Shire of Roebourne
Shire of Sandstone
Shire of Serpentine Jarrahdale
Shire of Shark Bay
City of South Perth
City of Stirling
City of Subiaco
City of Swan

Shire of Tammin
Shire of Three Springs
Shire of Toodyay
Shire of Trayning
Shire of Upper Gascoyne
Town of Victoria Park
Shire of Victoria Plains
Town of Vincent
Shire of Wagin
Shire of Wandering
City of Wanneroo
Shire of Waroona
Shire of West Arthur
Shire of Westonia
Shire of Wickepin
Shire of Williams
Shire of Wiluna
Shire of Wongan-Ballidu
Shire of Woodanilling
Shire of Wyalkatchem
Shire of Wyndham-East Kimberley
Shire of Yalgoo
Shire of Yilgarn
Shire of York

HON DONALD TERRENCE REDMAN MLA
MINISTER FOR LANDS

2nd day of June 2016

DRAFT Delegation Register
Shire of Coolgardie

13.2.2 WA Planning Commission – Powers of Local Governments - s.15 of the Strata Titles Act 1985 (DEL.2020/01)

PL402

PLANNING AND DEVELOPMENT ACT 2005

INSTRUMENT OF DELEGATION

Del 2020/01 Powers of Local Governments

Delegation to local governments of certain powers and functions of the Western Australian Planning Commission relating to certain applications under the *Strata Titles Act 1985*

Preamble

Under section 16 of the *Planning and Development Act 2005* (the Act) the Western Australian Planning Commission (the WAPC) may, by resolution published in the *Government Gazette*, delegate any function under the Act or any other written law to a local government, a committee established under the *Local Government Act 1995* or an employee of a local government.

In accordance with section 16(4) of the Act, a reference in this instrument to a function or a power of the WAPC includes and extends to, without limitation or restriction, any of the powers, privileges, authorities, discretions, duties and responsibilities vested in or imposed on the WAPC by the Act or any other written law as the case requires.

Resolution under section 16 of the Act (delegation)

On 20 January 2021, pursuant to section 16 of the Act, the WAPC RESOLVED—

A. TO DELEGATE to local governments, and to members and officers of those local governments, its powers and functions under section 15 of the *Strata Titles Act 1985* as set out in clause 1 of Schedule 1, within their respective districts, subject to the conditions set out in clause 3 of Schedule 1;

B. TO DELEGATE to local governments, and to members and officers of those local governments, its powers and functions under sections 21 and 22 of the *Strata Titles Act 1985* as set out in clause 2 of Schedule 1, within their respective districts, subject to the conditions set out in clause 3 of Schedule 1;

C. TO AMEND "Del 2020/01—Powers of Local Governments" to give effect to its resolution and to publish an updated, consolidated instrument.

SAM FAGAN, Western Australian Planning Commission.

Schedule 1

1. Applications made under section 15 of the *Strata Titles Act 1985*

Power to determine applications under section 15 of the *Strata Titles Act 1985*, except those applications that—

(a) propose the creation of a vacant lot;

(b) propose vacant air stratas in multi-tiered strata scheme developments;

(c) propose the creation or postponement of a leasehold scheme;

(d) propose a type 1 (a) subdivision or a type 2 subdivision (as defined in section 3 of the *Strata Titles Act 1985*);

(e) in the opinion of the WAPC as notified to the relevant local government in writing, or in the opinion of the relevant local government as notified to the WAPC in writing, relate to—

i. a type of development; and/or

ii. land within an area,

which is of state or regional significance, or in respect of which the WAPC has determined is otherwise in the public interest for the WAPC to determine the application.

2. Applications under sections 21 and 22 of the *Strata Titles Act 1985*

Power to determine applications under—

(a) section 21 of the *Strata Titles Act 1985*;

(b) section 22 of the *Strata Titles Act 1985* where the amendment or repeal of scheme by-laws requires the approval of the WAPC.

3. Reporting requirements

A local government that exercises the powers referred to in clause 1 and/or clause 2, is to provide the WAPC with data on all applications determined under this Instrument of Delegation. This must be provided at the conclusion of each financial year in the format prescribed by the WAPC.

DRAFT Delegation Register
Shire of Coolgardie

13.3Main Roads Act 1930

13.3.1 Traffic Management - Events on Roads

A list of local governments authorised for Traffic Management for Events can be found on the Main Roads WA website here

WESTERN AUSTRALIA
ROAD TRAFFIC CODE 2000
REGULATION 297(2)
INSTRUMENT OF AUTHORISATION

RELATING TO
TRAFFIC MANAGEMENT FOR EVENTS

Pursuant to Regulation 297(2) of the *Road Traffic Code 2000* the Commissioner of Main Roads ("the Commissioner") hereby authorises (Insert name of Local Government) (Authorised Body") by itself, its employees, consultants, agents and contractors (together "Representatives") to, from the date indicated below, erect, establish, display, alter or take down such road signs of whatsoever type or class (except for permanent traffic control signals) as may be required for the purpose and duration of any:

i) "event" subject to an order from the Commissioner of Police pursuant to Part VA of the *Road Traffic Act 1974*;

ii) race meeting or speed test for which the Minister referred to in section 83 of the *Road Traffic Act 1974* has, under that provision, temporarily suspended the operation of any provisions of the *Road Traffic Act 1974* or regulations made under that Act; or

iii) public meeting or procession the subject of a permit granted by the Commissioner of Police under the *Public Order in Streets Act 1984*;

or as may be required for the purpose of controlling traffic on a road adjacent to, or in the vicinity of, any event or organised activity approved by the Authorised Body under its local laws, on a road (other than a main road or highway) within its jurisdiction, SUBJECT ALWAYS to the following terms and conditions:

(a) the Authorised Body shall at all times observe, perform and comply with the provisions of the "Traffic Management for Events Code of Practice" (as amended or replaced from time to time in consultation with the Traffic Management for Events Advisory Group) issued by Main Roads Western Australia ("the Code") referring to the version which is current at the time of the event, a copy of which can be obtained from Main Roads Western Australia from www.mainroads.wa.gov.au or by contacting Main Roads by phone;

(b) the Authorised Body shall develop and implement procedures that will satisfy the Commissioner that traffic management implemented by the Authorised Body, its employees, agents and contractors will in all respects conform to and comply with the requirements of the Code; and

(c) the Authorised Body shall ensure that its Representatives comply with the terms and conditions identified above at paragraphs (a) and (b) as if they were named in those paragraphs in place of the Authorised Body.

By executing and returning the acknowledgment at the foot of this authorisation, the Authorised Body agrees to observe, perform and comply with the above terms and conditions.

The powers in this Instrument of Authorisation do not change or replace:

1) any prior Instrument of Authorisation from the Commissioner of Main Roads for the purposes of undertaking traffic management for works on roads; and

2) any powers and responsibilities of a local government provided in regulation 9 of the *Road Traffic (Events on Roads) Regulations 1991*.

Page 1 of 2

DRAFT Delegation Register
Shire of Coolgardie

Dated:

THE COMMON SEAL OF THE
COMMISSIONER OF IMAIIN ROADS

WAS AFIFIXED BY

COMMIISSIONER OF IMAIIN ROADS

FOR THE TIME BEING IN THE
PRESEINCE OF:

_____
Signature of Witness

_____
Name or Wimess (please print)

ACKNOWLEDGMENT BY AUTHORISED BODY

_.._..*(lo.sea name :af.Local.Gov.:emmelli}:* __ . _. ___ _ agrees to unoondiitionally observe, pertorm and De bouncl by the abov,eooncliitlionis.

THE COMMON SEAL of)
)
)
)
_____)
[Insert name of Local Government])
)
Was hereunto affiixed pursuant to a)
resolution of tile Coundl ill tlh.e)
presence of:)
)
)

_____
Signature of Chief Executive Officer

_____
Signature of Witness

_____
Name or Wimess (please print)

Page2 of2

DRAFT Delegation Register
Shire of Coolgardie

13.3.2 Traffic Management – Road Works

A list of Local Governments authorised for the purposes of Road Traffic Code 2000 r.297(2) are available on Main Roads WA website here

WESTERN AUSTRALIA
ROAD TRAFFIC CODE 2000
REGULATION 297(2)
INSTRUMENT OF AUTHORISATION

Pursuant to Regulation 297(2) of the Road Traffic Code 2000 the Commissioner of Main Roads ("the Commissioner") hereby authorises ..... ("Authorised Body") by itself, its employees, consultants, agents and contractors (together "Representatives") to, from the date indicated below, erect, establish, display, alter or take down such traffic signs and traffic control devices of whatsoever type or class (except for permanent traffic control signals) as may be required for the purpose and duration of any works, survey or inspection, associated with the construction, maintenance or repair on a road (other than a main road or highway), any adjoining land or any portion thereof within its jurisdiction, SUBJECT ALWAYS to the following terms and conditions:

(a) the Authorised Body shall at all times observe, perform and comply with the provisions of the "Traffic Management for Works on Roads Code of Practice" (as amended or replaced from time to time in consultation with the Traffic Management for Roadworks Advisory Group) issued by Main Roads Western Australia ("the Code") referring to the version which is current at the time of the relevant works, a copy of which can be obtained from Main Roads Western Australia from www.mainroads.wa.gov.au or by contacting Main Roads by phone;

(b) the Authorised Body shall develop and implement procedures that will satisfy the Commissioner that traffic management implemented by the Authorised Body, its employees, agents and contractors will in all respects conform to and comply with the requirements of the Code; and

(c) the Authorised Body shall ensure that its Representatives comply with the terms and conditions identified above at paragraphs (a) and (b) as if they were named in those paragraphs in place of the Authorised Body.

By executing and returning the acknowledgment at the foot of this authorisation, the Authorised Body agrees to observe, perform and comply with the above terms and conditions.

This Instrument of Authorisation replaces any prior Instrument of Authorisation under Regulation 297(2) of the Road Traffic Code 2000 between the Commissioner and the Authorised Body. The Commissioner's delegation dated 17 July 1975 to a number of Local Governments outside the Perth metropolitan area, is not affected by this Instrument of Authorisation except that this Instrument of Authorisation prevails wherever roadworks are concerned. That 1975 delegation was made under Regulation 301 of the Road Traffic Code 1975 and related to non-regulatory signage.

Dated:

THE COMMON SEAL OF THE)
COMMISSIONER OF MAIN ROADS)
WAS AFFIXED BY)
)
)
COMMISSIONER OF MAIN ROADS)
FOR THE TIME BEING IN THE PRESENCE OF:)

_____
Signature of Witness

_____
Name of Witness

ACKNOWLEDGMENT BY AUTHORISED BODY

..... agrees to observe, perform and be bound by the above conditions.

THE COMMON SEAL OF THE)

.....)
WAS AFFIXED PURSUANT TO A RESOLUTION)
OF THE COUNCIL IN THE PRESENCE OF)

_____
Chief Executive Officer

_____
Witness

DRAFT Delegation Register
Shire of Coolgardie

13.4 Road Traffic (Vehicles) Act 2012

13.4.1 Approval for Certain Local Government Vehicles as Special Use Vehicles

Government of Western Australia
Department of Transport
Driver and Vehicle Services

ROAD TRAFFIC (VEHICLES) ACT 2012

Road Traffic (Vehicles) Regulations 2014

RTVR-2017-202046

APPROVAL UNDER REGULATION 327(4)(f) FOR CERTAIN LOCAL GOVERNMENT VEHICLES AS SPECIAL USE VEHICLES

Pursuant to the *Road Traffic (Vehicles) Regulations 2014* (the *Regulations*), I, Christopher Davers, Assistant Director Strategy and Policy, Driver and Vehicle Services, Department of Transport, and delegate of the Chief Executive Officer of the Department of Transport by way of a delegation instrument dated 7 August 2017, hereby approve vehicles owned by a local government and ordinarily used by persons authorised or appointed by that local government to perform functions on its behalf under:

(a) the *Local Government Act 1995*;

(b) regulations made under the *Local Government Act 1995*;

(c) a local law;

(d) any other legislation empowering a local government to authorise or appoint persons to perform functions on the behalf of the local government (including but not limited to the *Dog Act 1976*); or

(e) any combination of the above paragraphs (a) to (d);

as special use vehicles for the purposes of paragraph "f" of the definition of "*special use vehicle*" in regulation 327(4) of the *Regulations*, with the effect that those vehicles may be fitted with one or more yellow flashing lights under regulation 327(3)(b) of the *Regulations*, subject to the following conditions:

CONDITIONS

1. Those lights must emit rotating, flashing yellow coloured light(s) and must not be a strobe light.
2. At least one flashing light shall be mounted on top of the vehicle and when lit, shall be visible in normal daylight up to a distance of not less than 200 metres to vehicles approaching from any direction.
3. No part of the lens of the flashing lights is visible either directly or indirectly to the driver when seated in the normal driving position.
4. If more than one flashing light is fitted, they must be placed symmetrically about the centre line of the vehicle or combination of vehicles.
5. An on/off switch for the flashing lights must be installed so as to be easily operated from the driver's seat.
6. Any additional equipment fitted to the vehicle must not interfere with the overall safe operation of the vehicle.
7. Any vehicle fitted with flashing lights for the purposes of this approval must:

DRAFT Delegation Register
Shire of Coolgardie

Government of **Western Australia**
Department of **Transport**
Driver and Vehicle Services

(a) have words clearly set out on the sides of the vehicle which state the name of the local government in question together with the words "Ranger", "Ranger Services", or words to similar unambiguous effect; and

(b) where the vehicle is a station wagon or van, have the words "Ranger", "Ranger Services", or words to similar unambiguous effect clearly set out on the back of the vehicle.

This condition 7 is not intended to prevent the use of additional words on the vehicle.

Christopher Davers
Assistant Director, Strategy and Policy
Driver and Vehicle Services
Department of Transport

Dated the 5th day of September 2017

Approval for ranger vehicles to fit and use yellow flashing lights (transport.wa.gov.au)
Extracted on line on 15 March 2021

12.2 Operation Services

12.2.1 10 BAYLEY STREET, COOLGARDIE: 40-BED MOTEL EXPANSION - PA26/01

Location: **10 Bayley Street, Coolgardie**

Applicant: **Yin Low (Too Perfect Two Gift Pty Ltd)**

Disclosure of Interest: **Nil**

Date: **15 June 2026**

Author: **Jana Joubert, Town Planning Consultant**

SUMMARY

A development application has been received from Too Perfect Two Gift Pty Ltd for a 40-room expansion to the existing motel at 10 Bayley Street, Coolgardie. The proposal comprises a two-storey modular accommodation building, associated parking, landscaping and site works, resulting in a total of 55 motel rooms on the site.

A suite of development plans is included in **Attachment 1**.

BACKGROUND

Site Description

The proposal relates to Lot 2 (No.10) Bayley Street, Coolgardie, which has a site area of approximately 0.515 hectares. The subject site is located on the corner of Bayley Street (Great Eastern Highway) and Renou Street within the Coolgardie townsite. Both roads are sealed, with vehicular access currently obtained from Renou Street.

The site is developed within an existing motel comprising 15 accommodation units, associated parking and ancillary facilities. The existing motel buildings are predominantly single-storey in nature, with a small two-storey component located on the eastern portion of the site. Existing vehicle parking is provided centrally within the site.

The surrounding locality is characterised by a mix of commercial, tourism and transport-related land uses, with the site benefiting from its prominent location adjacent to Great Eastern Highway and within close proximity to the Coolgardie town centre.

A location plan is included at **Attachment 2.**

Zoning and Existing Uses

The subject site is zoned 'Commercial' under Local Planning Scheme No. 5 (LPS 5), within which 'Motel' is designated as a 'D-Use'.

Accordingly, the proposed motel expansion represents an extension of an existing lawful land use and is considered compatible with the intent and objectives of the Commercial zone.

Proposal

The development application seeks approval for the expansion of the existing motel at 10 Bayley Street, Coolgardie through the construction of an additional 40 short-stay accommodation units.

Specifically, the proposal comprises:

- Construction of a new two-storey modular accommodation building containing 40 motel rooms;
- Retention of the existing motel buildings and associated facilities;
- Provision of 55 on-site parking bays, including one ACROD bay;

- Upgrades to internal vehicle circulation, servicing and waste management areas;
- Landscaping works, including the planting of approximately 16-20 medium shade trees and retention of existing mature trees where practicable; and
- Associated site works required to facilitate the development.

Vehicular access to the site will continue to be obtained from Renou Street, with no changes proposed to the existing access arrangements from Great Eastern Highway (Bayley Street).

The proposal will increase the total accommodation capacity of the site from 15 rooms to 55 rooms.

The applicant's Planning Report is included at **Attachment 3**.

COMMENT

Planning Assessment

The proposal has been assessed against the relevant provisions of LPS 5, any applicable State Planning Policies and the matters for consideration contained within Clause 67 of the Deemed Provisions.

A detailed Planning Assessment Sheet is included at **Attachment 5.**

Having regard to the nature of the proposal, the supporting technical documentation and the matters raised during public consultation, the following have been identified as the key planning considerations relevant to the determination of the application:

- Zoning and land use permissibility.
- Traffic generation, access and road safety;
- Parking provision and internal vehicle circulation;
- Access arrangements;
- Servicing and infrastructure capacity;
- Aboriginal heritage considerations;
- Landscaping and streetscape outcomes;
- Bushfire risk and emergency management;
- Transport noise and acoustic amenity; and
- Potential impacts on the amenity of the surrounding locality.

These matters are discussed below.

Zoning and Land Use Permissibility

The subject site is zoned 'Commercial' under LPS 5.

The objectives of the Commercial zone are –

- *To provide for a range of shops, offices, restaurants and other commercial outlets in defined townsites or activity centres.*
- *To maintain compatibility with the general streetscape for all new buildings in terms of scale, height, style, materials, street alignment and façade design.*
- *To ensure that development is not detrimental to the amenity of adjoining owners or residential properties in the locality.*

Pursuant to the Scheme's Zoning Table, a 'Motel' is classified as a 'D' (Discretionary) use within the Commercial zone. The proposed development therefore requires development approval from the local government.

The proposal involves the expansion of an existing lawful motel use through the addition of 40 short-stay accommodation units. The development will increase the supply of visitor accommodation within the district and represents a land use that is consistent with the intent and objectives of the Commercial zone.

Having regard to the established commercial nature of the locality, the existing use of the site and the supporting technical assessments submitted with the application, the proposed motel expansion is considered and appropriate land use for the subject site.

Traffic and Transport

A Transport Impact Statement (TIS), prepared by KCTT, was submitted in support of the application and is included at **Attachment 6**. The TIS assessed the traffic, transport and road safety implications of the proposed motel expansion, including vehicle access, parking provision and the capacity of the surrounding road network to accommodate the development.

The TIS concludes that the additional traffic generated by the proposed development can be accommodated within the existing road network and that the proposal will not result in any unacceptable traffic or road safety impacts. The report also concludes that the proposed parking provision, internal circulation arrangements and servicing areas are appropriate for the scale and nature of the development.

In addition, the application was referred to Main Roads WA for comment. Following its assessment of the proposal and supporting documentation, Main Roads WA advised that it has no comments or objections to the development.

Accordingly, it is considered that the proposal will not adversely impact the operation, capacity or safety of the surrounding road network.

Access

The proposed development will continue to utilise the existing access from Renou Street. No direct access is proposed from Bayley Street (Great Eastern Highway).

The TIS assessed the existing access arrangements and concluded that the proposed development can be safely accommodated without modification to the surrounding road network. The retention of access from Renou Street avoids potential conflicts with traffic movements on Great Eastern Highway and is supported by Main Roads WA.

Accordingly, the proposed access arrangements are considered satisfactory.

Parking

The parking requirements for a 'Motel' were assessed in accordance with Schedule 3 – Parking Requirements of LPS 5.

The Scheme requires the provision of one parking bay per accommodation unit. The proposed development will increase the total number of motel rooms on the site from 15 to 55, resulting in a requirement for 55 parking bays.

The application proposes a total of 55 on-site parking bays, including one ACROD bay. The proposal therefore satisfies the parking requirements of the Scheme.

The proposed parking area includes appropriate manoeuvring and circulation space and has been assessed as part of the TIS prepared by KCTT. The report concludes that the proposed parking provision and internal vehicle circulation arrangements are appropriate for the scale and nature of the development.

Accordingly, the proposed parking provision is considered satisfactory and capable of accommodating the anticipated parking demand associated with the development.

Aboriginal and European Heritage

The subject site is located within the broader extent of Aboriginal Heritage Place ID 1475 (Kurrkuti), which covers a significant portion of the Coolgardie locality and is recognised as a ceremonial water source.

The site is, however, located within the established urban area of Coolgardie and has been previously developed for motel purposes. No Aboriginal heritage places or cultural features have been identified on the subject site itself. Accordingly, no heritage constraints have been identified that would preclude the proposed development from proceeding. Notwithstanding, the applicant remains responsible for complying with the requirements of the *Aboriginal Cultural Heritage Act 2021*.

The site does not contain any place or structure included on the Shire of Coolgardie Heritage List and is not identified as having local heritage significance under LPS 5.

Servicing

A Servicing Engineering Report prepared by Kal Engineering Consultants was submitted in support of the application to assess the capacity of existing infrastructure to accommodate the proposed motel expansion.

The report confirms that the site is currently connected to reticulated water, sewer, power and telecommunications services. The assessment identified an existing 150mm sewer junction servicing the site and concluded that no servicing constraints have been identified that would preclude the proposed development from proceeding.

The report further notes that the existing water connection is capable of servicing the development, although upgrades may be required subject to detailed design and confirmation by the relevant service provider. Any such upgrades would be addressed as part of the detailed design, building approval and servicing approval processes.

Having regard to the findings of the Servicing Engineering Report, it is considered that adequate servicing infrastructure is available to support the proposed development and that no servicing constraints exist which would warrant refusal of the application.

The Servicing Engineering Report is included in **Attachment 7.**

Signage

No additional signage is proposed as part of the application.

Landscaping

Landscaping requirements were considered in accordance with Schedule 2 of LPS 5, which requires the provision of canopy shade trees at a rate of one tree per four open-air parking bays, together with any additional landscaping considered necessary by the local government.

The plans submitted identify the location of proposed landscaping throughout the site, including the retention of existing trees and the planting of approximately 16–20 medium shade trees.

The proposed landscaping is considered appropriate having regard to the scale and nature of the development and is capable of satisfying the landscaping objectives of the Scheme.

Bushfire risk

The subject site is located within a designated Bushfire Prone Area as identified by the Department of Fire and Emergency Services (DFES) Bushfire Prone Area Mapping.

In accordance with the requirements of State Planning Policy 3.7 – Planning in Bushfire Prone Areas, the application was supported by a Bushfire Management Plan (BMP), which is included at **Attachment 8**. The BMP assessed the bushfire risk applicable to the site and identifies the measures necessary to achieve an acceptable level of bushfire protection for the proposed development.

It is considered that bushfire risk can be appropriately mitigated in accordance with the measures as set out in the BMP.

Given the proposal involves tourist accommodation, it is considered appropriate that a Bushfire Emergency Evacuation Plan (BEEP) be prepared and implemented prior to occupation of the development.

Subject to implementation of the recommendations of the Bushfire Management Plan and preparation of a Bushfire Emergency Evacuation Plan, the bushfire risk associated with the development is considered capable of being appropriately managed.

Amenity

The application was accompanied by a number of technical assessments, including a Transportation Noise Assessment, Transport Impact Statement, Servicing Engineering Report and Bushfire Management Plan. Collectively, these assessments demonstrate that the proposed development can be accommodated on the site without resulting in unacceptable impacts on the amenity of the surrounding locality.

The subject site is located within a predominantly commercial area and accommodates an existing motel use. The proposal represents an expansion of that established use and is therefore considered compatible with the character and function of the locality.

During public consultation, concerns were raised regarding existing heavy vehicle activity, transport-related noise and road safety within the area. These matters have been considered as part of the assessment process and have informed the design of the development and the supporting technical studies submitted with the application.

Noise Management and Attenuation

Given the site's proximity to Great Eastern Highway, the application was accompanied by a Transportation Noise Assessment prepared by Lloyd George Acoustics in accordance with the requirements of State Planning Policy 5.4 – Road and Rail Noise.

The Transportation Noise Assessment Report is included in **Attachment 9.**

The assessment considered existing and projected traffic volumes and concluded that the applicable indoor noise targets can be achieved through the implementation of recommended building construction and acoustic attenuation measures. These measures include upgraded glazing, wall and roof construction treatments and associated acoustic mitigation works.

While the surrounding transport environment generates existing noise, the assessment demonstrates that acceptable acoustic amenity can be achieved for future occupants through the implementation of the recommended mitigation measures. Accordingly, the proposal is considered capable of complying with the requirements of SPP 5.4.

To ensure these measures are implemented, a condition of approval is recommended requiring the development to be constructed in accordance with the recommendations of the Transportation Noise Assessment.

Environmental Impacts

The proposed development is located on an existing developed motel site within the Coolgardie townsite and does not involve the clearing of native vegetation or the disturbance of any environmentally sensitive areas.

The application is supported by a Servicing Engineering Report which confirms that the site can be adequately serviced by existing infrastructure and that no environmental constraints have been identified that would preclude the development from proceeding.

While a limited number of existing trees are proposed to be removed to facilitate the development, the proposal also includes the retention of existing mature trees where practicable together with the planting of additional shade trees throughout the site.

Having regard to the nature of the proposal, the existing development of the site and the findings of the supporting technical assessments, it is considered that the development will not result in any significant adverse environmental impacts.

Conclusion

The development application for the expansion of the existing motel at 10 Bayley Street, Coolgardie has been assessed against the relevant provisions of LPS 5, applicable State Planning Policies and the matters for consideration contained within Clause 67 of the *Planning and Development (Local Planning Schemes) Regulations 201*5.

The proposed development is considered consistent with the objectives of the Commercial zone and represents an appropriate expansion of an existing lawful land use.

The application is supported by a Transportation Noise Assessment, Transport Impact Statement, Servicing Engineering Report and Bushfire Management Plan. Collectively, these assessments demonstrate that the site is capable of accommodating the proposed development and that any identified impacts can be appropriately managed through design measures and conditions of approval.

The proposal represents an appropriate form of infill development within the established Coolgardie townsite, will make efficient use of existing serviced land and infrastructure, and will contribute to the supply of short-stay accommodation within the district.

It is therefore recommended that the application be approved, subject to conditions addressing the issues raised in this report.

OPTIONS

With respect to the proposal, the following options are available to Council: -

Option 1: Approve the proposal.

Option 2: Approve the proposal with conditions.

Option 3: Refuse the proposal.

CONSULTATION

Public Consultation

While not specifically required under Clause 64 of the *Planning and Development (Local Planning Schemes) Regulations 2015,* the application was advertised for a period of 14 days from 02 April 2026 to 17 April 2026.

Advertising was undertaken by way of written notification to adjoining and nearby landowners. The purpose of the consultation was to provide affected landowners with an opportunity to comment on the proposed motel expansion and identify any matters requiring consideration as part of the assessment process.

One submission was received during the advertising period.

The submission raised concerns relating to:

- Existing traffic movements and road safety within the locality;
- Heavy vehicle activity and associated noise impacts;
- Parking provision and accommodation of larger vehicles;
- Existing infrastructure and servicing capacity;
- Presence of overhead powerlines; and
- Cycling safety and access arrangements.

A detailed summary of the submission received, together with the Planning Consultant's response to the matters raised, is included at **Attachment 4** – Schedule of Submissions.

The issues raised have been considered as part of the assessment process and, where relevant have been addressed through the supporting technical reports submitted with the application, including Transportation Noise Assessment, Transport Impact Statement and Servicing Engineering Report.

Referrals/consultation with Government/Service Agencies

Main Roads WA

The subject site fronts Bayley Street (Great Eastern Highway), which is a Primary Regional Road under the care, control and management of Main Roads Western Australia (MRWA). Given the site's proximity to Great Eastern Highway and the existing access arrangements, the application was referred to MRWA for comment. In support of the application, the applicant submitted a Traffic Impact Statement prepared by KCTT which assessed the traffic, transport and road safety implications of the proposed development.

Following its assessment of the application and supporting documentation, MRWA advised that it has no comments or objections to the proposal.

STATUTORY ENVIRONMENT

Legislation

- *Planning and Development (Local Planning Schemes) Regulations 2015*
- Shire of Coolgardie Local Planning Scheme No. 5

State Government Policies

- State Planning Policy 3.7 – Planning in Bushfire Prone Areas (SPP 3.7)
- State Planning Policy 5.4 – Road and Freight Noise Land Use Planning (SPP 5.4)

Structure Plans/Activity Centre Plans

None

Detailed Area Plans/ Local Development Plans

None

Local Policies

None

Relevant Guidelines
None

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

A thriving local economy

Encouraging the development of local business education and support

Supporting local businesses in the Shire

Accountable and effective leaders

Developing strong partnerships with stakeholders for the benefit of our community

Ensuring the Shire of Coolgardie is well positioned to meet future needs

ATTACHMENTS

1. **Development Plans**
2. **Location Plan**
3. **Planning Report**
4. **Schedule of Submissions**
5. **Technical Assessment**
6. **Transport Impact Statement**
7. **Servicing Assessment**
8. **Bushfire Management Plan**
9. **Transportation Noise Assessment**

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION

That Council: -

1. **Approve Development Application reference PA26/01 and accompanying plans in accordance with Clause 68 of Schedule 2 (Deemed Provisions) of the *Planning and Development (Local Planning Schemes) Regulation 2015,* and the provisions of the Shire of Coolgardie's Local Planning Scheme No. 5, subject to the following conditions:**

   Conditions
   General

   1. **This decision constitutes planning approval only and is valid for a period of 4 years from the date of approval. If the subject development is not substantially commenced within the specified period, the approval shall lapse and be of no further effect.**

2. **This approval only relates to the proposed development as indicated on the approved plans. It does not relate to any other development on the lot.**
3. **The development shall be carried out in accordance with the recommendations of the Traffic Impact Statement prepared by KCTT (Trading as KC Traffic and Transport Pty Ltd), dated 10 July 2024, to the satisfaction of the Shire.**
4. **Parking areas, driveways and points of ingress and egress, as shown on the approved plans, must be designed and constructed in accordance with the approved plans and Australian Standard for Off-street Carparking (AS 2890) and must be drained, sealed, marked and maintained to the satisfaction of the Shire prior to occupation of the development.**
5. **Wheel stops must be provided in accordance with AS 2890 where the parking bays abut a concrete path.**
6. **The parking areas and associated access indicated on the approved plans must not be used for the purpose of storage or obstructed in any way at any time, without the prior approval of the Shire.**
7. **Stormwater and any other water run-off from buildings and/or paved areas must be collected and retained on site in accordance with a Stormwater Management Plan which is to be submitted at building permit stage to the satisfaction of the Shire.**
8. **Planting and landscaping shall be carried out in accordance with the approved plans prior to occupation of the development and thereafter maintained to the satisfaction of the Shire of Coolgardie.**
9. **Construction works are to be undertaken in accordance with the approved development application, engineering drawings and specifications to the satisfaction of the Shire.**
10. **All storage areas, external fixtures and building plant, including air conditioning units and water tanks must be located so as to minimise any visual and noise impact on surrounding landowners and screened from view from streets, public places and adjacent properties to the satisfaction of the Shire.**
11. **A Waste Management Plan must be submitted to and approved by the Shire prior to lodging an application for a building permit.**

    The plan must include the following details to the satisfaction and specification of the Shire:

    a. **the location of bin storage areas and bin collection areas;**
    b. **the number, volume and type of bins, and the type of waste to be placed in the bins;**
    c. **details on the future ongoing management of the bins and the bin storage areas, including cleaning, rotation and moving bins to and from the bin collection areas; and**
    d. **frequency of bin collections.**

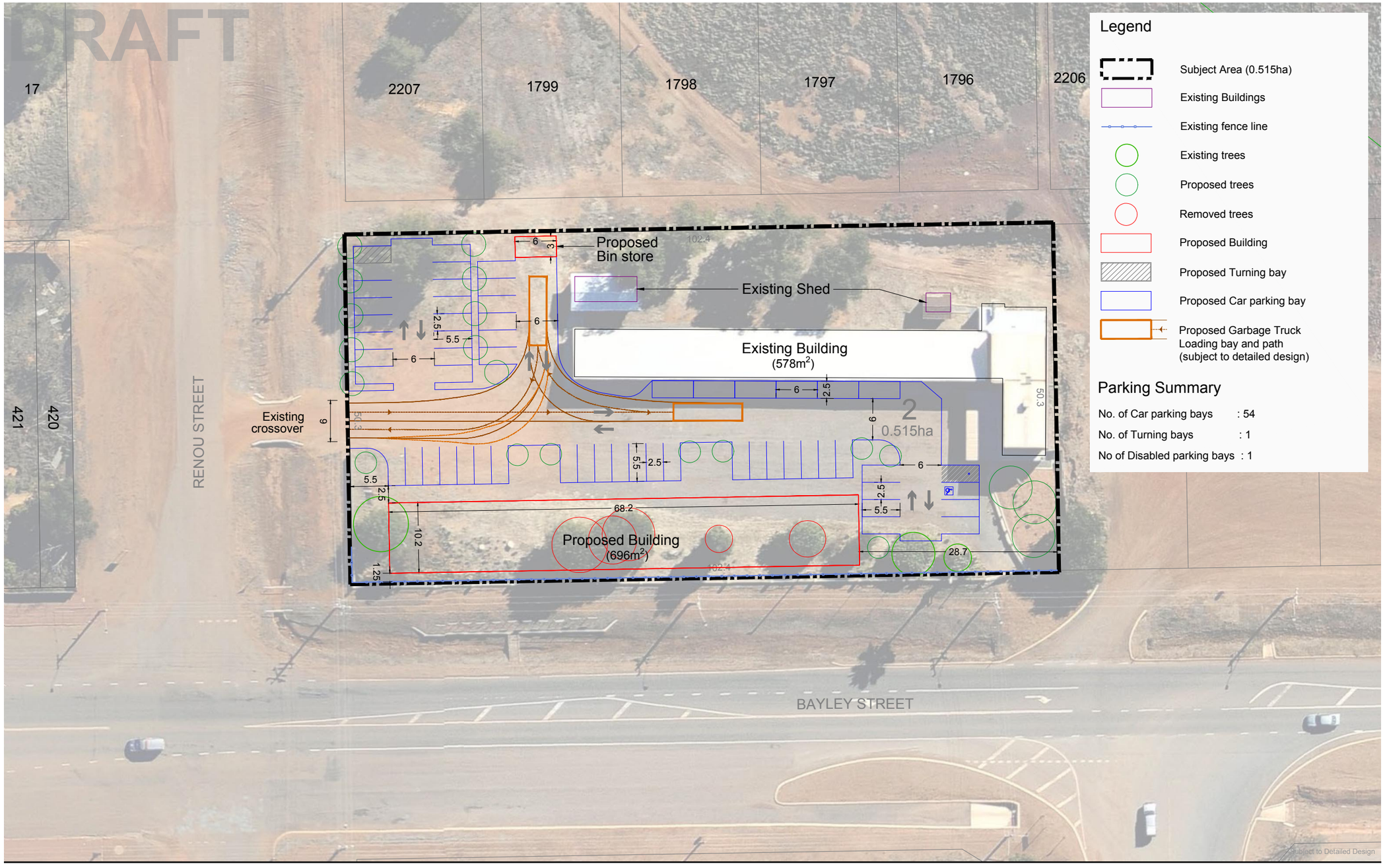
    The Waste Management Plan must be implemented at all times to the satisfaction of the Local Government.
12. **The development shall incorporate the acoustic attenuation measures and building construction requirements identified in the Transportation Noise Assessment prepared by**

Lloyd George Acoustics (24048860-01, 21 May 2024). The approved acoustic treatments shall be installed prior to occupation of the development and thereafter maintained to the satisfaction of the Shire of Coolgardie.

13. **The development shall be carried out in accordance with the recommendations and requirements of the Bushfire Management Plan prepared by Element Advisory Pty Ltd (24-006, June 2024) to the satisfaction of the Shire of Coolgardie. All required bushfire mitigation measures shall be implemented prior to occupation of the development and thereafter maintained for the life of the development.**
14. **Prior to occupation of the development, a Bushfire Emergency Evacuation Plan is to be submitted to and approved by the Shire of Coolgardie. The approved Bushfire Emergency Evacuation Plan shall be implemented prior to occupation and thereafter maintained to the satisfaction of the Shire.**
15. **All existing and proposed landscaping shall be maintained in a low threat condition in accordance with AS 3959 and the recommendations of the approved Bushfire Management Plan, to the satisfaction of the Shire of Coolgardie.**

Advice Notes

1. **This is NOT a Building Permit.**
2. **This is a Development Approval only and does not remove the responsibility of the applicant/owner to comply with all relevant building, health and engineering requirements of the Shire, or with any requirements of the Shire of Coolgardie Local Planning Scheme No.5 or with the requirements of any external agency. This includes the provision of access and facilities for people with disabilities in accordance with the Building Codes of Australia.**
3. **The applicant is advised that the operation/development is to comply with the *Environmental Protection (Noise) Regulations 1997*.**
4. **The applicant is advised that the operation/development is to comply with the *Aboriginal Cultural Heritage Act 2021.***



Site Plan

Lot 2 (10) Bayley Street, Coolgardie

Date: 10 July 2024 Scale: 1:500 @ A3 File: **24-006 PL03A** Staff: CT CG JJ Checked: CT

element.

Level 18, 191 St Georges Terrace, Perth Western Australia 6000.
PO Box 7375 Cloisters Square, Perth Western Australia 6850.
T. +61 8 9289 8300 | **E.** hello@elementwa.com.au **elementwa.com.au**

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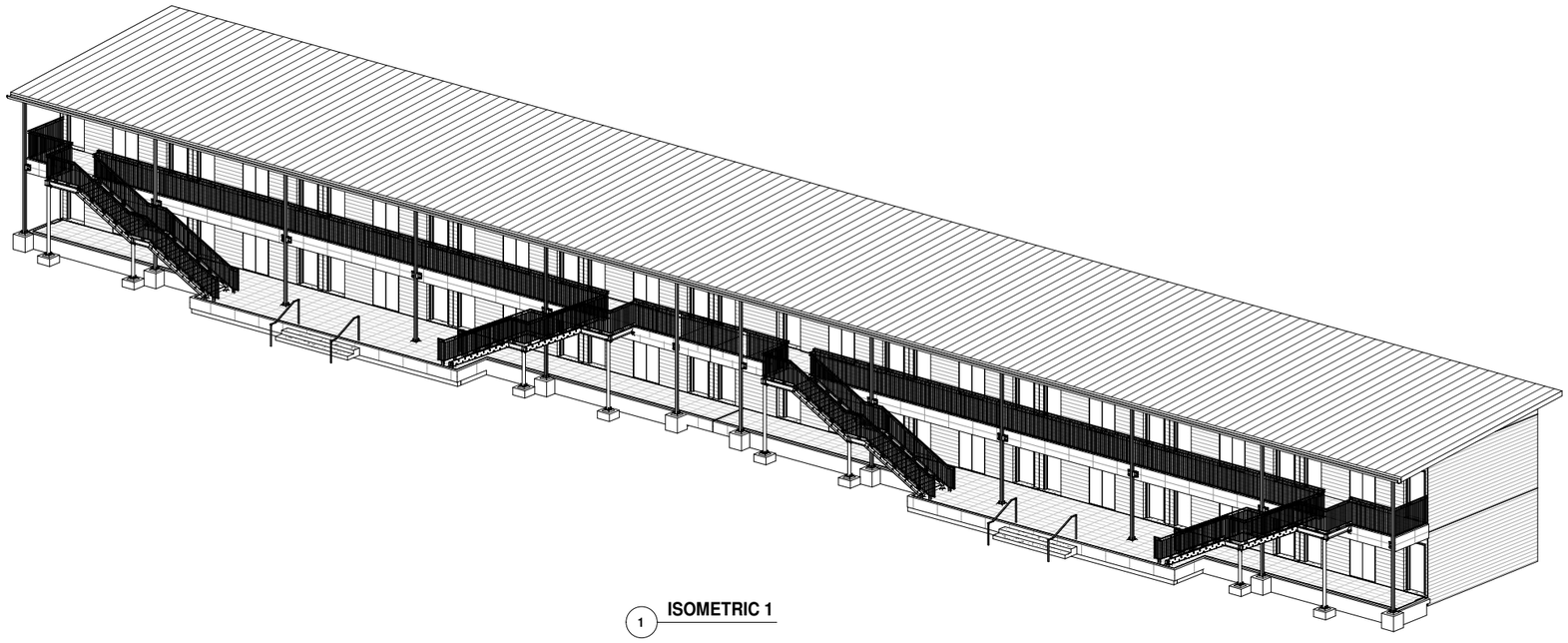

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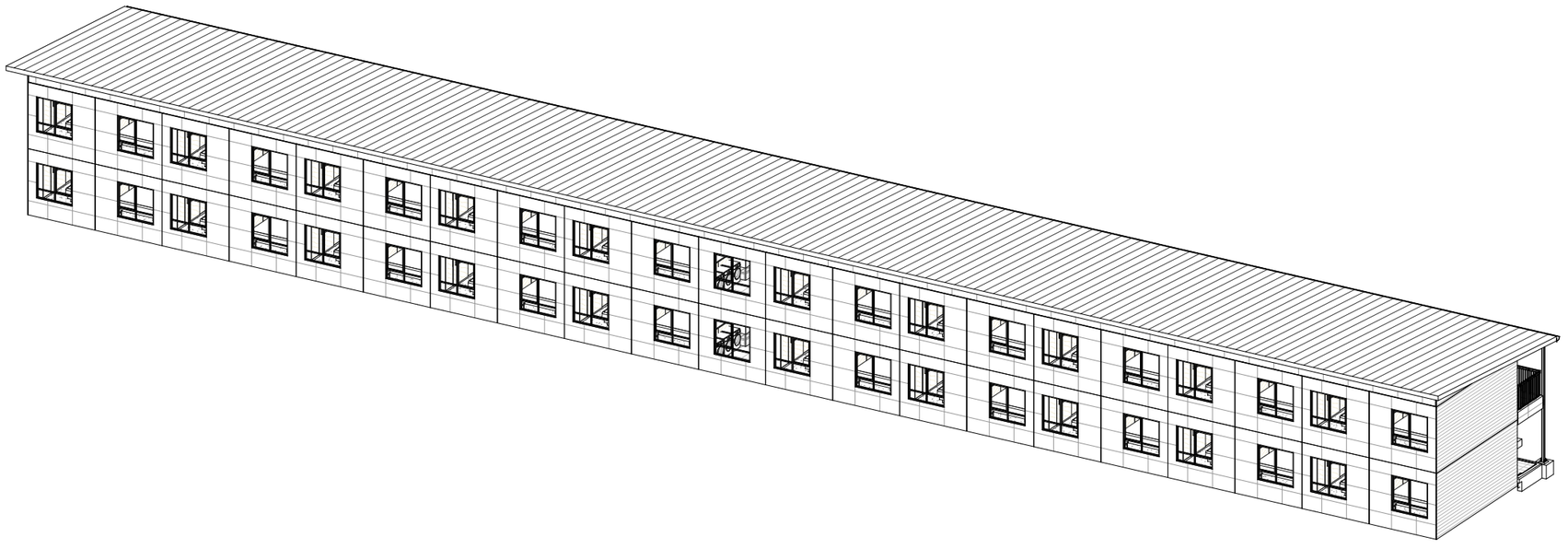

2 ISOMETRIC 2

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Architecture	
Architecture of Record	TLC Modular Construction
Structural Engineering	
Electrical Engineering	
Mechanical Engineering	
Fire Engineering	
Passive fire Engineering	
Civil Engineering	

CLIENT :
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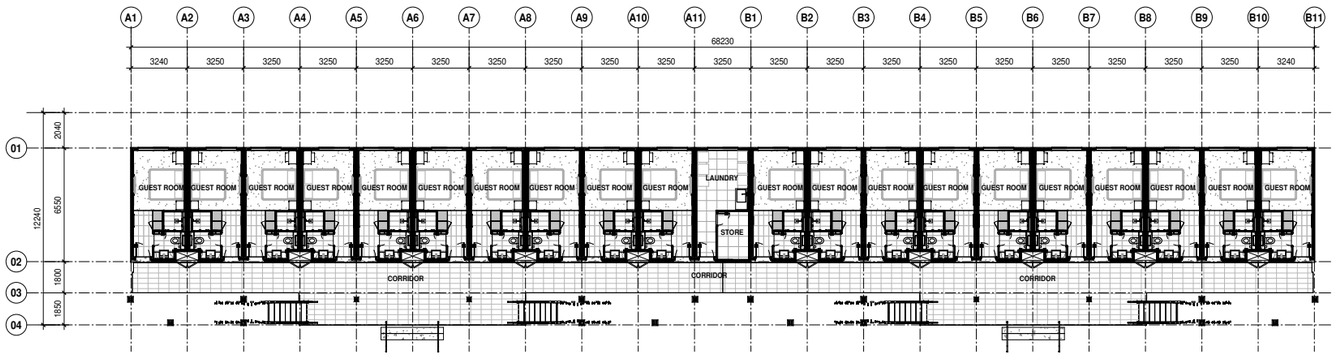

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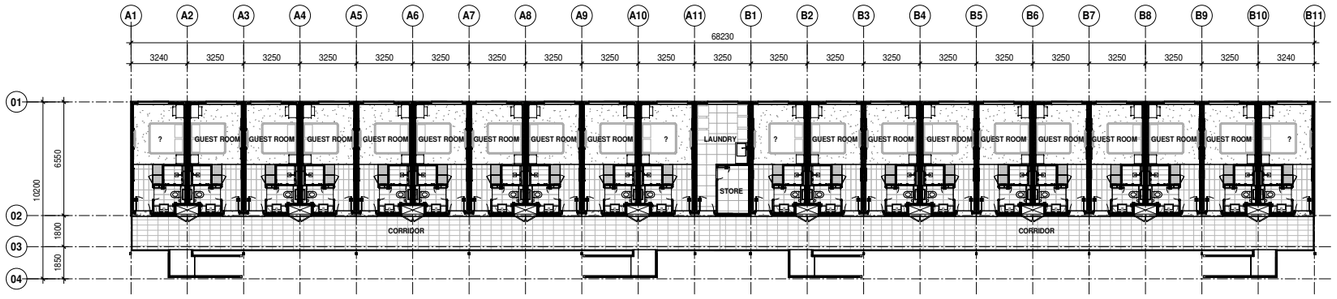

2 **1ST FLOOR PLAN**
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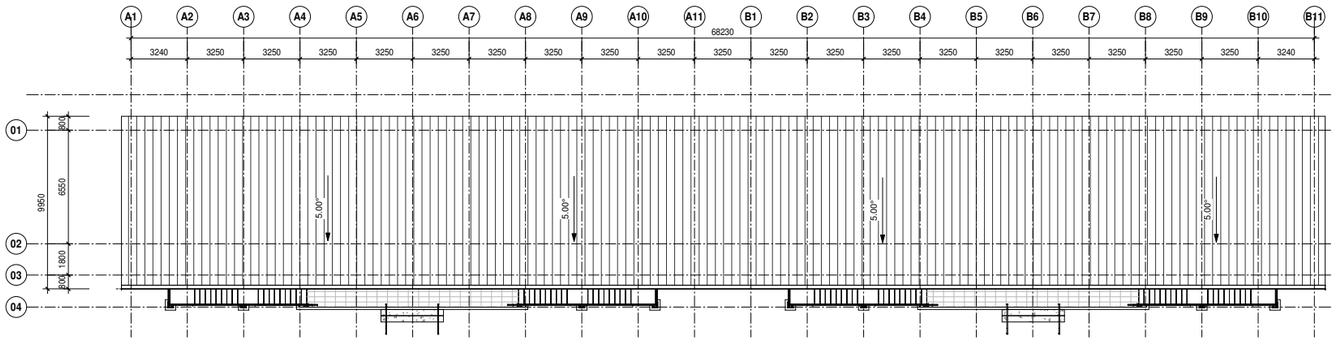

3 **ROOF PLAN**
1 : 150

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Mechanical Engineering	
Fire Engineering	
Passive fire Engineering	
Civil Engineering	

CLIENT :
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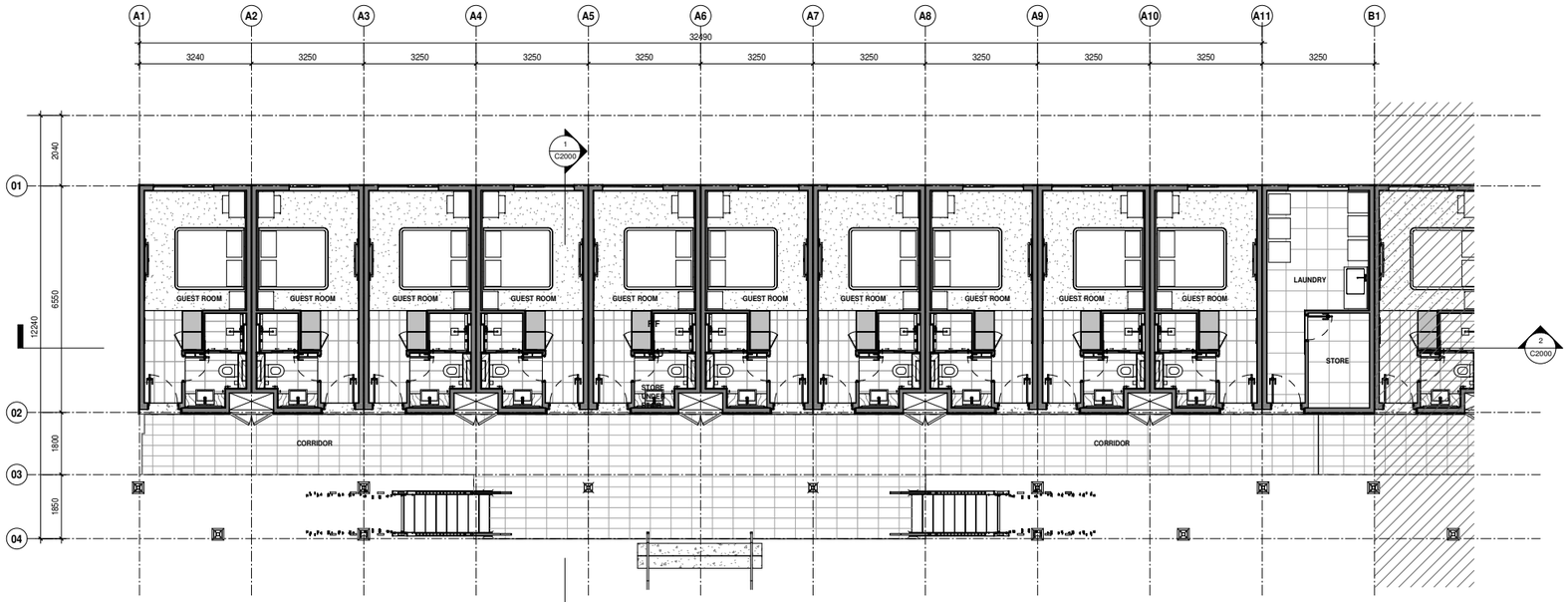

1 **GROUND FLOOR PLAN ENLARGED**
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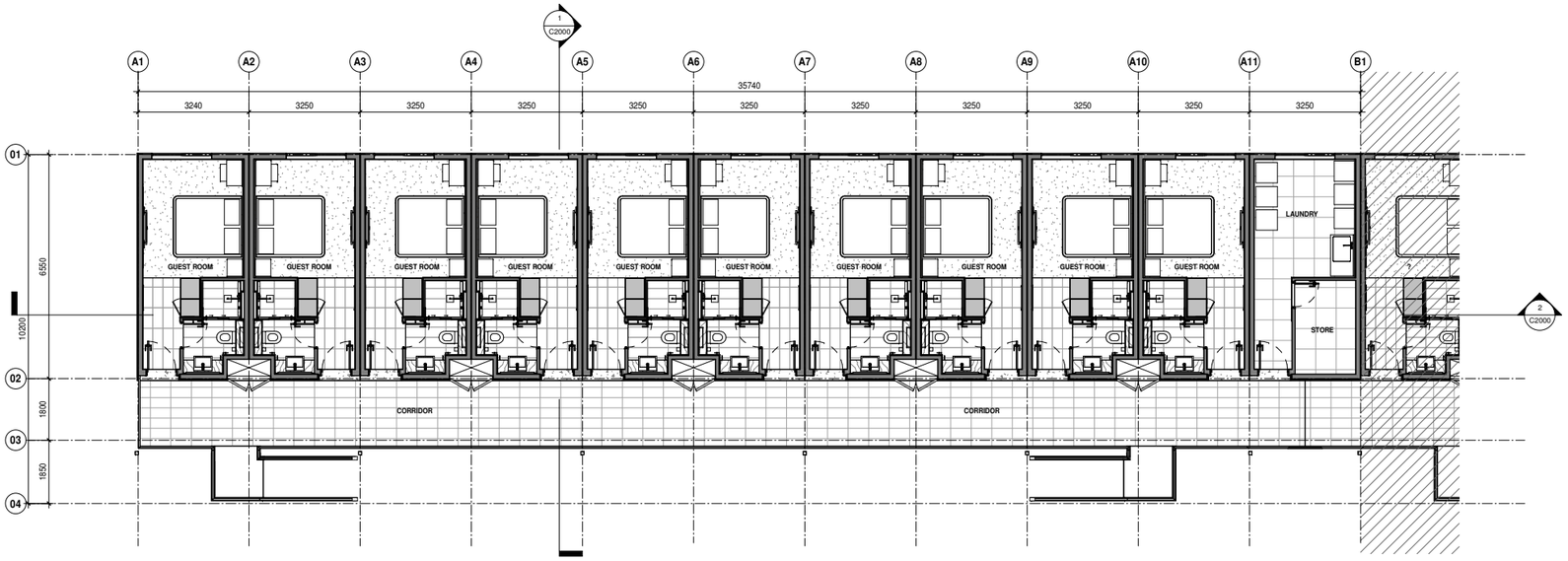

2 **1ST FLOOR PLAN ENLARGED**
1 : 75

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Electrical Engineering	
Mechanical Engineering	
Fire Engineering	
Passive fire Engineering	
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PROJECT/ PROJECT ADDRESS : **40 KEY MOTEL COOLGARDIE**
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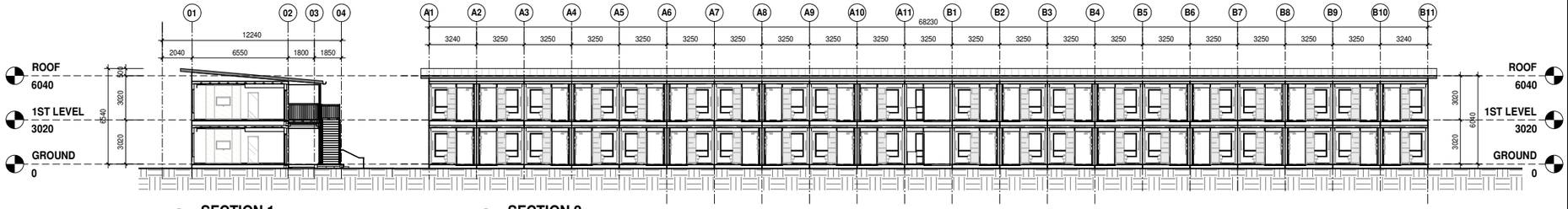

1 **SECTION 1**
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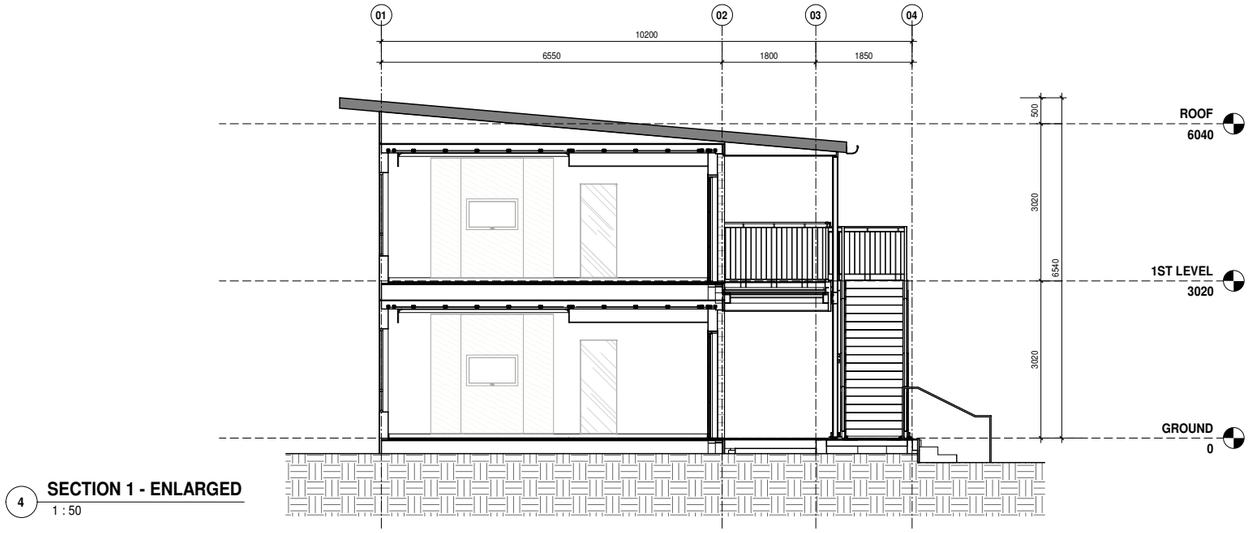
2 **SECTION 2**
1 : 150



4 **SECTION 1 - ENLARGED**
1 : 50

3 **SECTION 2 - ENLARGED**
1 : 50

WALL CLADDING TYPES

PM50 0.4MM BMT COLORSTEEL ENDURA METALCRAFT MC760 PROFILED ROOFING ON THERMAKRAFT COVERTEK 407 ROOF UNDERLAY OVER THERMAKRAFT AUSMESH 300 SAFETY MESH

CWB37 9.5MM THICK WEATHERTEX WEATHERGROOVE SMOOTH 1200MM PAINT FINISHED ON CAVIBAT BATTENS OVER FASTWRAP BUILDING WRAP

CWB16 9.5mm THICK WEATHERTEX SELFLOK ECOGROOVE SMOOTH 150MM PAINT FINISHED ON CAVIBAT CAVITY BATTENS OVER FASTWRAP BUILDING WRAP

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Architecture of Record	TLC Modular Construction
Structural Engineering	
Electrical Engineering	
Mechanical Engineering	
Fire Engineering	
Passive fire Engineering	
Civil Engineering	

CLIENT : Colin Bickere

PROJECT/ PROJECT ADDRESS : 40 KEY MOTEL COOLGARDIE, Coolgardie - Western Australia

LOCAL AUTHORITY : ----

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WALL CLADDING TYPES

PM50 0.4MM BMT COLORSTEEL ENDURA METALCRAFT MC760 PROFILED ROOFING ON THERMAKRAFT COVERTEK 407 ROOF UNDERLAY OVER THERMAKRAFT AUSMESH 300 SAFETY MESH

CWB37 9.5MM THICK WEATHERTEX WEATHERGROOVE SMOOTH 1200MM PAINT FINISHED ON CAVIBAT BATTENS OVER FASTWRAP BUILDING WRAP

CWB16 9.5mm THICK WEATHERTEX SELFLOK ECOGROOVE SMOOTH 150MM PAINT FINISHED ON CAVIBAT CAVITY BATTENS OVER FASTWRAP BUILDING WRAP

NOTE:
ALL EXPOSED SURFACES OF EXPOSED STEEL STRUCTURE TO WALKWAYS INCLUDING STAIR STRUCTURE AND UNDERSIDE OF STAIRS TO BE INTUMENSCENT PAINTED TO ACHIEVE A FIRE RATING OF 60 MINUTES REFER TO SPECIFICATIONS DOCUMENT FOR INTUMENSCENT PAINT SPECIFICATIONS

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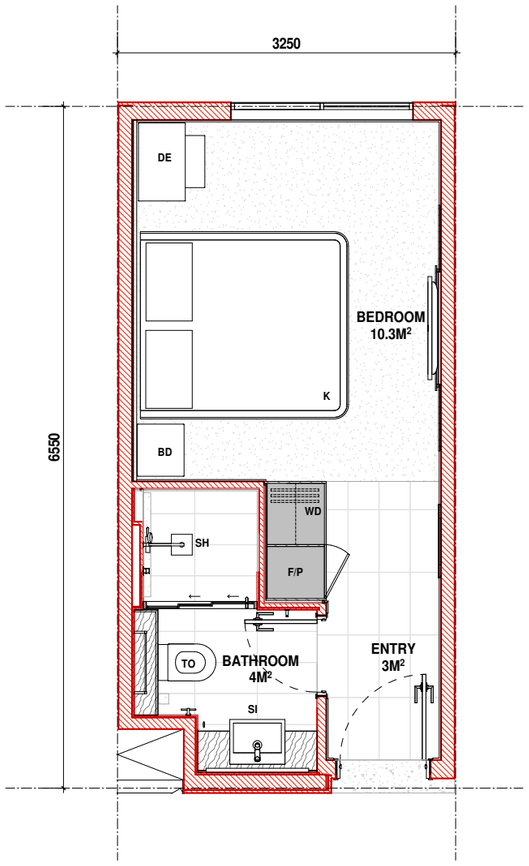
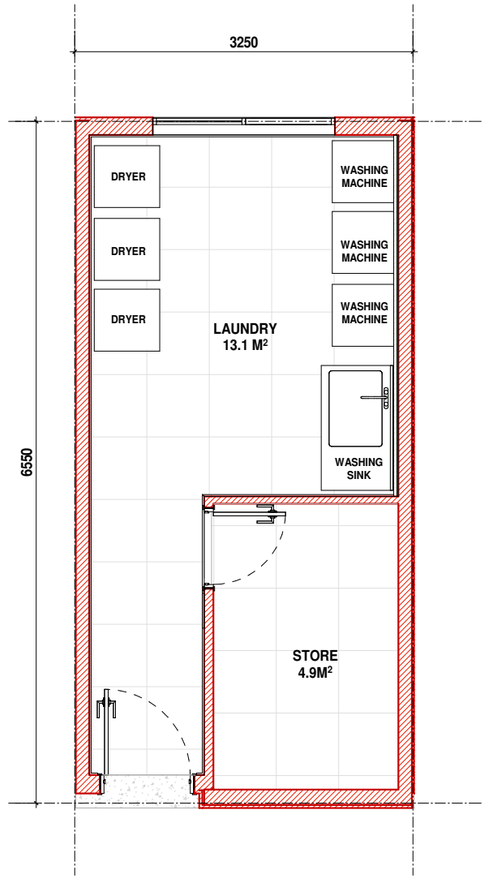


1 **MODULE 1 - GUEST ROOM**
1 : 25



4 **MODULE 2 - LAUNDRY**
1 : 25

MODULE SCHEDULE

NAME	SIZE	AREA	COUNT
MODULE -1 GUEST ROOM	3.250 X 6.550(M)	21.3 M²	40
MODULE -2 LAUDRY ROOM	3.250 X 6.550(M)	21.3 M²	02
GFA	**1143.4 M²**		
GUEST ROOM	**40 ROOMS**		

LEGENDS

SI	HAND SINK
TO	TOILET
SH	SHOWER
BD	BEDSIDE
WD	WARDROBE
DE	DESK
K	SIZE OF A KING BED (1685X2030)NZ
F/P	FRIDGE & PANTRY

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Mechanical Engineering	
Fire Engineering	
Passive fire Engineering	
Civil Engineering	

CLIENT :
Colin Bickere

PROJECT/ PROJECT ADDRESS :
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Coolgardie - Western Australia

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Tel: +84 (0) 28 7306 7779 +84 (0) 28 7301 8588
Fax: +84 (0) 28 3824 5317
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Civil Engineering	

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ROAD
LOCATION BOUNDARY
Hay Street STREET NAME
DISTANCE FROM LOCATION
SHIRE OF COOLGARDIE LOCAL GOVERNMENT NAME
COOLGARDIE SUBURB NAME

LEGEND

No	DATE	AMENDMENT
A	09-05-2024	ISSUED FOR REVIEW

PROJECT: 10 BAYLEY STREET, COOLGARDIE

TITLE: LOCALITY PLAN - 800M RADIUS

DRAWING NUMBER: KC01849.000_ S01

DRAWN BY: N/M.

Civil & Traffic Engineering Consultants
KCTT (Trading as KC Traffic and Transport Pty Ltd)
PO Box 1456 Scarborough WA 6922
PH: 08 9441 2700
WEB: www.kctt.com.au
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40-Bed Motel Development Application | 10 Bayley Street, Coolgardie

Month 2022 | 24-006

We acknowledge the Whadjuk people of the Noongar nation as Traditional Owners of the land on which we live and work. We acknowledge and respect their enduring culture, their contribution to the life of this city, and Elders, past and present.

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			Campbell Green	Callum Thatcher	

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element.

Introduction

This report has been prepared by element on behalf of Too Perfect Two Gift Pty Ltd, proposing a 40-bedroom Motel development on Lot 2 (No.10) Bayley Street, Coolgardie. The subject site currently features an existing Motel (15 bedrooms), primarily single-storey with a small portion of two storeys on the eastern edge of the site, all of which will be retained.

The proposed development will be situated in the south-western corner of the subject site, addressing Bayley Street and Renou Street. The proposed development seeks to address demonstrated demand for short-stay accommodation through the provision of a more modern accommodation product.

The existing site is in need of improvement and upgrade. The proposed development whilst will be adding to the availability of bedrooms, is seeking to improve the functionality of the site through an upgrade in car parking, vehicle access, improvements to waste management and provide new landscaping internally to improve the operation of the site.

The proposed building will be of modular construction and will assembled on-site. Modular construction enables the site to accommodate much needed housing in close proximity to the Town Centre. Whilst modular construction is proposed, this is a permanent building and represents a substantial investment from a private landowner to contribute to providing short-term accommodation which is understood to be of a key need for the Shire.

The proposed development is appropriately supported with the following specialist inputs:

- *Traffic Impact Statement (KCTT) – Appendix C*
- *Acoustic Assessment (Lloyd George) – Appendix D*
- *Servicing Engineering Report (KalEng) – Appendix E*
- *Bushfire Management Plan (element) – Appendix F*
- *Feature Survey (Spectrum Surveys) – Appendix G*

Requirement for Planning Approval

The development application requires determination under the Shire of Coolgardie (Shire) Local Planning Scheme No. 5 (LPS5), there are no regional schemes applicable to development on the subject site.

The proposed development cost will exceed the $2,000,000 threshold for determination by Development Assessment Panel. However, it is preferable for the application to be determined by Council.

$2,300,000

element.

Site Details

Subject Site Description and Context

Site Description

The subject site is located within the Shire of Coolgardie and provides a total site area of 5,149m^2. the subject site provides a 102m primary frontage to Bayley Street and a 50m secondary frontage to Renou Street. Current access to the subject site is obtained via a singular, unsealed crossover from Renou Street.

The subject site houses an existing motel development which is to be retained. The existing building is largely single-storey, with a portion on the eastern edge providing a two-storey building height. Communal car parking for the development is provided in a centrally-located, semi-sealed car parking area. The perimeter of the subject site is lined with sparsely populated trees and bushes.

Lot	Plan	Vol/Folio	Street Address	Landowner	Area
2	D077374	1909/152	10 Bayley Street	Too Perfect Two Gift Pty Ltd	5,149 m²

Refer to Appendix A – Certificate of Titles

Figure 1 - Aerial Photo

element.

Local Context

The subject site is positioned at the eastern-end of the Town Centre. Great Eastern Highway (becomes Bayley Street) is Coolgardie's primary arterial road and the main corridor. The subject site is closely positioned to key amenities, including the main supermarket, residential areas, and public open space, all within a 400-metre radius.

The subject site is directly adjacent to a truck-stop and is surrounded by vacant land to the north and east of the subject site. The surrounding land has a mix of residential and commercial zoning. The site is also closely positioned to the open-pit mine.

Regional Context

Great Eastern Highway is the direct connection to Kalgoorlie, approximately 35 kilometres northeast. Both towns have significant roles in the regional mining economy, necessitating strong connectivity between them.

The proposed development is expected to provide unrestricted accommodation to service the short-term accommodation needs for this region.

Figure 2 – Location Plan

element.

Environment

Topography

The topography of the subject site is flat, providing no change in elevation from 420m AHD. This allows for minimal site works and environmental considerations. An artificial drainage swale is provided to the perimeter of the site for the means of directing stormwater.

Bushfire

The eastern half of the subject site, including the existing building, is completely captured within a bushfire prone area as defined by the Department of Fire and Emergency Services (DFES) mapping of bushfire prone areas. Due nature of the proposed development, a Bushfire Management Plan (BMP) has been prepared to address State Planning Policy 3.7 – Planning for Bushfire Prone Area. Appendix F.

Contaminated Sites

The subject site has no report of site contamination.

Acid Sulphate Soils

The subject site is not identified as posing any threat of acid sulphate soils.

Heritage

Indigenous Heritage

The subject site is located as within Aboriginal Heritage site 1475 (place name Kurrkuti). This area covers the wider Coolgardie locality and is recognised as a ceremonial water source.

Non-Indigenous Heritage

The subject site is not identified as having any non-indigenous heritage value of local or state significance.

element.

Proposed Development

Development Summary

The proposal seeks approval for a new, 40-bedroom expansion to the existing motel development on the subject site in the form of a new building located in the south-western corner of the site.

The proposed development seeks the installation of a prefabricated, modern building. The approximate building envelope area of the proposed building is 760m^2.

The proposal will also seek associated upgrades to the subject site to support the new development.

The existing building is to be retained which houses associated office and admin areas.

Table 1 – Proposed Development Summary

Item	Data
Building Height	6.54m from Natural Ground Level to Roof Pitch
Plot Ratio (approx.)	0.23
Number of Rooms	Short-Stay Rooms 40 Utility Rooms 4
Floor area per accommodation unit	Approx. 21.3m^2
Floor area per utility unit	Approx. 21.3m^2
Parking Bays	55 (plus one ACROD bay)
Proposed Landscaping	16 – 20 medium shade trees proposed.
Retained Trees	Approx. 6

Refer to Appendix B – Development Plans

Proposed Land Use

This application proposes a 'Motel' use, providing approximately 850m^2 of short-stay accommodation floor space. The proposed Motel will provide short-term accommodation.

The proposed building includes only accommodation and utility units. No associated office administrative areas or communal areas are proposed as part of this application.

Proposed Building Height

The proposed building is proposed as a two storey development.

The floor-to-ceiling height of each unit is 3.02m while the height of the roof pitch is 0.5m. The maximum height of the development is therefore 6.54m from ground level to roof pitch.

Proposed Setbacks

The proposed building provides a 1.25m setback to the southern primary frontage at Bayley Street. The existing boundary fence abutting the Bayley Street road reserve will remain and the building will be separated from this fence with the entry verandah on the northern side of the building.

Proposed Movement and Car Parking

All access to the subject site is provided from the crossover from Renou Street. Access cannot be obtained from Bayley Street due to safety considerations regarding the existing turning lane. Therefore no crossovers or alterations impacting Bayley Street are proposed.

55 parking bays are proposed onsite.

Proposed Landscaping and Tree Retention

New landscaping is proposed in the form of 16 – 20 medium shade trees, collocated with the parking areas where possible. Five (5) trees are to be removed from the Bayley Street frontage to make way for the proposed building. Six (6) existing trees are to be retained. The retained trees are mostly located in the northern portion of the subject site. Other minor landscaping is to be provided where necessary in accordance with Council satisfaction.

Proposed Visual Interest and Building Orientation

The proposed building is oriented so that guests can directly access their accommodation from the internal car park.

Specialist Inputs

Bushfire Management

A Bushfire Management Plan (BMP) has been prepared for the subject site and proposed development. The BMP has been prepared in accordance with State Planning Policy 3.7 – Planning in Bushfire Prone Areas (SPP 3.7) and the associated Guidelines for Planning in Bushfire Prone Areas V1.4 (the Guidelines). The proposed development fully complies with the bushfire protection criteria of the Guidelines for vulnerable tourism land uses. As such, the proposed development is deemed in compliance with SPP 3.7 and can therefore be approved by the Shire.

The proposed motel will need to comply with the bushfire construction requirements under the National Construction Code based on the determined bushfire attack level (BAL). The BAL contour map prepared for the BMP indicates the proposed building will be subject to a radiant heat exposure of 12.5kW/m^2 (BAL-12.5).

It is acknowledged that, as a vulnerable tourism land use is proposed, a Bushfire Emergency Evacuation Plan (BEEP) will need to be prepared. It is requested to the Shire that the BEEP, is applied as a condition of development approval.

Refer to Appendix F – Bushfire Management Plan

Servicing Engineering

The service engineering report, conducted by KalEng, conducts an assessment of the existing water servicing infrastructure and crossover infrastructure. Regarding water, the service engineering report recommends an upgrade to the water infrastructure to an 80Ø @ 340 l/m water service.

The existing reticulated sewerage infrastructure is deemed appropriate for the proposal.

Regarding the crossover, KalEng have audited the structural integrity of the crossover and have provided the following recommendation that the wing walls supporting the crossover are to be replaced due to degradation. The requirements have been shown in drainings JN3267-C-002(A) and JN3267-C-004(A), included with the service engineering report.

Refer to Appendix E – Service Engineering Report

Traffic Management

A Traffic Impact Statement has been prepared by KCTT to support the proposed development. A copy of the Traffic Impact Statement (TIS) is provided at Appendix C of this report. The TIS concludes that the proposed development is supported in terms of its traffic, transport and road safety impacts of the road network and recommends approval of the development. The TIS is summarised below:

- The proposed development provides 55 parking bays, compliant with the Shire's parking requirement for a motel use.
- The proposed development will generate up to 165 vehicular trips per day and 22 vehicular trips per hour in peak hours (existing + proposed traffic).
- The additional traffic will be 120 vehicular trips per day and 16 vehicular trips per hour in peak hours (additional traffic from the proposed amendments).
- KCTT believes the surrounding road network will successfully absorb the additional traffic from the proposed development.
- Section 2.16 provides worst-case scenario calculations for deceleration lanes' requirements on Bayley Street (Great Eastern Highway). Even with the high share of heavy vehicles on Bayley Street, deceleration lanes are not required at the intersection of Bayley and Renou Street.

Refer to Appendix C – Traffic Impact Statement

Acoustic Management

An Acoustic Management Report has been prepared by Lloyd George Acoustics and is attached at Appendix D of this report. The below table provides the minimum construction requirements as set out within the report. With the implementation of these construction recommendations, noise levels are calculated to comply with the indoor noise target or SPP 5.4.

Table 2 – Summarised Construction Requirements for Acoustic Management

Element	Room	Minimum Construction
External Glazing	Unit 1 Guest, Unit 20 Guest	Window approximately 26% of floor area, thereby requiring Rw + Ctr > 25, likely achievable using 5mm thick glass in fixed / awning style frame with acoustic seals.
External Doors	All Units Entry	Door to be minimum 40mm thick solid, timber core door with full perimeter acoustic seals. Any small glass inserts to be minimum 6.38mm thick laminated. Alternative door to be Rw + Ctr > 31.
External Walls	Unit 1, Unit 20, All Other Units south	Cladding (9.5mm Weathertex) to stud with 90mm thick, 14kg/m3 fibrous insulation and 2x13mm thick sound-rated plasterboard on resilient mounts and furring channels.
Roof / Ceiling	All Upper Floor Units	Metal roof with Anticon 60. Ceiling to be 13mm thick sound – rated plasterboard on furring channels (or 2 x 13mm thick sound-rated plasterboard direct fixed) with min R4 fibrous insulation above.

element.

Outdoor Living	Alfresco	Areas are available on the lot that are below the outdoor noise target and therefore considered compliant.
Ventilation	Rooms Requiring Upgraded Glazing	Fresh air requirements to be satisfied on the basis of windows closed to affected rooms when occupied. Builder to confirm how this will be achieved. Any ducted fresh air intakes are to be on the side of the house opposite the corridor.
Notification	Lot	As per SPP 5.4 Requirements.

Waste Management Plan

To ensure the additional waste can be accommodated, a waste management plan and assessment has been undertaken.

Waste Generation Rates

According to the Western Australian Local Government Association's (WALGA) *Multi Dwelling Development Waste Management Plan Guidelines,* the proposed development generates 2200L of general waste per week and 1100L of commingled recycling. The waste generation rate includes the existing motel operation.

Number of Bins

Based on waste generation volume outlined above, bins will be provided as follows:

- One (1) $3m^3$ front load general waste bin (3000L), and;
- One (1) $1.5m^3$ front load comingled recycling bin (1500L).

Waste Collection

Waste will be managed through a private waste contractor to collect the bins stored on site.

Bins are to be located in the northern portion of the subject site, adjacent to the existing shed. Waste collection vehicle swept paths are shown on the Site Plan which illustrates ample room for proposed waste vehicle movements.

Waste collection operations are summarised below:

- The waste collection truck will enter the subject site via the crossover at Renou Street;
- Bins are collected via a front-loading collection truck;
- In accordance with the Site Plan, the truck will reverse into the central area of the subject site and exit via the Renou Street crossover in forward gear.

element.

Planning Framework and Assessment

Shire of Coolgardie Local Planning Strategy

The Shire's Local Planning Strategy (the Strategy) was endorsed by the Western Australian Planning Commission (WAPC) in 2017 to provide a strategic direction to inform the future statutory decision making in the Shire. The Strategy has been prepared to reflect the community and Council's vision for the future of the Shire.

The Strategy identified the subject site as being within the 'Commercial Centre' of the Coolgardie Townsite, centralised around Great Eastern Highway. The Strategic statement for the Commercial area under the Strategy is as follows:

> *'The commercial area of Coolgardie is not fully developed and has the capacity to expand substantially mainly with infill development. The highway properties need to be intensified in a visually sympathetic manner to the existing streetscape.'*

Additionally, the Strategy includes several strategic actions relevant to identified development objectives for the Shire. The following Strategic actions under the Land Supply and Employment, Business and Tourism objectives are most relevant to the proposed development:

> ***Objective: To provide for an adequate land supply in key townsites and around the district for a variety of land use types.***
>
> *Provide accommodation for tourists in caravan parks that may include caravan bays, short term accommodation for visitors in on-site vans or chalet/unit type developments and motel/hotel type units.*
>
> *Ensure separation of main activity areas associated with accommodation for workers involved in the mining industry, including campsite units and associated facilities, from residential areas due to the irregular working hours of the industry workers.*
>
> ***Objective: To promote employment, business and tourism in the Shire.***
>
> *Ensure tourism opportunities are appropriately catered for in a sustainable and responsible manner.*
>
> *Enable the Shire to capitalise on the visitor economy.*
>
> *Ensure that these increasingly popular isolated landscapes are appropriately catered for in a sustainable and responsible manner.*

The proposed development is consistent with the above Strategic direction for the following reasons:

- The proposal seeks to facilitate new development in the underdeveloped Commercial Centre of the Coolgardie Townsite;
- The proposal provides short-stay accommodation for tourists in the form of a motel and capitalises on the visitor economy of the Shire;

- The proposal will facilitate accommodation solutions for transient workers, separated from the main residential areas of Coolgardie;
- The proposed development represents sustainable and affordable development in the Coolgardie Town Centre.

Given the above, the proposed development is deemed to be consistent with the strategic vision of the Shire.

Shire of Coolgardie Local Planning Scheme No. 5

The Shire of Coolgardie Local Planning Scheme No.5 (LPS5) was gazetted in April 2019. LPS5 is the primary planning instrument which has informed the development application and includes statutory provisions relevant to zoning, land use permissibility and built form development controls.

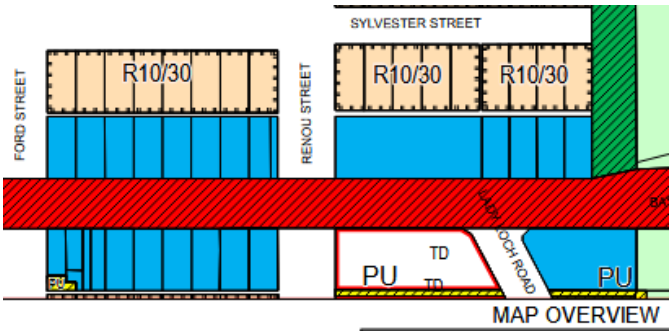


Figure 3 - LPS mapping

Zoning and Land Use Permissibility

Pursuant to LPS5, the subject site is zoned 'Commercial'. Within the Commercial Zone, the Motel land use class is identified as a 'Discretionary' (D) use. The interpretation D use classes under LPS5 is summarised below:

> *means that the use is not permitted unless the local government has exercised its discretion by granting development approval;*

The following table conducts an assessment of the proposal against the Commercial zone objectives in LPS5 to demonstrate that the Motel is appropriate for approval on the subject site.

Table 3: Local Planning Scheme 5 Commercial Zone Objectives Assessment

Zone Objective	Applicant Response
To provide for a range of shops, offices, restaurants and other commercial outlets in defined townsites or activity centres.	The proposal does not specifically provide the listed commercial outlets. However, the proposal offers local economic diversification through tourist accommodation.
To maintain the compatibility with the general streetscape, for all new buildings in terms of scale, height, style, materials, street alignment and design of facades.	The proposed building is a two-storey structure with a maximum height of 6.54m. The existing streetscape at the eastern end of the Bayley Street is varied and there is no consistent streetscape being achieved with the site directly abutting a truck stop and petrol station. Whilst the 'Commercial' zone continues along Bayley Street to the west, the character before Renou Street is seen as a combination of residential and commercial land use. The buildings along Bayley Street are varied in architectural quality, time period and relationship to the streetscape. With this being considered, the

	relevancy of the development being compatible with the general streetscape is highly subjective as there is no consistent building quality, setback and land use which defines the character of Bayley Street. This is particularly relevant to the subject site, given the largely baron surrounds. Notwithstanding the above, the proposed building is of commensurate bulk and scale in the Commercial Zone. A two (2) storey development in this location is considered to be an appropriately scaled building and is largely consistent with the existing scale of buildings already present along Bayley Street. A street setback is provided to both Renou Street (5.5 metres) and Bayley Street (1.25 metres). Having a nil setback along Bayley Street is common for existing buildings, however providing setbacks help to provide visual separation between the road reserve and the lot boundary. A sizeable verge to Bayley Street is also contributing to the street setback with the building being positioned 15.25 metres from Bayley Street. Given an active frontage is not proposed, the visual separation will assist with the visual presence of the building from Bayley Street. The façade of the motel has been designed in a manner which preserves the amenity and functional purpose for its occupants. Bayley Street is a high freight corridor and therefore positioning the bedrooms away from the street edge is critical to achieving noise separation. This has meant the bathrooms are fronting the street-edge. Whilst it is understood these openings are restricted in size, the practice to have habitable rooms / larger openings to the street in this circumstance is redundant given the use of this road and a throughfare for freight. Notwithstanding the above the façade will be considered in two ways. The façade will be cladded in weathertex. This will provide a neutral and clean façade detail to the street.
To ensure that development is not detrimental to the amenity of adjoining owners or residential properties in the locality.	The subject site is surrounded by vacant land and will not negatively impose on any existing or future development. Noise and traffic amenity considerations have also been appropriately assessed, with finding captured in the attached specialist reports. *Refer to Appendix C – Traffic Impact Statement* *Refer to Appendix D – Acoustic Engineering Report*

It is understood that the Shire is more supportive of tourism developments proposing permanent infrastructure as opposed to developments which propose to remove buildings after a period of time. In this regard, it is important to reiterate that the proposed Motel development, while constructed in a modular and prefabricated form, is to remain as permanent infrastructure for the foreseeable future.

While the Motel will serve the needs of transient worker accommodation, this is only due to the nature of the area's patronage and the Motel will still be open to service for the general public and tourists.

Setback and Landscaping Controls

Built form controls for the development are stipulated under Schedule 2 of LPS5. Schedule 2 provides the following built form controls for all development in the Commercial zone:

Table 4: Commercial Zone Setback and Landscaping

Zone	Street Setback	Side Setback	Rear Setback	Minimum Landscaping Requirement

Commercial	*Nil setback which may be varied at the discretion of Council.*	*In accordance with the Building Code of Australia*	*In accordance with the Building Code of Australia*	*1. Canopy shade trees at the rate of 1 tree for every 4 open air parking bays.* *2. Screen landscaping as required by Council.* *3. Additional landscaping as required by Council.*
In addition to Schedule 2 requirements listed, all service and loading areas shall be located behind the primary street setback and appropriately screened.				

The proposed development demonstrates compliance with the above setback and landscaping provisions through the following:

- A 1.25m setback to Bayley Street is provided;
- Side and rear setbacks are in accordance with the Building Code of Australia;
- Landscaping is provided at the adequate rate of shade trees which are collocated with parking areas;
- Landscaping and the proposed building adequately screen internal parking areas.

Car Parking

Parking requirements for each land use is defined under Schedule 3 of LPS5. The stipulated ratio for provision of carparking bays is defined below:

> *1 space per unit plus 1 space per 10 m^2 dining room area*

The proposed development includes no dining room area and provides a total of 55 accommodation Units. Therefore, the proposal requires 55 car parking bays, including one (1) ACROD bay.

The proposed development provides 55 car parking bays, including the ACROD bay. The proposed car parking provision is therefore compliant with the Shire's parking requirement under LPS5.

Additional information on parking and traffic considerations is provided in the Traffic Impact Statement at **Appendix C**

Refer to Appendix C – Traffic Impact Statement

State Planning Policy 3.7 – Planning in Bushfire Prone Areas

The subject site is designated to be bushfire prone as outlined within **Figure 4**. Therefore, the provisions of SPP 3.7 and associated guidelines for Planning in Bushfire Prone Areas (V1.4) apply to the proposed development.

Figure 4 – Bushfire Prone Mapping

Pursuant to Section 5.4 of the SPP 3.7 Guidelines, development applications in bushfire prone areas are to provide the following:

- A BAL Contour Map or a BAL assessment;
- the identification of any issues arising from the BAL Contour Map or BAL assessment;
- and an assessment against the bushfire protection criteria contained within these Guidelines demonstrating compliance within the boundary of the development application.

Additionally, section 5.5.2 of the SPP3.7 Guidelines requires development applications for vulnerable tourism land uses are to be accompanied by a Bushfire Management Plan (BMP) and an Emergency Evacuation Plan (EEP).

The attached bushfire documentation, prepared by **element**, provides a detailed BMP demonstrating compliance with the SPP 3.7 Guidelines. It is anticipated that an EEP will be provided to the Shire as a condition of development approval.

Refer to Appendix F – Bushfire Management Plan

State Planning Policy 5.4 – Road and Rail Noise

State Planning Policy 5.4 – Road and Rail Noise (SPP 5.4) applies to all stages of planning in Western Australia, where a noise-sensitive land use is proposed within the policy's trigger distance of specified transport routes. Section 4.1.3 of SPP 5.4 defines forms of short-stay accommodation, such as motels. As noise-sensitive land uses.

The proposed development is subject to the provisions of SPP 5.4 due to the proximity to Bayley Street which is identified as a two-lane, significant freight/traffic route.

The development is proposing a noise-sensitive land use in close proximity to Bayley Street, with an approximately 14m separation at the shortest distance. Section 2.3 of the SPP 5.4 Guidelines requires such applications to be accompanied by a Noise Management Plan (NMP) , prepared by a qualified acoustics engineer.

The accompanying NMP is to address the following considerations where relevant:

- *how the proposed noise mitigation measures will achieve the noise target*
- *recommended mitigation measures for the proposal including extent of noise walls/bunds*
- *residential lots with quiet house requirements*
- *the stage of the planning process, responsible parties, staging and timing*
- *a description of other noise management measures, for example post-construction noise monitoring, ongoing maintenance requirements*
- *outcomes of community and stakeholder consultations (where a noise wall is proposed on a common boundary).*

The attached NMP, prepared by Lloyd George Acoustics addresses all relevant concerns and provides design and construction recommendations for the development.

Refer to Appendix D – Acoustic Assessment

Planning and Development (Local Planning Schemes) Regulations 2015

Clause 67(2) of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Deemed Provisions), specifies matters which are to be given due regard when determining applications for approval.

An assessment of the proposal against the relevant matters outlined in Clause 67(2) of the Deemed Provisions has been undertaken. A summary of the assessment is provided below in Table 4.

Table 4: *Planning and Development (Local Planning Schemes) Regulations 2015 Clause 67(2) Assessment*

Provision	Applicant Response	
(a) the aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area	Refer to the planning justification provided under the Shire of Coolgardie Local Planning Scheme No. 5. The proposed development is consistent with zoning and built form provision stipulations.	✓
(b) the requirements of orderly and proper planning including any proposed local planning scheme or amendment to this Scheme that has been advertised under the Planning and Development (Local Planning Schemes) Regulations 2015 or any other proposed planning instrument that the local government is seriously considering adopting or approving	N/A	✓
(c) any approved State planning policy	Refer to the assessment listed under State Planning Policy 3.7 and 5.4.	✓

element.

(d) any environmental protection policy approved under the Environmental Protection Act 1986 section 31(d)	N/A	✓
(e) any policy of the Commission	N/A	✓
(f) any policy of the State	N/A	✓
(fa) any local planning strategy for this Scheme endorsed by the Commission	Refer to justification provided under Shire of Coolgardie Local Planning Strategy	✓
(g) any local planning policy for the Scheme area	N/A – No applicable local planning policies.	✓
(h) any structure plan or local development plan that relates to the development	N/A – No applicable Structure Plans or Local Development Plans.	✓
(i) any report of the review of the local planning scheme that has been published under the Planning and Development (Local Planning Schemes) Regulations 2015	N/A	✓
(j) in the case of land reserved under this Scheme, the objectives of the reserve and the additional and permitted uses identified in this Scheme for the reserve	N/A	✓
(k) the built heritage conservation of any place that is of cultural significance	N/A	✓
(l) the effect of the proposal on the cultural heritage significance of the area in which the development is located	Refer to review of indigenous and non-indigenous heritage above.	✓
(m) the compatibility of the development with its setting, including – *(i) the compatibility of the development with the desired future character of its setting; and* *(ii) the relationship of the development to development on adjoining land or on other land in the locality, but not limited to, the likely effect of the height, bulk, scale orientation and appearance of the development.*	The proposed development is currently surrounded by vacant properties and does not impose bulk and scale on any nearby buildings. The orientation of the building allows only for internal passive surveillance and views over the public realm with no risk of visual privacy concerns. The proposed development acknowledges two-storey development is common elsewhere in the Commercial zone and the proposal does not exceed this height.	✓
(n) the amenity of the locality including the following – *(i) environmental impacts of the development* *(ii) the character of the locality* *(iii) social impacts of the development*	Refer to the acoustic and traffic engineering reports. The proposed development anticipates no adverse amenity impacts resulting from noise or traffic. No social impacts are anticipated by the proposed development. *Refer to Appendix C – Traffic Impact Statement* *Refer to Appendix D – Acoustic Engineering Report*	✓
(o) the likely effect of the development on the natural environment or water resources and any means that are proposed to protect or mitigate impacts on the natural environment or the water resource	No impact on natural water is anticipated. Refer to the Servicing Engineering report regarding planned management of stormwater.	✓

element.

(p) whether adequate provision has been made for the landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved	The proposed development requires clearing of several mature trees which are not mapped as native vegetation under the DPIRD Native Vegetation Extent Mapping. Therefore, native vegetation clearing permits are not required for the proposed development	✓
(q) the suitability of the land for the development taking into account the possible risk of flooding, tidal inundation, subsidence, landslip, bush fire, soil erosion, land degradation or any other risk	Environmental considerations have all been addressed in the attached Bushfire and Servicing Engineering reports. *Refer to Appendix F – Bushfire Management Plan* *Refer to Appendix E – Servicing Engineering Report*	✓
(r) the suitability of the land for the development taking into account the possible risk to human health or safety	Human health and safety is not a concern. Potential traffic related risks have been assessed in the attached TIS. *Refer to Appendix C – Traffic Impact Statement*	✓
(s) the adequacy of – *(i) the proposed means of access and egress from the site; and* *(ii) arrangements for the loading, unloading, manoeuvring and parking of vehicles*	The proposed car parking provision is compliant with the requirement of LPS5. Refer to the Transport Impact Statement.	✓
(t) the amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety	Refer to the Transport Impact Statement.	✓
(u) the availability and adequacy for the development of the following – *(i) public transport services* *(ii) public utility services* *(iii) storage, management and collection of waste* *(iv) access for pedestrians and cyclists (including end of trip storage, toilet and shower facilities)* *(v) access by older people and people with disability*	The subject site is connected to all relevant services. Public transport is not applicable to this development application. Waste is managed in accordance with the waste management section of this report End of trip facilities are not applicable to this development application Universal design is incorporated into the development	✓
(v) the potential loss of any community service or benefit resulting from the development other than potential loss that may result from economic competition between new and existing businesses	N/A	✓
(w) the history of the site where the development is to be located	N/A	✓
(x) the impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals	The development will positively impact the community by providing increased tourist accommodation and supporting the local tourism economy.	✓
(y) any submissions received on the application	Submissions received on the application are to be considered and addressed through the assessment process.	✓

element.

(za) the comments or submissions received from any authority consulted under clause 66	Submissions received on the application are to be considered and addressed through the assessment process.	✓
(zb) any other planning consideration the local government considers appropriate	N/A	✓

element.

Conclusion

This Development Application proposes a 40 bedroom Motel at the subject site, representing an expansion on the existing 15 bedroom development. The proposal includes a high-quality modular product that is to be permanent and satisfy short-stay accommodation demand for seasonal tourists and transient workers. The proposed development satisfies the principles of orderly and proper planning for the following reasons:

1. The application seeks approval for a Motel, a discretionary land use within the Commercial Zone pursuant to LPS5;
2. The proposal demonstrates compliance with relevant State Planning Policies;
3. The proposal is consistent with the strategic vision of the Shire of Coolgardie in accordance with the Shire's Local Planning Strategy;
4. The proposed use is providing permanent infrastructure. This will service existing and future demand for short-stay-accommodation in Coolgardie;
5. The application is accompanied by adequate specialist consultant reports demonstrating compliance with traffic, bushfire and acoustic engineering requirements, and;
6. The application proves that the proposal will not contribute to adverse amenity impacts on surrounding properties.

Given the above, the proposed development is consistent with the principles of orderly and proper planning and therefore may be conditionally supported by the RDAP on its planning merit.

PA26/02 Attachment No. 4

10 Bayley Street, Coolgardie - Schedule of Submissions

	Submitter	Comments	Planning Consultant Response to Comments
1	Main Roads WA **Goldfields Office**	Main Roads WA Goldfields Esperance Region has reviewed the Development Application for a 40 Bed Motel at Lot 2 - 10 Bayley Street Coolgardie (PA26/01) – Too Perfect Two Gift Pty Ltd and has no objections or comments.	NOTED.
2	Bruce Olsen **23 Sylvester Street** **Coolgardie** **WA** **6429** **AUSTRALIA**	The expansion project has considered a number of issues which the last Shire Administration did not. This has left the Motel and residents of Coolgardie an ongoing problem which has yet to this day not been resolved and as such the 40 room expansion will need to take steps to ensure their clientele are impacted at the new expansion and not ask for an upgrade after the first night. Upgrading is mentioned in the Noise Assessment. **Trigger Point and Tonal Noise:** The Project has followed the due process of endeavoring to safeguard their clientele against the issues of being close to main roads. However the assessments for noise also need to cover the noise from Traffic on Bayley Street and the deteriorating road surfaces along with Lady Loch Road as Haulage Road and trucks damaging the road surface. The Heavy Vehicular Trucks parked directly across the road in Bayley Street, the various Trucks parked in the Truck Depot and Trucks parked in	NOTED. Please see below for comments. • **Acoustic Assessment and Road Traffic Noise** The application was supported by a Transportation Noise Assessment prepared by Lloyd George Acoustics in accordance with the requirements of State Planning Policy 5.4 – Road and Rail Noise (SPP 5.4). SPP 5.4 applies to noise-sensitive development, including short-stay accommodation, located within the trigger distance of major transport corridors and requires assessment of potential transport noise impacts. The assessment considered road traffic noise associated with Great Eastern Highway and the surrounding road

		the Dirt Layby Park next to the Motel. All these areas will impact on the clientele of the motel. Tonal Noise travels over 5 kilometres in the warmer weather as noise travels further and faster from its source and at times the Truck Depot has 45 Trucks each towing 3 trailers each so the noise levels are far past the EPA limits Regulation 7. An SPP 5.4 Noise assessment would have identified this as a future problem which the Shire Administration ignored even though it was a requirement for the land which the Administration used for the Truck Depot. The Shire Contract Health Environmental Officer Geoff Harcombe was emailed in regards to the Tonal Noise, Odor, Dust and Cancer causing Emission's emanating from the Shires ill-conceived Truck Depot. Mr. Harcombe in mid-morning on the 23rd January 2024 visited Coolgardie to get an idea of what our complaints were about. A Noise assessment using a noise recording monitor in our bedrooms was a suggestion by Geoff Harcombe HSE Officer and DWER. This idea was not an acceptable nor sufficient method for the residents at that time as the noise assessment should be carried out in Renou Street and Bayley Street within 15 metres of the residential properties and the Motel since these properties are the first to receive the issues emanating from the Truck Depot and like the other complainants' whose noise sensitive properties are inside the GS 3 Guidelines at 200 metres from a Truck Depot. Lloyd George Acoustics. After noticing a person standing at the corner of Renou and Bayley Street I inquired about what he was doing. He was	network and concluded that the proposed development can achieve the applicable noise targets through the recommended building construction measures. The recommended acoustic treatments do not indicate that the proposal is unsuitable; rather, they form part of the design response required to achieve compliance with the applicable policy requirements. The report was prepared by a suitably qualified acoustic consultant and forms part of the technical documentation submitted in support of the application. • **Existing Heavy Vehicle Activity and External Noise Sources** The concerns raised regarding heavy vehicle activity, transport operations and other noise sources within the locality are acknowledged. These surrounding land uses and activities form part of the existing environment in which the proposed development is to be located and have therefore been considered through the Transportation Noise Assessment prepared in accordance with State Planning Policy 5.4 – Road and Rail Noise.

		attempting to get a base level noise reading for a customer's noise assessment. I pointed out that he would need to go at least 1 kilometre north of Coolgardie to get that reading. He seemed to only have taken the noise measurement from 1.4 metres off the ground in one spot. There are 2 stories in the expansion and the trees need to be removed which takes away that noise barrier. I am not impressed that the noise assessment supplied to the Shire for the 40 room expansion was this quality as I was under the impression that Lloyd George Acoustics went out of their way to seriously consider the large number of problems or issues in the present/future which would affect the projects that they were employed to carryout noise assessments. One hour was all that is in the report. This is rather substandard for this area considering that no two trucks are the same as far as noise is concerned. The Truck Diesel Engine Driven Air Conditioning units are ill maintained and emit over 80 plus decibels of Tonal Noise. Refrigerated Trailers Refrigeration Units Diesel engine run emit over 100 decibels of Tonal Noise. Also if you see the truck you hear it. Geoff Harcombe also stated that "truck engines could be 80dbA plus". A new noise assessment at this stage would not be able to assess the usual noise level as Trumps War has started to take its toll on the numbers of vehicles which were using the roads around Australia. Mining and Heavy Truck transport has yet to drop off at this point in time but there is a noticeable drop in traffic.	The assessment concludes that the proposed development can achieve the applicable noise targets through the implementation of the recommended building design and construction measures. Accordingly, while the existing noise environment has been taken into account in the assessment of the proposal, it is not considered that the identified noise sources warrant refusal of the application, particularly where appropriate mitigation measures can be implemented to protect future occupants. • **Truck Depot, Truck Parking Areas, Dust, Odour and Diesel Emissions** The concerns raised relate to existing activities and infrastructure external to the subject site. The current application seeks approval for an expansion of the existing motel and does not propose any changes to the operation of surrounding transport-related land uses. These matters are therefore afforded limited weight in the assessment of the application. • **Overhead Powerlines** The location of existing overhead power infrastructure has been noted.

		A website I use suggest a 25 metre high wall around the Truck Depot for the emitted Tonal noise to get the Tonal noise level at 35 decibels so the elevated residential properties could sleep at the Eastern end of Coolgardie township. **Tonal Noise, Odor, Dust and Cancer causing Diesel Emission's:** All these emissions are still issues yet to be resolved by The Shire of Coolgardie. To date as at 14th April 2026 there has been 14 residents who have or maybe not as yet complained to the Council, Ombudsman etc along with 4 of the motels clientele about the Tonal Noise issue. **High Voltage:** The roof extends 800mm out from the walls of the expansion. There are power cables on the power poles outside the boundary. The top power system is 11 000 volts. Since this seems not to be a consideration in the documents online I need to point out that Western Power has on their website that buildings need to be 3 metres away from these cables. Note: Pole number 645725 top High Voltage cables appear to be 50 to 70 mm closer to the motel at the top cable support structure. The cables are deliberately hung to one side for clearance of the lamp support brackets on the opposite side of the poles. **Parking:** Is there parking for the trucks that come with Drillers and Service vehicles or are these going to take up the verges of Renou Street or across the road at the Truck Depot?	Compliance with any applicable clearance requirements and building standards will be addressed at detailed design stage through the building permit process and any requirements of Western Power. • **Parking Provision** Parking is provided in accordance with the Scheme requirements. The proposal includes 54 on-site parking bays, including an ACROD bay, together with internal manoeuvring areas and a dedicated turning area. A Transport Impact Statement prepared by KCTT concluded that the proposed parking provision and internal circulation arrangements are appropriate for the development. No unacceptable parking impacts have been identified. • **Accommodation of Larger Vehicles** The Transport Impact Statement assessed vehicle access and manoeuvring within the site and concluded that the development can be serviced appropriately. The proposal includes internal turning facilities and vehicle circulation areas sufficient for the

		Sewerage: Is the 75 mm pipe from the councils sewage pumps, behind the Vibe, going to be able to handle the extra flow from 55 motel rooms? **Cycling:** As to cycling down Bayley Street East of Coolgardie it would be a hazardous exercise with the high speeds of vehicles towards Kalgoorlie also Norseman and the turning circle for the extended Road Trains. **Traffic Speed is 50 Kilometres an Hour:** This is an issue that has yet to be controlled. According to a spreadsheet from Main Roads vehicular speeds were recorded for a truck at 123.7 kilometres an hour down Bayley Street. Another speed was recorded at 155 kilometres. Some traffic travelling through Coolgardie seemingly ignores the 50 kilometre speed zone and Council are aware of this issue and a change suggested by the Shire is that speed monitoring devices showing what speed you are traveling at will be placed at either end of town. **Traffic Incidents:** Vehicles have left the road and crashed into the Renou Drain. There were tyre tracks from a large vehicle that left Bayley Street and entered into the drain running alongside Bayley Street then exited up between the power pole and the crossing over the culvert at the Dirt Layby Area. Another case was the truck that crashed into the Old Shop and Cullen's Shop in Bayley Street Also close calls between Vehicles entering or exiting at the Lady Loch Intersection.	intended motel use in accordance with the requirements of the Scheme. • **Sewerage Capacity** The application was supported by servicing advice prepared by Kal Engineering Consultants. The assessment identified an existing 150mm sewer junction servicing the site and concluded that no servicing constraints have been identified that would preclude the proposed development. • **Cycling Safety** The Transport Impact Statement considered pedestrian and cyclist infrastructure within the locality. The proposal does not alter the existing road reserve or cyclist facilities and is not expected to adversely impact cyclist safety. • **Traffic Volumes** A Transport Impact Statement was submitted in support of the application. The report concluded that the additional traffic generated by the proposal can be accommodated within the existing road network and does not warrant any road

		Heavy Truck and Trailers unit blocking the intersection of Bayley and Lady Loch due to mechanical failure. **Conclusion:** Council needs to consider this 40 room expansion very carefully due to the noise and other issues as listed in my submission. Too Perfect Two Gift would be better off buying the present Lady Loch Road Train Assembly Area and build a new Motel as there is plenty of room and parking for their clientele. As to Noise Assessments Lloyd George Acoustics carried out what I consider to be a good example of what should have been carried out for Coolgardie is the Assessment for The Shire of Williams. https://www.williams.wa.gov.au/assets/document-centre/public-documents/accoustic_report.pdf	upgrades or traffic management measures. • **Vehicle Speeds and Road Safety** The concerns raised regarding vehicle speeds, driver behaviour and historical traffic incidents relate to the operation of the broader road network rather than impacts generated by the proposed development. Main Roads WA reviewed the proposal and raised no concerns regarding traffic safety or access arrangements. • **Alternative Development Site** The submitter suggests that an alternative site may be more suitable for the proposed development. While this preference is noted, the role of the local government is to assess the proposal as submitted against the applicable planning framework. The assessment has concluded that the proposal is capable of being supported on the subject site. • **Overall Planning Merit** The proposal is supported by a Planning Report, Transportation Noise Assessment, Transport Impact Statement, Servicing Advice and detailed

			site plans. The technical investigations undertaken have not identified any constraints that would prevent the development from proceeding, subject to the recommended conditions of approval.

MOTEL EXPANSION

COMMERCIAL DEVELOPMENT ASSESSMENT SHEET

APPLICATION DETAILS			
CONSULTANT	Jana Joubert	**APPLICATION NO.**	PA26/01
PROPOSAL	40-room Motel Expansion		
LOCATION	10 Bayley Street Coolgardie		
APPLICANT	Yin Low (Too Perfect Two Gift Pty Ltd)		
OWNER	As above		
COST OF DEVELOPMENT	$2,300,000 + GST		
APPLICATION RECEIVED	5 February 2026	**LOT AREA**	0.515ha
ZONING	Commercial	**DESIGNATION**	N/a

REFERRALS		
	Y / N	**Comment**
DAU Comments	N	
Heritage Precinct	N	
WAPC	N	
Main Roads	Y	No comments or objections.
Heritage Council	N	
Scheme Heritage Listed	N	
Internal	Y	Building: Building Application required. Health: Referred for comment – Comments/observations in relation to Shire Truck Stop. No objection to proposed development itself. Place Management: No comments. Engineering: No comments.
Other	N	

Deemed Provisions – Cl 67 Matters to be considered by Local Government

a) The aims and provisions of this Scheme and any other local planning scheme operating within the area	**YES** ☒	**NO** ☐	**N/A** ☐
Comment: Land Use Permissibility- pursuant to the 'Shire of Coolgardie Local Planning Scheme NO. 5', the subject site is located within the 'Commercial Zone'. The use of a 'Motel' is a D-use.			

b) The requirements of orderly and proper planning including any proposed local planning scheme or amendment to this Scheme that has been advertised under the *Planning and Development (Local Planning Schemes) Regulations 2015* or any other proposed planning instrument that the local government is seriously considering adopting or approving	**YES** ☐	**NO** ☐	**N/A** ☒
Comment: n/a			
c) any approved State planning policy- • SPP 3.0 – Urban Growth and Settlement • SPP 3.7 – Planning in Bushfire Prone Areas • SPP 5.4 – Road and Rail Noise	**YES** ☒	**NO** ☐	**N/A** ☐
Comment: see assessment below			
d) any environmental protection policy approved under the *Environmental Protection Act 1986* section 31(d) –	**YES** ☐	**NO** ☐	**N/A** ☒
Comment: n/a			
e) any policy of the Commission	**YES** ☐	**NO** ☐	**N/A** ☒
Comment: n/a			
f) any policy of the State	**YES** ☐	**NO** ☐	**N/A** ☒
Comment: n/a			
g) any local planning policy for the Scheme area - the following Local Planning Policies are relevant to the assessment of this application.	**YES** ☐	**NO** ☐	**N/A** ☒
Comment: none apply.			
h) any structure plan, activity centre plan or local development plan that relates to the development	**YES** ☐	**NO** ☐	**N/A** ☒
Comment: none apply.			

i) any report of the review of the local planning scheme that has been published under the *Planning and Development (Local Planning Schemes) Regulations 2015*	**YES** ☐	**NO** ☐	**N/A** ☒
Comment: none apply.			
j) in the case of land reserved under this Scheme, the objectives for the reserve and the additional and permitted uses identified in this Scheme for the reserve	**YES** ☐	**NO** ☐	**N/A** ☒
Comment: n/a			
k) the built heritage conservation of any place that is of cultural significance	**YES** ☐	**NO** ☐	**N/A** ☒
Comment: n/a			

l) the effect of the proposal on the cultural heritage significance of the area in which the development is located	**YES** ☒	**NO** ☐	**N/A** ☐
Comment: The subject site is located within the broader extent of Aboriginal Heritage Place ID 1475 (Kurrkuti), which covers a significant portion of the Coolgardie locality and is recognised as a ceremonial water source. The site is, however, located within the established urban area of Coolgardie and has been previously developed for motel purposes. No Aboriginal heritage places or cultural features have been identified on the subject site itself. Accordingly, no heritage constraints have been identified that would preclude the proposed development from proceeding. Notwithstanding, the applicant remains responsible for complying with the requirements of the *Aboriginal Cultural Heritage Act 2021.*			
m) the compatibility of the development with its setting including the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development	**YES** ☒	**NO** ☐	**N/A** ☐
Comment: see assessment below			
n) the amenity of the locality including the following – I. Environmental impacts of the development II. The character of the locality III. Social impacts of the development	**YES** ☒	**NO** ☐	**N/A** ☐
Comment: see assessment below			
o) the likely effect of the development on the natural environment or water resources and any means that are proposed to protect or to mitigate impacts on the natural environment or the water resource	**YES** ☐	**NO** ☐	**N/A** ☒
Comment: n/a			
p) whether adequate provision has been made for the landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved	**YES** ☒	**NO** ☐	**N/A** ☐
Comment: New landscaping is proposed in the form of 16 – 20 medium shade trees, collocated with the parking areas where possible. Five (5) trees are to be removed from the Bayley Street frontage to make way for the proposed building. Six (6) existing trees are to be retained. The retained trees are mostly located in the northern portion of the subject site. Other minor landscaping is to be provided where necessary in accordance with Council satisfaction.			
q) the suitability of the land for the development taking into account the possible risk of flooding, tidal inundation, subsidence, landslip, bushfire, soil erosion, land degradation or any other risk	**YES** ☒	**NO** ☐	**N/A** ☐
Comment: the subject site (including where the structure is to be sited) is located within a 'Bush Fire Prone Area'. A BMP was prepared and submitted with the application.			
r) the suitability of the land for the development taking into account the possible risk to human health or safety	**YES** ☐	**NO** ☐	**N/A** ☒
Comment: n/a			
s) the adequacy of – I. The proposed means of access to and egress from the site; and	**YES** ☒	**NO** ☐	**N/A** ☐
II. Arrangements for the loading, unloading, manoeuvring, and parking of vehicles			
Comment: Access from Renou Street to be retained – internal servicing arrangements to be upgraded accordingly.			
t) the amount of traffic likely to be generated by the development, particularly in relation to the capacity off the road system in the locality and the probable effect on traffic flow and safety	**YES** ☒	**NO** ☐	**N/A** ☐
Comment: A Traffic Impact Statement has been prepared by KCTT to support the proposed development. The TIS concludes that the proposed development is supported in terms of its traffic, transport and road safety impacts of the road network and recommends approval of the development.			

u) the availability and adequacy for the development of the following – I. Public transport services II. Public utility services III. Storage, management, and collection of waste IV. Access for pedestrians and cyclists (including end of trip storage, toilet, and shower facilities) V. Access by older people and people with disability	**YES** ☒	**NO** ☐	**N/A** ☐
Comment: Access from Renou Street to be retained – internal servicing arrangements to be upgraded accordingly. Access cannot be obtained from Bayley Street due to safety considerations regarding the existing turning lane. Therefore no crossovers or alterations impacting Bayley Street are proposed.			
v) the potential loss of any community service or benefit resulting from the development other than potential loss that may result from economic competition between new and existing businesses	**YES** ☐	**NO** ☐	**N/A** ☒
Comment: n/a			
w) the history of the site where the development is to be located	**YES** ☒	**NO** ☐	**N/A** ☐
Comment: The subject site houses an existing motel development which is to be retained. The existing building is largely single-storey, with a portion on the eastern edge providing a two-storey building height. Communal car parking for the development is provided in a centrally-located, semi-sealed car parking area. The perimeter of the subject site is lined with sparsely populated trees and bushes.			
x) the impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals	**YES** ☒	**NO** ☐	**N/A** ☐
Comment: The Motel will provide much needed additional short stay accommodations options and will serve the needs of transient worker accommodation, the general public and tourists.			
y) any submissions received on the application	**YES** ☒	**NO** ☐	**N/A** ☐
Comment: The application was advertised for comment for a total of 15 days – 1 submission received. Submission addressed in the Attachment 4 – Schedule of Submissions			
Za) the comments or submissions received from any authority consulted under clause 66	**YES** ☒	**NO** ☐	**N/A** ☐
Comment: Referred to MRWA – Main Roads WA reviewed the proposal and advised that it has no comments or objections.			
Zb) any other planning consideration the local government considers appropriate	**YES** ☒	**NO** ☐	**N/A** ☐
Comment: n/a			

Shire of Coolgardie
Commercial Development Assessment Sheet

Desktop Inspection Completed: Tuesday, 3 March 2026	
Surrounding area	Rural townsite area. Lot surrounded by existing vegetation. Great Eastern Highway (Bayley St) to the south and unsealed road (ROW) to the north. Access from Renou St (east).
Verge trees	None.
Verge infrastructure	Drainage infrastructure in Great Eastern Highway road (Bayley St) reserve.
Constraints	Adjoining Primary Road Reserve. Located within Bushfire Prone Area.
Other Notes	Existing use – expansion.

Local Planning Scheme No.5 ASSESSMENT

16 - COMMERCIAL ZONE OBJECTIVES			
Clause	**Detail**	**Provided**	**Complies**
16	The objective of the 'Commercial zone' is: • To provide for a range of shops, offices, restaurants and other commercial outlets in defined townsites or activity centres. • To maintain the compatibility with the general streetscape, for all new buildings in terms of scale, height, style, materials, street alignment and design of facades. • To ensure that development is not detrimental to the amenity of adjoining owners or residential properties in the locality.	The proposed use is a use that is capable of consideration within the Commercial zone. Use is compatible with surrounding setting and neighbourhood.	Yes
32 - Additional Site and Development Requirements			
(3)	Setbacks and Landscaping - (a) The site and development requirements for land in various zones are to be as set out in Schedule 2 - Minimum setbacks from boundaries. (b) In addition to Schedule 2 requirements, all service and loading areas shall be located behind the primary street setback and appropriately screened.	The proposal is capable of being appropriately conditioned to achieve compliance with both (a) and (b).	Yes
(4)	Parking Requirements - (a) Unless otherwise provided by the Scheme, all non-residential development (other than a Residential Building) is required to provide on-site parking, in accordance with the requirements of Schedule 3 - Parking requirements.	See Parking Calculation below.	Yes
(7)	Connection to Reticulated Potable Water Supply - All new development is required to be connected to any available Water Corporation potable water supply service unless otherwise approved by the local government.	Existing connection.	Yes
(10)	Environmental considerations When considering a structure plan, proposal for subdivision or an application for development approval within the Scheme area, the identification, management and protection of environmental values relevant to the application area are to be addressed. Matters for consideration include, but are not limited to: fencing, fire management, weed control, flora and fauna, site rehabilitation, control of domestic animals and other matters relevant to the site as identified by the local government, Department of Biodiversity, Conservation and Attractions or other agency.	The proposal has appropriately considered any relevant environmental matters, including the provision of a suitable BMP to address fire management. Matters relating to weed control, flora and fauna, site rehabilitation and control of domestic animals are not required or applicable to this proposal.	Yes

38 - Land Use Terms Used				
Motel	means premises, which may be licensed under the Liquor Control Act 1988 - (a) used to accommodate guests in a manner similar to a hotel; and (b) with specific provision for the accommodation of guests with motor vehicles.		Complies.	Yes
SCHEDULE 2 — MINIMUM SETBACKS FROM BOUNDARIES				
Street	Rear	Side	Min Landscaping Requirement	
Nil setback which may be varied at the discretion of Council.	In accordance with the Building Code of Australia.		1. Canopy shade trees at the rate of 1 tree for every 4 open air parking bays. 2. Screen landscaping as required by Council. 3. Additional landscaping as required by Council.	
To Bayley Street – 1.25m To Renou St – 5.5m	n/a		Required – 14 trees. Provided -16 – 20 medium shade trees, collocated with the parking areas where possible.	Yes

Parking calculation

Land Use	Provision	Variable (m², patrons etc.)	Requirement	Provided
Motel	1 space per unit plus 1 space per 10 m2 dining room area *n.b. No dining room onsite or proposed*	No servicing bays proposed.	55	55 (incl. ACROD bay)

State Planning Policy ASSESSMENT

No.	Purpose	Provided	Complies
SPP 3.0 – Urban Growth and Settlement	SPP 3.0 seeks to promote sustainable urban development through the efficient use of land and infrastructure within existing settlements.	The proposal involves the expansion of an existing motel within the established Coolgardie townsite through the addition of 40 short-stay accommodation units. The development will utilise existing serviced urban land, support tourism and economic activity, and make efficient use of existing infrastructure. Accordingly, the proposal is considered consistent with the objectives of SPP 3.0.	Yes
SPP 3.7 – Planning in Bushfire Prone Areas	State Planning Policy 3.7 (SPP 3.7) seeks to minimise the risk to life, property and infrastructure from bushfire and ensure that development within bushfire-prone areas incorporates appropriate bushfire protection measures.	The subject site is located within a designated bushfire-prone area. The proposal involves the expansion of an existing motel through the addition of 40 short-stay accommodation units. As tourist accommodation is considered a vulnerable land use for the purposes of bushfire planning, the application has been supported by a Bushfire Management Plan addressing the applicable bushfire risk. The proposed development is located within the established Coolgardie townsite and benefits from access to the existing road network, established	Yes

		services and emergency response infrastructure. The Bushfire Management Plan identifies the measures necessary to achieve an acceptable level of bushfire protection and does not identify any constraints that would preclude the development from proceeding. It is considered appropriate that a Bushfire Emergency Evacuation Plan (BEEP) be prepared and implemented prior to occupation of the development to ensure that suitable procedures are in place for the management and evacuation of occupants in the event of a bushfire emergency. Subject to implementation of the recommendations of the Bushfire Management Plan and preparation of a Bushfire Emergency Evacuation Plan, the proposal is considered to satisfy the objectives and requirements of SPP 3.7.	
SPP 5.4 – Road and Rail Noise	SPP 5.4 seeks to protect noise-sensitive development from transport noise impacts and ensure that appropriate mitigation measures are incorporated into development design.	The subject site is located adjacent to Great Eastern Highway (Bayley Street), which is identified as a Strategic Freight/Major Traffic Route. As the proposed motel expansion constitutes a noise-sensitive land use within the policy trigger distance, the application was accompanied by a Transportation Noise Assessment prepared by Lloyd George Acoustics in accordance with the requirements of SPP 5.4. The assessment considered existing and projected traffic volumes and modelled future transport noise impacts on the proposed development. The report concluded that compliance with the applicable indoor noise targets can be achieved through the implementation of recommended building construction and acoustic attenuation measures. These measures include upgraded glazing, wall and roof construction treatments and associated acoustic mitigation works. While concerns were raised during public consultation regarding existing heavy vehicle activity and transport-related noise within the locality, the acoustic assessment demonstrates that acceptable acoustic amenity can be achieved for future occupants through the implementation of the recommended design measures. The proposal is therefore considered to satisfy the requirements of SPP 5.4, subject to a condition requiring construction in accordance with the recommendations of the Transportation Noise Assessment.	Yes

Public Consultation Measures

Consultation

Public Consultation: Yes ✓ / No o

Consultation period: Start Date – End Date 2 April 2026 until 17 April 2026

Advertising required in accordance with:

☒ Clause 64 of the P & D Regulations 2015

☐ Variation/s to Council Policy/Structure Plan/LDP Provisions

Reason(s) for advertising:

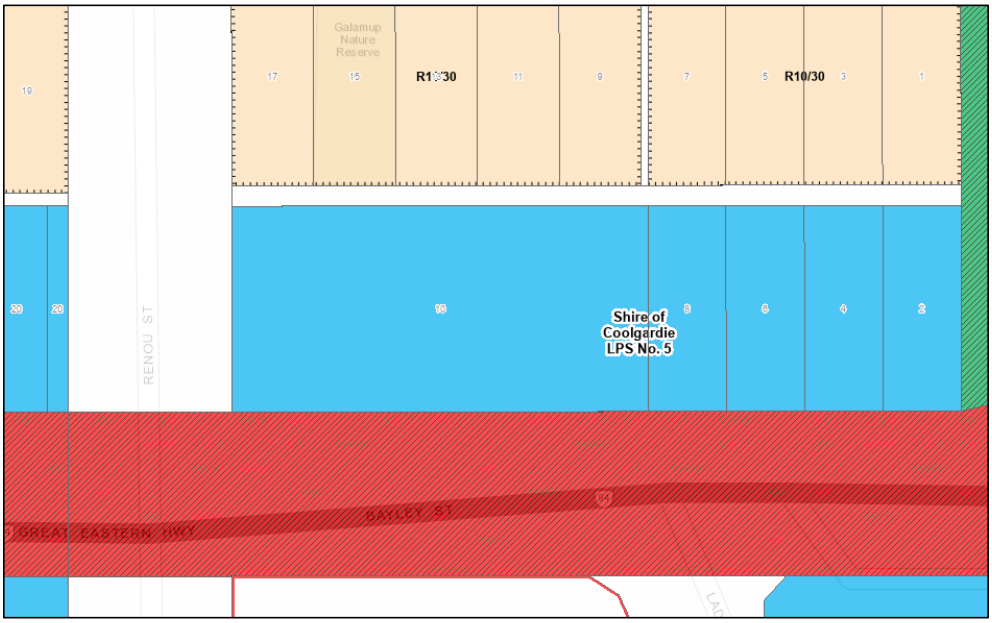
Mandatory advertising in accordance with Clause 64 of the Regulations not required, however letters were sent to adjoining and nearby neighbours, inviting comments and feedback on the proposal.

Were any submissions received? Yes (see below)

Number of Submissions received: 1

Submissions

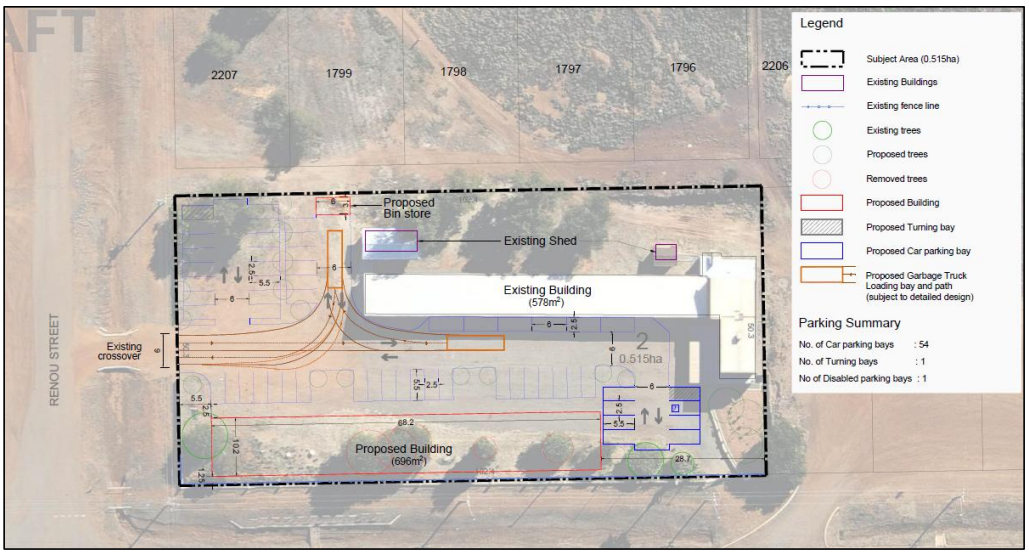
Consideration of Submissions: Schedule of Submissions, Attachment 4.



Extract of LPS5

Aerial view of subject site

Shire of Coolgardie
Commercial Development Assessment Sheet



Site Plan

Illustration

Conclusion

- The proposed development comprises the expansion of an existing motel through the construction of an additional 40 short-stay accommodation units, associated parking, landscaping and site works. The proposed land use is considered consistent with the zoning and objectives of the Local Planning Scheme No. 5 and will contribute to the supply of visitor accommodation within the Shire of Coolgardie.

- The application has been supported by a range of technical assessments, including a Transportation Noise Assessment, Transport Impact Statement, Servicing Engineering Report and Bushfire Management Plan. Collectively, these assessments demonstrate that the site is capable of accommodating the proposed development and that any identified impacts can be appropriately managed through design measures and conditions of approval.

- The application was advertised to surrounding landowners for a period of 14 days, with one submission received. The concerns raised related primarily to existing traffic, noise and infrastructure matters within the locality. In particular, Main Roads WA reviewed the proposal and advised that it has no comments or objections.

- The proposal represents an appropriate form of infill development within the established Coolgardie townsite, making efficient use of existing serviced land and infrastructure while supporting tourism, economic activity and short-stay accommodation demand within the district.

- Accordingly, the proposal is considered to satisfy the relevant provisions of Local Planning Scheme No. 5, the applicable State Planning Policies and the broader planning framework. Development approval is therefore recommended, subject to appropriate conditions, including implementation of the recommendations of the Transportation Noise Assessment and preparation of a Bushfire Emergency Evacuation Plan prior to occupation.

Recommendation

I, Jana Joubert, declare that the above assessment has been completed based on consideration of all applicable planning controls, including consideration of all relevant matters set out under Clause 67 of the Deemed Provisions.

The application is capable of Conditional Approval.

Signed: Joubert Date: Thursday, 11 June 2026

TRANSPORT IMPACT STATEMENT

10 Bayley Street

Coolgardie

July 2024

Rev A

Transport Impact Statement
KC01848.000 10 Bayley Street, Coolgardie

HISTORY AND STATUS OF THE DOCUMENT

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Rev A	10.07.2024	M Kleyweg	M Kleyweg	10.07.2024	Issued for Review

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Appendices

Appendix 1 - The layout of the proposed development
Appendix 2 - Transport Planning and Traffic Plans
Appendix 3 - Vehicle Turning Circle Plans

Prepared by: **KCTT (Trading as KC Traffic and Transport Pty Ltd)**
ABN 35 148 970 727 |
Postal address: PO Box 1456, Scarborough WA 6922 |
Website: www.kctt.com.au |

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1. Executive Summary

Site Context

- The project location is 10 Bayley Street, Coolgardie.
- The subject site is occupied by an existing motel with 15 rooms.
- The proponent seeks to add another 40 rooms in a new building.
- The subject site will retain the existing crossover from/to Renou Street.

Technical Findings

- The proposed development will generate up to 165 vehicular trips per day and 22 vehicular trips per hour in peak hours (existing + proposed traffic).
- The additional traffic will be 120 vehicular trips per day and 16 vehicular trips per hour in peak hours (additional traffic from the proposed amendments).
- According to WAPC guidelines, all developments generating 10-100 VPH can be deemed to have a moderate impact on the network.
- KCTT believes the surrounding road network will successfully absorb the additional traffic from the proposed development.
- Section 2.16 provides worst-case scenario calculations for deceleration lanes' requirement on Bayley Street (Great Eastern Highway). Even with the high share of heavy vehicles on Bayley Street, deceleration lanes are not required at the intersection with Renou Street.

Relationship with Policies

- According to the Local Planning Scheme No. 5 the proposed development requires 55 parking bays.
- 55 parking bays are proposed, meeting the minimum requirement.
- KCTT believe that the parking demand will be met with the on-site parking provision.
- Building Code of Australia ACROD Provision – The development will meet the requirement for 1 ACROD bay.

Conclusion

- A motel expansion is proposed at the subject Lot 2 (No. 10) Bayley Street, Coolgardie.
- The additional traffic attracted to the subject site is expected to increase by a maximum of 120 vehicular trips per day and 16 vehicular trips in the peak hours (existing traffic subtracted from the total traffic).
- Renou Street is classified as an Access Road as per MRWA classification with the maximum desirable volume of 3,000 vehicles per day. There are no publicly available traffic counts for this road. However, given that Bayley Street as a Primary Distributor is carrying under 2,000 VPD it is safe to assume that Renou Street carries significantly less. Therefore, with the added traffic from the subject site both Renou Street and Bayley Street would remain well under the maximum desirable traffic volumes for their respective classification.
- In summary KCTT believe that the proposed development will not have a negative impact on the surrounding road network.

2. Transport Impact Statement

2.1 Proposal

Too Perfect Two Gift Pty Ltd engaged KCTT to prepare a Transport Impact Statement (TIS) for the proposed motel expansion on 10 Bayley Street, Coolgardie.

The proposed development comprises of 55 motel rooms (15 existing and 40 proposed).

The existing crossover from/to Renou Street will be retained.

This report will primarily address the level impact of the proposed development and the requirements for integration of the proposed development with the surroundings, namely the existing and planned immediate road network.

2.2 Location

Lot Number	Lot 2
Street Number	No. 10
Road Name	Bayley Street (Great Eastern Highway)
Suburb	Coolgardie
Description of Site	The subject site is occupied by the existing motel with 15 rooms capacity. An additional motel facility is proposed with 40 rooms.

2.3 Technical Literature Used

Local Government Authority	Shire of Coolgardie
Type of Development	Individual Development - Motel
Is the NSW RTA Guide to Traffic Generating Developments Version 2.2 October 2002 (referenced to determine trip generation / attraction rates for various land uses) referenced?	YES
Which WAPC Transport Impact Assessment Guideline should be referenced?	Volume 4 - Individual Developments
Are there applicable LGA schemes for this type of development?	YES
If YES, Nominate:	
Name and Number of Scheme	Local Planning Scheme No. 5
Are Austroads documents referenced?	YES

2.4 Land Uses

Are there any existing Land Uses	YES
If YES, Nominate:	Motel – 15 rooms

Proposed Land Uses	
How many types of land uses are proposed?	One (1)
Nominate land use type and yield	Motel expansion – additional 40 rooms
Are the proposed land uses complementary with the surrounding land-uses?	YES

2.5 Local Road Network Information

How many roads front the subject site?	Two (2)

Name of Roads Fronting Subject Site / Road Classification and Description:

Road Name	Renou Street
Number of Lanes	two way, one lane (no linemarking), undivided
Road Reservation Width	40m
Road Pavement Width	7.6m
Classification	Access Road
Speed Limit	50kph
Bus Route	NO
On-street parking	NO

Road Name	Bayley Street (Great Eastern Highway)
Number of Lanes	two way, one lane each direction, undivided
Road Reservation Width	40m
Road Pavement Width	Approximately 12.5m
Classification	Primary Distributor
Speed Limit	60kph
Bus Route	YES
If YES Nominate Bus Routes	865
On-street parking	YES Some sections of Bayley Street incorporate on-street parking

2.6 Traffic Volumes

Road Name	Location of Traffic Count	Vehicles Per Day (VPD)	Vehicles per Peak Hour (VPH)				Heavy Vehicle %	Date of Traffic Count	*If older than 3 years multiply with a growth rate*
			AM Peak Time	AM Peak VPH	PM Peak Time	PM Peak VPH	*If HV count is Not Available, are HV likely to be in higher volumes than generally expected?*		
Bayley Street (Great Eastern Highway)	West of Lyon Street	1,476	09:45 – 99		15:30 – 115		45.1%	2022/ 2023	–

Note - These traffic counts have been obtained from the MRWA Traffic Map.*

2.7 Vehicular Crash Information

Is Crash Data Available on Main Roads WA website?	YES
If YES, nominate important survey locations:	
Location 1	Bayley Street (Great Eastern Highway) [SLK 553.71 - 554.04]
Location 2	Renou Street [0.00 to 0.20] – no crashes reported in the 5-year period
Location 3	Intersection of Bayley Street and Renou Street - no crashes reported in the 5-year period
Period of crash data collection	01/01/2019 - 31/12/2023

The following tables shows crash rates and crash densities in Perth Metropolitan area on local roads and state roads for the period from 2018 to 2022, as obtained from Main Roads WA on the 31st May 2022 by email request:

Crash Density and Crash Rate on Metropolitan State Roads Network only

	All Crashes		Serious Injury Crashes (Fatal+Hospital)	
	Average Annual Crash Density (All Crashes/KM)	Average Annual Crash Rate (All Crashes/MVKT)	Average Annual Crash Density (Ser. Inj. Crashes/KM)	Average Annual Crash Rate (Ser. Inj. Crashes/MVKT)
Metro State Roads - Midblock	20.12	0.37	0.89	0.02
Metro State Roads - All	46.28	0.85	1.80	0.03

Note: Based on 5-years data for the period 2017 to 2021.

Definitions of acronyms and terms used in this analysis can be found below:

- PDO Crash - a crash that results in property damage only (major or minor) and does not require hospitalisation or medical treatment, as listed in Main Roads WA's Crash Analysis Reporting System (CARS).
- KSI Crashes - Killed and serious injury crash
- MVKT - Million Vehicle Kilometres Travelled.

Road Name	SLK	Road Hierarchy	Speed Limit	Crash Statistics			
				No of KSI Crashes	No of Medical Attention Crashes	No of PDO Major Crashes	No of PDO Minor Crashes
Bayley Street (Great Eastern Highway)	553.71 - 554.04	Primary Distributor	60kph	0	0	0	1

No of MVKT Travelled at Location	App. 1,500 VPD * 365 * 5 years * 0.33 km = 0.9 MVKT
KSI Crash Rate	0 KSI crashes / 0.9 MVKT = 0 KSI crashes/MVKT
All Crash Rate	1 crashes / 0.9 MVKT = 1.11 crashes/MVKT
Comparison with Crash Density and Crash Rate Statistics	All crashes rate of 1.11 is higher than the network average of 0.37 Crashes per MVKT for Metropolitan State Roads Network It should be noted that the above state network average is derived from roads with much higher traffic volumes than Bayley Street. Additionally, one Property Damage Only crash in 5 years suggests that there are no major traffic safety risks at this road section.

2.8 Vehicular Parking

Local Government	Shire of Coolgardie
Local Government Document Utilised	Local Planning Scheme No. 5

Description of Parking Requirements in accordance with Scheme:

Motel – 1 space per unit plus 1 space per 10m^2 dining room area.

Note: There is no existing or proposed dining area.

Calculation of Parking

Land Use	Requirements	Yield	Total Parking
Motel – Rooms	1 space per unit	15 existing units 40 proposed units 55 units	55
		Total Car Parking Requirement	**55**
		Total Volume of Parking Provided by Proponent	**55**

Justification

According to the Local Planning Scheme No. 5 the proposed development requires 55 parking bays.

55 parking bays are proposed, meeting the minimum requirement. KCTT believe that all parking demand will be met on-site.

2.9 Compliance with AS2890 Parking facilities

Which Austroads documents are referenced?	• Australian/New Zealand Standard, Parking facilities, Part 1: Off-street car parking - AS 2890.01 • Australian/New Zealand Standard, Parking facilities, Part 6: Off-street parking for people with disabilities – AS2890.06
Number of Parking Bays on-site	• 55 bays
Proposed development User Class	• 1 - Employee and commuter parking (generally, all-day parking) • 1A - Residential, domestic and employee parking • 2 - Long-term city and town centre parking, sports facilities, entertainment centres, hotels, motels, airport visitors
Driveway category and dimensions	• Category 1 access driveway • 6m driveway width • 6m driveway length

2.9.1 Compliance Overview

FULL COMPLIANCE | PARTIAL DEPARTURE | FULL DEPARTURE | NOT APPLICABLE

Element	Compliance	Comment
Car Bay Class 1A	PARTIAL DEPARTURE	Parallel bays should be 0.3m longer, given the one-way aisle width is 3m (half of the total aisle width of 6m). However, swept path analysis has shown that even large passenger vehicles (B99 – 5.2m) would be able to park in these bays comfortably. These bays are 2.5m wide instead of the minimum required 2.1m which further improves the navigability.
Car Bay Class 2	FULL COMPLIANCE	
Car Bay Class 4 (ACROD)	FULL COMPLIANCE	
Aisle width	PARTIAL DEPARTURE	Aisle width should be increased at section between parallel bays and angle bays. However, since the parking turnover will not be high, given the land use, KCTT believe this will not be an issue. Additionally, swept path analysis (Appendix 3) has shown that there will be enough room for large passenger vehicles to exit the 90-degree bays without driving too close to the vehicles parked in the parallel parking bays.
Blind Aisle Extension	FULL COMPLIANCE	
Single-sided aisle width	NOT APPLICABLE	
Reversing bay	FULL COMPLIANCE	
Location of driveway	FULL COMPLIANCE	Existing driveway.
Sight distance requirements at access driveways	FULL COMPLIANCE	Existing driveway.
Minimum sight lines for pedestrian safety	NOT APPLICABLE	

2.9.2 Comparison of proposed layout to AS2890.01 requirements

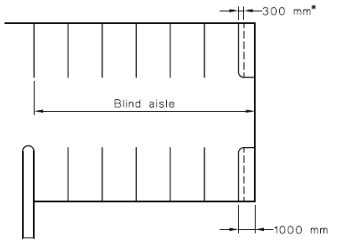
Parking Bay Type	AS2890.1:2004 Off-street car parking AS2890.6 Off-street parking for people with disabilities					
	Parking Bay Length		Parking Bay Width		Aisle Width	
	Required	Proposed	Required	Proposed	Required	Proposed
All bays at 90° (User Class 1A) **STAFF**	5.4m	5.5m	2.4m	2.5m	5.8m	6m
All bays at 90° (User Class 2) **VISITORS**	5.4m	5.5m	2.5m	2.5m	5.8m	6.0m
All bays at 0° *(intermediate space)*	6.2m	6.0m	2.1m	2.5m	3.0m (one-way)	3.0m
ACROD Parking	5.4m	5.5m	2.4m–ACROD 2.4m–shared space	2.5m–ACROD 2.5m–shared space	5.8m	6.0m

Note: AS2890.1:2004 stipulates that for combination of parallel parking at one side and angle parking at the other side, the aisle width should be taken from the table for the relevant angle parking and another 0.5m added to that value.*

Name other requirements in the AS2890.1:2004 document.

*" **Blind aisles***
At blind aisles, the aisle shall be extended a minimum of 1 m beyond the last parking space, as shown in Figure 2.3, and the last parking space widened by at least 300 mm if it is bounded by a wall or fence.
In car parks open to the public, the maximum length of a blind aisle shall be equal to the width of six 90 degree spaces plus 1 m, unless provision is made for cars to turn around at the end and drive out forwards.

Single-sided aisles
Where there is angle parking on one side of an aisle only and the other side is confined by a wall or other high vertical obstruction closer than 300 mm to the nominal edge of the aisle, to provide maneuvering clearance, the aisle width shall be increased by 300 mm, measured to the vertical obstruction."



*Additional widening required if there is a wall or fence at the side of the last space, see Clause 2.4.1(b)(ii)

DIMENSIONS IN MILLIMETRES

FIGURE 2.3 BLIND AISLE EXTENSION

Blind aisle	Extended as required.

2.9.3 Vehicle Swept Paths

Have Vehicle Swept Paths been checked for Parking? YES

If YES, provide description of performance:

The proposed parking area has been checked with a standard B99 Passenger Vehicle 5.2m and with a 10m service vehicle.

No navigability issues have been found.

Please refer to the swept path analysis plans provided in Appendix 3.

2.10 Bicycle Parking

Local Government	Shire of Coolgardie
Reference Document Utilised	Local Planning Scheme No. 5

Description of Parking Requirements in accordance with Scheme:

There are no bicycle requirements in LPS No. 5

Total Volume of Bicycle Parking Provided by Proponent	N/A

Justification

Given the location and the intended land use, KCTT believe that bicycle parking is not required.

2.11 ACROD Parking

Class of Building	Class 3
Does this building class require specific provision of ACROD Parking?	YES
Reference Document Utilised	Building Code of Australia

Description of Parking Requirements:

Class 3 — 1 space for every 100 carparking spaces or part thereof.

Parking Requirement in accordance with regulatory documents

Land Use	Requirements	Yield	Total Parking
Motel	*1 space for every 100 carparking spaces or part thereof*	55	1
	Total Volume of ACROD Parking Provided by Proponent		1

Justification

The proposed development will meet the requirement for 1 ACROD bay.

2.12 Delivery and Service Vehicles

Guideline Document used as reference	NSW RTA Guide to Traffic Generating Developments

Requirements

Hotels and Motels (< 200 bedrooms or bedroom suites) - 1 space per 50 bedrooms plus 1 space per 1,000 m2 of public area set aside for bar, tavern, lounge and restaurant

Parking Requirement in accordance with regulatory documents

Land Use	Minimum Requirements	Yield	Total Parking
Motel	*1 space per 50 bedrooms plus 1 space per 1,000 m2 of public area set aside for bar, tavern, lounge and restaurant*	55 bedrooms;	1
	Total Volume of Service and Delivery Parking Required		1
	Total Volume of Service and Delivery Parking Provided by Proponent		1

Justification

KCTT believe that the dedicated turnaround bay for the waste vehicle will be more than sufficient for requirements of the proposed development. Additionally, this designated space can be used for deliveries outside of waste vehicle hours of operation. Given this is an existing operation, waste collection is expected to continue as it occurred up to now.

2.13 Calculation of Development Generated / Attracted Trips

What are the likely hours of operation?	00-24h
What are the likely peak hours of operation?	07:00 – 08:00 and 16:00-17:00
Do the development generated peaks coincide with existing road network peaks?	YES
If YES, Which:	Partially PM Peak
Guideline Document Used	**NSW RTA Guide to Traffic Generating Developments**
Rates from above document:	**Motel:** Daily: 3 vehicular trips per unit AM and PM: 0.4 vehicular trips per unit
Does the site have existing trip generation / attraction?	YES

Land Use Type	Rate above	Yield	Daily Traffic Generation	Peak Hour Traffic Generation	
				AM	PM
Existing					
Motel	Daily: 3 VPD per unit AM and PM: 0.4 VPH per unit	*15*	*45*	*6*	*6*
Proposed					
Motel	Daily: 3 VPD per unit AM and PM: 0.4 VPH per unit	40	120	16	16
	Total traffic from the proposed development		**165**	**22**	**22**

What is the total impact of the new proposed development?	The proposed development will generate up to 165 vehicular trips per day and 22 vehicular trips per hour in the peak hour. According to WAPC guidelines, all developments generating 10-100 VPH can be deemed to have a **moderate** impact on the network. KCTT believes the surrounding road network will absorb the additional traffic from the proposed development.

2.14 Traffic Flow Distribution

How many routes are available for access / egress to the site?	Two (2)
Route 1 / Movement 1	
Provide details for Route No 1	To/from the west via Renou Street > Bayley Street
Percentage of Vehicular Movements via Route No 1	40% [66 VPD; AM 9 VPH; PM 9 VPH]
Route 2 / Movement 2	
Provide details for Route No 2	To/from the east via Renou Street > Bayley Street
Percentage of Vehicular Movements via Route No 2	60% [99 VPD; AM 13 VPH; PM 13 VPH]

Note - For graphic plans of the estimated vehicular traffic volumes and distribution please refer to the plans provided in Appendix 2.

2.15 Vehicle Crossover Requirements

Are vehicle crossovers required onto existing road networks?	YES
How many existing crossovers?	One (1)
How many proposed crossovers?	None

If there are greater numbers of new crossovers, than existing, provide justification:

The existing crossover will be retained.

How close are proposed crossovers to existing intersections?	app. 35m
Does this meet existing standards?	YES

Justification

According to AS/NZS 2890.1:2004 Parking facilities Part 1: Off-street car parking the user class of the access point is: User Class 2 - Long-term city and town centre parking,

Proposed development plans indicate a total of 58 parking bays and 1 crossover.

This crossover serves between 25 and 100 parking bays from a local road, making it a ''Category 2 driveway''.

TABLE 3.1
SELECTION OF ACCESS FACILITY CATEGORY

Class of parking facility (see Table 1.1)	Frontage road type	Access facility category				
		Number of parking spaces (Note 1)				
		<25	25 to 100	101 to 300	301 to 600	>600
1,1A	Arterial	1	2	3	4	5
	Local	1	1	2	3	4
2	Arterial	2	2	3	4	5
	Local	1	2	3	4	4
3,3A	Arterial	2	3	4	4	5
	Local	1	2	3	4	4

NOTES:

1 When a car park has multiple access points, each access should be designed for the number of parking spaces effectively served by that access.

2 This Table does not imply that certain types of development are necessarily suitable for location on any particular frontage road type. In particular, access to arterial roads should be limited as far as practicable, and in some circumstances it may be preferable to allow left-turn-only movements into and out of the access driveway.

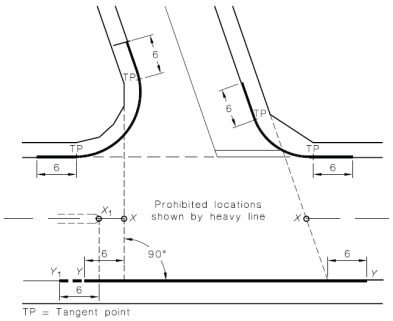
Therefore, the following requirements from AS/NZS 2890.1:2004 Parking facilities Part 1: Off-street car parking apply:

*"(a) **Driveway Categories 1 and 2**: At unsignalized intersections of sub-arterial, collector or local streets with each other or with an arterial road, access driveways in Categories 1 and 2 (see Table 3.1) shall not be located in the sections of kerb shown by heavy lines in Figure 3.1.*

This requirement shall not apply to accesses to domestic driveways in the kerb section opposite the entering road at any intersection including signalized intersections.

Furthermore, it shall not apply to any access driveway serving a property which would otherwise be denied access due to the physical impossibility of meeting the requirement.

At signalized intersections, the minimum distance from the intersection, measured from the property boundary along both legs, shall be increased as necessary to locate access driveways beyond the influence of normal queue lengths at the intersections. If this is not practicable, it may be necessary to provide-
(i) an arrangement which confines traffic to turning left when either entering or leaving the car park;
(ii) a signalized driveway with signals coordinated with the intersection signals; or
(iii) other traffic management means of providing for safe and efficient operation of the driveway."



NOTES:
1 Accesses to domestic driveways are excluded from the prohibition in respect of the kerb section marked Y-Y (see Clause 3.2.3(a)).
2 The points marked X_1 and X are respectively at the median end on a divided road and at the intersection of the main road centre-line and the extensions of the side road property lines shown as dotted lines, on an undivided road. On a divided road, dimension Y-Y extends to Point Y_1.

DIMENSIONS IN METRES

FIGURE 3.1 PROHIBITED LOCATIONS OF ACCESS DRIVEWAYS

As shown on the layout for the proposed development in Appendix 1, the proposed crossover is not located in any of the areas shown by heavy lines and therefore complies with the AS/NZS 2890.1:2004 requirements

Are auxiliary lanes warranted? NO

2.16 Warrants for BA, AU and CH Turn Treatments

Warrants for auxiliary lanes have been examined for AM and PM traffic flow for the following intersection(s):

- Bayley Street (Great Eastern Highway) / Renou Street

in accordance with *MRWA Supplement to Austroads Guide to Road Design - Part 4, Appendix A Intersections - General* section A.8.

As per MRWA methodology the following equation should be used to determine the turning treatment warranted:

$$x = \frac{1}{471.50} \times Q_M^{0.912} \times Q_i^{1/2.46} \times (1 + 0.75 \times \%HV/100)$$

where:

1. Q_M is calculated based on Austroads GTM Part 6 – 2017, Figure 2.27.
2. %HV, calculated as the weighted average % heavy vehicles for Q_M.
3. Q_i is either Q_R or Q_L.
4. If Q_i is less than 3, only a basic treatment is warranted.
5. For four lane and six lane single carriageways refer to *Austroads Guide to Traffic Management Part 6*, (2017), Figure 2.27, for adjustments to Q_M:
   " On four- or six-lane two-way roads: the major road traffic volume parameter (QM) for right turns uses the full opposing flow QT2 and only the traffic flow in the nearest lane of the following flow QT1. For left turns, the major road traffic volume parameter (QM) uses only the traffic flow in the leftmost through lane of the following flow QT2"

Bayley Street (Great Eastern Highway) has a speed limit of 60kph in this location i.e. the design speed would be 70kph. Therefore, the following formula is used:

For Design Speeds 70 km/h ≤ Design Speed < 100 km/h

- If x < 1.5, only a BAR / BAL treatment is warranted
- If 1.5 ≤ x < 3.3, an AUR / AUL(S) treatment is warranted
- If x ≥ 3.3, a CHR / (AUL or CHL) treatment is warranted

"Warrants limited to five turning vehicles per hour. AUR treatment not available for dual carriageways."

The left and right-turn warrants have been analysed for the expected year of completion of the proposed development – year 2025.

The expected peak hours of the development 08:00-09:00 in the AM and 16:00-17:00 in the PM peak on weekdays. Passing traffic volumes for 2022 used to determine the warrants are the directional traffic data from the MRWA traffic map. However, for the purposes of the worst-case scenario assessment, we have used the network 10:00 – 11:00 traffic since it is higher than traffic in the 08:00-09:00 period.

The traffic on Bayley Street (Great Eastern Highway) is 97 VPH in the AM peak and 106 VPH in the PM peak on weekdays. These figures have been increased using a 2% growth rate per annum to assess the warrants in 2025.

2.16.1 Calculation of turn treatment warrants

	Two-lane two way	
	Bayley Street (Great Eastern Highway) / Renou Street	
	Weekday 2025	
	AM	PM
Q_{T1}	60	29
HV% - Q_{T1}	49.1	62.0
Q_R	10	7
HV% - Q_R	0.0	0.0
Q_{T2}	42	77
HV% - Q_{T2}	52.5	39.0
Q_L	7	5
HV% - Q_L	0.0	0.0
$Q_{M\text{-RIGHT TURN no splitter island for left turns}}$	110	111
HV% - $Q_{MR\text{ no splitter island for left turns}}$	33.87	33.67
$Q_{M\text{-RIGHT TURN with splitter island for left turns}}$	103	106
HV% - $Q_{MR\text{ with splitter island for left turns}}$	50.80	50.50
$Q_{M\text{-LEFT TURN}}$	42	77
HV% - Q_{ML}	52.50	39.00
$X_{R\text{ no splitter island for left turns}}$	0.49	0.43
$X_{R\text{ with splitter island for left turns}}$	0.51	0.45
X_L	0.20	0.28
Right turn treatment no splitter island for left turns	BAR	BAR
Right turn treatment with splitter island for left turns	BAR	BAR
Left turn treatment	BAL	BAL

The above table shows that the intersection of Bayley Street and Renou Street does not require deceleration lanes, even with the extreme percentage of heavy vehicles in the traffic flow.

KCTT believe this is expected, given the low traffic volumes on the surrounding road network.

2.17 Public Transport Accessibility

How many bus routes are within 800 metres of the subject site? Two

How many rail routes are within 800 metres of the subject site? None

Bus Route	Description	Peak Frequency	Off-Peak Frequency
865	Victory Heights - Coolgardie Town Hall	2 times in each direction on Thursdays	/
GE3	Kalgoorlie to Esperance via Coolgardie or via Kambalda	One departure on Friday from Coolgardie; One arrival on Monday to Coolgardie	/

Walk Score Rating for Accessibility to Public Transport

N/A

2.18 Pedestrian Infrastructure

Describe existing local pedestrian infrastructure within a 400m radius of the site:

There are no pedestrian paths in the vicinity of the proposed development.

Does the site have existing pedestrian facilities NO

Does the site propose to improve pedestrian facilities? NO

What is the Walk Score Rating?

23 | Car-Dependent. Almost all errands require a car.

2.19 Cyclist Infrastructure

Are there any Bicycle Routes within an 800m radius of the subject site? YES

If YES, describe:

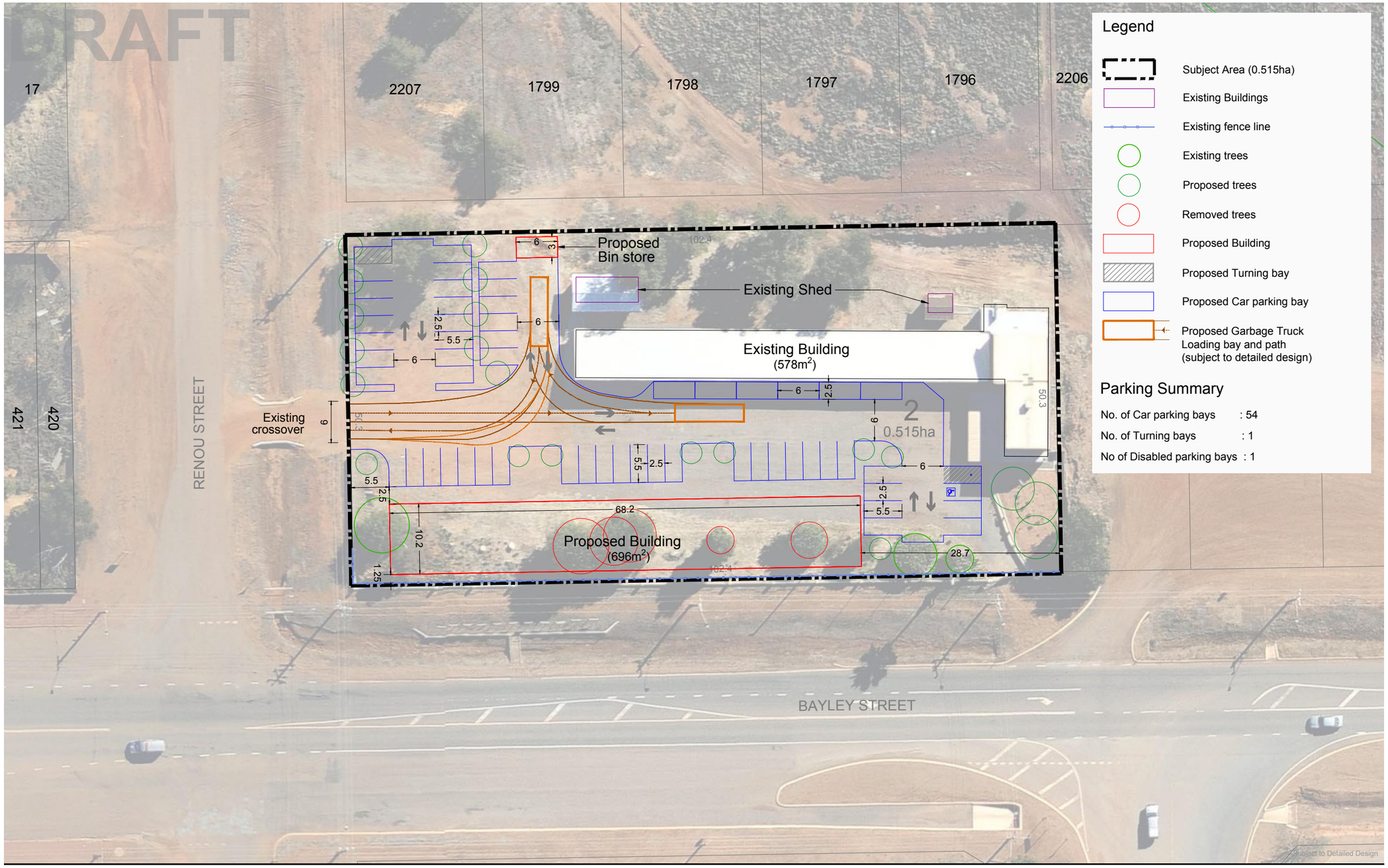
Bayley Street (Great Eastern Highway) provides a path which would be classified within PBN as a *" Bicycle Lanes or Sealed Shoulder Either Side"*.

2.20 Site-Specific Issues and Proposed Remedial Measures

How many site-specific issues need to be discussed?	One (1)
Site-Specific Issue No 1	**Traffic Impact**
Remedial Measure / Response	The additional traffic attracted to the subject site is expected to increase by a maximum of 120 vehicular trips per day and 16 vehicular trips in the peak hours (existing traffic subtracted from the total traffic). Renou Street is classified as an Access Road as per MRWA classification with the maximum desirable volume of 3,000 vehicles per day. There are no publicly available traffic counts for this road. However, given that Bayley Street as a Primary Distributor is carrying under 2,000 VPD it is safe to assume that Renou Street carries significantly less. Therefore, with the added traffic from the subject site both Renou Street and Bayley Street would remain well under the maximum desirable traffic volumes for their respective classification. In summary KCTT believe that the proposed development will not have a negative impact on the surrounding road network.

Appendix 1

The Layout of the Proposed Development



Site Plan

Lot 2 (10) Bayley Street, Coolgardie

Date: 10 July 2024 Scale: 1:500 @ A3 File: **24-006 PL03A** Staff: CT CG JJ Checked: CT

element.
Level 18, 191 St Georges Terrace, Perth Western Australia 6000.
PO Box 7375 Cloisters Square, Perth Western Australia 6850.
T. +61 8 9289 8300 | **E.** hello@elementwa.com.au **elementwa.com.au**

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Appendix 2

Transport Planning and Traffic Plans

ROAD

LOCATION BOUNDARY

Hay Street STREET NAME

DISTANCE FROM LOCATION

SHIRE OF COOLGARDIE LOCAL GOVERNMENT NAME

COOLGARDIE SUBURB NAME

LEGEND

No	DATE	AMENDMENT
A	09-05-2024	ISSUED FOR REVIEW

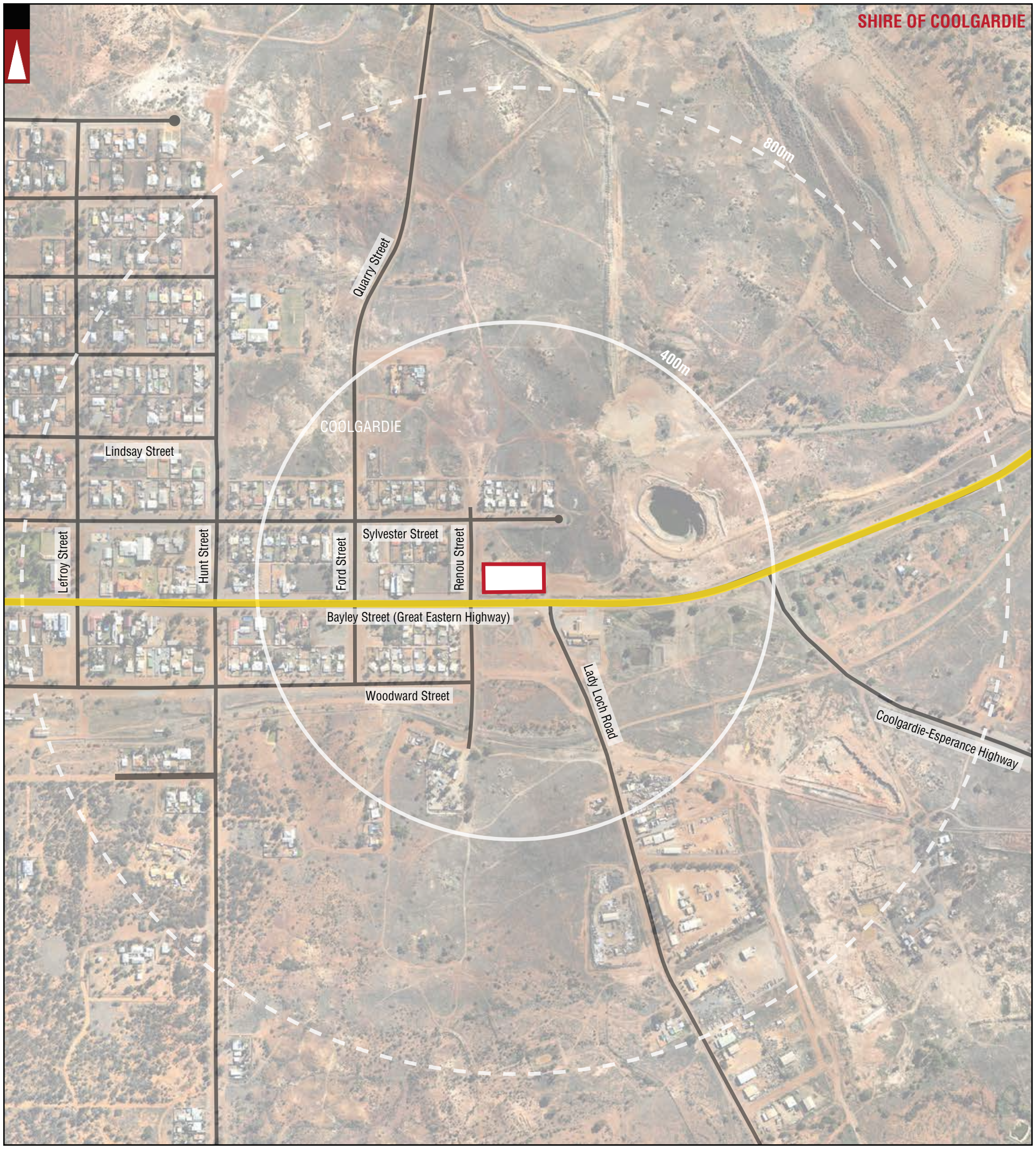
PROJECT: 10 BAYLEY STREET, COOLGARDIE

TITLE: LOCALITY PLAN - 800M RADIUS

DRAWING NUMBER: KC01849.000_ S01

DRAWN BY: N/M.

Civil & Traffic Engineering Consultants
KCTT (Trading as KC Traffic and Transport Pty Ltd)
PO Box 1456 Scarborough WA 6922
PH: 08 9441 2700
WEB: www.kctt.com.au
kctt PART OF Premise



ROAD

LOCATION BOUNDARY

BICYCLE LANES OR SEALED SHOULDER EITHER SIDE

Hay Street STREET NAME

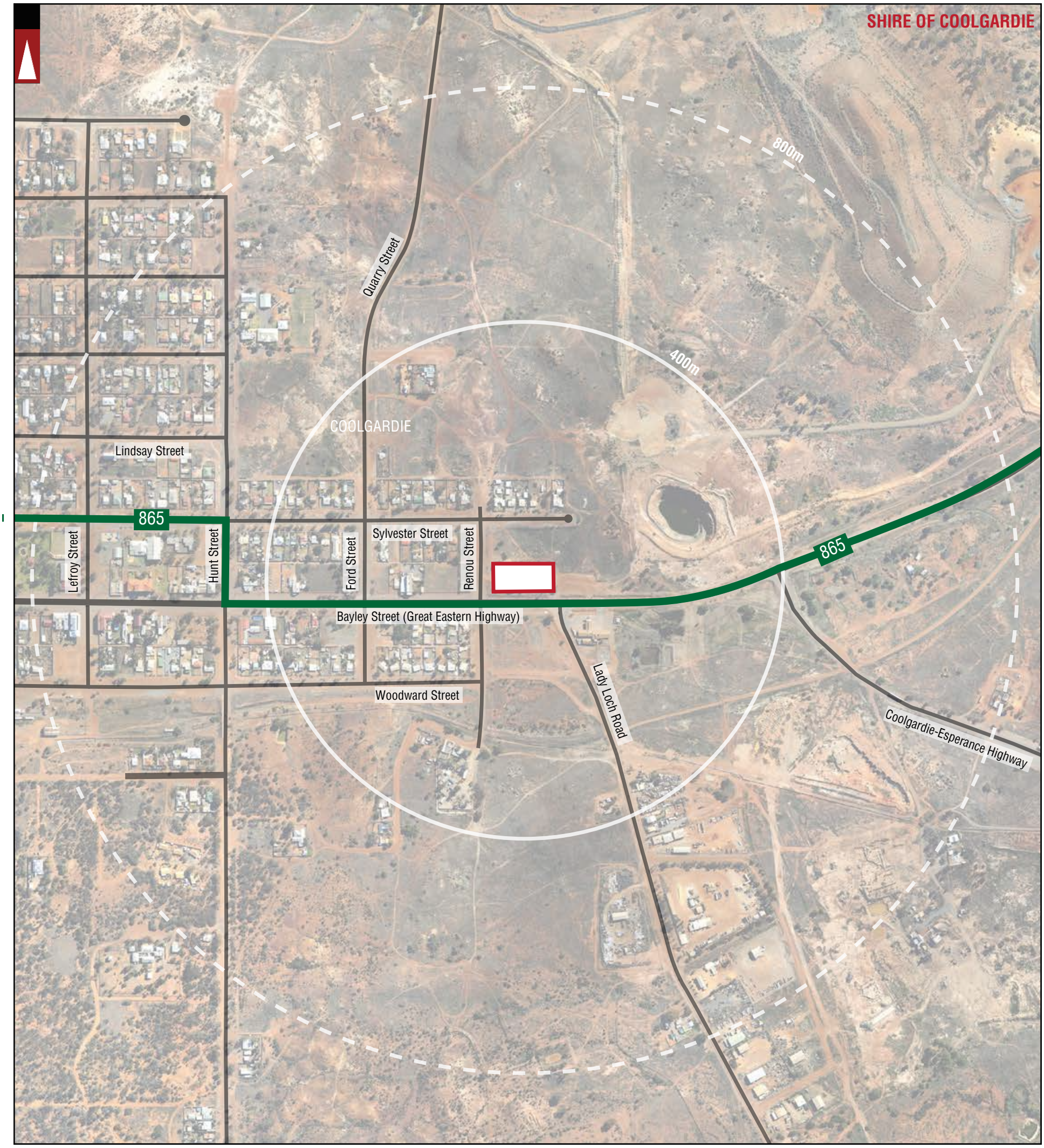
DISTANCE FROM LOCATION

SHIRE OF COOLGARDIE LOCAL GOVERNMENT NAME

COOLGARDIE SUBURB NAME

LEGEND

			PROJECT: 10 BAYLEY STREET, COOLGARDIE	DRAWN BY:	Civil & Traffic Engineering Consultants KCTT (Trading as KC Traffic and Transport Pty Ltd) PO Box 1456 Scarborough WA 6922 PH: 08 9441 2700 WEB: www.kctt.com.au kctt PART OF Premise
			TITLE: BICYCLE NETWORK PLAN - 800M RADIUS	N/M.	
A	09-05-2024	ISSUED FOR REVIEW	DRAWING NUMBER: KC01849.000_ S02		
No	DATE	AMENDMENT			



ROAD
LOCATION BOUNDARY
BUS ROUTES
Hay Street — STREET NAME
DISTANCE FROM LOCATION
103 — BUS ROUTE NUMBER
SHIRE OF COOLGARDIE — LOCAL GOVERNMENT NAME
COOLGARDIE — SUBURB NAME

NOTE : FOR MORE INFORMATION REGARDING THE DESCRIPTION OF BUS ROUTES AND THEIR INDICATIVE PEAK AND OFF-PEAK FREQUENCIES REFER TO THE REPORT.

LEGEND

No	DATE	AMENDMENT
A	09-05-2024	ISSUED FOR REVIEW

PROJECT: 10 BAYLEY STREET, COOLGARDIE

TITLE: PUBLIC TRANSPORT PLAN - 800M RADIUS

DRAWING NUMBER: KC01849.000_ S03

DRAWN BY: N/M.

Civil & Traffic Engineering Consultants
KCTT (Trading as KC Traffic and Transport Pty Ltd)
PO Box 1456 Scarborough WA 6922
PH: 08 9441 2700
WEB: www.kctt.com.au
kctt PART OF Premise

			PROJECT: 10 BAYLEY STREET, COOLGARDIE	DRAWN BY:	Civil & Traffic Engineering Consultants KCTT (Trading as KC Traffic and Transport Pty Ltd) PO Box 1456 Scarborough WA 6922 PH: 08 9441 2700 WEB: www.kctt.com.au kctt PART OF Premise
			TITLE: EXISTING TRAFFIC COUNTS - 800M RADIUS	N/M.	
A	09-05-2024	ISSUED FOR REVIEW	DRAWING NUMBER: KC01849.000_ S05		
No	DATE	AMENDMENT			

No	DATE	AMENDMENT
A	10-07-2024	PROPOSED LAYOUT AMENDED
A	13-05-2024	ISSUED FOR REVIEW

PROJECT: 10 BAYLEY STREET, COOLGARDIE

TITLE: TRAFFIC FLOW DIAGRAM

DRAWING NUMBER: KC01849.000_ S06

DRAWN BY: N.M.

Civil & Traffic Engineering Consultants
KCTT (Trading as KC Traffic and Transport Pty Ltd)
PO Box 1456 Scarborough WA 6922
PH: 08 9441 2700
WEB: www.kctt.com.au
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LOCATION BOUNDARY

ROAD (VARIED WITH ROAD WIDTH)

Lewis Road ROAD NAME

Traffic Flow IN Direction

Traffic Flow OUT Direction

1,389 Total Expected Traffic Generation from the proposed development - AM peak

NOTE: THE PLAN IS COURTEOUSY OF ELEMENT WA

LEGEND

A	10-07-2024	PROPOSED LAYOUT AMENDED
A	13-05-2024	ISSUED FOR REVIEW
No	DATE	AMENDMENT

PROJECT: 10 BAYLEY STREET, COOLGARDIE

TITLE: TRAFFIC FLOW DIAGRAM - AM PEAK

DRAWING NUMBER: KC01849.000_ S07

DRAWN BY: N.M.

Civil & Traffic Engineering Consultants
KCTT (Trading as KC Traffic and Transport Pty Ltd)
PO Box 1456 Scarborough WA 6922
PH: 08 9441 2700
WEB: www.kctt.com.au
kctt PART OF Premise

LOCATION BOUNDARY

ROAD (VARIED WITH ROAD WIDTH)

Lewis Road ROAD NAME

Traffic Flow IN Direction

Traffic Flow OUT Direction

1,389 Total Expected Traffic Generation from the proposed development - PM peak

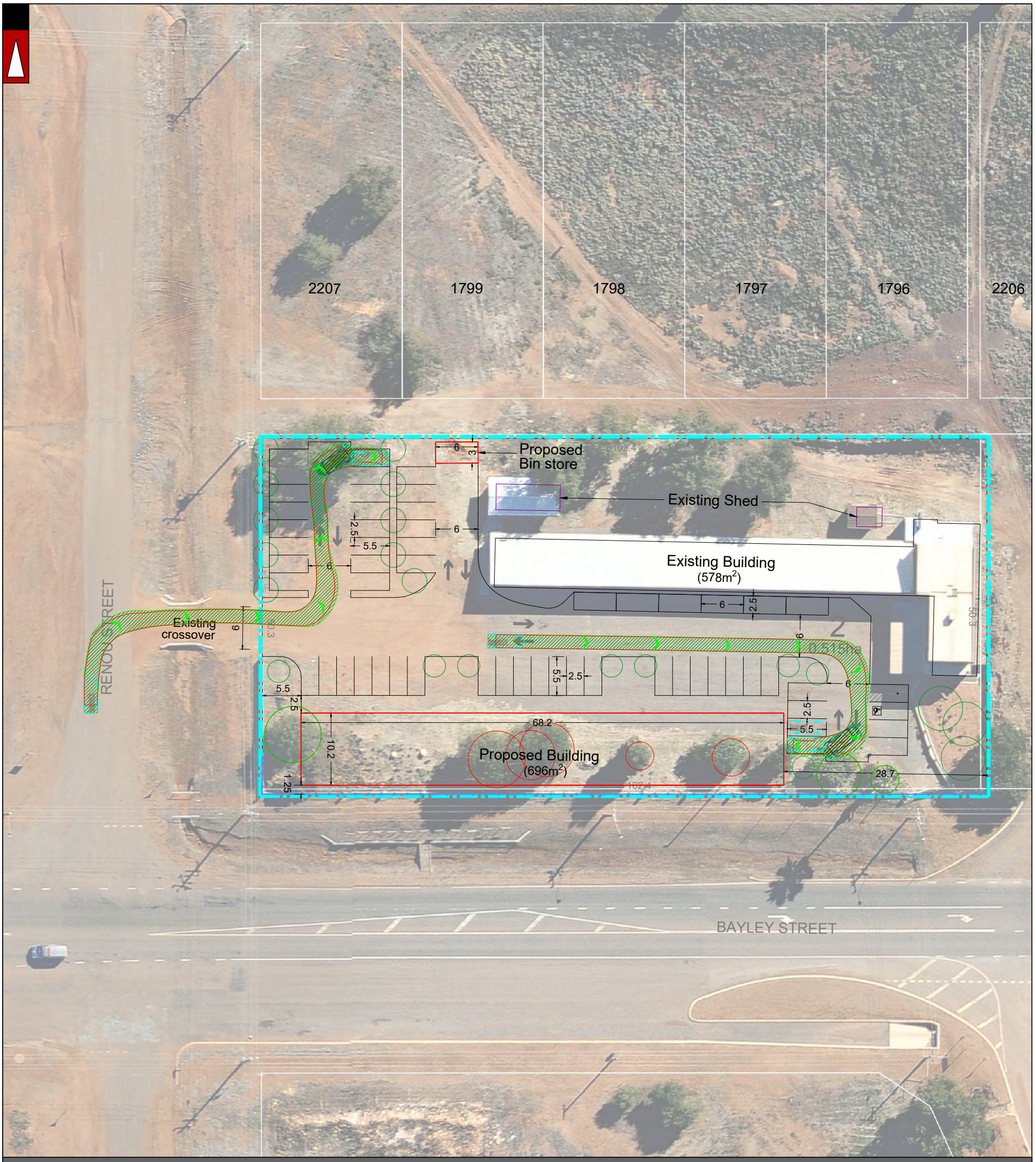
NOTE: THE PLAN IS COURTEOUSY OF ELEMENT WA

LEGEND

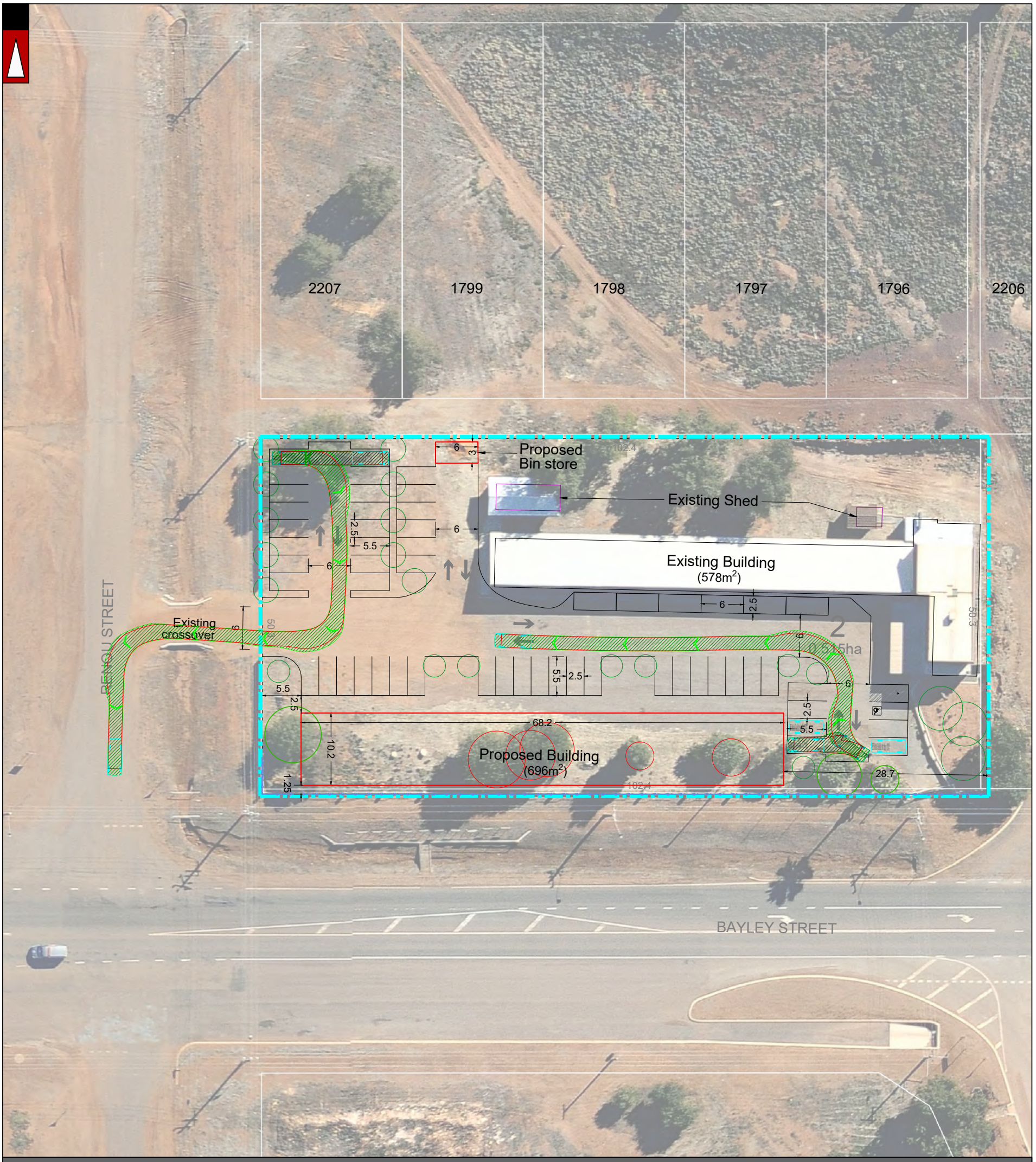
			PROJECT: 10 BAYLEY STREET, COOLGARDIE	DRAWN BY:	Civil & Traffic Engineering Consultants KCTT (Trading as KC Traffic and Transport Pty Ltd) PO Box 1456 Scarborough WA 6922 PH: 08 9441 2700 WEB: www.kctt.com.au
A	10-07-2024	PROPOSED LAYOUT AMENDED	TITLE: TRAFFIC FLOW DIAGRAM - PM PEAK	N.M.	
A	13-05-2024	ISSUED FOR REVIEW			
No	DATE	AMENDMENT	DRAWING NUMBER: KC01849.000_ S08		

Appendix 3

Vehicle Turning Circle Plan

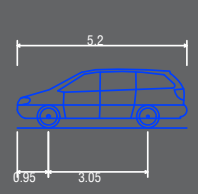


			PROJECT: 10 Bayley Street, Coolgardie	DRAWN BY:	Civil & Traffic Engineering Consultants PO Box 1456 Scarborough WA 6922 PH: 08 9441 2700 WEB: www.kctt.com.au
B	10-07-2024	ISSUED FOR REVIEW	TITLE: Vehicle Turning Circle Plan - B99 Passenger Vehicle (5.2m)	N.M.	
A	13-05-2024	ISSUED FOR REVIEW			
NO	DATE	AMENDMENT	DRAWING NUMBER: KC01849.000_S20		



			PROJECT: 10 Bayley Street, Coolgardie	DRAWN BY:	Civil & Traffic Engineering Consultants PO Box 1456 Scarborough WA 6922 PH: 08 9441 2700 WEB: www.kctt.com.au
			TITLE: Vehicle Turning Circle Plan - B99 Passenger Vehicle (5.2m)	N.M.	
B	10-07-2024	ISSUED FOR REVIEW	DRAWING NUMBER: KC01849.000_S21		
A	13-05-2024	ISSUED FOR REVIEW			
NO	DATE	AMENDMENT			

			PROJECT: 10 Bayley Street, Coolgardie	DRAWN BY:	Civil & Traffic Engineering Consultants PO Box 1456 Scarborough WA 6922 PH: 08 9441 2700 WEB: www.kctt.com.au
B	10-07-2024	ISSUED FOR REVIEW	TITLE: Vehicle Turning Circle Plan - B99 Passenger Vehicle (5.2m)	N.M.	
A	13-05-2024	ISSUED FOR REVIEW	DRAWING NUMBER: KC01849.000_S22		
NO	DATE	AMENDMENT			



Passenger vehicle (5.2 m)	
Overall Length	5.200m
Overall Width	1.940m
Overall Body Height	1.804m
Min Body Ground Clearance	0.295m
Track Width	1.840m
Lock to Lock Time	4.00s
Kerb to Kerb Turning Radius	6.300m

Lot boundary
Wheel Path (Forward Vehicle Motion)
Vehicle Chasis Envelope (Forward Vehicle Motion)
Wheel Path (Reverse Vehicle Motion)
Vehicle Chasis Envelope (Reverse Vehicle Motion)

LEGEND

NO	DATE	AMENDMENT
B	10-07-2024	ISSUED FOR REVIEW
A	13-05-2024	ISSUED FOR REVIEW

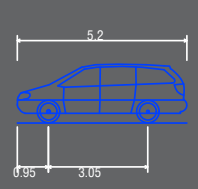
PROJECT:
10 Bayley Street, Coolgardie

TITLE:
Vehicle Turning Circle Plan - B99 Passenger Vehicle (5.2m)

DRAWING NUMBER:
KC01849.000_S23

DRAWN BY:
N.M.

Civil & Traffic Engineering Consultants
PO Box 1456 Scarborough WA 6922
PH: 08 9441 2700
WEB: www.kctt.com.au



Passenger vehicle (5.2 m)	
Overall Length	5.200m
Overall Width	1.940m
Overall Body Height	1.804m
Min Body Ground Clearance	0.295m
Track Width	1.840m
Lock to Lock Time	4.00s
Kerb to Kerb Turning Radius	6.300m

Lot boundary
Wheel Path (Forward Vehicle Motion)
Vehicle Chasis Envelope (Forward Vehicle Motion)
Wheel Path (Reverse Vehicle Motion)
Vehicle Chasis Envelope (Reverse Vehicle Motion)

LEGEND

NO	DATE	AMENDMENT
B	10-07-2024	ISSUED FOR REVIEW
A	13-05-2024	ISSUED FOR REVIEW

PROJECT:
10 Bayley Street, Coolgardie

TITLE:
Vehicle Turning Circle Plan - B99 Passenger Vehicle (5.2m)

DRAWING NUMBER:
KC01849.000_S24

DRAWN BY: N.M.

Civil & Traffic Engineering Consultants
PO Box 1456 Scarborough WA 6922
PH: 08 9441 2700
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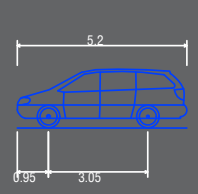


Passenger vehicle (5.2 m)	
Overall Length	5.200m
Overall Width	1.940m
Overall Body Height	1.804m
Min Body Ground Clearance	0.295m
Track Width	1.840m
Lock to Lock Time	4.00s
Kerb to Kerb Turning Radius	6.300m

Lot boundary
Wheel Path (Forward Vehicle Motion)
Vehicle Chasis Envelope (Forward Vehicle Motion)
Wheel Path (Reverse Vehicle Motion)
Vehicle Chasis Envelope (Reverse Vehicle Motion)

LEGEND

NO	DATE	AMENDMENT
B	10-07-2024	ISSUED FOR REVIEW
A	13-05-2024	ISSUED FOR REVIEW

PROJECT:
10 Bayley Street, Coolgardie

TITLE:
Vehicle Turning Circle Plan - B99 Passenger Vehicle (5.2m)

DRAWING NUMBER:
KC01849.000_S25

DRAWN BY:
N.M.

Civil & Traffic Engineering Consultants
PO Box 1456 Scarborough WA 6922
PH: 08 9441 2700
WEB: www.kctt.com.au

			PROJECT: 10 Bayley Street, Coolgardie	DRAWN BY:	Civil & Traffic Engineering Consultants PO Box 1456 Scarborough WA 6922 PH: 08 9441 2700 WEB: www.kctt.com.au	kctt PART OF Premise
			TITLE: Vehicle Turning Circle Plan - Service Vehicle (10m)	N.M.		
B	10-07-2024	ISSUED FOR REVIEW	DRAWING NUMBER: KC01849.000_S26			
A	13-05-2024	ISSUED FOR REVIEW				
NO	DATE	AMENDMENT				

47 Brookman St
PO Box 8305
Kalgoorlie WA 6430
Ph: (08) 90227015
Mobile: 0438204808
Email: simondebeen@kaleng.com.au

June 14, 2024 Our Ref: JN3267

Element
L18, 191 St Georges Terrace
Perth WA 6000

Attention: Campbell Green

Dear Sir,

RE: 10 Bayley Street, Coolgardie

Kal Engineering Consultants were engaged to undertake an engineering and assessment to the aforementioned site with respect to the construction of an additional 40 motel units.

Site drainage plans have been prepared and attached for your reference and includes drawings:

- JN3267-C-001 – Overall Site Drainage Plan
- JN3267-C-002 – Part Drainage Plan
- JN3267-C-003 – Part Drainage Plan
- JN3267-C-004 – Details

The site is currently serviced by two water service connections, Watercorp have advised the following:
"account no. 9007375674, 1x 20mm service. There was a second 40mm service disconnected ~ 2000."

Refer attached Watercorp as-constructed plan detailing the service locations.

Based on the existing 15 motel rooms and the proposed additional 40 units an 80Ø @ 340 l/m water service would be required. However, we recommend pressure testing is undertaken prior to the application for the service upgrade; it is possible that the water pressure is such that the supply requirements cannot be met.

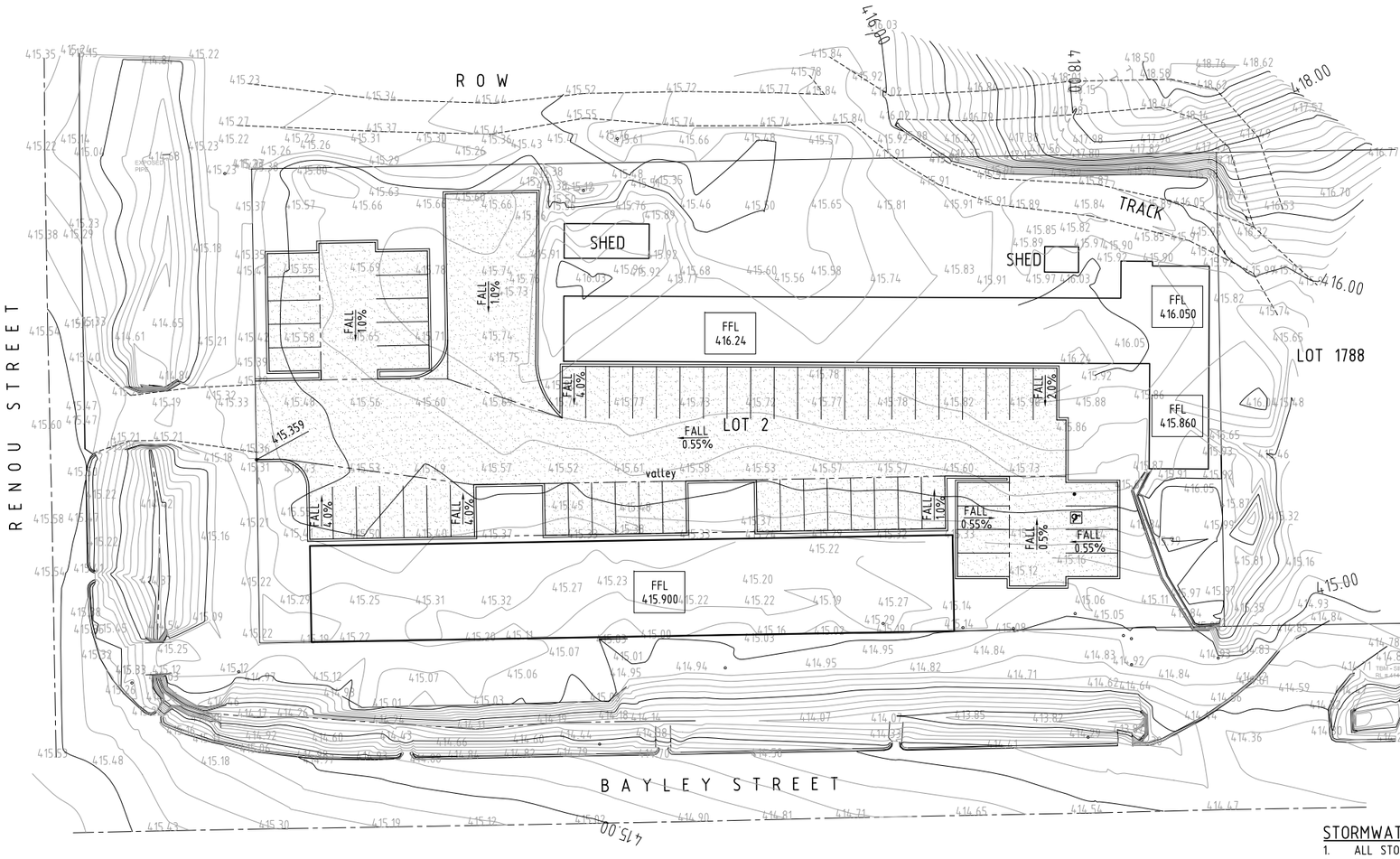
On site tanks and pumps maybe required to cater for peak demand, if this is the case a smaller meter size could be adopted, noting this option would see a reduced connection fee.

Plans of the local sewer were provided by the Shire of Coolgardie (refer attached), they show an existing 150Ø junction which would satisfy the requirements of the site.

If you have any questions please feel free to contact the undersigned

Sincerely,

Simon de Been MIEAust CPEng NPER
Principal Engineer



LEGEND

- EX. CONTOURS 378.00
- EX. SPOT HEIGHTS 378.25
- PROPOSED LEVELS 370.92
- EXISTING LEVELS 378.053
- ROAD CENTER LINE
- RETAINING WALL
- DRAIN LINE
- CONCRETE
- EXISTING SEAL
- PROPOSED SEALED HARDSTAND
- FALL ALONG DRAINAGE OR GUTTER LINE FALL 0.5%
- CHANGE IN GRADE
- TO BE REMOVED
- JUNCTION PIT JP

OVERALL SITE DRAINAGE PLAN

SCALE 1:250

STORMWATER NOTES

1. ALL STORMWATER TO BE ACCORDANCE WITH AS3500:3
2. SURFACE WATER RUNOFF TO BE DISCHARGED TO TO THE RENOU STREET VIA THE EXISTING CROSS OVER
3. REFER DRAWINGS JN3267/C/003 & JN3267/C/004 FOR DETAILED DESIGN OF CARPARK
4. REFER DRAWING JN3267/C/004 FOR DRAINAGE DETAILS
5. REFER SHIRE OF COOLGARDIE FOR CROSS OVER REQUIREMENTS
6. NO PROVISION HAS BEEN MADE FOR ADDITIONAL RUNOFF OVER AND ABOVE THE LOT CATCHMENTS I.E. ASSUMED NO INGRESS FROM NORTHERN LOTS
4. EXISTING AND PROPOSED KERB HEIGHTS AT BTM TYPICAL
   - 4.1. MAJOR CONTOURS AT 500mm
   - 4.2. MINOR CONTOURS AT 100mm
5. HEIGHTS SHOWN AT BOTTOM OF KERB

ROOF DRAINAGE

1. EAVES GUTTERS TO PROPOSED SHED TO HAVE A MINIMUM CROSS SECTIONAL AREA OF 8,370mm² (LYSAGHT SHEERLINE), PROVIDE 1xø90 PVC DOWNPIPES PER 50m² OF ROOF AREA, DISCHARGE TO CARPARK THROUGH KERB

No	REVISION	DATE	BY
A	ISSUED FOR APPROVAL	06.06.24	KAL

SCALE	AS SHOWN
DRAWN	KAL 06.06.24
CHECKED	SDB 06.06.24
DESIGNED	
APPROVED	
DATUM	AHD - MGA94

kal engineering consultants
20 Porter st
PO Box 8305
Hannans WA 6433
simondebeen@kaleng.com.au
www.kaleng.com.au
ph:(08) 90227015

TITLE
ELEMENT ADVISORY
PROPOSED MOTEL DEVELOPMENT
LOT 2 BAYLEY ST, COOLGARDIE
DRAINAGE PLAN

DRAWING NUMBER JN3267/C/001

REVISION A A1

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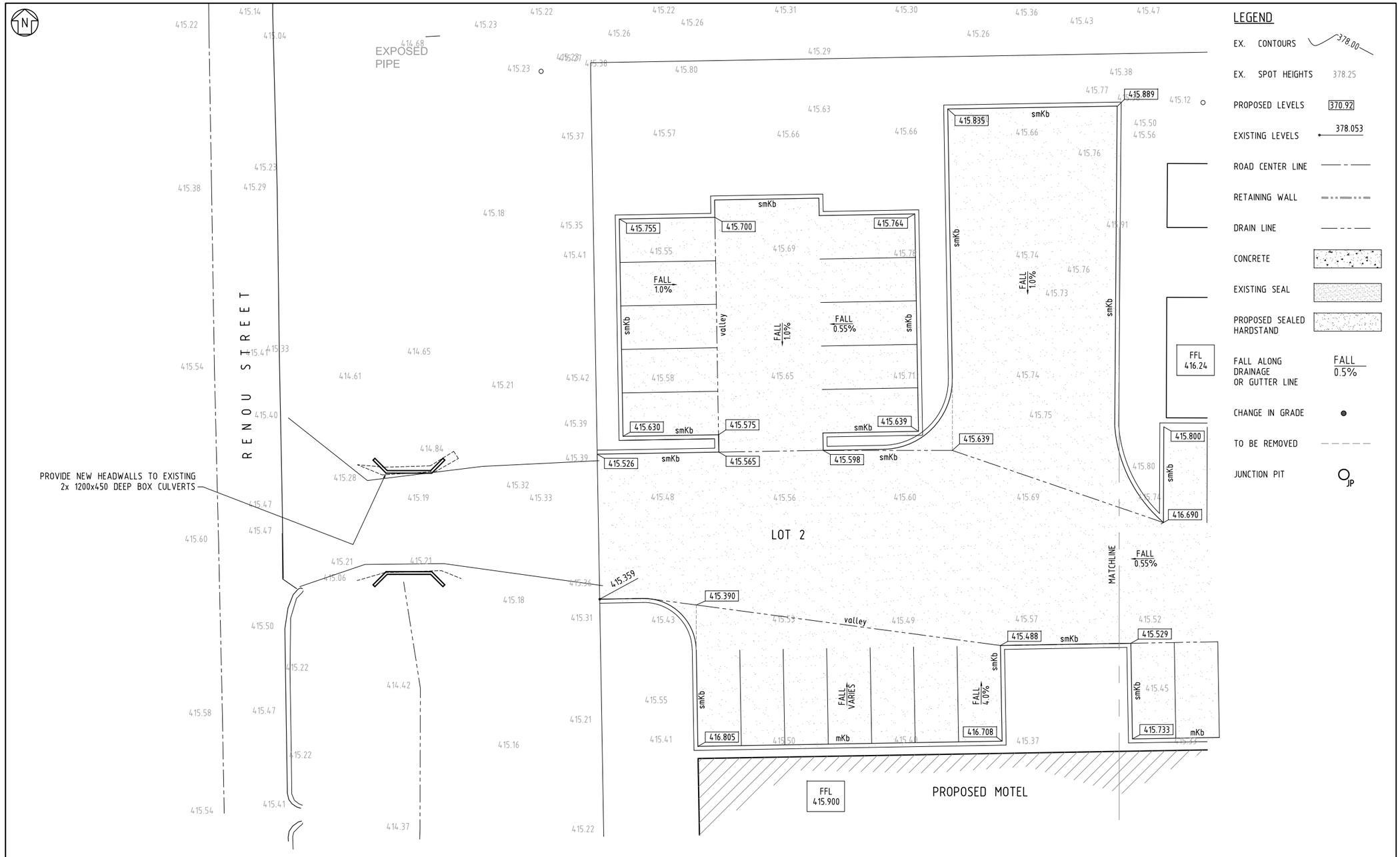

PART DRAINAGE PLAN
SCALE 1:100

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kal engineering consultants
20 Porter st
PO Box 8305
Hannans WA 6433
simondebeen@kaleng.com.au
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LOT 2 BAYLEY ST, COOLGARDIE
PART DRAINAGE PLAN

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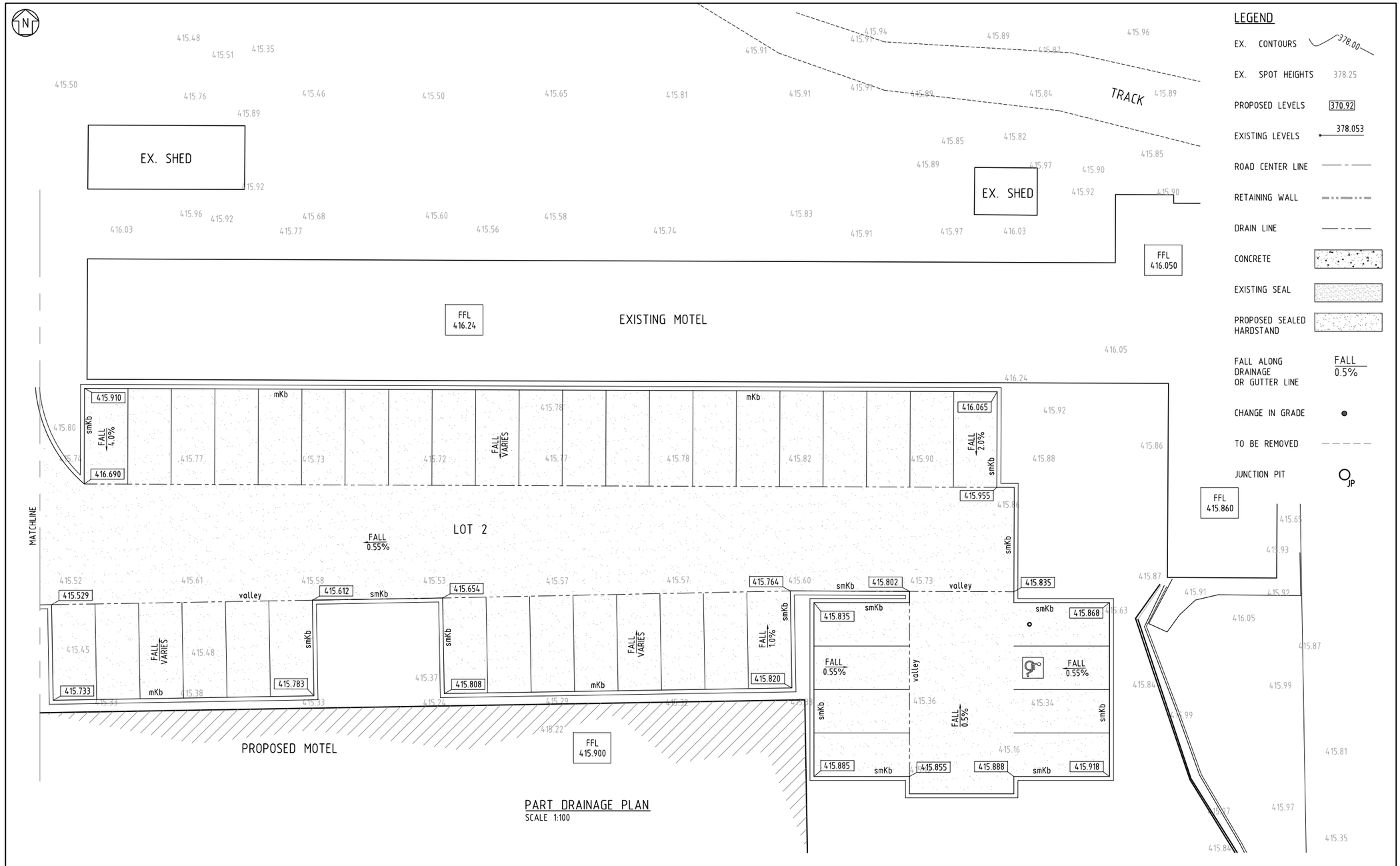

PART DRAINAGE PLAN
SCALE 1:100

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kal engineering consultants
20 Porter st
PO Box 8305
Hannans WA 6433
simondebeen@kaleng.com.au
www.kaleng.com.au
ph:(08) 90227015

TITLE
ELEMENT ADVISORY
PROPOSED MOTEL DEVELOPMENT
LOT 2 BAYLEY ST, COOLGARDIE
PART DRAINAGE PLAN

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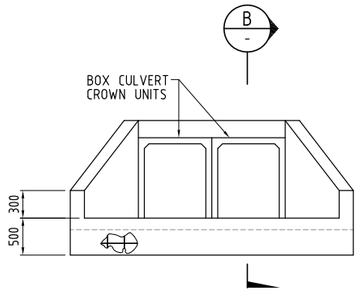
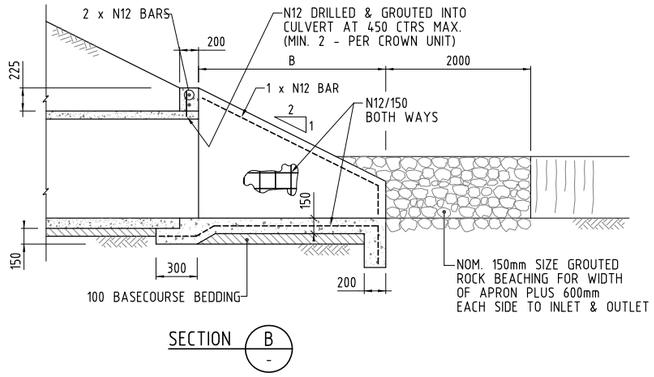
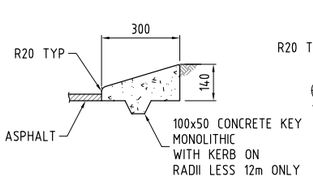


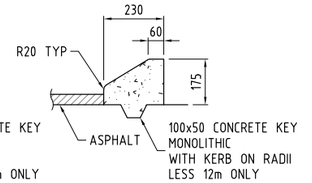
ELEVATION
NTS



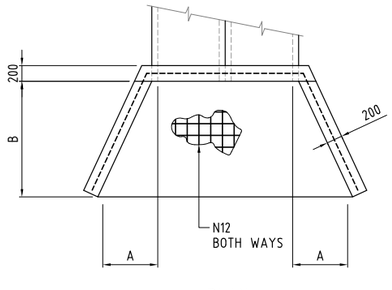
SECTION B
-



MOUNTABLE KERB (mKb)
1:10
TYPICAL SECTION



SEMI-MOUNTABLE KERB (smKb)
1:10
TYPICAL SECTION

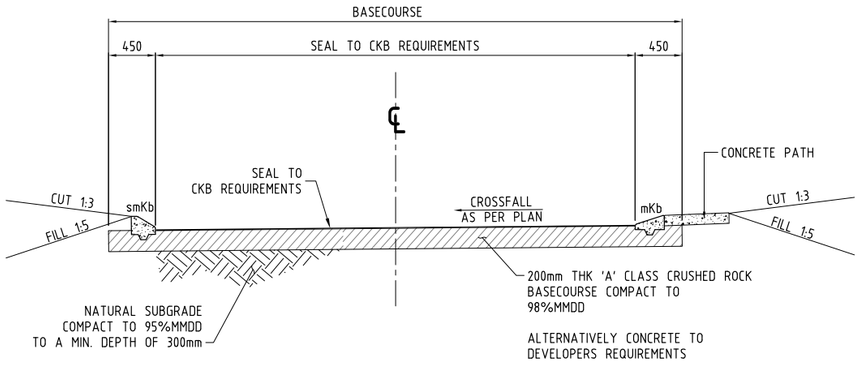


PLAN
NTS

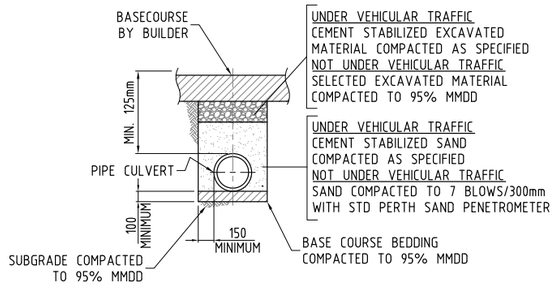
NOTE:

1. ALL REINFORCEMENT TO BE N12/150 BOTH WAYS U.N.O.
2. PROVIDE AT LEAST 2 x N12 HORIZONTAL BARS OVER BOX CULVERTS IN THE ENDWALL AND 1 x N12 BAR ALONG SLOPING TOP OF ALL WING WALLS.
3. PLACE REINFORCEMENT CENTRALLY IN WALLS AND FLOOR. PROVIDE 350 LAPS AT ALL JUNCTIONS OF WALL AND FLOORS.

CULVERT SIZE	A	B
300 HIGH	280	600
450 HIGH	420	900
600 HIGH	585	1250
750 HIGH	725	1550
900 HIGH	865	1850
1200 HIGH	1145	2450
1500 HIGH	1330	2850



TYPICAL SECTION - CARPARK
SCALE 1:25 HORIZONTAL



PIPE DRAINS TRENCH DETAIL
SCALE 1:25

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kal engineering consultants
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PO Box 8305
Hannans WA 6433
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TITLE
ELEMENT ADVISORY
PROPOSED MOTEL DEVELOPMENT
LOT 2 BAYLEY ST, COOLGARDIE
DRAINAGE DETAILS

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DRAWING NUMBER
JN3267/C/004

REVISION A | A1

SYLVESTER
STREET
BAYLEY
STREET
WOODWARD
STREET
MACPHERSON
STREET
LONDONDERRY
STREET
LONDONDERRY
ROAD
ROAD
ROAD
ROAD
FORD
STREET
PUMPING STATION
SEE SHT. P1
REFER TO LE95127-AC
100 Connection To Exist. Effluent Sewer
75.0 DIA. CLASS 6 POLYETHYLENE RISING MAIN (G1 RISING MAIN)
2030
2109
2112
2031
10547
1786
1787
1788
1789
1790
1791
1792
1793
1794
1795
1796
1797
1798
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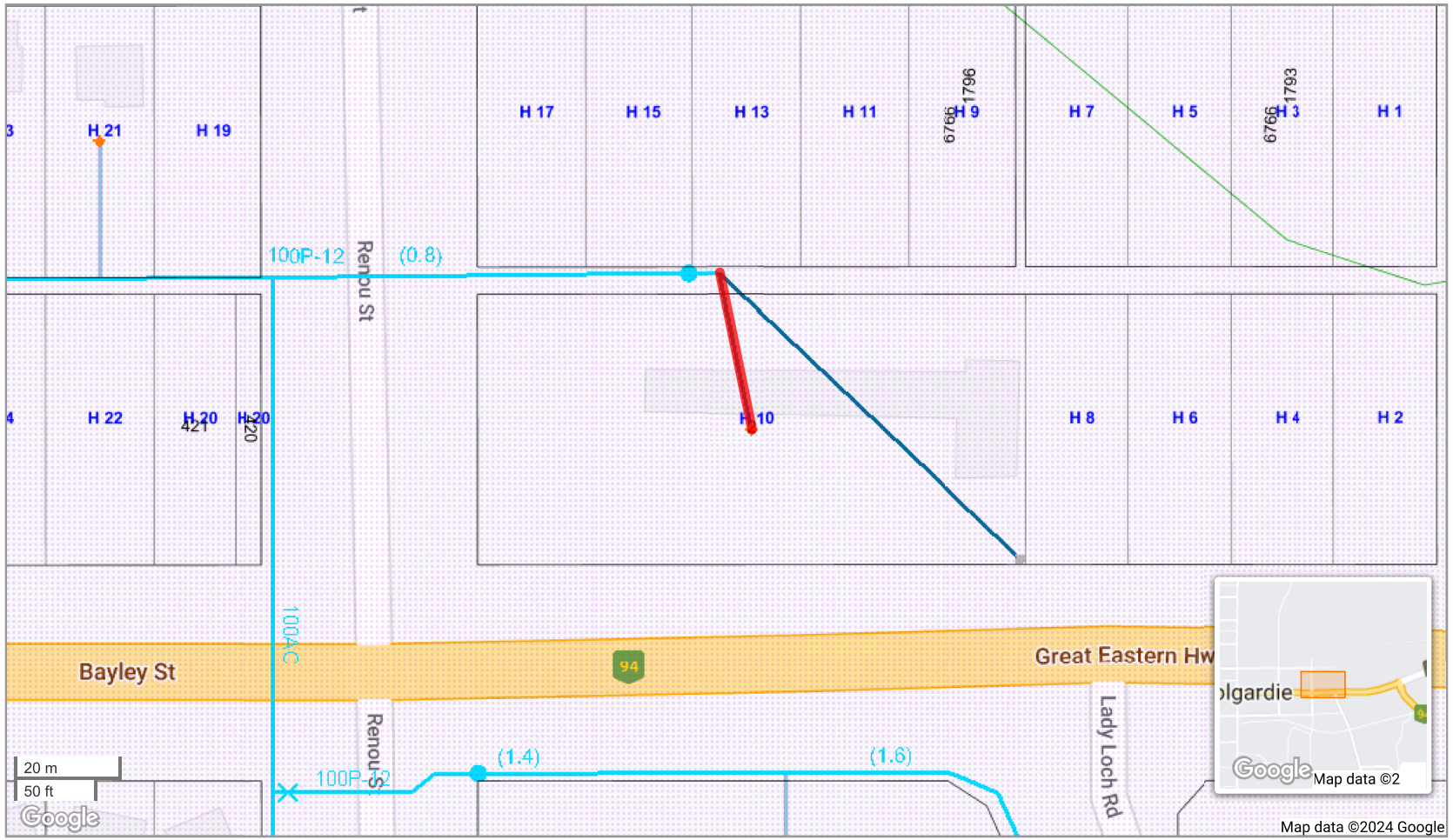

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element.
the art and science of place

Bushfire Management Plan

Proposed Motel – Development Application
Lot 2 (No. 10) Bayley Street, Coolgardie

June 2024 | 24-006

We acknowledge the Whadjuk people of the Noongar nation as Traditional Owners of the land on which we live and work. We acknowledge and respect their enduring culture, their contribution to the life of this city, and Elders, past and present.

Document ID: 23-006				
Issue	Date	Status	Prepared by	Approved by
			Name	Name
1	28/06/24	Draft	Cale Otter	Dylan Wray (BPAD 44656)

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1. Proposal Details

1.1 Background

This Bushfire Management Plan (BMP) has been prepared on behalf of Too Perfect Two Gift Pty Ltd, the landowners of Lot 2 (No. 10) Bayley Street, Coolgardie (the subject site)

This BMP has been prepared in accordance with *State Planning Policy 3.7 Planning in Bushfire Prone Areas* (SPP 3.7) and the *Guidelines to Planning in Bushfire Prone Areas* (the Guidelines) to accompany the development application for the proposed addition of a 40-key, two-storey Motel on the subject site.

1.2 Proposal Details

The aim of this BMP is to assess bushfire hazards within the subject site and surrounding areas to ensure the threat posed by any identified hazards can be appropriately managed and mitigated. This BMP provides an assessment of the general bushfire management strategies to be considered as part of the proposed development, including:

- Assessment of vegetation and effective slope within the 150m assessment area of the subject site, in accordance with *Australian Standard 3959-2018 Construction of buildings in bushfire prone areas* (AS 3959);
- Consideration of environmental, biodiversity and conservation values which may require the retention of bushfire hazards;
- Consideration of bushfire hazards that will exist post development and whether there are any temporary or introduced hazards that need to be considered;
- Assessment of the proposed development against the bushfire protection criteria of the Guidelines;
- Recommended mitigation measures to reduce the risk of bushfire from within the subject site;
- Recommended roles and responsibilities associated with implementing the requirements of this BMP; and
- Consideration of the vulnerable nature of the proposed development and the need to develop effective evacuation procedures in the event of a bushfire.

1.3 Proposed Development

The development application seeks approval for a new 40-key motel on the subject site which is an expansion to the existing motel, as shown in Figure 1. This development will include the installation of prebrabricated short-stay accommodation units in a two-storey arrangement, as well as associated laundry units. The approximiate building envelope area for the proposed structure is 760m^2. A copy of the site plan is provided in Appendix A.

The proposed development is used for short stay tourism accommodation and therefore meets the definition of a vulnerable land use under SPP 3.7.

Refer to Appendix A – Site Plan

Figure 1 – Location Plan

1.4 Map of Bushfire Prone Areas

Portions of the subject site are designated as bushfire prone on the Office of Bushfire Risk Management (OBRM) Map of Bushfire Prone Areas, as shown in Figure 2. The designation of an area as bushfire prone reflects the potential for bushfire attack and acts as a mechanism to initiate further assessment through the planning and building approvals process..

A BMP is required in accordance with SPP 3.7 given the proposal will result in the intensification of a vulnerable land use in an area that may be prone to bushfires.

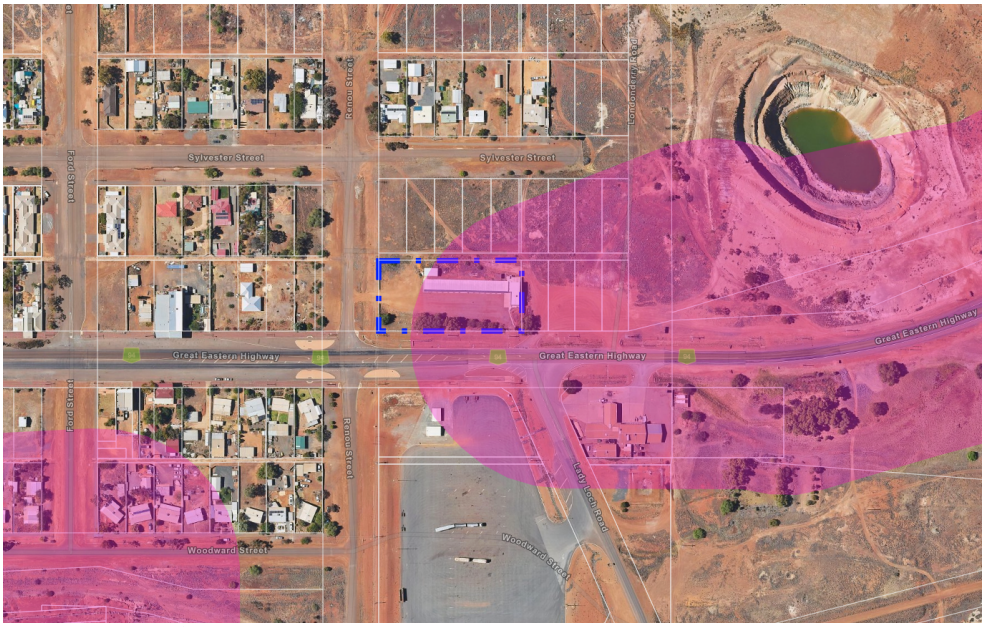

Figure 2 – Map of Bush Fire Prone Areas

2. Environmental Considerations

2.1 Native Vegetation – Modification and Clearing

Policy Objective 5.4 of SPP 3.7 recognises the need to consider bushfire risk measures alongside environmental, biodiversity and conservation values. This BMP considers the environmental values specific to the subject site that may require consideration through protection, retention, or revegetation. Table 2.1 provides a summary of the relevant environment considerations obtained from public databases.

Table 2.1 - Summary of Potential Environmental Considerations

wEnvironmental Features	Dataset	Relevant to site?	Relevant to assessment area?	Comments
Conservation Category Wetland (CCW) and Buffer	DBCA-019	No	No	N/A
RAMSAR Wetlands	DBCA-010	No	No	N/A
Threatened and Priority Flora	DBCA-036	No	No	N/A
Threatened Ecological Communities (TECs)	DBCA-038	No	No	N/A
Bush Forever Areas	DOP-071	No	No	N/A
Environmentally Sensitive Areas	DWER-046	No	No	N/A
Swan Bioplan Regionally Significant Natural Areas	DWER-070	No	No	N/A
Native Vegetation Extent	DPIRD-005	No	No	N/A

The proposed development will result in the clearing of some vegetation within the south western portion of the site. However, this will not result in any unwarranted environmental impacts given the findings in Table 2.1. Additionally, vegetation to be removed will not be cleared for bushfire protection and rather to accommodate the siting of proposed built form.

The developer will be responsible for obtaining any necessary approvals or permits prior to clearing any onsite vegetation.

2.2 Landscaping and Revegetation

The proposed development will include landscaping works that involve th planting of new trees within the car park area. All landscaping located on site shall be maintained in a low threat state in accordance with AS 3959.

3. Bushfire Assessment Results

3.1 Assessment Inputs

The assessment methodology has been undertaken in accordance with SPP 3.7, the Guidelines and AS 3959.

3.1.1 Vegetation Classifications

A site visit was undertaken on the 11th March 2024 with all vegetation within the assessment area classified in accordance with Table 2.3 of AS 3959 and the Visual Guide for Bushfire Risk Assessment in Western Australia (WAPC 2016). The classified vegetation within the assessment area is shown in Figure 3 with a description of each area provided in Table 3.1. Photographic evidence to support the vegetation classification has been provided in Appendix B.

Refer to Appendix B – Vegetation Assessment

3.1.2 Effective Slope

The assessment area is generally flat with with an upslope measured in relation to the site to the south and north east of the subject site. Slope analysis is based on site observations with a rangefinder, cross checked with available contour data over the assessment area, as shown in Figure 3.

3.1.3 Post Development Assumptions

The assessment has been based on the following post development assumptions:

- The subject site being managed in a low fuel state, in perpetuity;
- Classified vegetation surrounding the subject site will remain unchanged and will continue to pose a potential bushfire risk; and
- Excluded areas on areas surrounding the subject site will remain managed in a low fuel state which is a continuation of existing management regimes.

3.1.4 Summary of Inputs

The assessment inputs have been visually represented in Figure 3.

Table 3.1 - Assessment Summary

Plot	Vegetation Classification	Effective Slope	Comments
Plot 3	Class G Grassland	Flat / Upslope	Areas of unmanaged grassland with an average height greater than 100mm. Areas of isolated trees contain overstorey foliage cover less than 10%.
Plot 2	Excluded: Non-vegetated / Low Threat	N/A	Areas excluded in accordance with Clause 2.2.3.2 (e) and (f) of AS3959-2018, including: • Non-vegetated areas including public road, driveways and buildings. • Low threat vegetation including gardens and landscaping on private properties.

The classified vegetation and effective slope identified in Table 3.1 has been used to determine the radiant heat flux on the proposed development through the determination of the Bushfire Attack Level (BAL) in accordance with Method 1 of AS3959. Table 3.2 provides an extract of the applicable separation distances from Table 2.5 of AS3959.

Table 3.2 - Vegetation Separation Distances (Table 2.5 of AS3959-2018)

Plot	Vegetation	Effective Slope	BAL-FZ	BAL-40	BAL-29	BAL-19	BAL-12.5	BAL-LOW
Plot 1	Grassland	Flat / Upslope	<6	6-<8	8-<12	12-<17	17-<50	>50

3.2 Assessment Outputs

The BAL Contour Map in Figure 4 has been prepared for the assessment area based on the following consideration:

- The vegetation classifications and slope analysis in Table 3.1;
- AS 3959 separation distances in Table 3.2; and
- The subject site being managed in a low threat state, in perpetuity.

The assessment outcomes have been summarised in Table 3.3 which demonstrates that the proposed building will be subject to a radiant heat exposure of 29kW/m^2 (BAL-29) or below, in accordance with SPP 3.7.

Table 3.3 - BAL Ratings for Proposed Development

Plot	Vegetation Classification	Effective Slope	Separation (m)	Determined BAL
Plot 1	Class G – Grassland	Flat / Upslope	45	BAL-12.5

Figure 3 - Site Assessment

Motel DA

10 Bayley Street, Coolgardie

Assessment Date: 10/3/2024

Accreditation Details: BPAD 44656 (Level 2)

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Level 18, 191 St Georges Terrace, Perth Western Australia 6000
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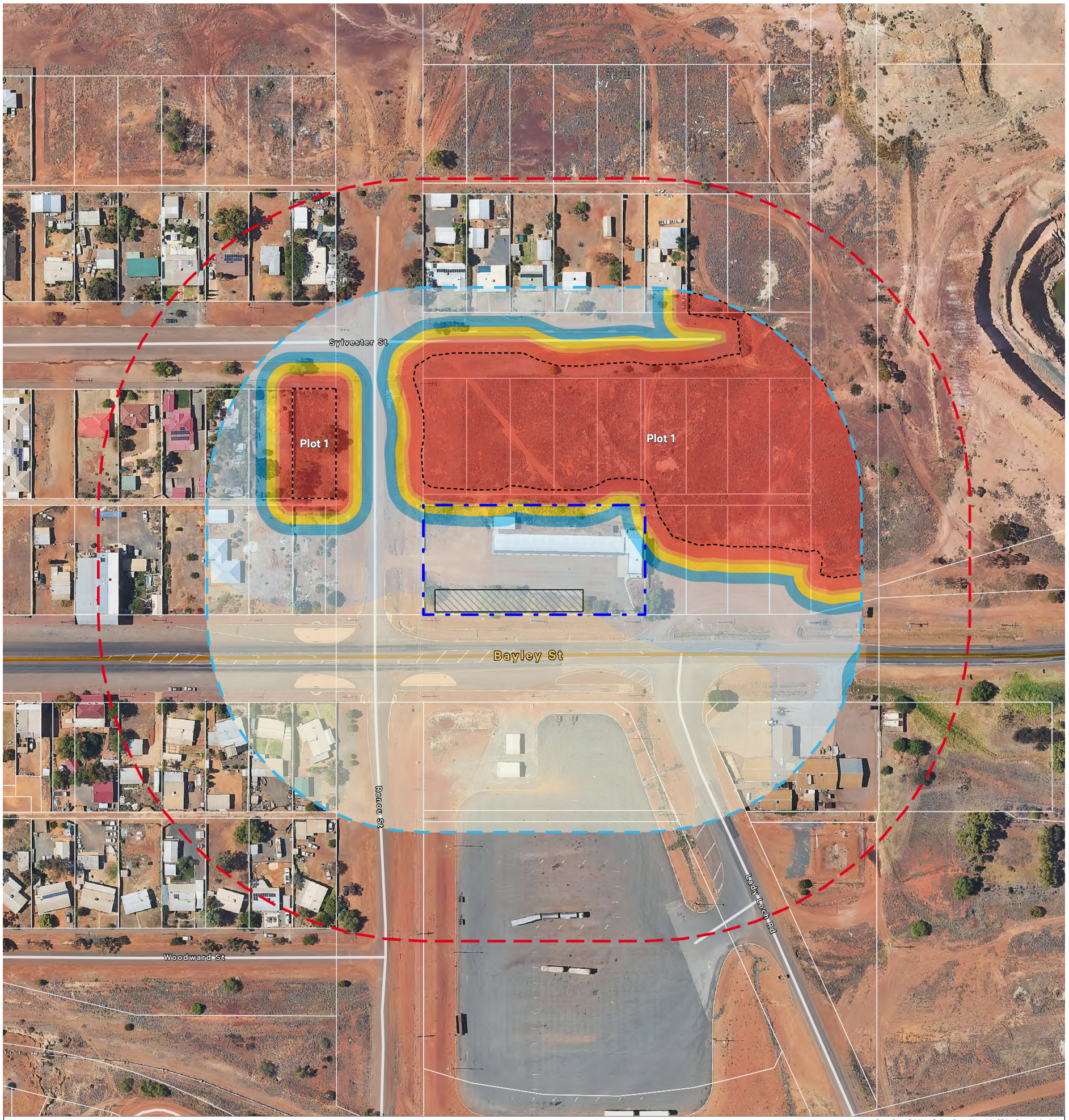

Figure 4 - BAL Contour Map

Motel DA

10 Bayley Street, Coolgardie

Assessment Date: 10/3/2024
Accreditation Details: BPAD 44656 (Level 2)

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T. +61 8 9289 8300 I **E.** hello@elementwa.com.au **elementwa.com.au**

4. Identification of Bushfire Hazard Issues

4.1 Key Issues

SPP 3.7 and AS3959 aims to avoid, manage and where possible, mitigate the risk of bushfire to people, property and infrastructure. The preservation of life and the management of bushfire impacts are paramount. However, given the unpredictable nature of bushfires, it is not guaranteed that damage will not occur from bushfires or that the land use intensification will not increase the likelihood and risk of bushfire ignition.

From a bushfire hazard management and safety perspective, the key issues that are likely to require management and additional consideration include:

- The provision of appropriate separation distance from permanent bushfire hazards to ensure the radiant heat exposure does not exceed 12.5kW/m^2 (BAL-12.5). This includes the onging management of subject site to ensure landscaping remains in a low threat state.
- Sufficient water available for firefighting purposes and that the existing water reticulated water supply has adequate capacity to service the proposed development.
- The vulnerable nature of the proposed development given occupants may be less familiar with the area and the public road network.

It is acknowledged that the bushfire risk to the proposed development posed by the identified bushfire hazards can be managed through standard application of the acceptable solutions of the bushfire protection criteria, as detailed in Section 5.1.

Additional bushfire mitigation measures have been recommended in response to the issues identified above to further improve the site response and resilience to a bushfire, as detailed in Section 5.2.

5. Bushfire Protection Criteria

5.1 Compliance Table

This BMP provides an outline of the mitigation strategies and protection measures that will be implemented to ensure the proposed development meets the relevant bushfire protection critera of the Guidelines.

The proposed development has been assessed against 'Element 5 – Vulnerable Tourism Land Uses' given the motel expansion falls within the category of 'other short-term accommodation – including motel, serviced apartments, tourist development (including cabins and chalets), holiday accommodation and caravan parks.' Element 5 consideres Elements 1 through 4 but caters them specifically to tourism land uses. Furthermore, the assessment is based on the subject site falling within a 'residential built-out area' considering it is located in the Coolgardie townsite and is connected to a reticulated water supply.

The proposed development meets the intent of the bushfire protection criteria of the Guidelines through compliance with the acceptable solutions, as detailed in Table 5.1. A performance-based approach is not required for the proposed development.

Table 5.1 - Bushfire Protection Criteria

Bushfire Protection Criteria	Acceptable Solution	Comments
Siting and Design	Motel (Overnight Use) • All habitable buildings are to be surrounded by an APZ to ensure the potential radiant heat impact does not exceed 29kW/m² (BAL-29). The APZ shall be managed in accordance with the Standards for Asset Protection Zones in Appendix C. • A landscape management plan is to be prepared to identify ongoing onsite vegetation management (where appropriate).	Not applicable - the proposed motel has been located to ensure that the radiant heat impact does not exceed 29kW/m² (BAL-29) based on the pre-development state. An APZ is not required in accprdamce with Explanatory Note E2 of the Guidelines. A landscape management plan is not deemed appropraite given the extent of landscaping is minor. All landscaping will be managed in a low theat state, in perpetuity.
Vehicular Access	Motel (Overnight Use) – Residential Built Out Area • Internal vehicular access / private driveways are to provide for emergency egress / access for all patrons and staff, in the event of a bushfire. Where possible, this is to include the provision of at least two internal access / egress points to the public road network. • Internal vehicle access / private driveways longer than 70m are to meet the following: o Technical specifications in Appendix D; o Passing bays every 200m; and o Turn-around areas for fire appliance vehicles. • Signage to be provided within the site, advising of where each access route travels to and the distance general information on what to do in a bushfire emergency.	The proposed motel meets the acceptable critera, as follows: • The subject site provides a single access / egress point to Bayley Street located on the western end of the subject site. Bayley Street provides access to the broader public street network in Coolgardie which constitutes as a suitable destination. The road network connects directly to Great Eastern Highway which also provides access to surrounding townsites. • There are no inernal access requriements given the subject site is less than 70m from the public road. All internal accessways will be less than 70m in length. The internal accessways should provide a minimum trafficable width of 4m. • Directional signage will be provided to assist visitors with egressing the subject site.
Water Supply	Motel (Overnight Use) • The development or land use is provided with a reticulated water supply in accordance with the specifications of the relevant water authority, as detailed in Appendix E.	The subjet site is in a reticulated area. The existing and proposed development will be connected to the reticulated water supply.

element.

5.2 Additional Management Strategies

The following additional bushfire management strategies have been recommended to inform forthcoming development application stages and increase the level of bushfire risk mitigation and resilience across the subject site. The responsibilities and timeframes for the below recommendations are provided in Section 6.

5.2.1 Coolgardie Townsite

As previously identified, the Coolgardie townsite is accessible via Great Eastern Highway to the east and the west. However, in the event of a bushfire, it may not be possible to evacuate the town if these routes are compromised. As such, it is recommended that all guests and staff of the proposed development seek refuge within the Coolgardie townsite, unless other advised by the Department of Fire and Emergency Services (DFES).

5.2.2 Construction Requirements

The new motel development shall be constructed in accordance with the bushfire construction requirements of the *National Construction Code* (NCC). This includes compliance with the BAL-12.5 construction requirements of AS 3959.

A building permit application shall be accompanied by certification from a bushfire practitioner to verify the bAL assessment contained within this BMP.

5.2.3 Landscaping

All landscaping on the subject site shall be managed in a minimum fuel condition in accordance with Clause 2.2.3.2 (f) of AS3959. Low threat vegetation includes managed landscaping, windbreaks and reticulated lawns and gardens. Management may include regular clearing of vegetation, removal of weeds, removal of dead plant material, tree pruning and mowing of grass to maintain a fuel load of approximately 2 tonnes per hectare.

5.2.4 Firefighting Equipment

The proposed development may require firefighting equipment in accordance NCC. This potentially includes fire hose reels and fire extinguishers.

Firefighting equipment for the suppression of structural fires can also be to defend and suppress a bushfire. The landowner will be responsible for ensuring there is sufficient water supply and coverage to all areas of the subject site for both bushfires and structural fire response. All firefighting equipment shall be routinelty inspected to ensure it is in working order.

5.2.5 Fire Hazard Compliance Notice

The Shire of Coolgardie's (the Shire's) Fire Hazard Compliance Notice (Compliance Notice) provides a structure for managing bushfire throughout the local government area. The Compliance Notice is issued under Section 33 of the *Bush Fires Act 1954* which authorises the Shire to enforce bushfire preparation works such as fuel reduction, firebreaks and total fire bans.

Refer to Appendix F – Fire Hazard Compliance Notice.

5.2.6 Public Education and Preparedness

The Shire provides fire and emergency advice to landowners which is available on their website:

https://www.coolgardie.wa.gov.au/services/fire-and-emergency/bush-fire-act.aspx

Additional information and resources can also be sourced from the Department of Fire and Emergency Services (DFES) website. This includes educational programs and safety guidelines to assist landowners with preparing for and surviving bushfire events.

In the event of a bushfire, specific advice and recommendations will be given to landowners from DFES, emergency services personnel and/ or the Shire.

element.

5.2.7 Vulnerable Land Use

The proposed development meets the definition of a vulnerable land use under SPP 3.7 and the Guidelines. A vulnerable land use is defined as any use where occupants may be unfamiliar with their surrounds and less likely to respond in a bushfire emergency.

Policy measure 6.6 of SPP 3.7 requires the preparation of Bushfire Emergency Plan (BEP) to ensure guests of the motel can safely and effectively evacuate or seek refuge in the event of a bushfire. A BEP shall be prepared in accordance with the Department of Planning, Lands and Heritage (DPLH) A guide to development a bushfire emerngency evacaiton plan (DPLH 2019). The development approval shall include a condition to require a BEP to be prepared and submitted to the Shire prior to occupation of the proposed development.

Management Requirements

1. Existing and proposed landscaping on the subject site shall be managed in a minimal fuel conditions. Management may include regular clearing of vegetation, removal of weeds, removal of dead plant material, tree pruning and mowing of grass to maintain a fuel load of approximately 2 tonnes per hectare.
2. Internal driveways shall maintain a trafficable width of 4m.
3. The proposed motel development shall comply with the bushfire construction requirements of the NCC.
4. The proposed development shall be connected to reticulated water supply.

Notes

- The subject will be subject to a Bushfire Evacuation Plan (BEP) which shall be prepared prior to occupation of the development through a condition of the development approval.
- The subject site shall comply with the Shire of Coolgardie Fire Hazard Compliance Notice.
- Classified vegetation outside of the subject site will continue to pose a bushfire threat post development.

Legend

Subject Site
Existing Buildings
Proposed Building
Permanent Bushfire Hazards
Existing Public Roads
Proposed Accessway
Site Access
Existing Street Hydrants (Water Corp)
Reticulated Water Supply

Source: nearmaps

0 10 20 30 40
Meters

Scale: 1:800 @ A3

Staff: DW Date: 28/06/24 File: 24-006

Figure 5 - Spatial Representation of BMP Strategies

Proposed Motel Development
10 Bayley Street, Coolgardie

Assessment Date: 11 March 2024
Accreditation Details: BPAD 44656 (Level 2)

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element.
Level 18, 191 St Georges Terrace, Perth Western Australia 6000
PO Box 7375 Cloisters Square, Perth Western Australia 6850
T. +61 8 9289 8300 | E. hello@elementwa.com.au
elementwa.com.au

element.

6. Responsibilities

6.1 Implementation

Table 6.1 - Implementation Actions – Prior to Occupation (Landowner)

No.	Implementation Actions
1	The subject site shall be modified to meet the definition of low threat in accordance with Clause 2.2.3.2 (f) of AS3959.
2	Construct internal accessways to a minimum 4m in width with the crossover wide enough to accommodate both ingress and egress simultaneously.
3	Ensure the subject site and proposed development is serviced by reticulated water mains.
4	Design ad construct the proposed development to comply with the bushfire construction requirements prescribed under the NCC.
5	The subject site shall comply with the Shire's Fire Hazard Compliance Notice.
6	Prepare BEP in accordance with Guide to Developing a Bushfire Emergency Evacuation Plan, to the satisfaction of the Shire.
7	Install fire suppression equipment in accordance with the NCC.

6.2 Management

Table 6.2 – Ongoing Management Actions (Landowner)

No.	Management Actions
1	Maintain landscaping in a low threat condition, in accordance with Clause 2.2.3.2 (f) of AS3959. All landscaping shall be subject to routine management regimes including clearing of vegetation, removal of weed, removal of dead plant material, tree pruning and mowing of grass.
2	Maintain private accessways to the required standards stipulated in this BMP.
3	Ensure ongoing compliance with the Shire's Fire Hazard Compliance Notice.
4	Annually review the BEP and follow any DFES or emergency services warnings and announcements in the event of a nearby bushfire.
5	Maintain fire suppression equipment in good working order.

Table 6.3 – Ongoing Management Actions (Shire of Coolgardie)

No.	Management Actions
1	Include a condition on the development approval for a BEP to be prepared and submitted to the Shire prior to occupation of the proposed development.
2	Enforce compliance with the Shire's Fire Hazard Compliance Notice.
3	Maintain the public road network to a suitable standard, as deemed appropraite by the Shire.

element.

7. References

Office of Bushfire Risk Management (OBRM) Map of Bush Fire Prone Areas, accessed June 2024, https://maps.slip.wa.gov.au/landgate/bushfireprone/

Shire of Coolgardie, Fire Hazard Compliance Notice, accessed June 2024, https://www.coolgardie.wa.gov.au/documents/12267/soc-fire-hazard-compliance-notice-2022-2023

Standards Australia. AS 3959: 2018 Construction of buildings in bushfire-prone areas. Australian Standard published 14 November 2018.

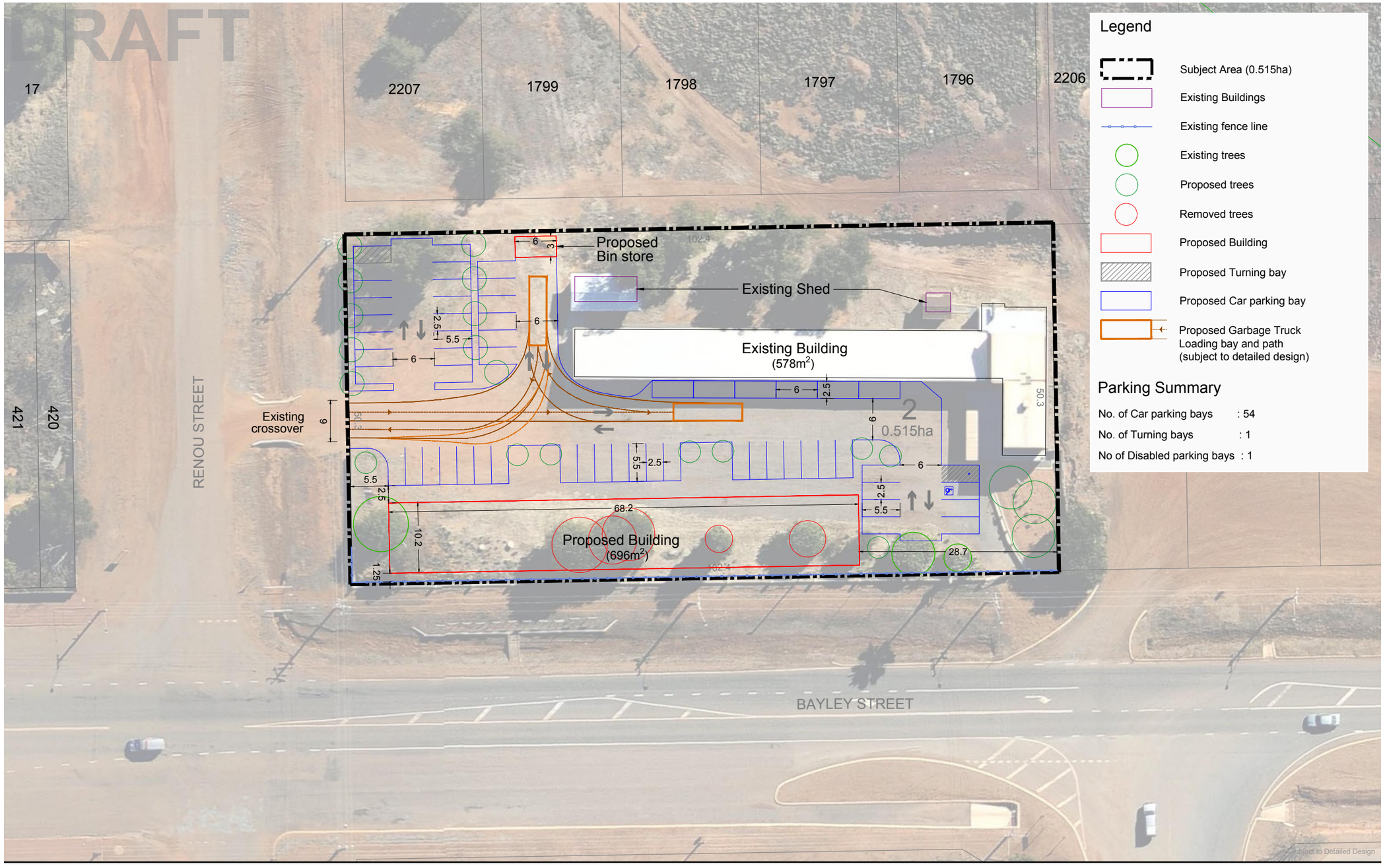
Western Australian Planning Commission (WAPC, 2015) State Planning Policy 3.7 Planning in Bushfire Prone Areas. Western Australian Planning Commission.

Western Australian Planning Commission (WAPC, 2016) Visual guide for bushfire risk assessment in Western Australia. Western Australian Planning Commission.

Western Australian Planning Commission (WAPC) (2021) Guidelines for Planning in Bushfire Prone Areas Version 1.4. Western Australian Planning Commission.

element.

Appendix A
Site Plan



Site Plan

Lot 2 (10) Bayley Street, Coolgardie

Date: 10 July 2024 Scale: 1:500 @ A3 File: **24-006 PL03A** Staff: CT CG JJ Checked: CT

element.
Level 18, 191 St Georges Terrace, Perth Western Australia 6000.
PO Box 7375 Cloisters Square, Perth Western Australia 6850.
T. +61 8 9289 8300 | **E.** hello@elementwa.com.au **elementwa.com.au**

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Appendix B
Vegetation Assessment

APPENDIX B – VEGETATION ASSESSMENT

PLOT 1	
Classification: Class G Grassland	**Effective Slope: Flat / Upslope**
Pre-Development Description: Areas of unmanaged grassland with an average height greater than 100mm. Areas of isolated trees contain overstorey foliage of less than 10%. This plot is primarily concentrated to the north and northeast of the site and is also located within vacant lots.	**Post Development Description:** Areas of grassland on vacant properties will remain unchanged until development is progressed.
Photo ID: 1.1	**Photo ID: 1.2**
Photo ID: 1.3	**Photo ID: 1.4**
Photo ID: 1.5	**Photo ID: 1.6**

APPENDIX B – VEGETATION ASSESSMENT

PLOT 2	
Classification: Clause 2.2.3.2 (e) & (f)	**Reason: Non-Vegetated / Low Threat**
Pre-Development Description: Areas excluded in accordance with Clause 2.2.3.2 (e) & (f) of AS3959, including: • Non vegetated areas such as public roads, driveways, access tracks, firebreaks, buildings and cleared areas. • Low threat vegetation including landscaping on private residential properties.	**Post Development Description:** Excluded areas will remain unchanged.
Photo ID: 2.1	**Photo ID: 2.2**
Photo ID: 2.3	**Photo ID: 2.4**
Photo ID: 2.5	**Photo ID: 2.6**

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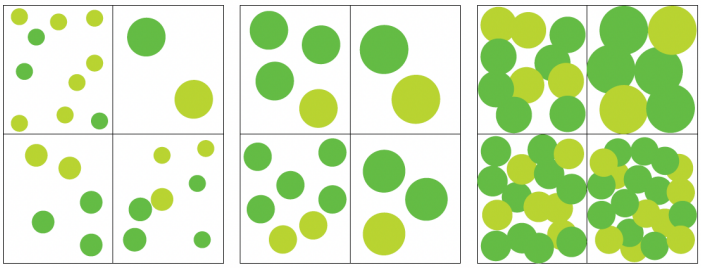
Appendix C
Standards for Asset Protection Zones

STANDARDS FOR ASSET PROTECTION ZONE

Object	APZ Requirements
Fences within the APZ	• Should be constructed from non-combustible materials (for example, iron, brick, limestone, metal post and wire, or bushfire-resisting timber referenced in Appendix F of AS 3959).
Fine fuel load (Combustible, dead vegetation matter <6 millimetres in thickness)	• Should be managed and removed on a regular basis to maintain a low threat state. • Should be maintained at <2 tonnes per hectare (on average). • Mulches should be non-combustible such as stone, gravel or crushed mineral earth or wood mulch >6 millimetres in thickness.
Trees (>6 metres in height)	• Trunks at maturity should be a minimum distance of six metres from all elevations of the building. • Branches at maturity should not touch or overhang a building or powerline. • Lower branches and loose bark should be removed to a height of two metres above the ground and/or surface vegetation. • Canopy cover within the APZ should be <15 per cent of the total APZ area, as detailed below. • Tree canopies at maturity should be at least five metres apart to avoid forming a continuous canopy. Stands of existing mature trees with interlocking canopies may be treated as an individual canopy provided that the total canopy cover within the APZ will not exceed 15 per cent and are not connected to the tree canopy outside the APZ.  15% 30% 70%
Shrub and scrub (0.5 metres to six metres in height). Shrub and scrub >6 metres in height are to be treated as trees.	• Should not be located under trees or within three metres of buildings. • Should not be planted in clumps >5 square metres in area. • Clumps should be separated from each other and any exposed window or door by at least 10 metres.
Ground covers (<0.5 metres in height. Ground covers >0.5 metres in height are to be treated as shrubs)	• Can be planted under trees but must be maintained to remove dead plant material, as prescribed in 'Fine fuel load' above. • Can be located within two metres of a structure, but three metres from windows or doors if >100 millimetres in height.
Grass	• Grass should be maintained at a height of 100 millimetres or less, at all times. • Wherever possible, perennial grasses should be used and well-hydrated with regular application of wetting agents and efficient irrigation.
Defendable space	• Within three metres of each wall or supporting post of a habitable building, the area is kept free from vegetation, but can include ground covers, grass and non-combustible mulches as prescribed above.
LP Gas Cylinders	• Should be located on the side of a building furthest from the likely direction of a bushfire or on the side of a building where surrounding classified vegetation is upslope, at least one metre from vulnerable parts of a building. • The pressure relief valve should point away from the house. • No flammable material within six metres from the front of the valve. • Must sit on a firm, level and non-combustible base and be secured to a solid structure.

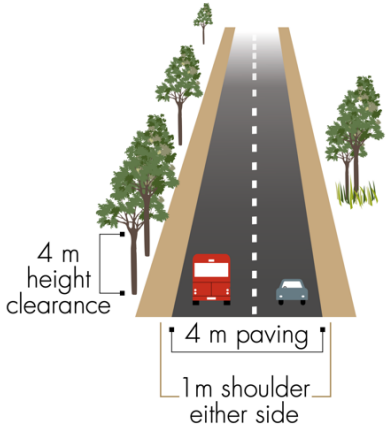
Note: Plant flammability, landscaping design and maintenance should be considered – Refer to explanatory notes of the Guidelines.

element.

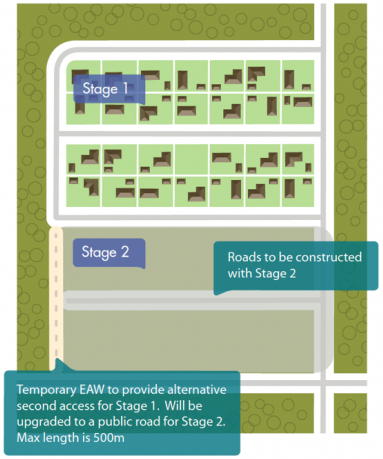
Appendix D
Vehicle Access Requirements

VEHICULAR ACCESS TECHNICAL REQUIREMENTS

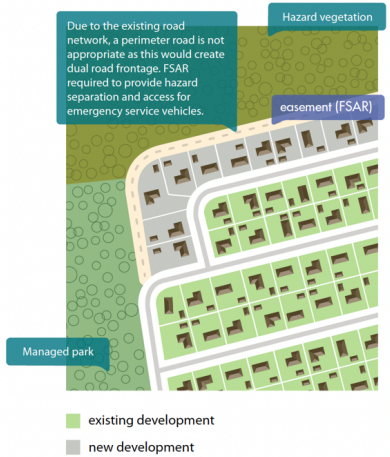
TECHNICAL REQUIREMENTS	1. Public Road	2. Emergency Access Way	3. Fire Service Access Rout	4. Battle-Axe and Private Driveways
Minimum trafficable surface	In accordance with A3.1	6m	6m	4m
Horizontal clearance	N/A	6m	6m	6m
Vertical clearance	4.5m			
Minimum weight capacity	15 tonnes			
Maximum grade unsealed road	As per the Subdivision Guidelines.	1:10 (10%)		
Maximum grade sealed road		1:7 (14.3%)		
Maximum average grade sealed road		1:10 (10%)		
Minimum inner radius of road curves		8.5m		



Example of a Public Road

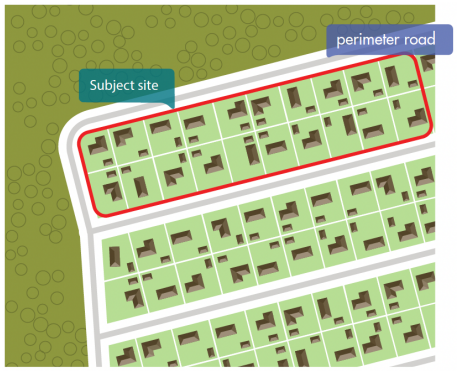


Example of Emergency Access Way

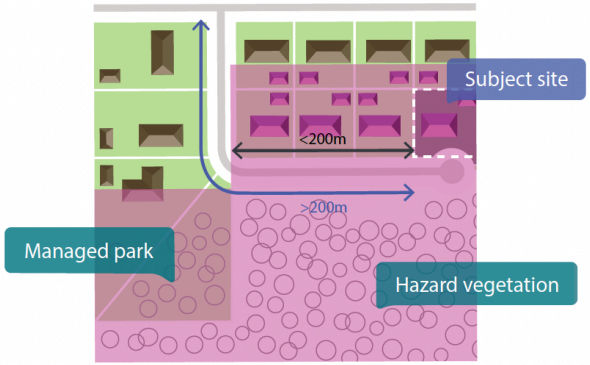


Example of Fire Service Access Way

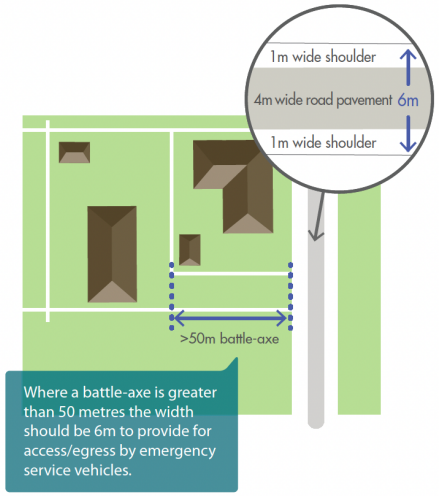
VEHICULAR ACCESS TECHNICAL REQUIREMENTS



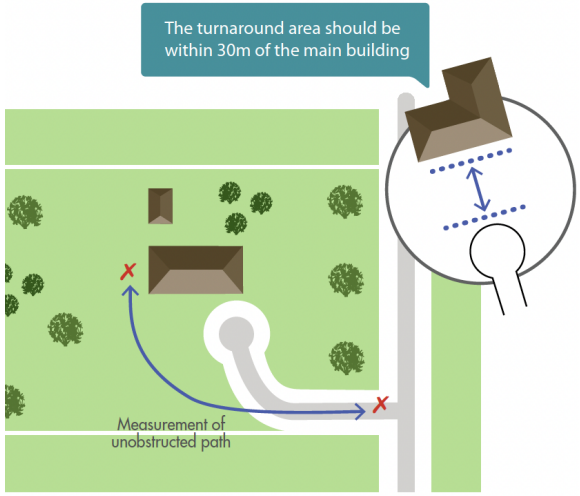
Example of a Perimeter Road



Example of a Cul-de-sac

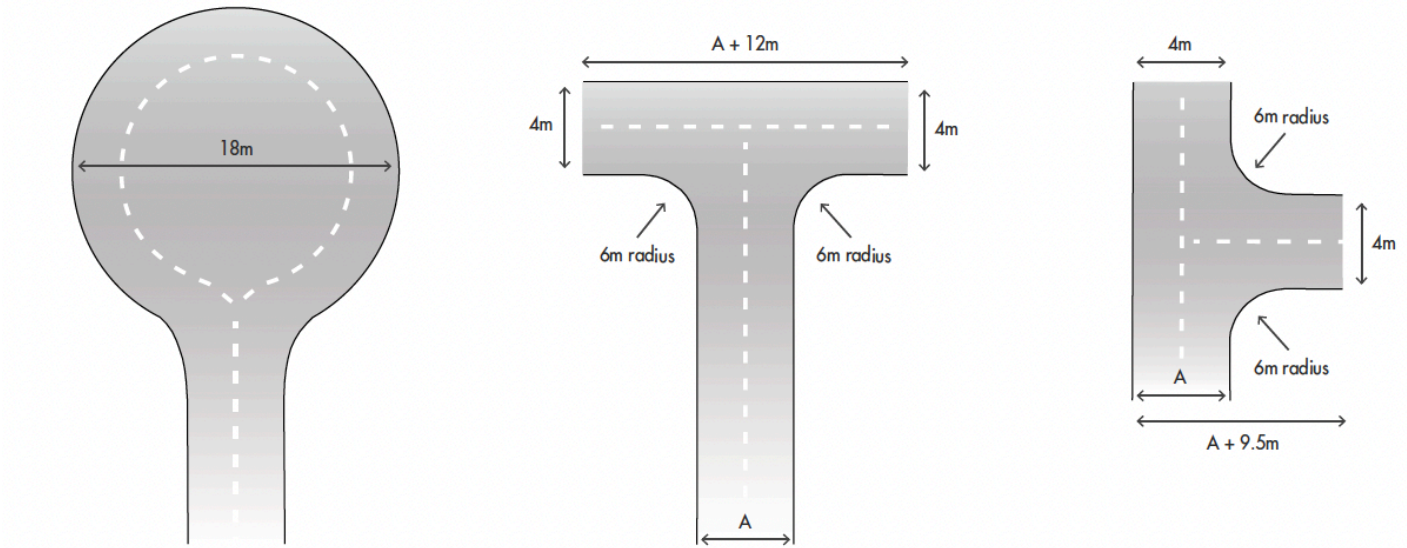


Example of a Battle-Axe Access Leg



Example of a Private Driveway

VEHICULAR ACCESS TECHNICAL REQUIREMENTS



Example of Turn Around Areas

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Appendix E
Water Supply Requirements

WATER TECHNICAL REQUIREMENTS

Hydrant Requirements (Water Corp Design Standard 63)
Hydrants shall be screw-down hydrant with built-in isolation valve and installed only on DN100 or larger pipes. Hydrants shall be located:

- so that the maximum distance between a hydrant and the rear of a building envelope, (or in the absence of a building envelope the rear of the lot) shall be 120m and the hydrants shall be no more than 200m apart;
- a maximum of 100m spacing in Industrial and Commercial areas;
- hydrant spacing in rural residential areas where minimum site areas per dwelling is 10,000m^2 (1ha), a maximum 400m hydrant spacing be applied. If area is further subdivided to land parcels less than 1ha, then the residential standard (200m) is to be applied;
- centrally along the frontage of a lot to avoid being under driveways;
- where appropriate at the truncation of road junctions or intersections so that they can serve more than one street and can be readily located;
- on both sides of the major roads at staggered intervals where there are mains on both sides of the road;
- at major intersections on dual multi-lane roads, where two hydrants are to be sited on diagonally opposite corners;
- hydrants should be located at least 20m from traffic calming devices i.e. median slow points or chokers, chicanes, mini traffic circles, and intersection ‘pop-outs’ to ensure traffic is not impeded;
- in a position not less than 10m from any high voltage main electrical distribution equipment such as transformers and distribution boards (AS 2419.1-2005).
- hydrants with washout bends shall be used only in cul-de-sac situations.

element.

Appendix F
Fire Hazard Compliance Notice

Total Fire Bans

A Total Fire Ban (TFB) is declared on days when fires are most likely to threaten lives and property. This is because of predicted extreme fire weather or when there are already widespread fires and firefighting resources are stretched.

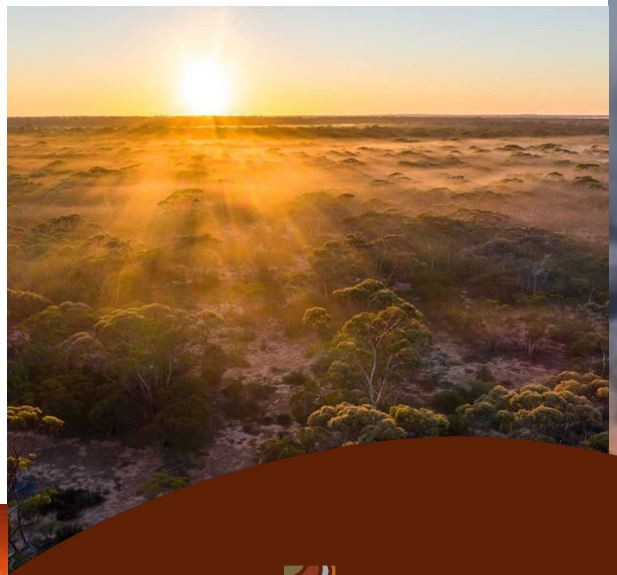
On a Total Fire Ban day, it is illegal to light an open-air fire or conduct any activity that could start a fire. You can find the full list of prohibited activities below. Some of these activities are prescribed in the Bush Fires Regulations 1954 meaning they can be carried out during a TFB, providing you comply with the conditions listed here.

Businesses, public authorities or industries may be given an exemption for activities not prescribed in the Regulations, as long as conditions are met to ensure the activity does not start a fire.

More information can be found at www.dfes.wa.gov.au/site/bushfire/totalfirebans.

For more information

For more information on Fire Hazard's in the Shire of Coolgardie, please contact our Customer Service Team on (08) 9080 2111 or visit the Shire's website www.coolgardie.wa.gov.au



Shire of Coolgardie
Mother of the Goldfields

coolgardie.wa.gov.au

First and Final
Fire Hazard Compliance Notice

Notice

This compliance notice is issued by the Shire of Coolgardie pursuant to section 33 and 24G (2) of the Bush Fires Act 1954 to assist with the prevention, control and extinguishment of bush fires or to prevent the spread or extension of bush fires to any adjoining land.

Failure to comply with this notice is an offence under the Bush Fires Act 1954 and may result in a penalty of up to $5000, plus additional contractor and administration costs to carry out fire prevention works on your property.

Fire Restrictions

Date	Description
1 May—30 September	NO Permit Required (Restrictions still apply)
1 October—31 October	Permit Required
1 November—31 March	All burning Prohibited (NO BURNING)
1 April—30 April	Permit Required

Under the Bush Fires Act 1954 Section 17 (paragraph 12) Subject to this Act a person who sets fire to the bush on land within a zone of the State during the prohibited burning times for that zone is guilty of an offence. A maximum penalty of $10,000 or 12-months imprisonment or both can occur.

Residential Property (Under 2000 sqm)

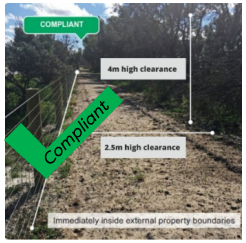
Works outlined in this category MUST be maintained all year round and owners and/or occupiers are required to:

- Ensure all long grass, weeds, ect are slashed, mowed or trimmed down by other means to a height no greater than 50mm across the entire property; and
- Remove all flammable materials from all rooftops and gutters of buildings.

Commercial Property (Over 2000SQM – Fire Breaks)

Works outlined in this category MUST be maintained all year round and owners and/or occupiers are required to:

- Firebreak of at least 3m in width to be installed and cleared of all flammable material immediately inside and along the land boundaries
- Additional Firebreaks to be installed and cleared immediately around buildings that are on that land.
- Remove all flammable materials from all rooftops and gutters of buildings.



Lloyd George Acoustics
PO Box 717
Hillarys WA 6923
T: 9401 7770
www.lgacoustics.com.au

Transportation Noise Assessment

Lot 2 (#10) Bayley Street, Coolgardie WA

Reference: 24048860-01

Prepared for:
Too Perfect Two Gift Pty Ltd

Reference: 24048860-01

Lloyd George Acoustics Pty Ltd
ABN: 79 125 812 544

PO Box 717
Hillarys WA 6923
www.lgacoustics.com.au

Contacts	General	Daniel Lloyd	Terry George	Matt Moyle
E:	info@lgacoustics.com.au	daniel@lgacoustics.com.au	terry@lgacoustics.com.au	matt@lgacoustics.com.au
P:	9401 7770	0439 032 844	0400 414 197	0412 611 330
Contacts	Rob Connolly	Daryl Thompson	Hao Tran	Matt Nolan
E:	rob@lgacoustics.com.au	daryl@lgacoustics.com.au	hao@lgacoustics.com.au	matt.nolan@lgacoustics.com.au
P:	0410 107 440	0420 364 650	0438 481 207	0448 912 604

This report has been prepared in accordance with the scope of services described in the contract or agreement between Lloyd George Acoustics Pty Ltd and the Client. The report relies upon data, surveys, measurements and results taken at or under the particular times and conditions specified herein. Any findings, conclusions or recommendations only apply to the aforementioned circumstances and no greater reliance should be assumed or drawn by the Client. Furthermore, the report has been prepared solely for use by the Client, and Lloyd George Acoustics Pty Ltd accepts no responsibility for its use by other parties.

Date	Rev	Description	Author	Verified
21-May-24	0	Issued to Client	Matt Nolan	Terry George

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1. INTRODUCTION

Too Perfect Two Gift Pty Ltd is proposing to construct a motel at Lot 2 (#10) Bayley Street, Coolgardie WA - refer *Figure 1-1*. The proposed motel is double storey and includes 40 units, with the plans provided in *Appendix A*.

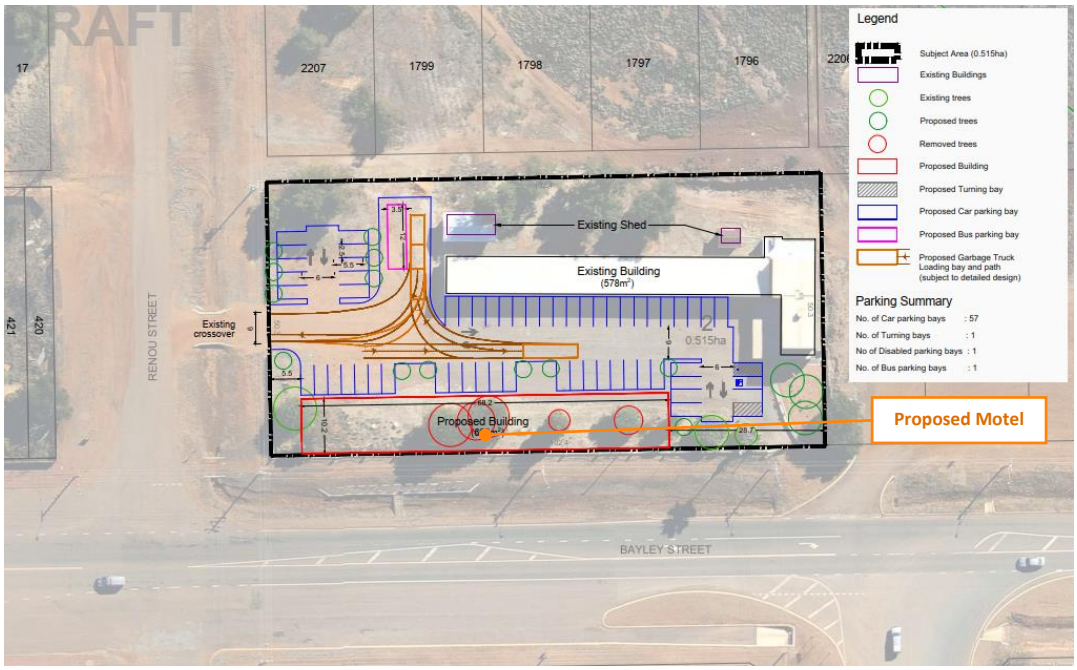


Figure 1-1: Subject Site Location (Source: DPLH PlanWA)

The proposed motel is approximately 15 metres from Bayley Street. This road is considered a 'Strategic Freight/Major Traffic Route' as shown on the PlanWA Maps and the subject site is within the trigger distance (refer *Table 1-1* and *Figure 1-2*), such that a noise assessment is required in accordance with *State Planning Policy No. 5.4 Road and Rail Noise*, being the subject of this report.

Table 1-1: Transport Corridor Classification and Trigger Distances

Transport Road Classification	Trigger Distance	Distance Measured From
Strategic Freight and Major Traffic Routes Roads as defined by Perth and Peel Planning Frameworks and/or roads with either 500 or more Class 7 to 12 Austroads vehicles per day, and/or 50,000 per day traffic volume	300 metres	Road carriageway edge
Other Significant Freight/Traffic Routes These are generally any State administered road and/or local government road identified as being a future State administered road (red road) and other roads that meets the criteria of either ≥ 100 Class 7 to 12 Austroads vehicles daily or ≥ 23,000 daily traffic count (averaged equivalent to 25,000 vehicles passenger car units under region schemes)	200 metres	Road carriageway edge

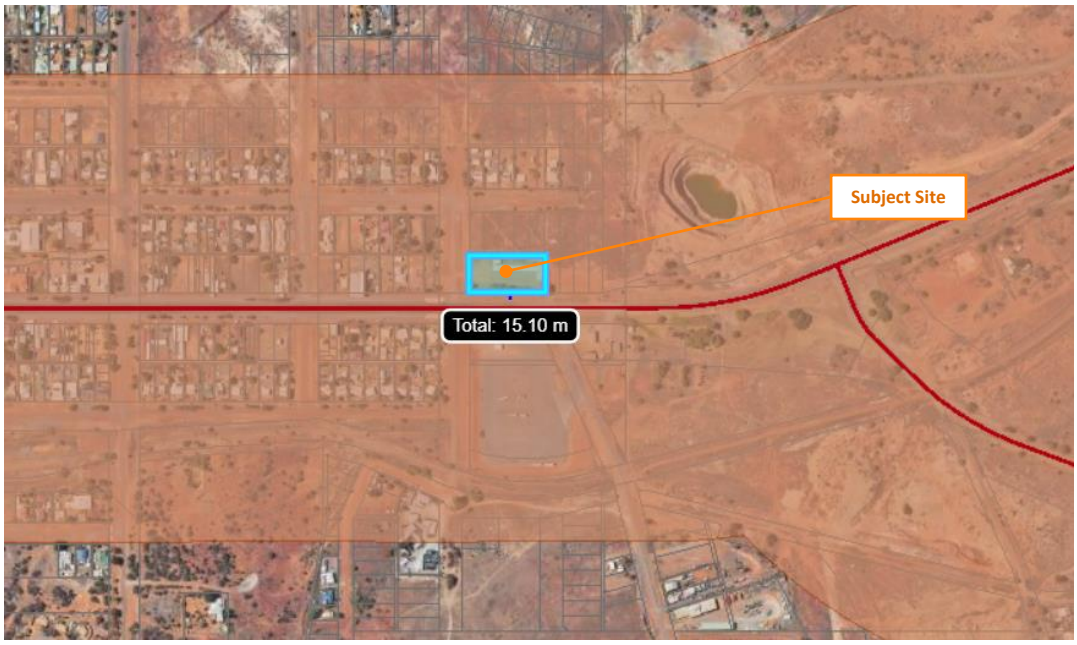


Figure 1-2: Subject Site Locality in Relation to Road (Source: DPLH PlanWA)

Appendix B contains a description of some of the terminology used throughout this report.

2. CRITERIA

The criteria relevant to this project is provided in *State Planning Policy No. 5.4 Road and Rail Noise* (hereafter referred to as SPP 5.4) produced by the Western Australian Planning Commission (WAPC). SPP 5.4 is supported by the *Road and Rail Noise Guidelines* (the Guidelines) and the Department of Planning, Lands and Heritage mapping. The objectives of SPP 5.4 are to:

- Protect the community from unreasonable levels of transport noise;
- Protect strategic and other significant freight transport corridors from incompatible urban encroachment;
- Ensure transport infrastructure and land-use can mutually exist within urban corridors;
- Ensure that noise impacts are addressed as early as possible in the planning process; and
- Encourage best practice noise mitigation design and construction standards.

Table 2-1 sets out noise targets that are to be achieved by proposals under which SPP 5.4 applies. Where the targets are exceeded, an assessment is required to determine the likely level of transport noise and management/mitigation required.

Table 2-1: Noise Targets for Noise Sensitive Land-Use

Scenario	Outdoor Noise Target		Indoor Noise Target	
Noise-sensitive land-use and/or development	55 dB $L_{Aeq(Day)}$	50 dB $L_{Aeq(Night)}$	40 dB $L_{Aeq(Day)}$ (Living and Work Areas)	35 dB $L_{Aeq(Night)}$ (Bedrooms)

Notes:

- Day period is from 6am to 10pm and night period from 10pm to 6am.
- The outdoor noise target is to be measured at 1-metre from the most exposed, habitable[1] facade of a noise sensitive building.
- For all noise-sensitive land-use and/or development, indoor noise targets for other room usages may be reasonably drawn from Table 1 of Australian Standard/New Zealand Standard AS/NZS 2107:2016 *Acoustics – Recommended Design Sound Levels and Reverberation Times for Building Interiors* (as amended) for each relevant time period.
- Outdoor targets are to be met at all outdoor areas as far as is reasonable and practicable to do so using the various noise mitigation measures outlined in the Guidelines.

The application of SPP 5.4 is to consider anticipated traffic volumes for the next 20 years from when the noise assessment has been undertaken.

In the application of the noise targets, the objective is to achieve:

- Indoor noise levels as specified in *Table 2-1* in noise-sensitive areas (e.g. bedrooms and living rooms of houses); and
- A reasonable degree of acoustic amenity for outdoor living areas on each residential lot.

[1] *A habitable room is defined in State Planning Policy 3.1 as a room used for normal domestic activities that includes a bedroom, living room, lounge room, music room, sitting room, television room, kitchen, dining room, sewing room, study, playroom, sunroom, gymnasium, fully enclosed swimming pool or patio.*

3. METHODOLOGY

Noise measurements and modelling have been undertaken in accordance with the requirements of SPP 5.4 and associated Guidelines, as described in *Section 3.1* and *Section 3.2*.

3.1. Site Measurements

Noise monitoring was undertaken on site using a Brüel & Kjær 2250 (S/N: 3024760) sound level meter (refer *Figure 3-1*). This meter complies with the instrumentation requirements of *Australian Standard 2702-1984 Acoustics – Methods for the Measurement of Road Traffic Noise*. The meter was field calibrated before and after the measurement session and found to be accurate to within ± 1 dB. Lloyd George Acoustics holds a current laboratory calibration certificate for the meter.

The microphone was approximately 1.4 metres above existing ground level and approximately 12 metres from the edge of the Bayley Street main carriageway. The measurements were recorded on 14 May 2024, between 9.00am and 11.30am.

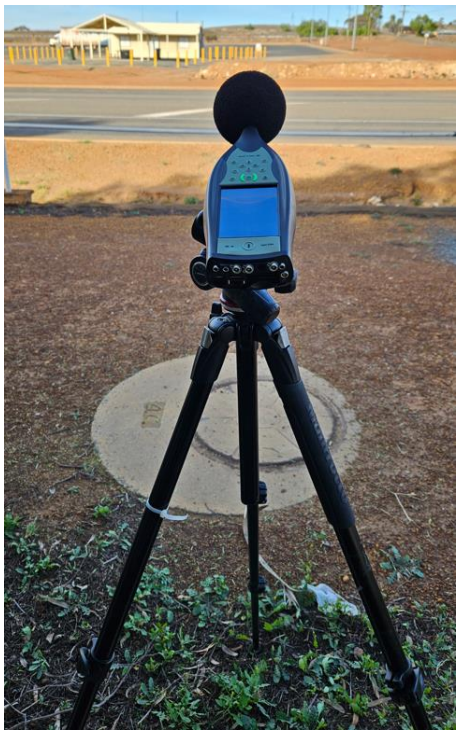


Figure 3-1: Photograph of Sound Level Meter on Site

As the period between 9.00am and 10.00am had the highest measured noise levels, this one-hour measurement has been used within the assessment. From this one-hour measurement, a relationship between noise levels and the hourly traffic volumes can then be derived to determine the existing $L_{Aeq(Day)}$ and $L_{Aeq(Night)}$ at the measurement location.

3.2. Noise Modelling

The computer program *SoundPLAN 9.0* was utilised incorporating the *Calculation of Road Traffic Noise* (CoRTN) algorithms, modified to reflect Australian conditions. The modifications included the following:

- Vehicles were separated into heavy (Austroads Class 3 upwards) and non-heavy (Austroads Class 1 and 2) with non-heavy vehicles having a source height of 0.5 metres above road level and heavy vehicles having two source heights at 1.5 metres and 3.6 metres above road level;
- A -0.8 dB correction has been applied to the lower level heavy vehicle noise source and -8.0 dB to the higher level noise source based on the *Transportation Noise Reference Book*; Paul Nelson (1987), so as to provide consistent results with the CoRTN algorithms.

Predictions are made at heights of 1.4 metres above floor level and at 1-metre from various rooms of the proposed dwelling, resulting in a + 2.5 dB correction due to reflected noise.

Various input data are included in the modelling and these are discussed in *Section 3.2.1* to *Section 3.2.5*.

3.2.1. Ground Topography

Topographical data was taken from publicly available sources (e.g. *Google*) in the form of spot heights. This was combined with the proposed dwelling and existing neighbouring dwellings to create a 3D noise model.

3.2.2. Road Surface

The corrections applied for different road surface finishes are provided in *Table 3-1*.

Table 3-1: Noise Relationship Between Different Road Surfaces

Chip Seal				Asphalt			
14mm	10mm	5mm	Slurry	Dense Graded	Novachip	Stone Mastic	Open Graded
+3.5 dB	+2.5 dB	+1.5 dB	+1.0 dB	0.0 dB	-0.2 dB	-1.5 dB	-2.5 dB

Main Roads WA has indicated that the existing road surface in front on the proposed motel is dense graded asphalt. This has been assumed to remain unchanged into the future.

3.2.3. Vehicle Speed

The existing posted speed is 60 km/hr and assumed to remain unchanged into the future.

3.2.4. Traffic Volumes

Existing traffic volumes were obtained from Main Roads WA Traffic Map. A 1.0 % per annum growth rate has been used to calculate the Forecast 2046 traffic volumes as provided by Main Roads WA (Scott Hazebroek, Traffic Modelling Analyst). Note that the percentage heavy vehicles are assumed to be the same in the future as existing.

Table 3-2: Traffic Information Used in Noise Modelling

Parameter	Scenario			
	Existing – 2022/23		Future – 2046	
	Eastbound	Westbound	Eastbound	Westbound
24-hour Volume	765	711	971	903
% Heavy	46	44	46	44

3.2.5. Ground Attenuation

The ground attenuation has been assumed to be 0.1 (10%) for the roads and 0.5 (50%) outside of the roads, noting that 0.0 represents hard reflective surfaces such as water and 1.0 represents absorptive surfaces such as grass.

4. RESULTS

4.1. Noise Monitoring

The results of the hourly noise level measurements, in free-field conditions, were:

- 14 May 2024: 9.00am and 10.00am – 61.5 dB $L_{Aeq,1hour}$.

Combining the measured noise level with the corresponding hourly traffic volume, as shown in *Figure 4-1*, results in 61.0 $L_{Aeq(Day)}$ and 55.9 $L_{Aeq(Night)}$. Based on these results, the $L_{Aeq(Day)}$ is marginally more critical than the $L_{Aeq(Night)}$ since their difference is greater than 5 dB (refer *Section 2*).

Figure 4-1: Noise Level Relationship to Hourly Traffic Volumes

4.2. Noise Modelling

The noise model was initially set-up for existing conditions and calibrated to the noise measurement location. The model is then updated to include the proposed building and future traffic volumes, maintaining the same model calibration. The unit numbers used within the assessment are shown in *Figure 4-2*. It is noted that the ground floor (GF) and Level 1 (L1) Units have the same design, therefore one number has been used for both. *Table 4-1* provides the predicted outdoor $L_{Aeq(Day)}$ noise levels to the façade of each habitable room.

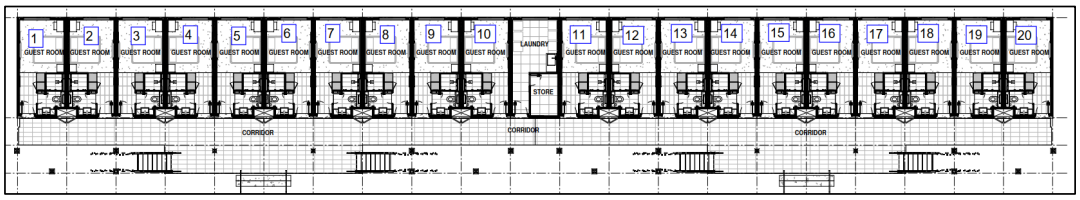


Figure 4-2: Units Numbered (Road on Bottom of Image Side)

Table 4-1: Predicted Future (2046) $L_{Aeq(Day)}$ Outdoor Noise Levels

Unit	Room	$L_{Aeq(Day)}$, dB
All	External Doors	64-65
1	Guest	57
20	Guest	57
2-19	Guest	43-52

5. ASSESSMENT

Where the outdoor noise targets of *Table 2-1* are achieved, no further controls are necessary. As such, *Table 5-1* provides the minimum construction recommended for those areas requiring upgrades.

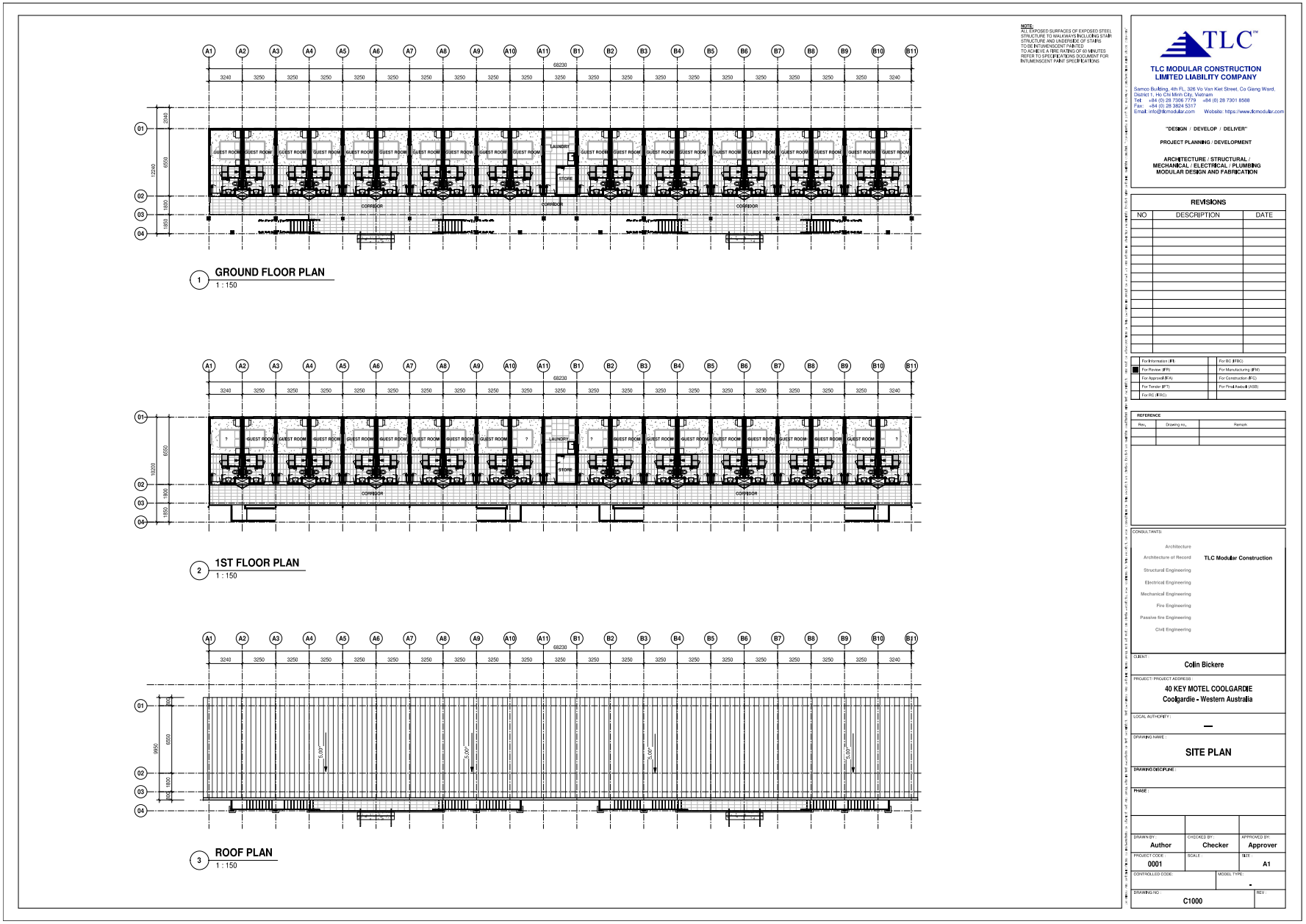
Table 5-1: Minimum Construction Requirements

Element	Room	Minimum Construction
External Glazing	Unit 1 Guest, Unit 20 Guest	Window approximately 26% of floor area, thereby requiring $R_w + C_{tr} \geq 25$, likely achievable using 5mm thick glass in fixed/awning style frame with acoustic seals.
External Doors	All Units Entry	Door to be minimum 40mm thick solid, timber core door with full perimeter acoustic seals. Any small glass inserts to be minimum 6.38mm thick laminated. Alternative door to be $R_w + C_{tr} \geq 31$.
External Walls	Unit 1, Unit 20, All Other Units south facing side	Cladding (9.5mm Weathertex) to stud with 90mm thick, 14kg/m^3 fibrous insulation and 2x13mm thick sound-rated plasterboard on resilient mounts and furring channels.
Roof / Ceiling	All Upper Floor Units	Metal roof with *Anticon 60*. Ceiling to be 13mm thick sound-rated plasterboard on furring channels (or 2x13mm thick sound-rated plasterboard direct fixed) with min. R4 fibrous insulation above.
Outdoor Living	Alfresco	Areas are available on the lot that are below the outdoor noise target and therefore considered compliant.
Ventilation	Rooms Requiring Upgraded Glazing	Fresh air requirements to be satisfied on the basis of windows closed to affected rooms when occupied. Builder to confirm how this will be achieved. Any ducted fresh air intakes are to be on the side of the house opposite the corridor.
Notification	Lot	As per SPP 5.4 requirements.

By implementing the *Table 5-1* construction recommendations, noise levels are calculated to comply with the indoor noise target of SPP 5.4. Alternative constructions can be accepted provided these are supported by a laboratory certificate.

It should be noted that the recommendations are to comply with the minimum standard of SPP 5.4. Compliance with the indoor noise target does not result in all residents considering the noise level as acceptable, since this is a subjective response. Where a resident is particularly sensitive to noise, they may wish to consider additional upgrades.

Appendix A – Proposed House Plans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GUEST ROOM
LAUNDRY
STORE
CORRIDOR
1 GROUND FLOOR PLAN
1 : 150
2 1ST FLOOR PLAN
1 : 150
3 ROOF PLAN
1 : 150
TLC
TLC MODULAR CONSTRUCTION LIMITED LIABILITY COMPANY
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Fax: +84 (0) 28 3824 5317
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Architecture of Record TLC Modular Construction
Structural Engineering
Electrical Engineering
Mechanical Engineering
Fire Engineering
Passive fire Engineering
Civil Engineering
CLIENT: Colin Bickere
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LOCAL AUTHORITY: —
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PHASE:
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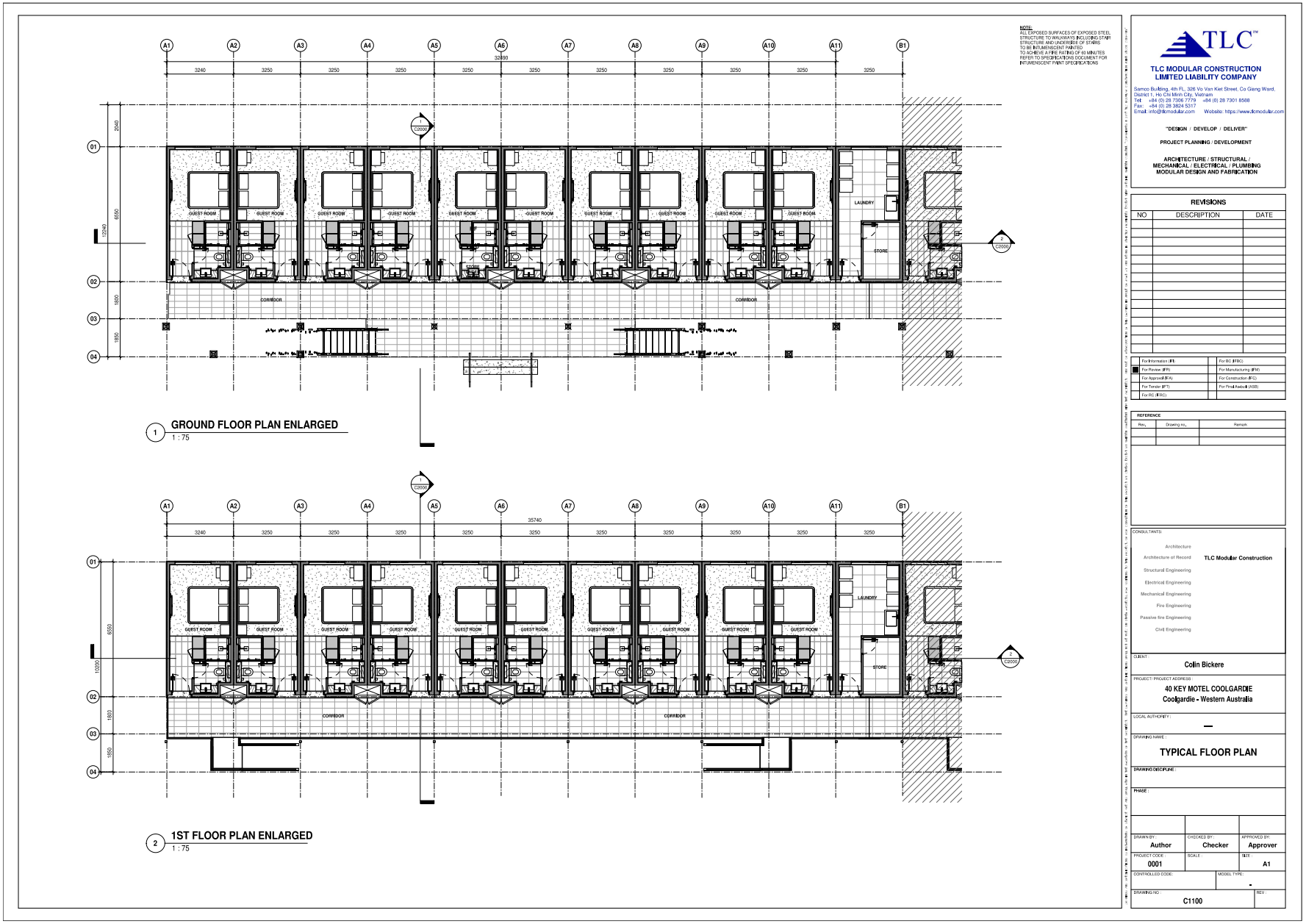
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GUEST ROOM
LAUNDRY
STORE
CORRIDOR
1 GROUND FLOOR PLAN ENLARGED
1 : 75
2 1ST FLOOR PLAN ENLARGED
1 : 75
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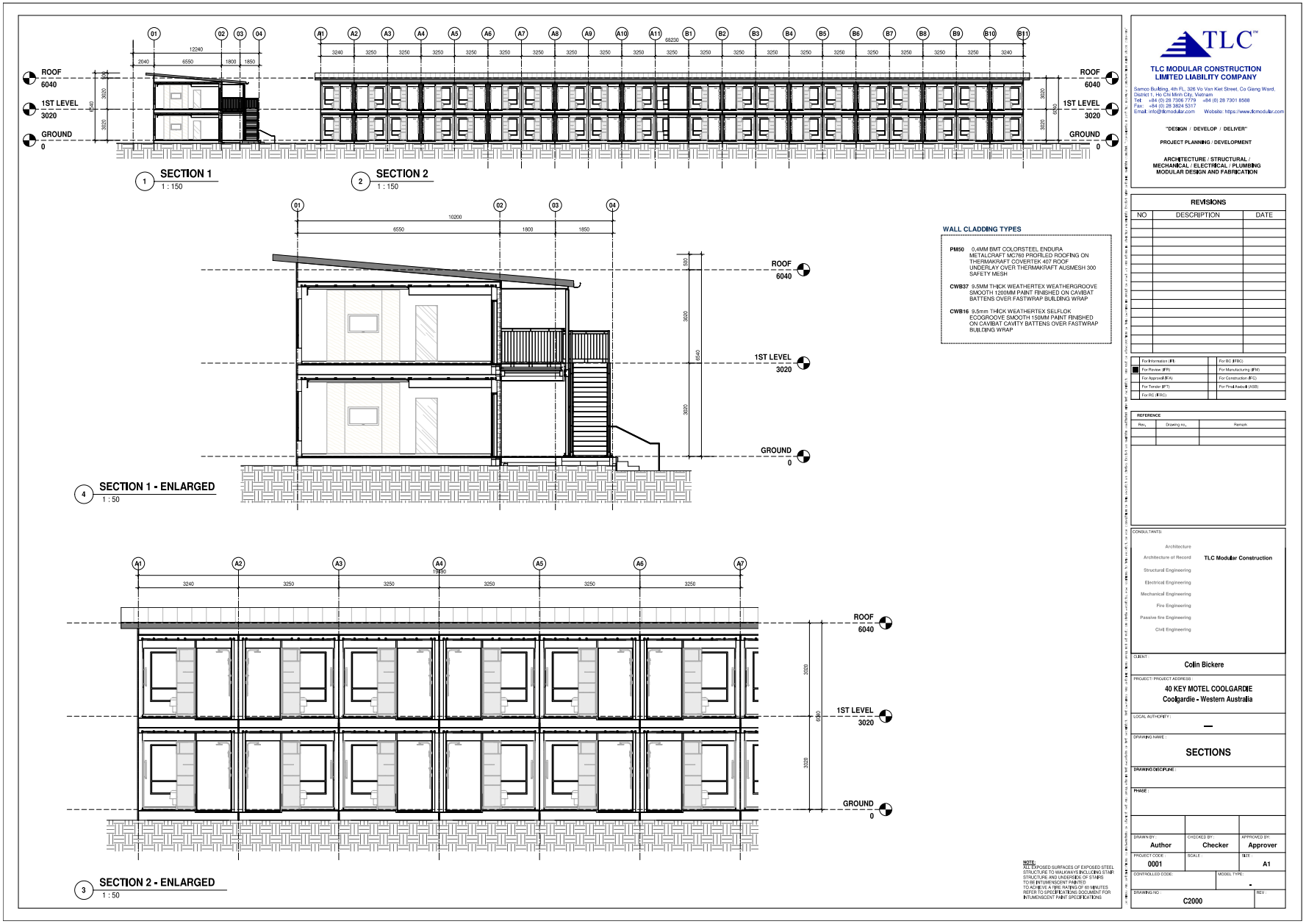
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WALL CLADDING TYPES
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CWB37 9.5MM THICK WEATHERTEX WEATHERGROOVE SMOOTH 1200MM PAINT FINISHED ON CAVIBAT BATTENS OVER FASTWRAP BUILDING WRAP
CWB16 9.5mm THICK WEATHERTEX SELFLOK ECOGROOVE SMOOTH 150MM PAINT FINISHED ON CAVIBAT CAVITY BATTENS OVER FASTWRAP BUILDING WRAP
NOTE:
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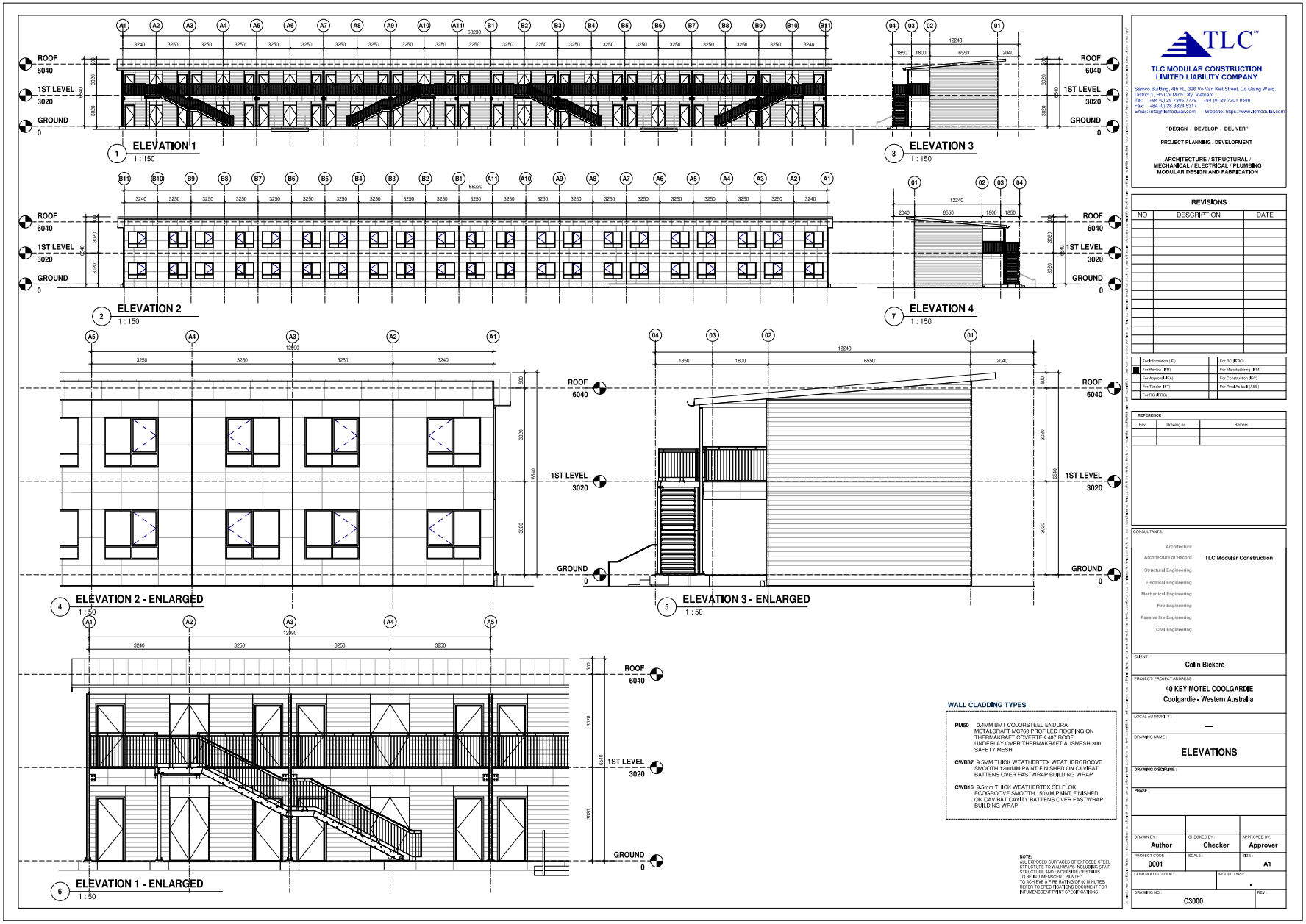
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GROUND
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WALL CLADDING TYPES
PM50 0.4MM BMT COLORSTEEL ENDURA METALCRAFT MC760 PROFILED ROOFING ON THERMAKRAFT COVERTEK 407 ROOF UNDERLAY OVER THERMAKRAFT AUSMESH 300 SAFETY MESH
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Mechanical Engineering
Fire Engineering
Passive fire Engineering
Civil Engineering
CLIENT:
Colin Bickere
PROJECT: PROJECT ADDRESS:
40 KEY MOTEL COOLGARDIE
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PHASE:
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APPROVED BY: Approver
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SCALE:
SIZE: A1
CONTROLLED CODE:
MODEL TYPE: -
DRAWING NO: C3000
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Appendix B – Terminology

The following is an explanation of the terminology used throughout this report:

- **Decibel (dB)**

The decibel is the unit that describes the sound pressure levels of a noise source. It is a logarithmic scale referenced to the threshold of hearing.

- **A-Weighting**

An A-weighted noise level has been filtered in such a way as to represent the way in which the human ear perceives sound. This weighting reflects the fact that the human ear is not as sensitive to lower frequencies as it is to higher frequencies. An A-weighted sound level is described as L_A, dB.

- **L_{eq}**

The L_{eq} level represents the average noise energy during a measurement period.

- **$L_{Aeq(Day)}$**

The $L_{Aeq(Day)}$ level is the logarithmic average of the L_{Aeq} levels from 6.00am to 10.00pm.

- **$L_{Aeq(Night)}$**

The $L_{Aeq(Night)}$ level is the logarithmic average of the L_{Aeq} levels from 10.00pm to 6.00am.

- **Noise-sensitive land use and/or development**

Land-uses or development occupied or designed for occupation or use for residential purposes (including dwellings, residential buildings or short-stay accommodation), caravan park, camping ground, educational establishment, child care premises, hospital, nursing home, corrective institution or place of worship.

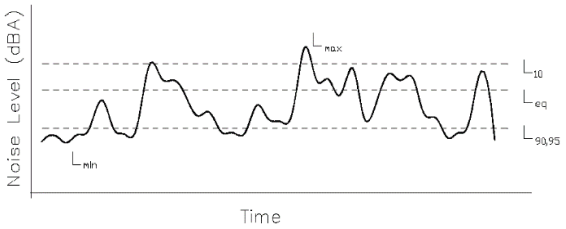
- **R_w**

This is the weighted sound reduction index. It is a single number rating determined by moving a grading curve in integral steps against the laboratory measured transmission loss until the sum of the deficiencies at each one-third-octave band, between 100 Hz and 3.15 kHz, does not exceed 32 dB. The higher the R_w value, the better the acoustic performance.

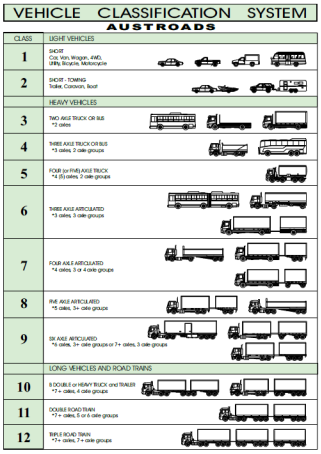
- **C_{tr}**

This is a spectrum adaptation term for airborne noise and provides a correction to the R_w value to suit source sounds with significant low frequency content such as road traffic or home theatre systems. A wall that provides a relatively high level of low frequency attenuation (i.e. masonry) may have a value in the order of – 4 dB, whilst a wall with relatively poor attenuation at low frequencies (i.e. stud wall) may have a value in the order of -12 dB.

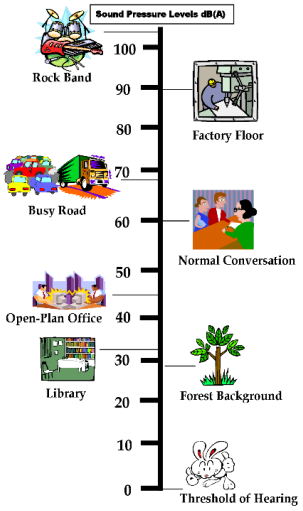
- **Chart of Noise Level Descriptors**



- **Austroads Vehicle Class**



- **Typical Noise Levels**



12.2.2 122 SYLVESTER STREET, COOLGARDIE: APPLICATION FOR DEVELOPMENT APPROVAL - INDUSTRY-COTTAGE USE - PA26/02

Location: **122 Sylvester Street, Coolgardie**

Applicant: **Sean McNally and Jessica Baxter**

Disclosure of Interest: **Nil**

Date: **15 June 2026**

Author: **Jana Joubert, Town Planning Consultant**

SUMMARY

The application seeks development approval for an Industry – Cottage use at 122 Sylvester Street, Coolgardie, involving the operation of a small-scale light fabrication business from an existing shed on the property.

A site plan is included in **Attachment 1**.

BACKGROUND

Site Description

The proposal relates to 122 Sylvester Street, Coolgardie, being Lot 245 on Deposited Plan 222288, which is located within the Coolgardie townsite.

The surrounding locality is characterised by low-density residential development, with many properties containing large sheds, workshops, storage areas and other ancillary outbuildings commonly associated with residential living in regional and mining communities.

The existing shed is considered consistent with the established built form and character of the surrounding area.

A location plan is included at **Attachment 2**.

Zoning and Existing Uses

The subject site is zoned 'Residential R10/30' under the Shire's Local Planning Scheme No. 5 (LPS 5).

The site is developed with an existing single house and associated outbuildings, including a large shed.

Proposal

The development application seeks approval for:

- Operation of a small-scale aluminium and steel fabrication business from an existing shed;
- Fabrication of vehicle, RV and marine accessories;
- Use of general hand tools, light welding equipment, light cutting equipment and light bending equipment;
- Storage of raw materials and finished products within the existing shed;
- Operation by members of the household only.

No new buildings or additions are proposed as part of the application.

The applicant's Supporting Statement is included at **Attachment 3**.

COMMENT

Planning Assessment
The proposal has been assessed against the relevant requirements of LPS 5, having regard to the nature of the proposed activity, the characteristics of the site and surrounding locality, and the submissions and information provided by the applicant.

A Planning Assessment Sheet is included at **Attachment 4**.
The following matters have been identified as the key considerations for the determination of this application:

- Zoning and land use permissibility;
- Compliance with the Industry – Cottage definition;
- Amenity impacts; and
- Public consultation outcomes.

Zoning and Land Use Permissibility
The subject site is zoned 'Residential R10/30' under LPS 5.

The objectives of the Residential zone are:

- To provide for a range of housing and a choice of residential densities to meet the needs of the community.
- To facilitate residential development which is complementary to the streetscape and surrounding development.
- To maintain and enhance residential amenity.

The proposed use has been described by the applicant as a small-scale light fabrication business involving the manufacture of vehicle accessories, recreational vehicle accessories and marine accessories. Fabrication activities will involve the cutting, welding and assembly of aluminium and steel products. The business is proposed to operate between 7:00am and 4:00pm Monday to Friday.

Industry – Cottage is currently permitted within the Residential zone under LPS 5, provided it is incidental to the residential use of the land and complies with all relevant standards and requirements of the Scheme.

Unlike a discretionary ('D' or 'A') use, the Scheme has already determined that an Industry – Cottage use is generally appropriate within the Residential zone, subject to compliance with the relevant provisions.

Accordingly, the primary consideration in this instance is whether the proposed activity satisfies the definition of Industry – Cottage and is capable of operating without adversely affecting the amenity of the surrounding residential area.

Industry-Cottage Definition
LPS 5 defines Industry – Cottage as follows:

> *'means a trade or light industry producing arts and crafts goods which does not fall within the definition of a home occupation and which –*
>
> *(a) does not cause injury to or adversely affect the amenity of the neighbourhood;*
> *(b) where operated in a residential zone, does not employ any person other than a member of the occupier's household;*
> *(c) is conducted in an out-building which is compatible with the principal uses to which land in the zone in which it is located may be put;*

(d) does not occupy an area in excess of 50 square metres; and
(e) does not display a sign exceeding 0.2 square metres in area.'

The proposal has been assessed against each element of the definition as follows.

Clause (a) – Amenity
The applicant has advised that all fabrication activities will occur within an existing shed on the property and that no additional buildings or structures are proposed. The business will operate during standard daytime hours only and will not operate on weekends or public holidays.

Whilst the proposed operation will involve the use of welding and cutting equipment, the applicant has indicated a willingness to install soundproofing materials within the shed to further reduce potential noise emissions.

The application was advertised to surrounding landowners and no submissions were received. This indicates that adjoining landowners do not hold significant concerns regarding the proposed activity.

Subject to conditions of approval relating to hours of operation, noise management, external storage and ongoing compliance with the approved plans, it is considered that the proposal is capable of operating without adversely affecting the amenity of the neighbourhood.

Clause (b) – Employment
The applicant has confirmed that the business will only be operated by members of the household, being Sean McNally and Jess Baxter, with no external employees proposed.

The proposal therefore complies with Clause (b) of the definition.

Clause (c) – Outbuilding
The proposed activity will be conducted entirely within an existing shed located on the property. The shed is ancillary to the existing dwelling and is considered compatible with the residential character of the locality.

The proposal therefore complies with Clause (c) of the definition.

Clause (d) – Floor Area
The applicant has advised that no more than 50 square metres of the shed will be utilised for the business operation.

The proposal therefore complies with Clause (d) of the definition.

Clause (e) – Signage
No business signage has been proposed as part of the application.

A condition of approval is recommended limiting signage to that permitted under the Industry – Cottage definition.

The proposal is therefore capable of complying with Clause (e) of the definition.

Potential Amenity Impacts
The principal planning consideration associated with the proposal is the potential impact of fabrication activities on the amenity of surrounding residential properties.

The applicant has advised that the business will utilise general hand tools, a light welder, light cutting equipment and light bending equipment. Whilst these activities have the potential to generate noise, the scale of the

operation is limited by the Industry – Cottage definition itself, including restrictions on employees, floor area and signage.

In addition, all fabrication activities are proposed to occur within an enclosed shed, raw materials and finished products are proposed to be stored within the shed, and no commercial vehicles are associated with the operation.

The applicant has also agreed to appropriate noise attenuation measures, including cladding the interior of the shed with sound-proofing materials.

Having regard to the limited scale of the operation, the absence of external employees, the lack of additional development, the proposed noise attenuation measures and the absence of objections from surrounding landowners, it is considered that any amenity impacts can be appropriately managed through conditions of approval.

Temporary Approval Period

Whilst the proposal is considered to satisfy the definition of Industry – Cottage, the nature of the proposed fabrication activities and associated workshop equipment warrant a cautious approach.

Accordingly, it is recommended that approval be granted for an initial period of twelve (12) months. This approach is consistent with that adopted by a number of local governments throughout Western Australia for home-based businesses and cottage industry uses, whereby an operation is initially approved for a limited period and subsequently reviewed having regard to compliance with approval conditions and any amenity impacts experienced by surrounding landowners.

The 12-month approval period will provide the applicant with an opportunity to establish the business whilst enabling the local government to assess the actual operation of the use and confirm that it remains compatible with the surrounding residential environment.

Should the Industry – Cottage use demonstrate compliance with the conditions of approval and operate without detriment to the amenity of adjoining or nearby landowners during the initial approval period, any subsequent application for renewal or permanent approval may be considered by the Chief Executive Officer under delegated authority.

On balance, it is considered that a time-limited approval strikes an appropriate balance between supporting local economic activity and ensuring that the long-term operation of the use remains compatible with the amenity expectations of the Residential zone.

Conclusion

The proposed use is considered to satisfy the definition of Industry – Cottage under LPS 5 and is consistent with the permissibility of the Residential zone.

Having regard to the information submitted by the applicant, the absence of public submissions, and the ability to manage potential amenity impacts through conditions of approval, the proposal is considered capable of operating without adversely affecting the amenity of the locality.

Accordingly, the application is recommended for approval, subject to conditions, for an initial period of twelve (12) months.

Options
With respect to the proposal, the following options are available to Council: -

Option 1: Approve the proposal.

Option 2: Approve the proposal with conditions.

Option 3: Refuse the proposal.

CONSULTATION

Public Consultation
Although Industry – Cottage is permitted within the Residential zone under LPS 5, the application was advertised for a minimum of 14 days in accordance with Clause 64 of Schedule 2 (Deemed Provisions) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Advertising commenced on 15 May 2026 and concluded on 1 June 2026.

Advertising was undertaken by way of written notification to adjoining and nearby landowners (7 adjoining neighbours in total). Details of the proposal, including the supporting documentation, were also made available for inspection at the Shire Offices and on the Shire's website.

No submissions were received during the advertising period.
Referrals/consultation with Government/Service Agencies
Having regard to the nature and scale of the proposal, no referrals to external government agencies or service providers were considered necessary.

STATUTORY ENVIRONMENT

Legislation
- *Planning and Development (Local Planning Schemes) Regulations 2015*
- Shire of Coolgardie Local Planning Scheme No. 5

State Government Policies
None

Structure Plans/Activity Centre Plans
None

Detailed Area Plans/ Local Development Plans
None

Local Policies
None

Relevant Guidelines
None

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

A thriving local economy

Encouraging the development of local business education and support

Supporting local businesses in the Shire

Accountable and effective leaders

Developing strong partnerships with stakeholders for the benefit of our community

Ensuring the Shire of Coolgardie is well positioned to meet future needs

ATTACHMENTS

1. **Site Plan**
2. **Location Plan**
3. **Applicant's Supporting Statement**
4. **Planning Assessment Sheet**

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION

That Council: -

1. **Approve Development Application reference PA26/02 and accompanying plans in accordance with Clause 68 of Schedule 2 (Deemed Provisions) of the *Planning and Development (Local Planning Schemes) Regulations 2015,* and the provisions of the Shire of Coolgardie's Local Planning Scheme No. 5, subject to the following conditions:**

   Conditions

   1. **This approval for the proposed Industry – Cottage use shall remain valid for an initial period of twelve (12) months from the date of this approval, after which the landowner may apply to the local government for renewal or permanent approval.**

   2. **This approval only relates to the proposed Industry – Cottage use within the existing outbuilding as indicated on the approved plans. It does not relate to any other development on the lot.**

   3. **The Industry – Cottage use shall only be operated by occupants of the dwelling and shall not employ any person who is not a member of the occupier's household.**

   4. **The Industry – Cottage use shall be conducted wholly within the existing shed located on the property and shall not occupy an area exceeding 50 square metres.**

   5. **No fabrication or assembly activities shall occur outside the approved shed.**

   6. **No materials, equipment, machinery, waste products or finished products associated with the Industry – Cottage use shall be stored outside the approved shed.**

   7. **The operation of the industry – Cottage use shall not result in unreasonable noise, vibration, fumes, dust, smoke, odour, light spill, or other emissions that, in the opinion of the local government, adversely affect the amenity of the locality.**

8. **The applicant shall implement and maintain the noise attenuation measures outlined within the supporting information submitted with the application, to the satisfaction of the local government.**

9. **No sign exceeding 0.2 square metres in area shall be displayed on the property in association with the approved Industry – Cottage use.**

10. **The approved Industry – Cottage use shall operate only between the hours of 7:00am and 4.00pm Monday to Friday, unless otherwise approved in writing by the local government.**

11. **This approval is issued to the current occupiers of the subject land and applies only to the approved Industry – Cottage use as described within the application documentation. The approval is not transferable to any other person or land. Should there be a change in the occupier of the land, or should the nature or scale of the approved use materially change, this approval shall cease to have effect unless otherwise approved in writing by the local government.**

Advice Notes

1. **This is NOT a Building Permit.**

2. **This is a Development Approval only and does not remove the responsibility of the applicant/owner to comply with all relevant building, health and engineering requirements of the Shire, or with any requirements of the Shire of Coolgardie Local Planning Scheme No. 5 or with the requirements of any external agency. This includes the provision of access and facilities for people with disabilities in accordance with the Building Codes of Australia.**

3. **The applicant is advised that the operation/development is to comply with the *Environmental Protection (Noise) Regulations 1997.***

4. **In regard to Condition 1, should the landowner wish to continue operating the approved Industry – Cottage use beyond the initial approval period, a written request for an extension of time should be lodged with the Shire at least 30 days prior to the expiry date of this approval.**

5. **In regard to Condition 1, should the landowner wish to seek a permanent approval for the Industry – Cottage use, a new development application should be lodged with the Shire at least 60 days prior to the expiry date of this approval. Any such application should demonstrate compliance with the conditions of approval and that the use has operated without generating substantiated amenity complaints during the initial approval period.**

Laneway Access
120
120
Vehicle Access
Shed / Proposed business area
Yellow - Material and finished products
Vehicle Access
122 Sylvester Street
Coolgardie WA 6429

Lindsay Street
Lindsay Street
Jobson Street
Sylvester Street

Proposal for Sean McNally to run a Light Aluminium & Steel Fabricating Business from our Residential Home

1. Type of Products we intend to fabricate or produce.
   - Vehicle and RV accessories
   - Marine Accessories
2. Fabrication process involved
   - Cutting and Welding
3. Types of Materials used
   - Aluminium
   - Steel
4. Expected Hours of Operation
   - 7am - 4pm Monday – Friday
5. List of Tools to be used
   - General Hand Tools
   - Light Welder
   - Light Cutting Equipment
   - Light Bending Equipment
6. Confirmation that Business will only be run by household members.
   - Yes, only by Sean McNally and Jess Baxter – Admin
7. Brief Explanation of how potential noise impacts will be managed
   - To reduce noise from the workshop we will soundproof the workshop pending approval using 40mm foilboard and 12mm structa panels combing the two materials creates a superior acoustic and thermal barrier reducing decibels greatly. Plus, options for additional sound deadening if needed.
8. Details of where raw materials and finished products will be stored.
   - Raw materials and finished products will be stored on the vehicle access side within the shed.

INDUSTRY - COTTAGE

HOME BASED BUSINESSES ASSESSMENT SHEET

APPLICATION DETAILS			
CONSULTANT	Jana Joubert	**APPLICATION NO.**	PA26/02
PROPOSAL	Industry – Cottage (Light Fabrication)		
LOCATION	122 Sylvester Street Coolgardie		
APPLICANT	Sean McNally and Jessica Baxter		
OWNER	As above		
APPLICATION RECEIVED	12 March 2026	**LOT AREA**	1,012 sqm
ZONING	Residential	**DESIGNATION**	Residential (R10/30)

REFERRALS		
	Y / N	**Comment**
DAU Comments	N	
Heritage Precinct	N	
WAPC	N	
Main Roads	N	
Heritage Council	N	
Scheme Heritage Listed	N	
Internal	N	Building: Building Permit not required. Health: Not referred for comment.
Other	N	

Deemed Provisions – Cl 67 Matters to be considered by Local Government

a) The aims and provisions of this Scheme and any other local planning scheme operating within the area	**YES** ☒	**NO** ☐	**N/A** ☐
Comment: Land Use Permissibility- pursuant to the 'Shire of Coolgardie Local Planning Scheme NO. 5', the subject site is located within the 'Residential Zone', density designation is 'R10/30'. The use of a 'Industry-Cottage' is an incidental (I') use.			
b) The requirements of orderly and proper planning including any proposed local planning scheme or amendment to this Scheme that has been advertised under the *Planning and Development (Local Planning Schemes) Regulations 2015* or any other proposed planning instrument that the local government is seriously considering adopting or approving	**YES** ☐	**NO** ☐	**N/A** ☒
Comment: n/a			
c) any approved State planning policy-	**YES** ☐	**NO** ☐	**N/A** ☒
Comment: n/a			
d) any environmental protection policy approved under the *Environmental Protection Act 1986* section 31(d) –	**YES** ☐	**NO** ☐	**N/A** ☒
Comment: n/a			
e) any policy of the Commission	**YES** ☐	**NO** ☐	**N/A** ☒
Comment: n/a			
f) any policy of the State	**YES** ☐	**NO** ☐	**N/A** ☒
Comment: n/a			
g) any local planning policy for the Scheme area - the following Local Planning Policies are relevant to the assessment of this application.	**YES** ☐	**NO** ☐	**N/A** ☒
Comment: none apply.			
h) any structure plan, activity centre plan or local development plan that relates to the development	**YES** ☐	**NO** ☐	**N/A** ☒
Comment: none apply.			
i) any report of the review of the local planning scheme that has been published under the *Planning and Development (Local Planning Schemes) Regulations 2015*	**YES** ☐	**NO** ☐	**N/A** ☒
Comment: none apply.			
j) in the case of land reserved under this Scheme, the objectives for the reserve and the additional and permitted uses identified in this Scheme for the reserve	**YES** ☐	**NO** ☐	**N/A** ☒
Comment: n/a			
k) the built heritage conservation of any place that is of cultural significance	**YES** ☐	**NO** ☐	**N/A** ☒
Comment: n/a			

l) the effect of the proposal on the cultural heritage significance of the area in which the development is located	**YES** ☐	**NO** ☐	**N/A** ☒
Comment: n/a			
m) the compatibility of the development with its setting including the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development	**YES** ☒	**NO** ☐	**N/A** ☐
Comment: see assessment below			
n) the amenity of the locality including the following – I. Environmental impacts of the development II. The character of the locality III. Social impacts of the development	**YES** ☒	**NO** ☐	**N/A** ☐
Comment: see assessment below			
o) the likely effect of the development on the natural environment or water resources and any means that are proposed to protect or to mitigate impacts on the natural environment or the water resource	**YES** ☐	**NO** ☐	**N/A** ☒
Comment: n/a			
p) whether adequate provision has been made for the landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved	**YES** ☐	**NO** ☐	**N/A** ☒
Comment: placement / construction does not require the removal of any canopy trees.			
q) the suitability of the land for the development taking into account the possible risk of flooding, tidal inundation, subsidence, landslip, bushfire, soil erosion, land degradation or any other risk	**YES** ☐	**NO** ☐	**N/A** ☒
Comment: the front section of the subject site where the single dwelling is to be sited is not located within a 'Bush Fire Prone Area'. Nonetheless, a BAL assessment was prepared which identified the BAL as being Low.			
r) the suitability of the land for the development taking into account the possible risk to human health or safety	**YES** ☐	**NO** ☐	**N/A** ☒
Comment: n/a			
s) the adequacy of – I. The proposed means of access to and egress from the site; and	**YES** ☒	**NO** ☐	**N/A** ☐
II. Arrangements for the loading, unloading, manoeuvring, and parking of vehicles			
Comment: see assessment below			
t) the amount of traffic likely to be generated by the development, particularly in relation to the capacity off the road system in the locality and the probable effect on traffic flow and safety	**YES** ☐	**NO** ☐	**N/A** ☒
Comment: n/a			
u) the availability and adequacy for the development of the following – I. Public transport services II. Public utility services III. Storage, management, and collection of waste IV. Access for pedestrians and cyclists (including end of trip storage, toilet, and shower facilities) V. Access by older people and people with disability	**YES** ☒	**NO** ☐	**N/A** ☐
Comment: see assessment below			
v) the potential loss of any community service or benefit resulting from the development other than potential loss that may result from economic competition between new and existing businesses	**YES** ☐	**NO** ☐	**N/A** ☒
Comment: n/a			

w) the history of the site where the development is to be located	**YES** ☐	**NO** ☐	**N/A** ☒
Comment: n/a			
x) the impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals	**YES** ☐	**NO** ☐	**N/A** ☒
Comment: n/a			
y) any submissions received on the application	**YES** ☒	**NO** ☐	**N/A** ☐
Comment: The application was advertised for comment – no comments received.			
Za) the comments or submissions received from any authority consulted under clause 66	**YES** ☐	**NO** ☐	**N/A** ☒
Comment: n/a			
Zb) any other planning consideration the local government considers appropriate	**YES** ☒	**NO** ☐	**N/A** ☒
Comment: see assessment below			

Local Planning Scheme No.5 ASSESSMENT

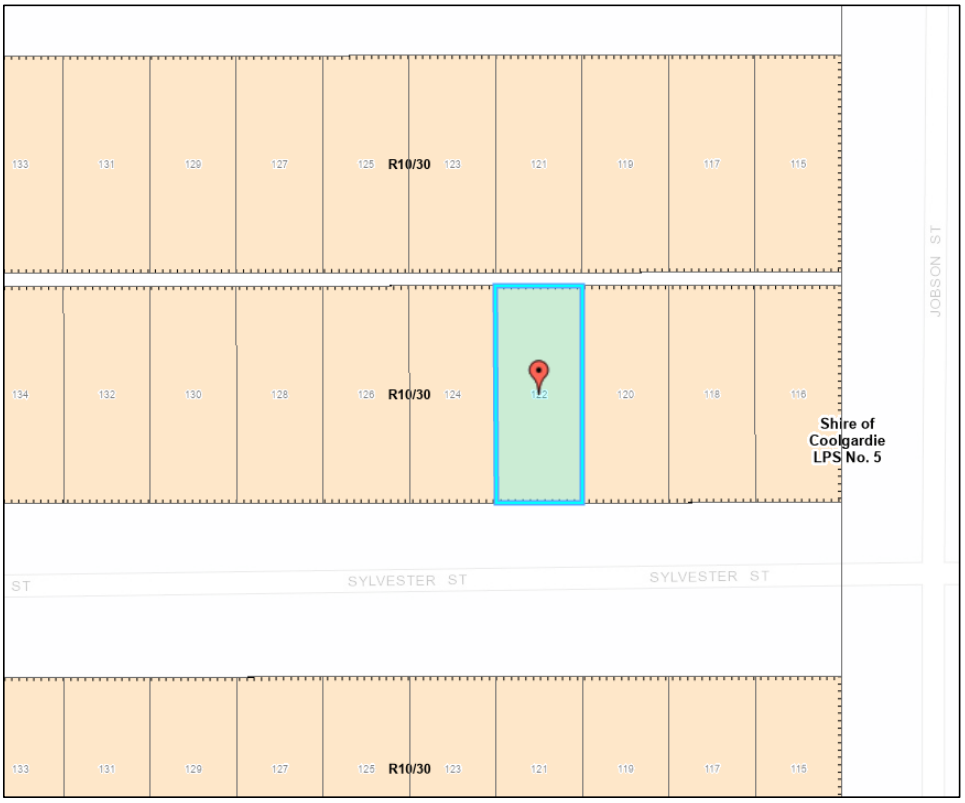
16 - RESIDENTIAL ZONE OBJECTIVES			
Clause	**Detail**	**Provided**	**Complies**
16	The objective of the 'Residential zone' is: • To provide for a range of housing and a choice of residential densities to meet the needs of the community. • To facilitate and encourage high quality design, built form and streetscapes throughout residential areas. • To provide for a range of non-residential uses, which are compatible with and complementary to residential development.	The proposed use is a use that are capable of consideration within the Residential zone. Use is compatible with surrounding setting and neighbourhood.	Yes
32 - Additional Site and Development Requirements			
32	(5) Home Business and Rural Home Business – (a) An approval to conduct a home business or rural home business is issued to a specific occupier of a particular parcel of land, it is not to be transferred or assigned to any other person, and is not to be transferred from the land in respect of which it was granted. Should there be a change of the occupier of the land in respect of which a home business or rural home business approval is issued the approval is cancelled. (b) If, in the opinion of the local government, a home business or rural home business is causing a nuisance or annoyance to owners or occupiers of land in the locality the local government may: i. revoke the approval; or ii. require the occupier of the land in respect of which the home business or rural home business approval is issued to implement those measures specified by the local government and which in the opinion of the local government will remove the nuisance or annoyance.	The proposal is capable of being appropriately conditioned to achieve compliance with both (a) and (b).	Yes
38 - Land Use Terms Used			
industry – cottage	means a trade or light industry producing arts and crafts goods which does not fall within the definition of a home occupation and which - (a) does not cause injury to or adversely affect the amenity of the neighbourhood; (b) where operated in a residential zone, does not employ any person other than a member of the occupier's household; (c) is conducted in an out-building which is compatible with the principal uses to which land in the zone in which it is located may be put; (d) does not occupy an area in excess of 50 square metres; and (e) does not display a sign exceeding 0.2 square metres in area.	See assessment below.	Yes

Residential Development Assessment Sheet

Assessment Criteria	Applicant Response	Planning Assessment
Land Use Permissibility	The applicant proposes to operate a small-scale fabrication business from an existing residential property.	Industry – Cottage is classified as a 'I' (Incidental) use within the Residential zone under Local Planning Scheme No. 5. Accordingly, the primary consideration is whether the proposed activity satisfies the Industry – Cottage definition and can operate without adversely affecting the amenity of the locality.
Description of Proposed Business	The applicant proposes to manufacture vehicle accessories, recreational vehicle accessories and marine accessories. Fabrication processes include cutting, welding, assembly and finishing of aluminium and steel products. Proposed operating hours are 7:00am to 4:00pm Monday to Friday.	The proposed activities are consistent with the nature and scale of an Industry – Cottage use. The proposed operating hours are reasonable and are unlikely to adversely affect the amenity of surrounding residential properties.
Tools and Equipment	Equipment includes hand tools, a light welder, light cutting equipment and light bending equipment. No heavy industrial machinery is proposed.	Whilst the equipment has the potential to generate noise, the scale of the operation is considered consistent with a small-scale fabrication business. No heavy industrial machinery is proposed and impacts can be appropriately managed through conditions of approval.
Employees	The applicant has confirmed that the business will only be operated by Sean McNally and Jess Baxter, both of whom reside at the property. No external employees are proposed.	The proposal complies with the requirement that an Industry – Cottage operating within a Residential zone be conducted solely by members of the occupier's household.
Site Layout and Floor Area	The proposal will operate from an existing shed on the property. No additional buildings or structures are proposed. The applicant has confirmed that no more than 50m² of floor area will be utilised for the business. Existing vehicle access and parking arrangements will be retained.	The proposal is contained within an existing outbuilding and satisfies the maximum 50m² floor area requirement contained within the Industry – Cottage definition. Existing vehicle access and parking arrangements are considered adequate.
Existing Shed / Workshop	Photographs of the existing shed have been provided in support of the application.	The shed is considered suitable for the proposed activity and is consistent with the character of the locality, where larger sheds, workshops and ancillary storage areas are common.
Hours of Operation	Proposed operating hours are 7:00am to 4:00pm Monday to Friday. No weekend or public holiday operation has been proposed.	The proposed operating hours are considered reasonable having regard to the residential zoning of the locality. The hours avoid evening, weekend and public holiday operation when

		residents are more likely to expect quiet enjoyment of their properties.
Vehicles, Deliveries and Customer Visits	The applicant has confirmed that no commercial vehicles will be associated with the business. No additional parking demand is anticipated. Any deliveries or pickups are expected to be limited in nature and capable of being accommodated on site.	The proposal is not expected to generate a material increase in traffic movements or parking demand. The absence of commercial vehicles significantly reduces the likelihood of adverse impacts on the residential amenity of the locality.
Storage of Materials and Products	The applicant has confirmed that raw materials, tools, equipment and finished products will be stored within the shed. No external storage is proposed.	The proposal satisfies the intent of the Industry – Cottage provisions by ensuring that business-related activities remain contained within the existing outbuilding.
External Storage	No external storage areas are proposed.	The absence of external storage assists in maintaining the residential character and appearance of the property and reduces the likelihood of visual amenity impacts. A condition prohibiting external storage associated with the business is recommended.
Noise Management	The applicant has acknowledged the potential for fabrication activities to generate noise and has indicated a willingness to install soundproofing materials within the shed. All activities are proposed to occur within the shed.	The proposed mitigation measures are supported. Subject to conditions of approval relating to noise and operation of the business, potential impacts can be appropriately managed and are unlikely to adversely affect surrounding residents.
Consistency with Residential Zone Objectives	The proposal will operate from an existing shed and will be undertaken by members of the household only. No additional buildings or structures are proposed.	Whilst the proposal is not a residential use, the Scheme expressly contemplates Industry – Cottage as a permitted land use within the Residential zone. Subject to compliance with the Industry – Cottage definition and the recommended conditions of approval, the proposal is considered capable of operating without undermining the objectives of the Residential zone or adversely affecting residential amenity.
Compliance with Industry – Cottage Definition (a)	The applicant has advised that the business will operate from an enclosed shed, no external storage is proposed, no commercial vehicles are associated with the operation, and soundproofing measures are proposed.	Subject to compliance with the recommended conditions of approval, the proposal is considered unlikely to adversely affect the amenity of the neighbourhood and therefore satisfies Clause (a) of the definition.
Compliance with Industry – Cottage Definition (b)	The applicant has confirmed that the business will only be operated by Sean McNally and Jess Baxter. No external employees are proposed.	Complies with Clause (b) of the definition.

Compliance with Industry – Cottage Definition (c)	The proposed activity will occur wholly within an existing shed located on the property.	Complies with Clause (c) of the definition. The shed is ancillary to the dwelling and compatible with the residential character of the locality.
Compliance with Industry – Cottage Definition (d)	The applicant has confirmed that no more than 50m² of floor area will be utilised for the business.	Complies with Clause (d) of the definition.
Compliance with Industry – Cottage Definition (e)	No business signage has been proposed.	Complies with Clause (e) of the definition. A condition limiting signage to that permitted under the Scheme is recommended.
Public Consultation	The application was advertised to surrounding landowners for a period of 14 days. No submissions were received.	The absence of objections indicates that surrounding landowners do not hold significant concerns regarding the proposed operation.
Temporary Approval Period	The applicant has indicated a willingness to operate in accordance with any conditions imposed by the local government.	Given the nature of the proposed fabrication activities and associated workshop equipment, a 12-month approval period is considered appropriate. This will enable the local government to monitor the operation of the business and verify that it remains compatible with the amenity expectations of the surrounding residential area before considering any future request for renewal or permanent approval.
Overall Assessment	N/A	The proposal is considered to satisfy the definition of Industry – Cottage under Local Planning Scheme No. 5 and is capable of operating without adversely affecting the amenity of the surrounding residential area. Approval is supported, subject to conditions, for an initial period of twelve (12) months.



Extract of LPS5

Aerial view of subject site and surrounds

Laneway Access
122
120
Vehicle Access
Shed / Proposed business area
Yellow - Material and finished products
Vechile Access
122 Sylvester Street
Coolgardie WA 6429

Site Plan

Photo 1 – Exterior of Shed

Photo 2 – Interior of Shed

Conclusion

- As identified above, the proposed use is classified as a 'I' (Incidental) use within the Residential zone under Local Planning Scheme No. 5, very similar to that of a 'P'-use. The assessment has demonstrated that the proposal satisfies the definition of Industry – Cottage and is therefore an appropriate land use within the zone.
- The applicant has demonstrated that the business will operate on a small scale, wholly within an existing shed, will be undertaken only by members of the household, will occupy no more than 50m² of floor area, and will not involve external storage, commercial vehicles or other activities that would be inconsistent with the Industry – Cottage definition.
- The application was advertised to surrounding landowners for a period of 14 days and no submissions were received. Having regard to the scale of the operation, the proposed noise attenuation measures, and the ability to manage potential impacts through conditions of approval, the proposal is considered capable of operating without adversely affecting the amenity of the surrounding residential area.
- For these reasons, the proposal is considered to satisfy the relevant requirements of Local Planning Scheme No. 5 and warrants development approval, subject to appropriate conditions, for an initial period of twelve (12) months.

Recommendation

I, Jana Joubert, declare that the above assessment has been completed based on consideration of all applicable planning controls, including consideration of all relevant matters set out under Clause 67 of the Deemed Provisions.

The application is capable of Conditional Approval.

Signed: Joubert Date: Tuesday, 6 June 2026

12.2.3 LOT 375 AND 376 SHAW STREET, COOLGARDIE: APPLICATION FOR DEVELOPMENT APPROVAL - COMMUNITY USE - PA26/05

Location: **Lots 375 and 376 Shaw Street, Coolgardie**

Applicant: **Coolgardie Aboriginal Parent-Directed School (CAPS)**

Disclosure of Interest: **Nil**

Date: **19 June 2026**

Author: **Jana Joubert, Town Planning Consultant**

SUMMARY

The application seeks development approval for a Community Purpose use at Lots 375 and 376 Shaw Street, Coolgardie, involving the use of two vacant residential lots as an outdoor recreation and skills area associated with the adjoining Christian Aboriginal Parent-Directed School (CAPS).

A site plan is included in **Attachment 1.**

BACKGROUND

Site Description

The proposal relates to Lots 375 and 376 Shaw Street, Coolgardie, being two vacant residential lots located immediately adjacent to CAPS.

The subject lots are generally level and currently undeveloped, with no buildings or significant infrastructure present. The lots are separated from the existing school site by a laneway and are surrounded by a mix of a residential development and community uses within the Coolgardie townsite.

The land is currently vacant and underutilised. A location plan is included at **Attachment 2.**

Zoning and Existing Uses

The subject lots are zoned 'Residential R10/30' under the Shire's Local Planning Scheme No. 5 (LPS 5).

The adjoining CAPS is located immediately west of the subject land and is reserved for 'Primary School' under LPS 5. The school is an established educational facility that has operated from the locality for a number of years.

Lots 375 and 376 are currently vacant and undeveloped. The lots are owned by CAPS and are intended to provide additional outdoor recreation space to support the operation of the adjoining school.

The surrounding locality is characterised primarily by residential development, interspersed with community facilities and public infrastructure typical of a regional townsite. The proposed use it therefore located within an established community setting and directly adjoins the educational facility it is intended to serve.

Proposal

The development application seeks approval for:

- Use of Lots 375 and 376 Shaw Street as an outdoor recreation and skills area associated with the adjoining CAPS;
- Installation of 1.8m perimeter cyclone mesh fencing with black-painted steel posts along the property boundaries as detailed on the attached site plan. The applicant has advised that the black finish has been selected to ensure a clean, modern, and unobtrusive aesthetic that integrates well with the streetscape.
- Grassing and minor site preparation works;
- Reticulation of the proposed oval area; and

- Controlled and supervised student access between the existing school site and the recreation area.

The applicant has advised that the recreation area will be used primarily for school-related activities, including physical education, outdoor recreation, sports training and other educational activities associated with the operation of the school.

No buildings, transportable structures, floodlighting, grandstands, public address systems or other major infrastructure are proposed as part of the development.

The applicant has advised that the recreation area will generally operate during normal school hours between 8:00am and 4:00pm Monday to Friday and will remain under the management and supervision of school staff.

The Development Plans are included at **Attachment 3.**

COMMENT

Planning Assessment
The proposal has been assessed against the relevant requirements of Local Planning Scheme No. 5 (LPS 5), having regard to the nature of the proposed use, the characteristics of the site and surrounding locality, the information provided by the applicant, and the submissions received during the public advertising process.

The following matters have been identified as the key considerations for the determination of this application:

- Zoning and land use permissibility;
- Community Purpose land use classification;
- Relationship to the adjoining school;
- Residential amenity;
- Student access and safety;
- Community benefit; and
- Public consultations outcomes.

Zoning and Land Use Permissibility
The subject lots are zoned 'Residential R10/30' under LPS 5.

The objectives of the Residential zone are:

- To provide for a range of housing and a choice of residential densities to meet the needs of the community;
- To facilitate residential development which is complementary to the streetscape and surrounding development; and
- To maintain and enhance residential amenity.

The adjoining Christian Aboriginal Parent-Directed School (CAPS) is reversed for 'Primary School' under LPS 5 and is an established educational facility within the locality.

The proposal has been lodged under the Community Purpose land use classification. LPS 5 defines Community Purpose as:

> *'Premises designed or adapted primarily for the provision of educational, social or recreational facilities or services by organisations involved in activities for community benefit.'*

Community Purpose is classified as an 'A' Use within the Residential zone, meaning that development approval may be granted following public advertising and consideration of the merits of the proposal.

The proposed recreation area is intended to support the operation of the adjoining school by providing additional outdoor recreation and skills-based learning opportunities for students. Having regard to the nature of the proposal, it is considered that the use clearly falls within the definition of Community Purpose.

Relationship to the Adjoining School

A significant planning consideration in support of the proposal is the direct relationship between the subject lots and the adjoining Christian Aboriginal Parent-Directed School (CAPS).

The subject lots are owned by CAPS and are located immediately adjacent to the existing school grounds. The proposed recreation area is intended to operate solely in conjunction with the school and is not proposed to function as a standalone sporting facility, public recreation reserve or community venue.

The applicant has advised that the land will be utilised as an open-air recreation and skills area for students, facilitating physical education, organised sporting activities and structured outdoor learning opportunities. The proposed works are limited to perimeter fencing, turfing, reticulation and minor site preparation works necessary to establish and maintain the recreation area.

The proposal effectively represents an extension of the existing educational facility onto adjoining land already owned and controlled by the school. The use is therefore closely aligned with the educational function of the adjoining Primary School reserve and is considered compatible with the established use of the locality.

The provision of additional outdoor recreation space will assist the school in meeting the educational and recreational needs of its students whilst ensuring the land remains actively managed and maintained.

Potential Amenity Impacts

The principal planning consideration associated with the proposal is its potential impact on the amenity of surrounding residential properties.

The proposed development is limited in scope and consists primarily of fencing, turfing, reticulation and minor site preparation works associated with the establishment of an outdoor recreation area. No buildings, transportable structures, clubrooms, public address systems, floodlighting or other major infrastructure are proposed.

The applicant has advised that use of the recreation area will generally be limited to normal school hours between 8:00am and 4:00pm Monday to Friday, with no regular evening, night-time or weekend activities proposed.

Unlike a public recreation reserve or sporting facility, the proposed recreation area will operate solely in association with the adjoining school and will be managed and supervised by school staff. As such, the intensity and frequency of use are expected to be relatively limited and consistent with the operation of the existing educational facility.

Having regard to the nature of the proposed works, the absence of significant infrastructure, the proposed hours of operation and the direct relationship between the recreation area and the adjoining school, it is considered that the proposal is unlikely to adversely affect the amenity of surrounding residential properties.

Student Access and Safety

The subject lots are separated from the existing school grounds by an existing public laneway.

The applicant has advised that access between the school and the proposed recreation area will occur via aligned gates located directly opposite one another on either side of the laneway. Students will only cross the laneway under the direct supervision of school staff during structured school activities.

The applicant has further advised that all gates fronting the laneway will open inward onto private property and will remain closed and secured outside of operational periods to prevent unauthorised access.

Whilst the safety and supervision of students is primarily an operational matter for the school, it is noted that the supervised movement of students between associated educational facilities is common practice throughout Western Australia. The proposed access arrangements are considered reasonable and capable of ensuring that student movements between the school and recreation area occur in a safe and controlled manner.

The proposed access arrangements are therefore considered acceptable, subject to a condition requiring ongoing supervision and management by the school.

Community Benefit
The subject lots are currently vacant and largely underutilised.

The proposal will facilitate the productive use of the land by providing additional outdoor recreation and skills-based learning space for students of the Christian Aboriginal Parent-Directed School (CAPS). The recreation area will support physical education activities, organised sport, outdoor learning opportunities and general student wellbeing.

In addition to the educational benefits, the proposal will result in the ongoing maintenance and management of land that would otherwise remain vacant, including the installation of fencing, turfing and reticulation. This is expected to improve the presentation of the site and contribute positively to the surrounding locality.

The proposal therefore represents an efficient use of school-owned land and will provide a clear community benefit through the enhancement of educational and recreational opportunities for local students.

Conclusion
The proposed use is considered to satisfy the definition of Community Purpose under LPS 5 and represents an appropriate use of the subject land.

The proposal will provide additional outdoor recreation and skills-based learning opportunities for students of the adjoining CAPS and is closely associated with the ongoing operation of the existing educational facility.

Having regard to the limited nature of the proposed works, the absence of significant amenity impacts, the support received from surrounding landowners, and the positive educational and community benefits associated with the development, the proposal is considered to warrant development approval subject to appropriate conditions.

Options
With respect to the proposal, the following options are available to Council: -

Option 1: Approve the proposal.

Option 2: Approve the proposal with conditions.

Option 3: Refuse the proposal.

CONSULTATION

Public Consultation
As Community Purpose is classified as an 'A' Use within the Residential zone under LPS 5, the application was advertised for a minimum of 14 days in accordance with Clause 64 of Schedule 2 (Deemed Provisions) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Advertising commenced on 04 June 2026 and concluded on 18 June 2026.

Advertising was undertaken by way of written notification to adjoining and nearby landowners, publication on the Shire's website and Facebook page, and by making copies of the development plans and supporting documentation available for public inspection at the Shire's administration offices in both Coolgardie and Kambalda.

Two submissions were received during the advertising period. Both submissions were supportive of the proposal and raised no objections.

A Schedule of Submissions is included at **Attachment 4.**

Referrals/consultation with Government/Service Agencies
The proposal was discussed with the Department of Planning, Lands and Heritage (DPLH) prior to lodgement of the application. DPLH advised that the Community Purpose land use classification represents an appropriate planning pathway for consideration of the proposal under the current planning framework.

No additional referrals to external government agencies or service providers were considered necessary having regard to the nature and scale of the proposal.

STATUTORY ENVIRONMENT

Legislation

- *Planning and Development (Local Planning Schemes) Regulations 2015*
- Shire of Coolgardie Local Planning Scheme No. 5

State Government Policies

- State Planning Policy 3.0 – Urban Growth and Settlement

Structure Plans/Activity Centre Plans
None

Detailed Area Plans/ Local Development Plans
None

Local Policies
None

Relevant Guidelines
None

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

A thriving local economy

Encouraging the development of local business education and support

Supporting local businesses in the Shire

Accountable and effective leaders

Developing strong partnerships with stakeholders for the benefit of our community

Ensuring the Shire of Coolgardie is well positioned to meet future needs

ATTACHMENTS

1. **Site Plan**
2. **Location Plan**
3. **Development Plans**
4. **Schedule of Submissions**

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION

That Council: -

1. **Approve Development Application reference PA26/05 and accompanying plans in accordance with Clause 68 of Schedule 2 (Deemed Provisions) of the *Planning and Development (Local Planning Schemes) Regulations 2015,* and the provisions of the Shire of Coolgardie's Local Planning Scheme No. 5, subject to the following conditions:**

   Conditions

   1. **This decision constitutes planning approval only and is valid for a period of 2 years from the date of approval. If the subject development is not substantially commenced within the specified period, the approval shall lapse and be of no further effect.**

   2. **The development shall be carried out in accordance with the approved plans and supporting documentation. The approval does not relate to any other development on the lot.**

   3. **The approved Community Purpose use shall be limited to an outdoor recreation and skills area associated with the adjoining Christian Aboriginal Parent-Directed School (CAPS).**

   4. **The approved recreation area shall not be used for regular activities outside the hours of 8:00am to 4:00pm Monday to Friday, unless otherwise approved in writing by the local government.**

   5. **No floodlighting, public address systems, grandstands, clubrooms, transportable buildings or other structures shall be erected on the land without the prior written approval of the local government.**

   6. **Student access between the existing school grounds and the approved recreation area shall occur under the supervision and management of school staff at all times.**

   7. **All gates providing access to the laneway shall be installed and maintained so as to open inward onto private property and shall not obstruct the public right-of-way.**

   8. **The land shall be maintained in a clean, neat and tidy condition at all times to the satisfaction of the local government.**

Advice Notes

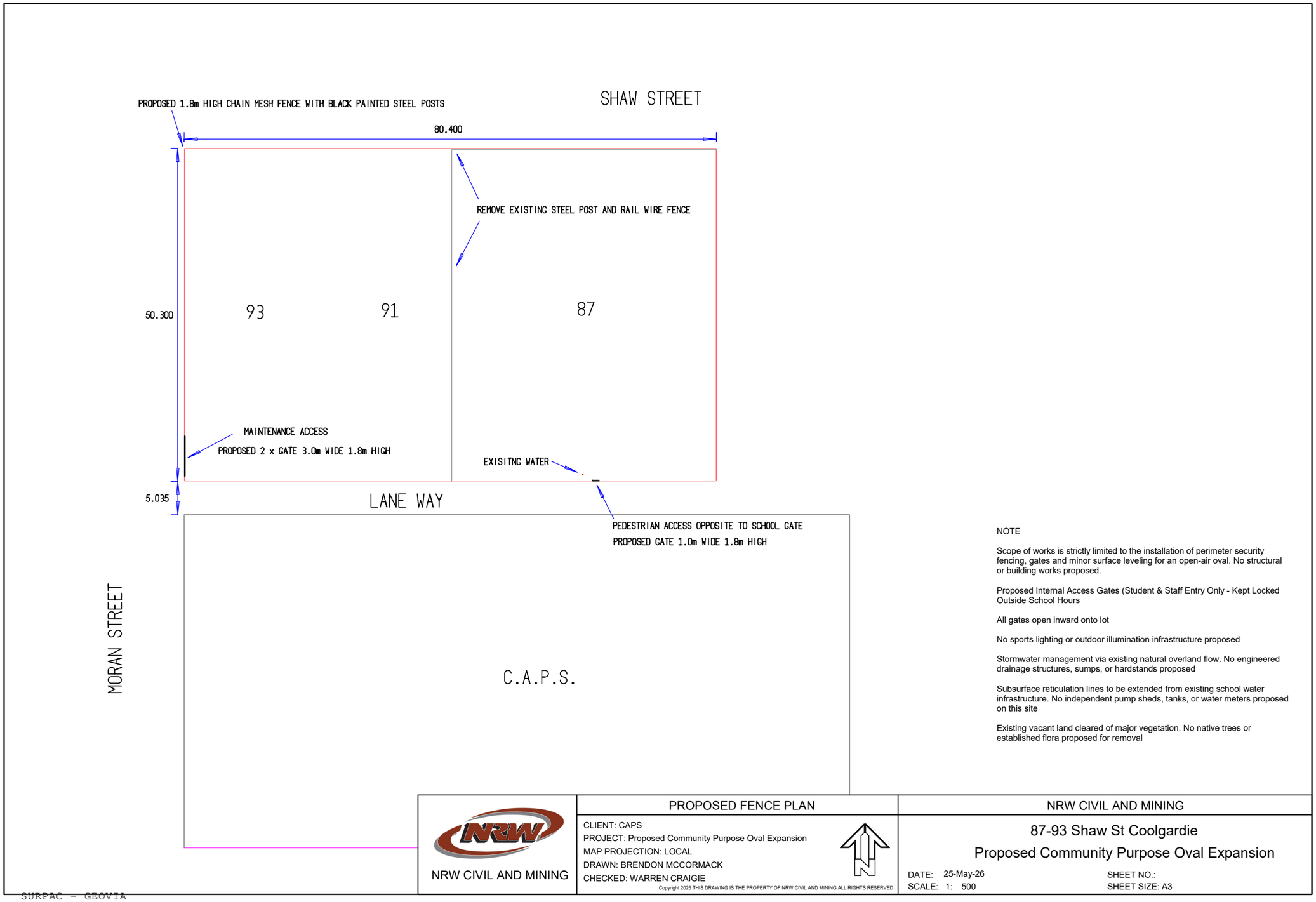
1. **This is NOT a Building Permit.**

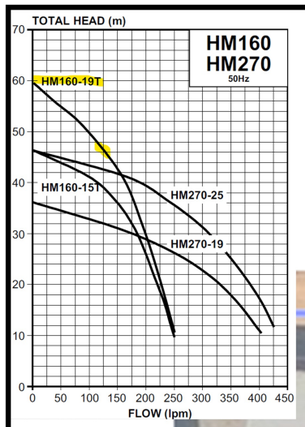
2. **This is a Development Approval only and does not remove the responsibility of the applicant/owner to comply with all relevant building, health and engineering requirements of the Shire, or with any requirements of the Shire of Coolgardie Local Planning Scheme No.5 or with the requirements of any external agency. This includes the provision of access and facilities for people with disabilities in accordance with the Building Codes of Australia.**

3. **The applicant is advised that the operation/development is to comply with the Environmental Protection (Noise) Regulations 1997.**

Shaw St
Shaw St
Shaw St
Shaw St
Shaw St
Shaw St
Moran St
Moran St
Moran St
93
91
87
85
83
81
86
84
21

Shaw Street
Moran Street
Lefroy Street
Lindsay Street


PROPOSED 1.8m HIGH CHAIN MESH FENCE WITH BLACK PAINTED STEEL POSTS
SHAW STREET
80.400
REMOVE EXISTING STEEL POST AND RAIL WIRE FENCE
50.300
93
91
87
MAINTENANCE ACCESS
PROPOSED 2 x GATE 3.0m WIDE 1.8m HIGH
EXISITNG WATER
5.035
LANE WAY
PEDESTRIAN ACCESS OPPOSITE TO SCHOOL GATE
PROPOSED GATE 1.0m WIDE 1.8m HIGH
MORAN STREET
C.A.P.S.
NOTE
Scope of works is strictly limited to the installation of perimeter security fencing, gates and minor surface leveling for an open-air oval. No structural or building works proposed.
Proposed Internal Access Gates (Student & Staff Entry Only - Kept Locked Outside School Hours
All gates open inward onto lot
No sports lighting or outdoor illumination infrastructure proposed
Stormwater management via existing natural overland flow. No engineered drainage structures, sumps, or hardstands proposed
Subsurface reticulation lines to be extended from existing school water infrastructure. No independent pump sheds, tanks, or water meters proposed on this site
Existing vacant land cleared of major vegetation. No native trees or established flora proposed for removal
NRW CIVIL AND MINING
PROPOSED FENCE PLAN
CLIENT: CAPS
PROJECT: Proposed Community Purpose Oval Expansion
MAP PROJECTION: LOCAL
DRAWN: BRENDON MCCORMACK
CHECKED: WARREN CRAIGIE
Copyright 2025 THIS DRAWING IS THE PROPERTY OF NRW CIVIL AND MINING ALL RIGHTS RESERVED
NRW CIVIL AND MINING
87-93 Shaw St Coolgardie
Proposed Community Purpose Oval Expansion
DATE: 25-May-26
SCALE: 1: 500
SHEET NO.:
SHEET SIZE: A3
text2
SURPAC - GEOVIA

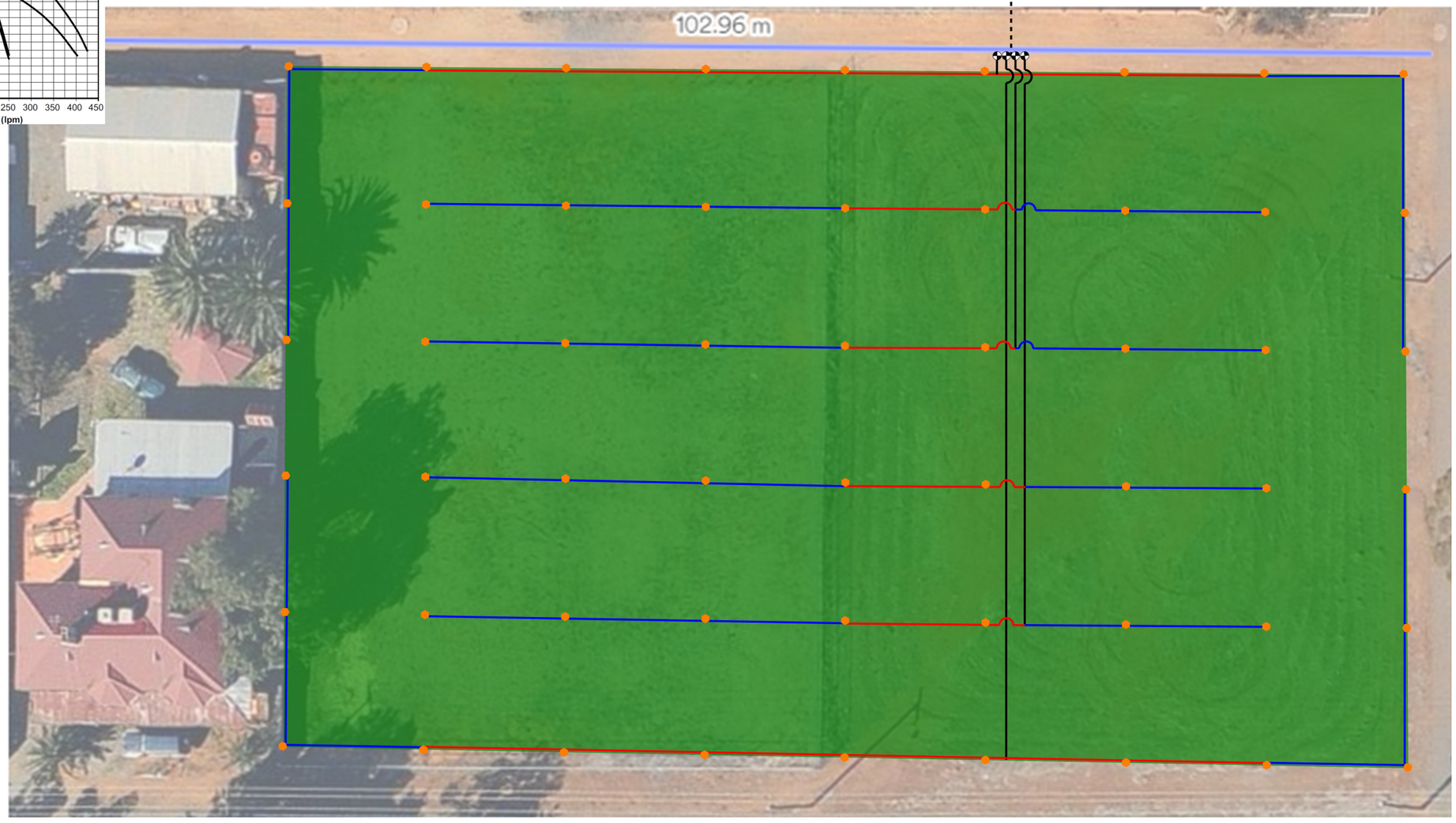


APPROX 15M
TO TANK & PUMP
LOCATION
PUMP = DAVEY 160-19T

SYSTEM REQUIRES
135LPM @300KPA

Irrigation

Quantity	Symbol	Description
Sprinklers		
54		Hunter I20 SS - NOZ 2.5
Control Valves		
4		Hunter PGV-50MM
Lateral Line Pipe		
314 m		PN9 25mm
174 m		PN9 40mm
116 m		PN9 50mm
Mainline Pipe		
10 m		PN9 50mm



SCALE = 1:300
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PA26/05 Attachment No. 4

Lots 375 And 376 Shaw Street, Coolgardie - Schedule of Submissions

	Submitter	Comments	Planning Consultant Response to Comments
1	Scott MacPherson	Thanks for that. No objection from me.	NOTED.
2	Gregor Maehle	Thanks for forwarding. I have no objections to this proposal. It will be nicer to have it properly taken care of rather than have these empty lots sitting across from us.	NOTED.

12.2.4 LIST OF PAYMENTS - MAY 2026

Location: Nil

Applicant: Nil

Disclosure of Interest: Nil

Date: 15 May 2026

Author: Raj Subbiah, Finance Manager

SUMMARY

For Council to receive the list of accounts for May 2026.

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.

Significant Payments for the month of May 2026 are: -

1. Versatile Plant & Contracting – 2025/2026 Road Program Works $698,873.99
2. Sirrom Village Services – Management of Bluebush Village $520,063.76

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 guidelines with regards to the purchase of goods or services provided.

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Accountable and effective leaders

Maintain integrated strategic and operational plans

High quality corporate governance, accountability and compliance

ATTACHMENTS

1. List of Payments - May 2026

VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION

That Council: -

1. **Receive listing (attached) of accounts paid during the month of May 2026 by the Chief Executive Officer under delegated authority of Council.**

    a. **Municipal accounts totalling $2,051,240.61 on municipal vouchers EFT30615 – EFT30753**

    b. **Direct Debits Totalling $100,398.32**
    c. **Credit Cards Totalling $8,593.11**
    d. **Fuel Account Payments Totalling $74,530.53**
    e. **Woolworths Card Payment Totalling $845.59**

Shire of Coolgardie
Payments by Delegated Authority
01 May to 31 May 2026
EFT's

EFT	Date	Name	Description	Amount
EFT30615	08/05/2026	3E Advantage Pty Ltd	Printer Services For The Shire Of Coolgardie April 2026	$2,932.95
EFT30616	08/05/2026	Aerodrome Management	Kambalda Airport - Periodic Compliance Support December 2025	$9,847.42
EFT30617	08/05/2026	Ampol	Fuel For Soc Fleet April 2026	$9,313.62
EFT30618	08/05/2026	Ams Adroit Mining Services	Kampool Flat Repairs To Stair Handrails	$5,336.10
EFT30619	08/05/2026	Anthony Raymond George Ball	Travel Claim For March Council Meetings	$528.00
EFT30620	08/05/2026	Asm Eclipse Pty Ltd	Stock For Coolgardie Vc	$335.02
EFT30621	08/05/2026	Australia Post	Monthly Postage Charges April 2026	$142.58
EFT30622	08/05/2026	Body Positive Fitness By Di	Coolgardie Fitness & Pt Instructor Sessions 28.04.2026 - 27.05.2026	$1,690.00
EFT30623	08/05/2026	Bp Australia Limited	Fuel For Soc Fleet April 2026	$7,808.34
EFT30624	08/05/2026	Bright Promotional Products	Resupply Of Individual 60Ml Shire Branded Hand Sanitisers. Qty Of 500	$1,378.30
EFT30625	08/05/2026	Brw Engineering Pty Ltd	Water Tank Modification For Controlled Waste Licensing (1 invoice)	$20,513.68
EFT30626	08/05/2026	Bunnings Buildings Supplies	Tarp And Board For Grave Coverage At Coolgardie Cemetery	$92.99
EFT30627	08/05/2026	Canine Control - Trephleene Pty	Contract Ranger 23 April - 5 May 2026	$14,300.00
EFT30628	08/05/2026	Casair Pty Ltd -Complete	Repayment Of Casair Liability As Per Council Resolution #09/2025 October 2025	$22,000.00
EFT30629	08/05/2026	Cleanaway Pty Ltd	Provision Of Refuse Collection Services March - April 2026 (10 invoices)	$51,988.25
EFT30630	08/05/2026	Controlled Wasteholdings Pty	Vacuum Truck For The Pump Station	$1,221.00
EFT30631	08/05/2026	Daryl Lee Williams	Rates Refund For Assessment A17624	$517.64
EFT30632	08/05/2026	Department Of Water And	Coolgardie Wastewater Treatment Plant License Fees April 2026	$15,820.19
EFT30633	08/05/2026	Eagle Petroleum (Wa) Pty Ltd	Diesel Bluebush Village & Hire of 10,000L Fuel Tank (3 invoices)	$34,531.43
EFT30634	08/05/2026	Employrite Pty Ltd	Whistleblower Hotline - 1 Year Subscription 13.03.26 - 13.03.27	$4,400.00
EFT30635	08/05/2026	Emyjor Services - Grb	Backflow Testing Fk2150267 And Bc1818173	$404.25
EFT30636	08/05/2026	Environex International Pty Ltd	16101402 Calcium Hypochlorite 70% - Low Residue 10Kg Coolgardie Pool	$4,424.20
EFT30637	08/05/2026	Eurofins Arl Pty Ltd	Kambalda Waste Facility Quarterly Groundwater Monitoring Analysis March 2026	$1,672.00
EFT30638	08/05/2026	Fiesta Canvas	Kambalda Parks Shade Sail Removal For Winter	$1,826.00
EFT30639	08/05/2026	First National Real Estate	Rent For 13/8 Myoporum Street, Kambalda West - 19.05.2026 - 18.06.2026	$1,390.47
EFT30640	08/05/2026	Foxtel Management Pty Ltd	Foxtel Subscription Kambalda Gym April 2026	$155.00
EFT30641	08/05/2026	Goldfields Linemarking	Supply Hoses For Stand Pipe At Kambalda West Oval	$440.00
EFT30642	08/05/2026	Goldfields Locksmiths	Coolgardie Truckstop - Door Lock Removal	$452.42
EFT30643	08/05/2026	Goldfields Printing Co	Updated Business Cards For Ceo X100	$121.00
EFT30644	08/05/2026	Goldfields Toyota	Fleet Service - P364 (Cg6177) Toyota Rav 4	$800.57
EFT30645	08/05/2026	Ingenua Pty Ltd	Engineering Support April 2026	$14,726.42
EFT30646	08/05/2026	Integrated Ict Technology Pty	Monthly It Services For April 2026 (10 invoices)	$47,259.99
EFT30647	08/05/2026	Jointly Planning And Mapping	13 - 24 April Planning Matters	$4,092.00
EFT30648	08/05/2026	Kalgoorlie -Boulder Chamber Of Commerce & Industry Inc	Ai Training With Community Groups And Local Businesses	$2,970.00
EFT30649	08/05/2026	Kalgoorlie Refrigeration And Airconditioning	Degassing White Goods Coolgardie Tip	$1,634.63
EFT30650	08/05/2026	Kennards Hire Pty Ltd	Warden Finnerty'S Portaloo 24.03.2026 - 07.04.2026	$369.60
EFT30651	08/05/2026	Leeson Electrical Contracting	Repairs To Washing Machines At Bluebush Village And Lighting Repairs Kcrf (3 invoices)	$20,074.52
EFT30652	08/05/2026	Lg Best Practices Pty Ltd	Extend Contract To Supply Of A Contractor For Executive Services For The Position Of Executive Manager Community Development And Regulator Services - March 26	$16,043.50
EFT30653	08/05/2026	Lg Corporate Solutions Pty Ltd	Finance And Accounting Assistance, Amp, Ltfp, Dpt Quarterly Reporting, Additional Finance Consultant, Site Visit In Apr 26 (5 invoices)	$65,232.35
EFT30654	08/05/2026	M.O.G Fresh	Catering And Refreshments For Councillor Training 21 April	$1,025.00
EFT30655	08/05/2026	Nov Australia Pty Ltd	Hire Of Genset For Coolgardie Waste Facility April 2026	$1,017.50
EFT30656	08/05/2026	Plumbing Gas And Electrical Services	Maintenance At Bluebush Village And Installation Of Aircons And Fans At 11 Goodenia Court	$14,092.47
EFT30657	08/05/2026	Precise Projects Wa Pty Ltd	Supply And Install G-Ultra System	$3,915.34
EFT30658	08/05/2026	Pryce Mining Services Pty Ltd	Hire Of 500Kva Genset At Bluebush Village - April 2026	$12,183.60
EFT30659	08/05/2026	Public Transport Authority Of	Transwa Ticket Sales April 2026	$277.94
EFT30660	08/05/2026	Refresh Waters Pty Ltd	Water For Coolgardie Waste Facility	$100.00
EFT30661	08/05/2026	Rentokil Initial Pty Ltd Pest	Termite Treatment At Coolgardie Town Hall As Per Inspection Report	$780.00
EFT30662	08/05/2026	Repco - Gpc Pacific Pty Ltd	Rdm551B, Dash Mat, Black	$142.60
EFT30663	08/05/2026	Resources Trading Hub	Small Plant Replacement M18 Redlithium Forge 8.0Ah Battery 2 Pack	$3,468.39
EFT30664	08/05/2026	Rural Infrastructure Services	Project Management Of Infrastructure, Construction Supervisor. Travel, Accommodation, Meals - April 2026	$14,918.35
EFT30665	08/05/2026	Sabre Resources Ltd	Rates Refund For Assessment A17818	$271.90
EFT30666	08/05/2026	Satellite Television And Radio Australia	Installation, Testing Of New Transmitter/Asi Output Card And Annual Service For Coolgardie Television Service April 2026	$10,824.00
EFT30667	08/05/2026	Sheree Kathleen Forward	Reimbursement Of Kmart Purchases For Pingo Prizes	$255.75
EFT30668	08/05/2026	Shire Of Coolgardie	Transwa Ticket Sales Commission April 2026	$128.56
EFT30669	08/05/2026	Steven Tweedie	Governance Advice April 2026	$1,287.00
EFT30670	08/05/2026	Stihl Shop Midland	Small Plant Replacement, Chainsaws, Chainsaw Bars Blowers & Brush Cutters	$13,176.35
EFT30671	08/05/2026	Supagas Pty Limited	Lpg 3.80Kl Tank Refill - Kcrf	$1,774.47

Shire of Coolgardie
Payments by Delegated Authority
01 May to 31 May 2026
EFT's

EFT	Date	Name	Description	Amount
EFT30672	08/05/2026	Synergy	Electricity For 9 Bayley St Coolgardie - Truck Stop 14 Feb - 17 Apr 2026	$5,093.03
EFT30673	08/05/2026	Team Global Express Pty Ltd	Freight Charges	$539.63
EFT30674	08/05/2026	Technogym Australia Pty Ltd	Repairs To Runlive 19 5000 - Kambalda Gym	$1,707.90
EFT30675	08/05/2026	Technology One Limited	Saas Agreement For 15/04/2026 To 14/04/2027 - Intramaps Enterprise And Intramaps Mapbuilder	$12,862.39
EFT30676	08/05/2026	Telstra Limited	Grouped Landlines To 04 Apr 2026	$5,859.21
EFT30677	08/05/2026	Tquip	Top108-5951, Belt Deck 52 & Belt V Deck	$374.34
EFT30678	08/05/2026	Uniqco International Pty Ltd	Data And Software, Contract & Admin Management April 2026	$4,840.00
EFT30679	08/05/2026	Uon Pty Ltd	1X 8Kva Generator April 2026	$4,224.58
EFT30680	08/05/2026	Vision Intelligence Pty Ltd	Kambalda Airport - Hire Of Solar Cctv Camera (16/03/26-15/04/26)	$924.00
EFT30681	08/05/2026	Water Corporation	Water Use And Service Charges Gnarlbine Rd Lot 2435 (1 invoice)	$38,831.88
EFT30682	08/05/2026	Western Airport Services	Kambalda Airport - Airport Baggage Handling Fee - April 2026 (1 invoice)	$53,460.00
EFT30683	08/05/2026	Westrac Pty Ltd	515-3967, Cat Deo Uls 15W/40 Engine Oil 5 Ltr	$144.32
EFT30684	14/05/2026	Agent Sales And Service Pty Ltd	2 X 1000-Litre Sodium Hypochlorite. @ X Bulkiie Box Schultz Type & Signage	$2,035.00
EFT30685	14/05/2026	Air Liquide	Monthly Cylinder Hire Fees For Depots April 2026	$143.91
EFT30686	14/05/2026	Beilby Downing Teal Pty Ltd	Recruitment Of The Ceo	$10,340.00
EFT30687	14/05/2026	Bright Promotional Products	Promotion A5 Full Colour Notepads X 250	$960.85
EFT30688	14/05/2026	Bunnings Buildings Supplies	125Mm Discs For Grinder	$71.11
EFT30689	14/05/2026	Container Refrigeration Pty Ltd	Hire Of Crru 7075 From 01.04.2026 - 30.04.2026	$3,613.50
EFT30690	14/05/2026	Corina Morgan	Reimbursement Claim As Per Contract	$2,603.94
EFT30691	14/05/2026	Emyjor Services - Grb	Rpz Replacement At The Vibe Pump Station Coolgardie Waste Facility	$2,134.55
EFT30692	14/05/2026	Eurofins Arl Pty Ltd	Kambalda Waste Facility Quarterly Groundwater Monitoring Analysis April 2026	$245.85
EFT30693	14/05/2026	Integrated Ict - Market Creations	10 Premium Licences - April 2026	$173.25
EFT30694	14/05/2026	Jointly Planning And Mapping	Provision For Town Planning And Strategic Projects And Land 30.03.2026 - 10.04.2026	$3,564.00
EFT30695	14/05/2026	Landgate	Interim Valuation - Regional Shared Inc Dfes 22.11.2025 - 13.02.2026	$98.18
EFT30696	14/05/2026	Leanne Parola	Farewell Gift	$600.00
EFT30697	14/05/2026	Lee-Anne Ober	Rates And Property Services For March 2026	$17,248.00
EFT30698	14/05/2026	Resources Trading Hub	Rubber Matting Coolgardie Dog Pound	$494.12
EFT30699	14/05/2026	Snap On Kalgoorlie	Snap-On Information System - Yearly Subscription	$2,091.82
EFT30700	14/05/2026	Solomons Flooring	Supply And Install Blind To Executive Room 2 At Bluebush Village	$957.00
EFT30701	14/05/2026	Versatile Plant & Contracting Pty Ltd	Road Program - Coolgardie North Road (1 invoice)	$698,873.99
EFT30702	14/05/2026	Water Corporation	Water Use Charges 08.12.2025 - 11.02.2026 Coolgardie Skate Park	$110.41
EFT30703	14/05/2026	Woolworths Ltd	Monthly Purchases Across Departments April 2026	$845.59
EFT30704	22/05/2026	Ast Transport Allan Spencer	Hire Of Prime Mover And Side Tipper For 9 Days In February - Cart Dirt To	$2,706.00
EFT30705	22/05/2026	Bunnings Buildings Supplies	Replacement Trolley For Chemicals	$169.10
EFT30706	22/05/2026	Canine Control	Contract Ranger 11 - 14 May 2026	$4,400.00
EFT30707	22/05/2026	Department Of Water And Environmental Regulation	Controlled Waste Forms For Recycled Water Use For Dust Suppression - 04.05.26 - 14.05.26	$352.00
EFT30708	22/05/2026	Eagle Petroleum (Wa) Pty Ltd	Diesel For Bluebush Village (2 invoices)	$23,796.42
EFT30709	22/05/2026	Foxtel Management Pty Ltd	Foxtel Subsciption Kambalda Gym May 2026	$155.00
EFT30710	22/05/2026	Geoffrey Harcombe	Environmental Health And Consultancy Services For Offsite Hrs 26 March - 1 May 2026, 22 Hrs	$3,630.00
EFT30711	22/05/2026	Goldfields Engraving	3 Name Plaques For Executive Manager'S	$132.00
EFT30712	22/05/2026	Goldfields Linemarking	Kambalda Airport - Sweeping Runway Turning Nodes - May 2026	$660.00
EFT30713	22/05/2026	Goldfields Locksmiths	Cool Admin Rear Door Lock Replacement Part & Labour	$4,459.97
EFT30714	22/05/2026	Goldfields Records Storage	Storage Of Archive Boxes For Shire Of Coolgardie April 2026	$199.10
EFT30715	22/05/2026	Goodnews Newsagency	Newspaper For Kambalda May 2026	$185.60
EFT30716	22/05/2026	Hart Sport	Sports Equipment Soccer Goals, Pickle Ball Set, Freight	$349.00
EFT30717	22/05/2026	Harvey Norman	Screens For Work Stations At The Coolgardie Administration Office	$2,674.00
EFT30718	22/05/2026	Hse Collective	Whs Consultant Services As Per Rft01/2022 - May 2026	$576.00
EFT30719	22/05/2026	Jointly Planning And Mapping	Provision For Town Planning And Strategic Projects And Land 28.04.2026 - 08.05.2026	$4,488.00
EFT30720	22/05/2026	Kalaire Pty Ltd	A/C Install Function Room - Coolgardie Rec Centre	$5,368.00
EFT30721	22/05/2026	Kellie-Anne Gammage	Reimbursement Claim For Office Purchases At Iga Coolgardie	$21.99
EFT30722	22/05/2026	Kodi Sticklen	Reimbursement Claim As Per Contract	$1,093.91
EFT30723	22/05/2026	Lg Best Practices Pty Ltd	Extend Contract To Supply Of A Contractor For Executive Services For The Position Of Executive Manager Community Development And Regulator Services - April 2026	$14,426.50
EFT30724	22/05/2026	Lo-Go Appointments	Temporary Appointment Of Executive Manager Community Development And Regulatory Services 03 - 16 May 2026	$14,786.82
EFT30725	22/05/2026	Local Government Professionals	Advertisement For The Position Of Chief Executive Officer 2026	$360.00
EFT30726	22/05/2026	M.O.G Fresh	Catering For Councillor Training And Meetings April 2026 (5 invoices)	$200.00
EFT30727	22/05/2026	Plumbing Gas And Electrical	Maintenance For Bluebush Village Apr 26	$13,077.97
EFT30728	22/05/2026	Print Finishing Line - The	Council Minutes Books To Be Bound	$926.20
EFT30729	22/05/2026	Pure Gold Bootscooters	Seniors Staying Connected - Pure Gold Boot Scooters	$90.00
EFT30730	22/05/2026	Red Dot	Mothers Day Pingo Community Event - Coolgardie	$174.78

Shire of Coolgardie
Payments by Delegated Authority
01 May to 31 May 2026
EFT's

EFT	Date	Name	Description	Amount
EFT30731	22/05/2026	Resources Trading Hub	Supply Bin Liners And Silicone Spray Kambalda Depot	$738.14
EFT30732	22/05/2026	Reward Supply Co Pty Ltd	20 Rack Hobart Oven For Bluebush Village (1 invoice)	$38,390.00
EFT30733	22/05/2026	Site Ware Group	Work Boots - Ranger	$198.99
EFT30734	22/05/2026	Supagas Pty Limited	Gas Bottle Delivered As Per Contract - 11 Wildflower Ct, Kambalda West	$231.94
EFT30735	22/05/2026	Sykes Transport Wa	Kambalda Aquatic Facility Freight Charges	$731.11
EFT30736	22/05/2026	Taps Industries Pty Ltd	Unblocking Kambalda West Men'S Public Toilet Urinal	$1,215.50
EFT30737	22/05/2026	Team Global Express Pty Ltd	Freight Charges For Winc	$376.84
EFT30738	22/05/2026	Uniqco International Pty Ltd	Ad Hoc General Contract, Procurement And Tender Management Support - Bbv Sale & Contracts	$5,940.00
EFT30739	22/05/2026	Vanessa Australia	Stock For Visitors Centre	$812.11
EFT30740	22/05/2026	Vision Intelligence Pty Ltd	Kambalda Airport - Hire Of Solar Cctv Camera 10.05.26 - 07.06.26	$924.00
EFT30741	22/05/2026	Water Corporation	Kambalda Airport Water Use Charges 05.02.26 - 02.04.26 (1 invoice)	$20,062.12
EFT30742	22/05/2026	Winc Australia Pty Ltd	Bleach For Coolgardie Truck Stop	$24.77
EFT30743	28/05/2026	Bunnings Buildings Supplies	Prizes For Mothers Day Pingo	$95.87
EFT30744	28/05/2026	Comfortstyle Kalgoorlie	New 3 Seater Couch For Kambalda Pool Flat	$999.00
EFT30745	28/05/2026	Emyjor Services - Grb	Emergency Works, Blocked Toilets Crc	$1,155.00
EFT30746	28/05/2026	Gibson Soak Water Co	Supply And Delivery Of Spring Water For The Kambalda Administration Building	$155.50
EFT30747	28/05/2026	Kennards Hire Pty Ltd	Warden Finnerty'S Portaloo Hire And Pump Out 05.05.2026 - 19.05.2026	$123.20
EFT30748	28/05/2026	Moore Australia (Wa) Pty Ltd	Financial Reporting Workshop Livestream 22 May 2026 - Finance Manager	$2,310.00
EFT30749	28/05/2026	Napa Kalgoorlie	2 Batteries & 3 X Emergency Stop Switches	$985.98
EFT30750	28/05/2026	Plumbing Gas And Electrical	Replace Hot Water System At Coolgardie Administration Building	$2,588.76
EFT30751	28/05/2026	Sirrom Village Services Pty Ltd	Management Of Bluebush Village For April 2026 (1 invoice)	$520,063.76
EFT30752	28/05/2026	Synergy	Power Usage For 1 Gimlet Ct, Kambalda West 18.03.2026 - 19.05.2026	$367.66
EFT30753	28/05/2026	Veresure Pty Ltd	Conduct Staff Cultural Survey	$8,800.00
				$2,051,240.61

12.2.5 MONTHLY FINANCIAL STATEMENTS FOR THE MONTH ENDED 31 MAY 2026

Location: **Shire of Coolgardie**

Applicant: **Shire of Coolgardie**

Disclosure of Interest: **Nil**

Date: **16 June 2026**

Author: **Raj Subbiah, Finance Manager**

SUMMARY

This report recommends that the Monthly Statement of Financial Activity report for the period ending 31 May 2026 is presented to Council for adoption.

BACKGROUND

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

The format for monthly reporting was introduced by the Department of Local Government from 01 July 2005; the change was implemented to provide elected members with a better idea of operating and capital revenues and expenditures. The requirement is for a Statement of Financial Activity with a report detailing material variances. The Financial Report presented includes this as well as other statements and supplementary information.

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

COMMENT

Attached for consideration is the completed Monthly Financial Report.

The document includes Statements of Financial Activity by Program, and Nature and Type, notes to the financial statements, an explanation of material variance as well as a summary of bank account balances at 31 May 2026, loan repayments, and reserve account status.

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

CONSULTATION

Nil

STATUTORY ENVIRONMENT

- *Local Government Act 1995 Section 6.4*
- *Local Government (Financial Management) Regulations 1996 Section 34*

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

(1A) In this regulation —

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

(1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —

(a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and

(b) budget estimates to the end of the month to which the statement relates; and

(c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; and

(d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and

(e) the net current assets at the end of the month to which the statement relates.

(2) Each statement of financial activity is to be accompanied by documents containing —

(a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets; and

(b) an explanation of each of the material variances referred to in sub regulation (1)(d); and

(c) such other supporting information as is considered relevant by the local government.

(3) The information in a statement of financial activity may be shown —

(a) according to nature and type classification; or

(b) by program; or

(c) by business unit.

(4) A statement of financial activity, and the accompanying documents referred to in sub regulation (2), are to be —

(a) Presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and

(b) Recorded in the minutes of the meeting at which it is presented.

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

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

Accountable and effective leaders

Demonstrating sound financial management and plans for the Shire's long term financial sustainability

High quality corporate governance, accountability and compliance

Ensuring the Shire of Coolgardie is well positioned to meet future needs

ATTACHMENTS

1. **Monthly Financial Statements - May 2026**
2. **Management Report - May 2026**
3. **Major Trading Undertakings - May 2026**

VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION

That Council receive the Monthly Financial Activity Statement for the period 01 July 2025 to 31 May 2026.

SHIRE OF COOLGARDIE

MONTHLY FINANCIAL REPORT

(Containing the required statement of financial activity and statement of financial position)

For the period ended 31 May 2026

LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

TABLE OF CONTENTS

SHIRE OF COOLGARDIE
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 31 MAY 2026

	Actual 30 June 2025	Actual as at 31 May 2026
	$	$
CURRENT ASSETS		
Cash and cash equivalents	3,663,724	10,158,916
Trade and other receivables	2,535,152	24,431,384
Other financial assets	257,825	266,735
Inventories	156,263	158,090
Other assets	19,302	97,432
TOTAL CURRENT ASSETS	6,632,266	35,112,557
NON-CURRENT ASSETS		
Trade and other receivables	264,610	246,610
Other financial assets	99,525	193,974
Property, plant and equipment	37,945,264	37,302,770
Infrastructure	113,181,807	111,480,660
Right-of-use assets	4,850,265	264,720
Investment property	17,290,000	0
TOTAL NON-CURRENT ASSETS	173,631,471	149,488,734
TOTAL ASSETS	180,263,737	184,601,291
CURRENT LIABILITIES		
Trade and other payables	5,357,321	4,539,091
Other liabilities	2,089,524	1,632,675
Lease liabilities	1,816,537	106,613
Bank Overdraft	0	0
Employee related provisions	432,031	390,332
Other provisions	2,040,179	1,407,824
TOTAL CURRENT LIABILITIES	11,735,592	8,076,535
NON-CURRENT LIABILITIES		
Lease liabilities	249,474	249,474
Borrowings	25,463,497	25,463,497
Employee related provisions	114,684	114,684
Other provisions	4,484,467	4,484,467
TOTAL NON-CURRENT LIABILITIES	30,312,122	30,312,122
TOTAL LIABILITIES	42,047,714	38,388,657
NET ASSETS	**138,216,023**	**146,212,634**
EQUITY		
Retained surplus	47,021,443	55,009,144
Reserve accounts	257,825	266,735
Revaluation surplus	90,936,755	90,936,755
TOTAL EQUITY	**138,216,023**	**146,212,634**

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

SHIRE OF COOLGARDIE
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2026

	Note	Amended Budget Estimates (a)	YTD Budget Estimates (b)	YTD Actual (c)	Variance* $ (c) - (b)	Variance* % ((c) - (b))/(b)	Var.
		$	$	$	$	%	
OPERATING ACTIVITIES							
Revenue from operating activities							
General rates		14,863,651	14,862,393	**15,122,074**	259,681	1.75%	
Grants, subsidies and contributions		1,632,302	1,558,744	**1,559,972**	1,228	0.08%	
Fees and charges		15,700,574	14,411,365	**16,731,154**	2,319,789	16.10%	▲
Interest revenue		311,600	280,346	**393,939**	113,593	40.52%	▲
Other revenue		231,371	201,257	**265,177**	63,920	31.76%	▲
Share of net profit of associates accounted for using the equity method		0	0	**0**	0	0.00%	
Fair value adjustments to financial assets at fair value through profit or loss		94,448	0	**94,448**	94,448	0.00%	
		32,833,946	**31,314,105**	**34,166,764**	**2,852,659**	9.11%	
Expenditure from operating activities							
Employee costs		(6,256,837)	(5,804,997)	**(4,807,492)**	997,505	17.18%	▲
Materials and contracts		(11,687,969)	(10,390,588)	**(9,773,992)**	616,596	5.93%	
Utility charges		(2,037,710)	(1,846,880)	**(1,767,004)**	79,876	4.32%	
Depreciation		(6,572,122)	(6,026,393)	**(6,387,463)**	(361,070)	(5.99%)	
Finance costs		(1,583,240)	(1,565,385)	**(1,253,177)**	312,208	19.94%	▲
Insurance		(563,000)	(563,000)	**(569,843)**	(6,843)	(1.22%)	
Other expenditure		(1,800,394)	(1,717,025)	**(1,279,547)**	437,478	25.48%	▲
Loss on asset disposals		(1,603,000)	(1,603,000)	**(1,592,730)**	10,270	0.64%	
		(32,104,272)	**(29,517,268)**	**(27,431,248)**	**2,086,020**	7.07%	
Non cash amounts excluded from operating activities	2(c)	8,130,674	7,629,393	**7,903,745**	274,352	3.60%	
Amount attributable to operating activities		**8,860,348**	**9,426,230**	**14,639,261**	**5,213,031**	55.30%	
INVESTING ACTIVITIES							
Inflows from investing activities							
Proceeds from capital grants, subsidies and contributions		5,780,325	5,584,725	**1,261,095**	(4,323,630)	(77.42%)	▼
Proceeds from disposal of assets		20,000,000	20,000,000	**20,050,000**	50,000	0.25%	
		25,780,325	**25,584,725**	**21,311,095**	**(4,273,630)**	(16.70%)	
Outflows from investing activities							
Right of use assets recognised		0	0	**1,517,000**	1,517,000	0.00%	
Payments for property, plant and equipment		(742,787)	(735,287)	**(674,075)**	61,212	8.32%	
Payments for construction of infrastructure		(8,177,133)	(7,829,771)	**(3,136,933)**	4,692,838	59.94%	▲
		(8,919,920)	**(8,565,058)**	**(2,294,008)**	**6,271,050**	73.22%	
Non-cash amounts excluded from investing activities	2(d)	0	0	**(1,517,000)**	(1,517,000)	0.00%	
Amount attributable to investing activities		**16,860,405**	**17,019,667**	**17,500,087**	**480,420**	2.82%	
FINANCING ACTIVITIES							
Inflows from financing activities							
Proceeds from new borrowings		0	0	**0**	0	0.00%	
Transfer from reserves		0	0	**0**	0	0.00%	
		0	**0**	**0**	**0**	0.00%	
Outflows from financing activities							
Payments for principal portion of lease liabilities		(1,816,538)	(1,421,193)	**(1,709,924)**	(288,731)	(20.32%)	▼
Transfer to reserves		(359,600)	(8,800)	**(8,910)**	(110)	(1.25%)	
		(2,176,138)	**(1,429,993)**	**(1,718,834)**	**(288,841)**	(20.20%)	
Amount attributable to financing activities		**(2,176,138)**	**(1,429,993)**	**(1,718,834)**	**(288,841)**	(20.20%)	
MOVEMENT IN SURPLUS OR DEFICIT							
Surplus or deficit at the start of the financial year	2(a)	(3,544,615)	(3,544,615)	**(3,544,614)**	1	0.00%	
Amount attributable to operating activities		8,860,348	9,426,230	**14,639,261**	5,213,031	55.30%	▲
Amount attributable to investing activities		16,860,405	17,019,667	**17,500,087**	480,420	2.82%	
Amount attributable to financing activities		(2,176,138)	(1,429,993)	**(1,718,834)**	(288,841)	(20.20%)	▼
Surplus or deficit after imposition of general rates		**20,000,000**	**21,471,289**	**26,875,900**	**5,404,611**	25.17%	▲

KEY INFORMATION

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data outside the adopted materiality threshold.
▲ Indicates a variance with a positive impact on the financial position.
▼ Indicates a variance with a negative impact on the financial position.
Refer to Note 3 for an explanation of the reasons for the variance.

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

SHIRE OF COOLGARDIE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2026

1 BASIS OF PREPARATION AND MATERIAL ACCOUNTING POLICIES

BASIS OF PREPARATION

This prescribed financial report has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

Local Government Act 1995 requirements
Section 6.4(2) of the Local Government Act 1995 read with the *Local Government (Financial Management) Regulations 1996,* prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

Local Government (Financial Management) Regulations 1996, regulation 34 prescribes contents of the financial report. Supplementary information does not form part of the financial report.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 11 May 2026

THE LOCAL GOVERNMENT REPORTING ENTITY
All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements.

MATERIAL ACCOUNTING POLICES
Material accounting policies utilised in the preparation of these statements are as described within the 2024-25 Annual Budget. Please refer to the adopted budget document for details of these policies.

Critical accounting estimates and judgements
The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

As with all estimates, the use of different assumptions could lead to material changes in the amounts reported in the financial report.

The following are estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year and further information on their nature and impact can be found in the relevant note:

- Fair value measurement of assets carried at reportable value including:
  - Property, plant and equipment
  - Infrastructure
- Impairment losses of non-financial assets
- Expected credit losses on financial assets
- Assets held for sale
- Investment property
- Estimated useful life of intangible assets
- Measurement of employee benefits
- Measurement of provisions
- Estimation uncertainties and judgements made in relation to lease

SHIRE OF COOLGARDIE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2026

2 NET CURRENT ASSETS INFORMATION

(a) Net current assets used in the Statement of Financial Activity

	Note	Amended Budget Opening 1 July 2025	Actual as at 30 June 2025	Actual as at 31 May 2026
Current assets		$	$	$
Cash and cash equivalents		3,921,549	3,663,724	10,158,916
Trade and other receivables		2,535,152	2,535,152	24,431,384
Other financial assets		0	257,825	266,735
Inventories		156,263	156,263	158,090
Other assets		19,302	19,302	97,432
		6,632,266	6,632,266	35,112,557
Less: current liabilities				
Trade and other payables		(5,357,321)	(5,357,321)	(4,539,091)
Contract Liabilities		(2,089,524)	(2,089,524)	(1,632,675)
Lease liabilities		(1,816,537)	(1,816,537)	(106,613)
Bank Overdraft		0	0	0
Employee related provisions		(432,031)	(432,031)	(390,332)
Other provisions		(2,040,179)	(2,040,179)	(1,407,824)
		(11,735,592)	(11,735,592)	(8,076,535)
Net current assets		(5,103,326)	(5,103,326)	27,036,022
Less: Total adjustments to net current assets	2(b)	1,558,712	1,558,712	(160,122)
Closing funding surplus / (deficit)		**(3,544,614)**	**(3,544,614)**	**26,875,900**

(b) Current assets and liabilities excluded from budgeted deficiency

Adjustments to net current assets				
Less: Reserve accounts		(257,825)	(257,825)	(266,735)
Add: Current liabilities not expected to be cleared at the end of the year				
- Current portion of lease liabilities		1,816,537	1,816,537	106,613
Total adjustments to net current assets	2(a)	**1,558,712**	**1,558,712**	**(160,122)**

(c) Non-cash amounts excluded from operating activities

	Amended Budget Estimates 30 June 2026	YTD Budget Estimates 31 May 2026	YTD Actual 31 May 2026
	$	$	$
Adjustments to operating activities			
Less: Fair value adjustments to financial assets at fair value through profit or los	(94,448)	0	(94,448)
Add: Loss on asset disposals	1,603,000	1,603,000	1,592,730
Add: Depreciation	6,572,122	6,026,393	6,387,463
Movement in current employee provisions associated with restricted cash	50,000	0	0
Non-cash movements in non-current assets and liabilities:			
- Trade Receivables	0	0	18,000
Total non-cash amounts excluded from operating activities	**8,130,674**	**7,629,393**	**7,903,745**

(d) Non-cash amounts excluded from investing activities

Adjustments to investing activities			
Right of use assets received	0	0	(1,517,000)
Total non-cash amounts excluded from investing activities	**0**	**0**	**(1,517,000)**

CURRENT AND NON-CURRENT CLASSIFICATION
In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the local governments' operational cycle.

SHIRE OF COOLGARDIE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2026

3 EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date actual materially.
The material variance adopted by Council for the 2025-26 year is $10,000 and 10.00% whichever is the greater.

Description	Var. $	Var. %	
	$	%	
Revenue from operating activities			
Fees and charges Bluebush Village $1,842k , Liquid Waste $173k & Other $304k)	**2,319,789**	**16.10%**	▲
Interest revenue Interest on Term Deposits	**113,593**	**40.52%**	▲
Other revenue Workers Compensation Claim	**63,920**	**31.76%**	▲
Employee costs Not all budgeted positions filled to date	**997,505**	**17.18%**	▲
Utility charges Bluebush Village Utility costs	**0**	**0.00%**	
Finance costs 2024-25 Interest Accrual (costs included in 25/26 budget)	**312,208**	**19.94%**	▲
Insurance Workers Compensation premium adjustment	**(6,843)**	**(1.22%)**	
Other expenditure Health Services ($238k), Elected Member Costs ($83k), Lease Agreements ($60k), Other ($56k)	**437,478**	**25.48%**	▲
Inflows from investing activities			
Proceeds from capital grants, subsidies and contributions RRG & RTR Road funding due to projects still in progress	**(4,323,630)**	**(77.42%)**	▼
Outflows from investing activities			
Payments for construction of infrastructure Road Renewal Program	**4,692,838**	**59.94%**	▲
Outflows from financing activities			
Payments for principal portion of lease liabilities	**(288,731)**	**(20.32%)**	▼
Surplus or deficit after imposition of general rates As per the above explanations	**5,404,611**	**25.17%**	▲

SHIRE OF COOLGARDIE

SUPPLEMENTARY INFORMATION

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BASIS OF PREPARATION - SUPPLEMENTARY INFORMATION

Supplementary information is presented for information purposes. The information does not comply with the disclosure requirements of the Australian Accounting Standards.

SHIRE OF COOLGARDIE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MAY 2026

1 KEY INFORMATION

Funding Surplus or Deficit Components

Funding surplus / (deficit)

	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. $ (b)-(a)
Opening	($3.54 M)	($3.54 M)	($3.54 M)	$0.00 M
Closing	$20.00 M	$21.47 M	$26.88 M	$5.40 M

Refer to Statement of Financial Activity

Cash and cash equivalents

	$10.43 M	% of total
Unrestricted Cash	$8.34 M	80.0%
Restricted Cash	$2.08 M	20.0%

Refer to 3 - Cash and Financial Assets

Payables

	$4.54 M	% Outstanding
Trade Payables	$1.94 M	
0 to 30 Days		70.4%
Over 30 Days		29.6%
Over 90 Days		12.1%

Refer to 9 - Payables

Receivables

	$23.24 M	% Collected
Rates Receivable	$1.20 M	92.5%
Trade Receivable	$23.24 M	% Outstanding
Over 30 Days		0.3%
Over 90 Days		0.1%

Refer to 7 - Receivables

Key Operating Activities

Amount attributable to operating activities

Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. $ (b)-(a)
$8.86 M	$9.43 M	$14.64 M	$5.21 M

Refer to Statement of Financial Activity

Rates Revenue

YTD Actual	$15.12 M	% Variance
YTD Budget	$14.86 M	1.7%

Grants and Contributions

YTD Actual	$1.56 M	% Variance
YTD Budget	$1.56 M	0.1%

Refer to 13 - Grants and Contributions

Fees and Charges

YTD Actual	$16.73 M	% Variance
YTD Budget	$14.41 M	16.1%

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities

Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. $ (b)-(a)
$16.86 M	$17.02 M	$17.50 M	$0.48 M

Refer to Statement of Financial Activity

Proceeds on sale

YTD Actual	$20.05 M	%
Amended Budget	$20.00 M	0.3%

Refer to 6 - Disposal of Assets

Asset Acquisition

YTD Actual	$3.14 M	% Spent
Amended Budget	$8.18 M	(61.6%)

Refer to 5 - Capital Acquisitions

Capital Grants

YTD Actual	$1.26 M	% Received
Amended Budget	$5.78 M	(78.2%)

Refer to 5 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities

Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. $ (b)-(a)
($2.18 M)	($1.43 M)	($1.72 M)	($0.29 M)

Refer to Statement of Financial Activity

Borrowings

Principal repayments	$0.00 M
Interest expense	($1.22 M)
Principal due	$25.46 M

Refer to 10 - Borrowings

Reserves

Reserves balance	$0.27 M
Net Movement	$0.01 M

Refer to 4 - Cash Reserves

Lease Liability

Principal repayments	($1.71 M)
Interest expense	($0.03 M)
Principal due	$0.36 M

Refer to Note 11 - Lease Liabilites

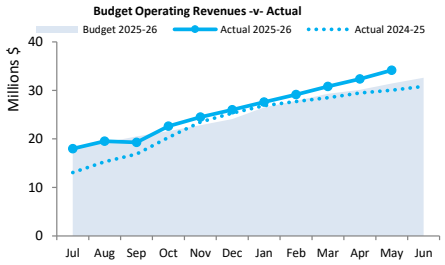
This information is to be read in conjunction with the accompanying Financial Statements and notes.

SHIRE OF COOLGARDIE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MAY 2026

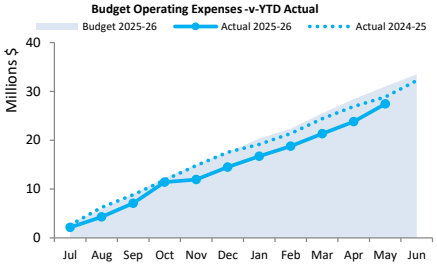
2 KEY INFORMATION - GRAPHICAL

OPERATING ACTIVITIES

OPERATING REVENUE

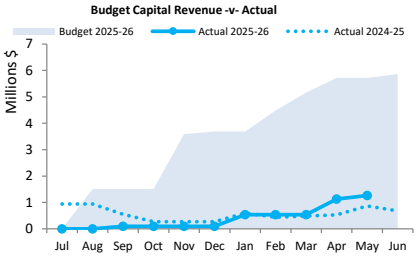


OPERATING EXPENSES

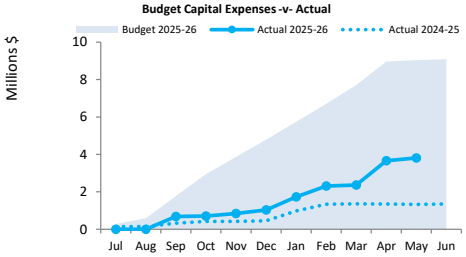


INVESTING ACTIVITIES

CAPITAL REVENUE

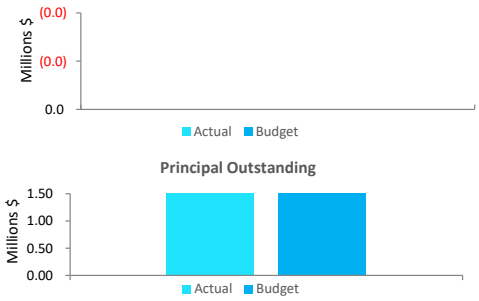


CAPITAL EXPENSES

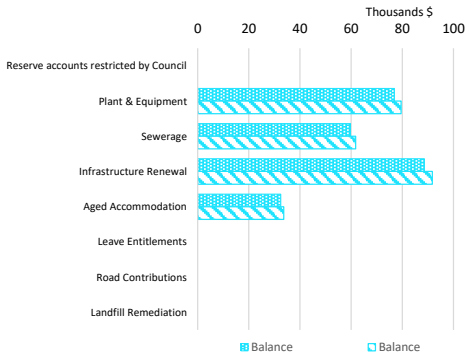


FINANCING ACTIVITIES

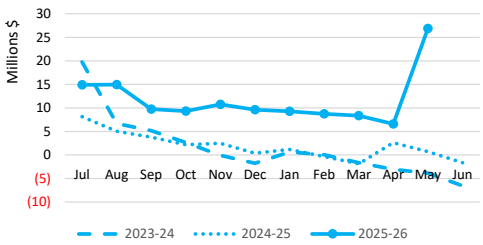
BORROWINGS



RESERVES



Closing funding surplus / (deficit)



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

SHIRE OF COOLGARDIE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MAY 2026

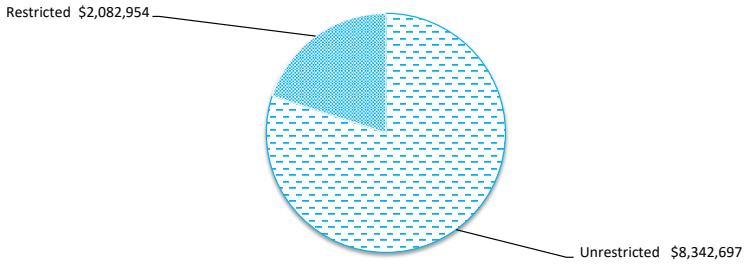
3 CASH AND FINANCIAL ASSETS AT AMORTISED COST

Description	Classification	Unrestricted	Restricted	Total	Trust	Institution	Interest Rate	Maturity Date
		$	$	$	$			
CBA Municipal Cash at Bank / Overdraft Facility - GEN	Cash and cash equivalents	2,481,419	0	2,481,419	0	CBA	N/A	N/A
Cash On Hand	Cash and cash equivalents	840	0	840	0	ANZ	N/A	N/A
CBA - Term Deposit Reserves	Financial assets at amortised cost	0	266,735	266,735	0	CBA	4.53%	3/06/2026
CBA Interest Bearing Cash at Bank	Cash and cash equivalents	3,095,952	0	3,095,952	0	CBA	Variable	N/A
CBA - Short Term Deposit Road Funding	Cash and cash equivalents	0	673,401	673,401	0	CBA	4.48%	29/06/2026
CBA Trust Cash at Bank	Cash and cash equivalents	0	183,544	183,544	0	CBA	N/A	N/A
CBA - Short Term Deposit 02	Cash and cash equivalents	1,541,696	0	1,541,696	0	CBA	4.37%	9/06/2026
3824XXXX-DLP138	Cash and cash equivalents	1,222,790	959,274	2,182,064	0	CBA	0.25%	At Call
Total		**8,342,697**	**2,082,954**	**10,425,651**	**0**			
Comprising								
Cash and cash equivalents		8,342,697	1,816,219	10,158,916	0			
Cash and cash equivalents		0	266,735	266,735	0			
		8,342,697	**2,082,954**	**10,425,651**	**0**			

KEY INFORMATION
Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.
Bank overdrafts are reported in current liabilities in the statement of net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:
- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 8 - Other assets.



SHIRE OF COOLGARDIE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MAY 2026

4 RESERVE ACCOUNTS

	Budget				Actual			
Reserve account name	Opening Balance	Transfers In (+)	Transfers Out (-)	Closing Balance	Opening Balance	Transfers In (+)	Transfers Out (-)	Closing Balance
	$	$	$	$	$	$	$	$
Reserve accounts restricted by Council								
Plant & Equipment	76,901	52,863	0	129,764	76,901	2,658	0	79,559
Sewerage	59,725	82,224	0	141,949	59,725	2,064	0	61,789
Infrastructure Renewal	88,677	53,302	0	141,979	88,677	3,064	0	91,741
Aged Accommodation	32,522	31,211	0	63,733	32,522	1,124	0	33,646
Leave Entitlements	0	50,000	0	50,000	0	0	0	0
Road Contributions	0	40,000	0	40,000	0	0	0	0
Landfill Remediation	0	50,000	0	50,000	0	0	0	0
	257,825	**359,600**	**0**	**617,425**	**257,825**	**8,910**	**0**	**266,735**

SHIRE OF COOLGARDIE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MAY 2026

5 CAPITAL ACQUISITIONS

Capital acquisitions	Amended Budget	YTD Budget	YTD Actual	YTD Variance
	$	$	$	$
Buildings - specialised	669,071	666,047	667,842	(1,795)
Furniture and equipment	53,716	49,240	6,233	43,007
Plant and equipment	20,000	20,000	0	20,000
Acquisition of property, plant and equipment	**742,787**	**735,287**	**674,075**	**61,212**
Infrastructure - Roads	7,507,635	7,172,773	3,048,664	4,124,109
Infrastructure - Footpaths	230,000	230,000	0	230,000
Infrastructure - Drainage	200,000	200,000	0	200,000
Infrastructure - Sewerage	55,000	55,000	0	55,000
Infrastructure - Other Infrastructure	184,498	171,998	88,269	83,729
Acquisition of infrastructure	**8,177,133**	**7,829,771**	**3,136,933**	**4,692,838**
Total of PPE and Infrastructure.	**8,919,920**	**8,565,058**	**3,811,008**	**(4,754,050)**
Total capital acquisitions	**8,919,920**	**8,565,058**	**3,811,008**	**4,754,050**
Capital Acquisitions Funded By:				
Capital grants and contributions	5,780,325	5,584,725	1,261,095	4,323,630
Borrowings	(16,940,406)	0	0	0
Other (disposals & C/Fwd)	20,000,000	20,000,000	20,050,000	(50,000)
Contribution - operations	80,001	34,149,783	25,122,103	(9,027,680)
Capital funding total	**8,919,920**	**59,734,508**	**46,433,198**	**(4,754,050)**

KEY INFORMATION

Initial recognition

An item of property, plant and equipment or infrastructure that qualifies for recognition as an asset is measured at its cost.

Upon initial recognition, cost is determined as the amount paid (or other consideration given) to acquire the assets, plus costs incidental to the acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition.

Assets for which the fair value as at the date of acquisition is under $5,000 are not recognised as an asset in accordance with *Local Government (Financial Management) Regulation 17A(5).* These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

Individual assets that are land, buildings and infrastructure acquired between scheduled revaluation dates of the asset class in accordance with the Shire's revaluation policy, are recognised at cost and disclosed as being at reportable value.

Measurement after recognition

Plant and equipment including furniture and equipment and right-of-use assets (other than vested improvements) are measured using the cost model as required under *Local Government (Financial Management) Regulation 17A(2).* Assets held under the cost model are carried at cost less accumulated depreciation and any impairment losses being their reportable value.

Reportable Value

In accordance with *Local Government (Financial Management) Regulation 17A(2),* the carrying amount of non-financial assets that are land and buildings classified as property, plant and equipment, investment properties, infrastructure or vested improvements that the local government controls.

Reportable value is for the purpose of *Local Government (Financial Management) Regulation 17A(4)* is the fair value of the asset at its last valuation date minus (to the extent applicable) the accumulated depreciation and any accumulated impairment losses in respect of the non-financial asset subsequent to its last valuation date.

SHIRE OF COOLGARDIE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MAY 2026

5 CAPITAL ACQUISITIONS (CONTINUED) - DETAILED

	Account Description		Amended Budget	YTD Budget	YTD Actual	Variance Under/ (Over)
	Non Specialised Buildings					
	Nil		0	0	0	0
	Total Non Specialised Buildings		**0**	**0**	**0**	**0**
	Specialised Buildings					
	C13122A	11 Goodenia Court - Construction Of 3 Units	630,000	630,000	628,771	1,229
	C11150	Kambalda Recreation Centre - Stadium Floor	39,071	36,047	39,071	(3,024)
	Total Specialised Buildings		**669,071**	**666,047**	**667,842**	**(1,795)**
	Furniture & Equipment					
	C04003	It Upgrades And Replacements	53,716	49,240	6,233	43,007
	Total Furniture & Equipment		**53,716**	**49,240**	**6,233**	**43,007**
	Plant & Equipment					
	C13078	Small Plant Purchases	20,000	20,000	0	20,000
	Total Plant & Equipment		**20,000**	**20,000**	**0**	**20,000**
	Roads					
	R002	Coolgardie North Road Construction	312,000	312,000	0	312,000
	R153	Bayley Street	25,000	25,000	0	25,000
	RRG002A	23-24 Rrg Coolgardie North Rd - Slk 14.90 To Slk 17.10	950,765	925,765	1,096,185	(170,420)
	RRG002B	24-25 Rrg Coolgardie North Rd - Slk 10.91 To 11.51	344,230	344,230	174,740	169,490
	RRG002C	24-25 Rrg Coolgardie North Rd - Slk 18.10 To 26.90	477,084	477,084	223,520	253,564
	RRG002D	24-25 Rrg Coolgardie North Rd - Slk 13.40 To 17.50	314,472	314,472	0	314,472
	RRG002E	25-26 Rrg Coolgardie North Rd - Slk 6.35 To 9.76	408,851	408,851	410,919	(2,068)
	RRG002F	25-26 Rrg Coolgardie North Rd - Slk 22.20 To 26.90	888,987	888,987	0	888,987
	RRG002G	Rrg - Coolgardie North Rd Seal Slk 18.10 - Slk 22.20	872,781	654,586	0	654,586
	RRG004A	25-26 Rrg Nepean Rd - Slk 1.90 To 4.30	448,220	448,220	0	448,220
	RRG005B	25-26 Rrg Victoria Rock Rd - Slk 0.75 To 1.75	222,814	222,814	0	222,814
	RRG005A	24-25 Rrg Victoria Rock Rd - Slk 0.15 To 0.75	114,431	114,431	0	114,431
	RRG052	Regional Road Group - Jaurdi Hills Road	345,000	345,000	0	345,000
	LRCI052	Lrci Phase 4 - Jaurdi Hills Road	0	0	344,027	(344,027)
	FD001	Flood Damage General	250,000	233,333	167,221	66,112
	FD001A	Flood Damage - Coolgardie N Road	0	0	22,920	(22,920)
	R039	Durkin Road Construction	168,000	168,000	0	168,000
	R053	Ladyloch Road Construction	1,000,000	1,000,000	606,766	393,234
	RTR034	Ford Street	0	0	464	(464)
	RTR034A	Ford Street (Woodward To Bayley Street) Slk 0.00 To 0.12	65,000	65,000	1,830	63,170
	RTR075	Rtr - Clianthus Road	0	0	72	(72)
	RTR159	Southern Bypass Road - Gravel Sheeting Slk 0.00 - 1.67	300,000	225,000	0	225,000
	Total Roads		**7,507,635**	**7,172,773**	**3,048,664**	**4,124,109**
	Footpaths					
	RF002	Footpath Renewal - Coolgardie	100,000	100,000	0	100,000
	RF003	Footpath Renewal - Kambalda	130,000	130,000	0	130,000
	Total Footpaths		**230,000**	**230,000**	**0**	**230,000**
	Drainage					
	RD200	Drainage Renewal - Coolgardie	75,000	75,000	0	75,000
	RD100	Drainage Renewal - Kambalda	125,000	125,000	0	125,000
	Total Drainage		**200,000**	**200,000**	**0**	**200,000**
	Sewerage					
	C10007	Coolgardie Sewerage - Water Re-Use System	55,000	55,000	0	55,000
	Total Sewerage		**55,000**	**55,000**	**0**	**55,000**
	Parks & Gardens					

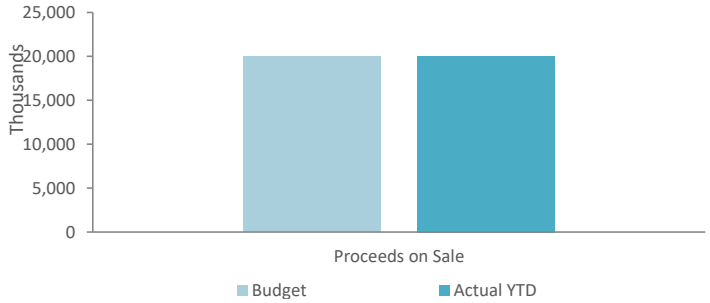
	Total Parks & Gardens		**0**	**0**	**0**	**0**
	Other Infrastructure					
	C13178	Coolgardie Park Lighting	60,000	60,000	0	60,000
	C11104	Coolgardie Satellite Television Broadcasting Service	34,498	34,498	34,498	0
	C13180	Cool Truck Bay Bund Wall	40,000	40,000	34,371	5,629
	C1015	Coolgardie Tip - New Cell	50,000	37,500	19,400	18,100
	Total Other Infrastructure		**184,498**	**171,998**	**88,269**	**83,729**
						0
	Investment Property					
	Nil		0	0	0	0
	Total Investment Property		**0**	**0**	**0**	**0**
						0
	TOTAL CAPITAL EXPENDITURE		**8,919,920**	**8,565,058**	**3,811,008**	**4,754,050**

SHIRE OF COOLGARDIE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MAY 2026

OPERATING ACTIVITIES

6 DISPOSAL OF ASSETS

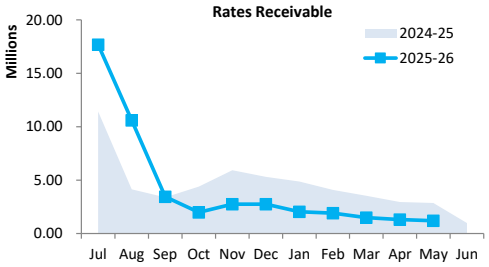
Asset Ref.	Asset description	Current Budget Net Book Value	Proceeds	Profit	(Loss)	YTD Actual Net Book Value	Proceeds	Profit	(Loss)
	Plant & Equipment								
	Hako Sweeper			0	0	39,730	4,780	0	(34,950)
	Right of Use Assets								
	Vestone Leases			0	0	4,313,000	4,001,992	0	(311,008)
	Investment Property			0	0			0	0
	Bluebush Village	21,603,000	20,000,000	0	(1,603,000)	17,290,000	16,043,228	0	(1,246,772)
		21,603,000	**20,000,000**	**0**	**(1,603,000)**	**21,642,730**	**20,050,000**	**0**	**(1,592,730)**



SHIRE OF COOLGARDIE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MAY 2026

7 RECEIVABLES

Rates receivable	30 June 2025	31 May 2026
	$	$
Opening arrears previous year	874,878	1,065,203
Levied this year	12,711,267	15,122,074
Less - collections to date	(12,520,942)	(14,970,010)
Gross rates collectable	**1,065,203**	**1,217,267**
Allowance for impairment of rates receivable	(56,402)	(21,402)
Net rates collectable	**1,008,801**	**1,195,865**
% Collected	92.2%	92.5%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	$	$	$	$	$	$
Receivables - general	(280)	22,982,962	19,598	15,328	34,441	23,052,049
Percentage	0.0%	99.7%	0.1%	0.1%	0.1%	
Balance per trial balance						
Trade receivables						23,052,049
Other receivables						1,500
GST receivable						138,720
Pensioner Rebates						43,250
Total receivables general outstanding						**23,235,519**

Amounts shown above include GST (where applicable)

KEY INFORMATION

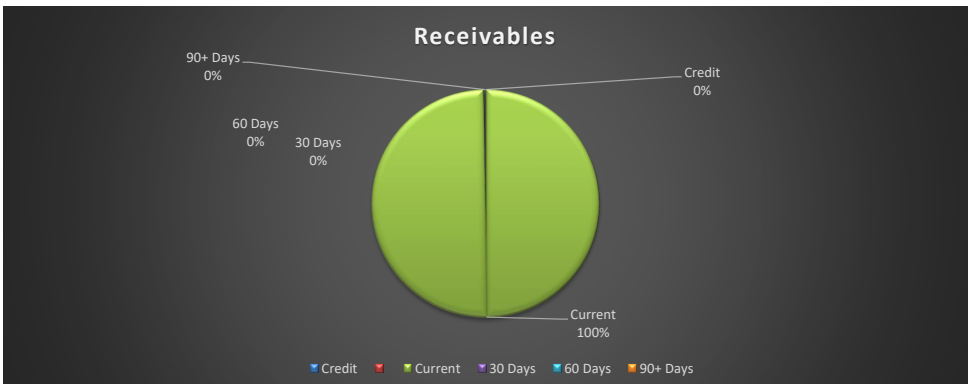
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.



SHIRE OF COOLGARDIE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MAY 2026

8 OTHER CURRENT ASSETS

Other current assets	Opening Balance 1 July 2025	Asset Increase	Asset Reduction	Closing Balance 31 May 2026
	$	$	$	$
Other financial assets at amortised cost				
Term Deposit Reserves	257,825	8,910	0	266,735
Inventory				
Visitor Centre Stock	7,539	1,827	0	9,366
Gravel Basecourse	148,724	0	0	148,724
Other assets				
Prepayments	0	97,432	0	97,432
Accrued income	19,302	0	(19,302)	0
Total other current assets	**433,390**	**108,169**	**(19,302)**	**522,257**

Amounts shown above include GST (where applicable)

KEY INFORMATION

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

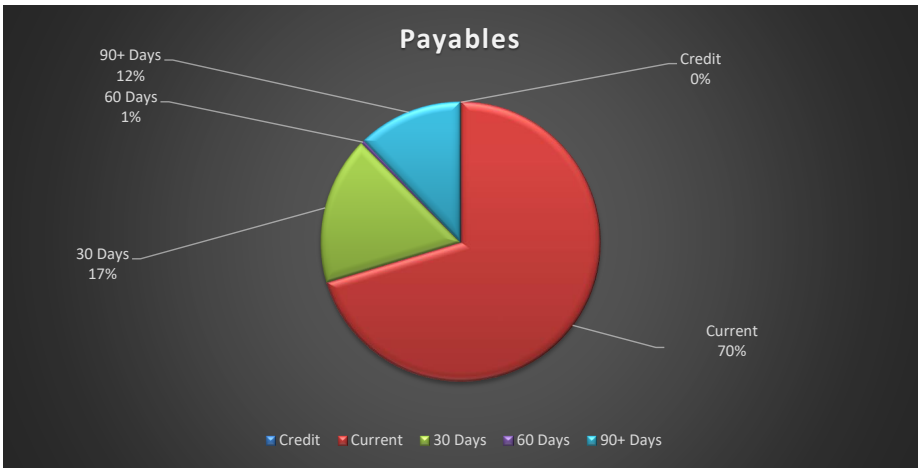
SHIRE OF COOLGARDIE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MAY 2026

OPERATING ACTIVITIES

9 PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	$	$	$	$	$	$
Payables - general	0	1,361,062	330,509	8,090	234,307	1,933,968
Percentage	0.00%	70.40%	17.10%	0.40%	12.10%	
Balance per trial balance						
Sundry creditors						1,942,561
Accrued salaries and wages						8,103
ATO liabilities						2,163,214
Prepaid Rates						225,575
ESL Levy						4,919
Bonds & Deposits						189,259
Accrued Expenses						5,460
Total payables general outstanding						**4,539,091**
Amounts shown above include GST (where applicable)						

KEY INFORMATION
Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.
The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.



SHIRE OF COOLGARDIE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MAY 2026

10 BORROWINGS

Repayments - borrowings

Information on borrowings				New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	**Institution**	**Loan No.**	**1 July 2025**	**Actual**	**Budget**	**Actual**	**Budget**	**Actual**	**Budget**	**Actual**	**Budget**
			$	$	$	$	$	$	$	$	$
Bluebush Village - Stage 1 Buildings (CBA Refinanced)	CBA	125	7,287,029	0	0	0	0	7,287,029	7,287,029	(72,365)	(390,484)
Bluebush Village - Stage 2 Construction (CBA Refinanced)	CBA	125	1,834,724	0	0	0	0	1,834,724	1,834,724	(95,079)	(98,316)
Bluebush Village - Stage 1 Executive Rooms (CBA Refinanced)	CBA	125	316,757	0	0	0	0	316,757	316,757	(323,040)	(17,157)
Goodenia Court Units (CBA Refinanced)	CBA	125	847,827	0	0	0	0	847,827	847,827	(37,459)	(45,248)
Coolgardie Aquatic Facilities (CBA Refinanced)	CBA	125	77,782	0	0	0	0	77,782	77,782	(8,095)	(4,168)
Kambalda Aquatic Facilities (CBA Refinanced)	CBA	125	1,085,793	0	0	0	0	1,085,793	1,085,793	(48,112)	(58,183)
Kambalda Aquatic Facilities (CBA Refinanced)	CBA	125	368,687	0	0	0	0	368,687	368,687	(16,324)	(19,757)
Coolgardie Post Office (CBA Refinanced)	CBA	125	332,758	0	0	0	0	332,758	332,758	(10,634)	(17,831)
CBA Overdraft Facility (CBA Refinanced)	CBA	125	812,140	0	0	0	0	812,140	812,140	(34,070)	(41,106)
Bluebush Village - Stage 1 Construction (ANZ Refinanced)	CBA	126	4,646,000	0	0	0	0	4,646,000	4,646,000	(214,856)	(278,760)
Coolgardie Class III Waste Facility (ANZ Refinanced)	CBA	126	1,463,100	0	0	0	0	1,463,100	1,463,100	(67,632)	(87,786)
Kambalda Aerodrome Refurbishment (ANZ Refinanced)	CBA	126	439,000	0	0	0	0	439,000	439,000	(20,342)	(26,340)
Bluebush Village - Stage 2 Construction (ANZ Refinanced)	CBA	126	1,874,995	0	0	0	0	1,874,995	1,874,995	(86,719)	(112,500)
Cashflow Assistance	CBA	126	4,076,905	0	0	0	0	4,076,905	4,076,905	(188,502)	(244,614)
Overdraft Facility	CBA	N/A	0	0	0	0	0	0	0	0	(27,500)
Total			**25,463,497**	**0**	**0**	**0**	**0**	**25,463,497**	**25,463,497**	**(1,223,229)**	**(1,469,750)**
Current borrowings			0					0			
Non-current borrowings			25,463,497					25,463,497			
			25,463,497					**25,463,497**			

Bank overdrafts and bank loans are secured by a floating charge over the rates of the Shire of Coolgardie. 356,087

KEY INFORMATION 25,819,584
The Shire has elected to recognise borrowing costs as an expense when incurred regardless of how the borrowings are applied.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature.

SHIRE OF COOLGARDIE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MAY 2026

11 LEASE LIABILITIES

Movement in carrying amounts

Information on leases			New Leases		Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	Lease No.	1 July 2025	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		$	$	$	$	$	$	$	$	$
Hino 700 Series (P351)	6320171	66,576	0	0	(2,080)	(66,576)	64,496	0	(1,389)	(280)
Hino 700 Series (P355)	6344997	66,169	0	0	(11,255)	(66,169)	54,914	0	(1,248)	(1,142)
BENQ Whiteboards	2073290	10,714	0	0	(10,714)	(10,714)	0	0	(422)	(328)
Meraki IT Equipment	190006130	18,163	0	0	(12,960)	(14,164)	5,203	3,999	(471)	(489)
TechnoGym - Kambalda Gym 1	147-0106194-002	44,650	0	0	(25,285)	(27,761)	19,365	16,889	(2,122)	(2,137)
TechnoGym - Kambalda Gym 2	187-1185-187-003	20,726	0	0	(9,866)	(10,816)	10,860	9,910	(1,554)	(1,653)
TechnoGym - Coolgardie Gym	187-1185-187-002	41,837	0	0	(9,815)	(10,634)	32,022	31,203	(1,496)	(1,923)
Vestone - Loader	COO01052022-YG-01	150,998	0	0	(86,941)	(80,034)	64,057	70,964	(8,041)	(7,642)
Vestone - Compactor	COO01052022-YG-01	247,907	0	0	(142,737)	(131,399)	105,170	116,508	(13,205)	(12,547)
Vestone - Kambalda 120 Person Camp	CAS-109046-NOW	1,398,271	0	0	(1,398,271)	(1,398,271)	0	0	0	(85,349)
Total		**2,066,011**	**0**	**0**	**(1,709,924)**	**(1,816,538)**	**356,087**	**249,473**	**(29,948)**	**(113,490)**
Current lease liabilities		1,816,537					106,613			
Non-current lease liabilities		249,474					249,474			
		2,066,011					**356,087**			

All lease repayments were financed by general purpose revenue.

KEY INFORMATION

At inception of a contract, the Shire assesses if the contract contains or is a lease. A contract is or contains a lease, if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. At the commencement date, a right of use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the Shire uses its incremental borrowing rate.

All contracts classified as short-term leases (i.e. a lease with a remaining term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.

SHIRE OF COOLGARDIE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MAY 2026

12 OTHER CURRENT LIABILITIES

Other current liabilities	Note	Opening Balance 1 July 2025	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 31 May 2026
		$	$	$	$	$
Other liabilities						
Contract liabilities		10,000	0	65,491	(20,000)	55,491
Capital grant/contributions liabilities		2,079,524	0	807,070	(1,309,410)	1,577,184
Total other liabilities		2,089,524	0	872,561	(1,329,410)	1,632,675
Employee Related Provisions						
Provision for annual leave		267,086	0	0	(41,699)	225,387
Provision for long service leave		164,945	0	0	0	164,945
Total Provisions		432,031	0	0	(41,699)	390,332
Other Provisions						
Casair Dispute		200,793	0	0	(182,355)	18,438
Provision for Rates Disputes		1,839,386	0	0	(450,000)	1,389,386
Total Other Provisions		2,040,179	0	0	(632,355)	1,407,824
Total other current liabilities		**4,561,734**	**0**	**872,561**	**(2,003,464)**	**3,430,831**

Amounts shown above include GST (where applicable)

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 13 and 14

KEY INFORMATION

Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.
Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee Related Provisions

Short-term employee benefits

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.
The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

Other long-term employee benefits

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as employee related provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer.

Capital grant/contribution liabilities

Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

SHIRE OF COOLGARDIE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MAY 2026

13 GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Unspent grant, subsidies and contributions liability					Grants, subsidies and contributions revenue		
	Liability 1 July 2025	Increase in Liability	Decrease in Liability (As revenue)	Liability 31 May 2026	Current Liability 31 May 2026	Amended Budget Revenue	YTD Budget	YTD Revenue Actual
	$	$	$	$	$	$	$	$
Grants and subsidies								
General Purpose Funding								
Financial Assistance Grants - General Purpose	0	0	0	0	0	277,843	277,843	277,842
Governance								
Australia Day	0	10,000	(10,000)	0	0	0	0	10,000
Law, Order & Public Safety								
DFES - Bushfire Grant	0	5,491	0	5,491	5,491	12,790	12,790	7,299
Education & Welfare								
Kambalda Community Resource Centre	0	0	0	0	0	132,558	121,761	130,842
Kambalda Recreation Centre	0	0	0	0	0	9,300	8,525	8,582
Coolgardie Community Resource Centre	0	0	0	0	0	127,201	116,851	130,433
Kambalda Community Resource Centre								0
Regional Traineeship Program		50,000		50,000	50,000			
Recreation & Culture								
Youth Services Grant	0	0	0	0	0	10,000	10,000	0
Transport								
Main Roads - Direct Grant	0	0	0	0	0	194,516	194,516	194,516
Financial Assistance Grants - Roads	0	0	0	0	0	349,594	349,594	349,594
Economic Services								
	0	**65,491**	**(10,000)**	**55,491**	**55,491**	**1,113,802**	**1,091,880**	**1,109,108**
Contributions								
General Purpose Funding								
Governance								
Elected Member Related	0	0	0	0	0	2,000	1,500	5,909
Community Chest	0	0	0	0	0	0	0	1,364
Goldfields Records Facility	0	0	0	0	0	0	0	2,836
Health								
Goldfields - Women's Health Care	0	0	0	0	0	35,000	35,000	0
Education & Welfare								
Goldfields - Meals on Meals	0	0	0	0	0	45,455	32,957	45,455
Coolgardie- Breakfast Events	0	0	0	0	0	0	0	4,544
Community Amenities				0				
Sewerage Contributions	0	0	0	0	0	154,545	115,909	171,636
Transport				0				
Mining Contributions	0	0	0	0	0	0	0	0
Mining Haulage Funds	0	0	0	0	0	280,000	280,000	207,920
Economic Services				0				
Donations	0	0	0	0	0	1,500	1,500	0
Meedac	0	0	0	0	0	0	0	1,200
Recreation & Culture								
Evolution - Youth Futures Lifeguard Program	10,000	0	(10,000)	0	0	0	0	10,000
	10,000	**0**	**(10,000)**	**0**	**0**	**518,500**	**466,866**	**450,864**
TOTALS	**10,000**	**65,491**	**(20,000)**	**55,491**	**55,491**	**1,632,302**	**1,558,744**	**1,559,972**

SHIRE OF COOLGARDIE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MAY 2026

14 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

	Capital grant/contribution liabilities						Capital grants, subsidies and contributions revenue		
Provider	Liability 1 July 2025	Increase in Liability	Decrease in Liability (As revenue)	Liability 31 May 2026	Current Liability 31 May 2026		Amended Budget Revenue	YTD Budget	YTD Revenue Actual
	$	$	$	$	$		$	$	$
Capital grants and subsidies									
Recreation and Culture									
Kambalda Youth Centre Facility	0	0	0	0	0		0	0	0
Transport									
Main Roads - Heavy Vehicle Safety & Productivity Program	0	0	0	0	0		1,239,986	1,094,386	447,986
Main Roads - Regional Road Group	1,011,910	650,363	(809,179)	853,094	853,094		3,305,238	3,305,238	809,179
Main Roads - Black Spot	280,000	0	(280,000)	0	0		355,101	355,101	1,830
Department of Infrastructure - Roads to Recovery	55,101	0	(1,830)	53,271	53,271		0	0	0
LRCI - Phase 4 Roads	218,401	0	(218,401)	0	0		0	0	0
Flood Damage	0			0			200,000	150,000	0
Economic Services				0	0				2,100
	1,565,412	**650,363**	**(1,309,410)**	**906,365**	**906,365**	**0**	**5,100,325**	**4,904,725**	**1,261,095**
Capital contributions									
General Purpose Funding									
Transport									
Road Haulage Funds	514,112	156,707	0	670,819	670,819		680,000	680,000	0
	514,112	**156,707**	**0**	**670,819**	**670,819**		**680,000**	**680,000**	**0**
TOTALS	**2,079,524**	**807,070**	**(1,309,410)**	**1,577,184**	**1,577,184**		**5,780,325**	**5,584,725**	**1,261,095**

SHIRE OF COOLGARDIE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 MAY 2026

15 BUDGET AMENDMENTS

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

GL/Job	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Balance
				$	$	$	$
	Budget adoption						0
	2024/25 Audited Closing Deficit	#231/2025	Opening surplus(deficit)			(2,285,887)	(2,285,887)
093100	Bluebush Village Camp Rental Income	#231/2025	Operating revenue		2,500,000		214,113
120775	Airport Landing Fees	#231/2025	Operating revenue			(300,000)	(85,887)
100185	Coolgardie Waste - Contaminated	#231/2025	Operating revenue			(400,000)	(485,887)
100186	Coolgardie Waste - Class 2	#231/2025	Operating revenue			(100,000)	(585,887)
100187	Coolgardie Waste - Class 3	#231/2025	Operating revenue		200,000		(385,887)
030278	Interest on Investments	#231/2025	Operating revenue		100,000		(285,887)
E0401	Executive Services - Members of Council	#231/2025	Operating expenses		350,000		64,113
E0402	Finance/Administration and Associated Costs	#231/2025	Operating expenses		150,000		214,113
A1405	Occupational Health & Safety	#231/2025	Operating expenses		60,000		274,113
A0431	Training And Conferences	#231/2025	Operating expenses		20,000		294,113
A1402	Staff Training	#231/2025	Operating expenses		20,000		314,113
093260	Accommodation Management	#231/2025	Operating expenses			(1,250,000)	(935,887)
A1202	Kambalda Airport Operating	#231/2025	Operating expenses			(75,000)	(1,010,887)
A1203	Baggage Handling Fees	#231/2025	Operating expenses		175,000		(835,887)
A1204	Kambalda Aerodrome Runway Maintenance	#231/2025	Operating expenses		250,000		(585,887)
A1002	Contract For Household Waste - General	#231/2025	Operating expenses		60,000		(525,887)
C1013	Coolgardie Class Iii Operating Costs	#231/2025	Operating expenses		30,000		(495,887)
T1013	Coolgardie Refuse Site Maintenance	#231/2025	Operating expenses		60,000		(435,887)
030183	Debit - Rates Written-Off	#231/2025	Operating expenses			(555,807)	(991,694)
030275	INCOME - GRANTS COMMISSION GENERAL GRANT	#43/2026	Operating revenue			(16,402)	(1,008,096)
030278	Interest on Investments	#43/2026	Operating revenue		100,000		(908,096)
030189	Legal Costs for Rates Recovery	#43/2026	Operating expenses		140,000		(768,096)
030100	Rates Legal Costs Recovered	#43/2026	Operating expenses			(140,000)	(908,096)
030161	Debit - Administration Allocation Rates	#43/2026	Operating expenses		35,000		(873,096)
A0461	Local Government Week	#43/2026	Operating expenses		13,743		(859,353)
A0463	Councillor Training	#43/2026	Operating expenses			(28,000)	(887,353)
D0433	Staff Functions	#43/2026	Operating expenses		7,500		(879,853)
S0482	Council Elections	#43/2026	Operating expenses			(10,000)	(889,853)
D0451	Community Chest	#43/2026	Operating expenses		25,000		(864,853)
D0454	Staff & Elected Member Gifts	#43/2026	Operating expenses			(2,000)	(866,853)

FOR THE PERIOD ENDED 31 MAY 2026

15 BUDGET AMENDMENTS

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

GL/Job	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Balance
				$	$	$	$
D0492	Australia Day	#43/2026	Operating expenses		2,194		(864,659)
D1110	Coolgardie Day	#43/2026	Operating expenses		2,727		(861,932)
D1114	Kambalda Christmas Tree	#43/2026	Operating expenses		1,818		(860,114)
D1115	Seniors Christmas Lunch	#43/2026	Operating expenses		2,400		(857,714)
A0439	Professional Development	#43/2026	Operating expenses		2,000		(855,714)
A0440	Drug Testing	#43/2026	Operating expenses		2,000		(853,714)
A0442	Staff Child Care Services	#43/2026	Operating expenses		5,000		(848,714)
E0405	Professional Membership	#43/2026	Operating expenses		1,000		(847,714)
A1405	Occupational Health & Safety Contract Services	#43/2026	Operating expenses		10,000		(837,714)
040162	Administrative Allocation Members and Executive	#43/2026	Operating expenses		50,000		(787,714)
S0415	Contract Services	#43/2026	Operating expenses			(300,000)	(1,087,714)
A0459	Workplace Subscriptions	#43/2026	Operating expenses		10,000		(1,077,714)
L009	Legal Costs	#43/2026	Operating expenses			(130,000)	(1,207,714)
A0511	Volunteer Fire Brigade	#43/2026	Operating expenses		5,000		(1,202,714)
D0502	Fire Fighting Services	#43/2026	Operating expenses		12,000		(1,190,714)
A0400	Ranger Services	#43/2026	Operating expenses		3,000		(1,187,714)
A0503	Kambalda Pound Maintenance	#43/2026	Operating expenses		5,000		(1,182,714)
D0702	Doctor Motor Vehicle Costs	#43/2026	Operating expenses			(10,000)	(1,192,714)
D0710	Funded Counselling Services	#43/2026	Operating expenses		35,000		(1,157,714)
D0712	Health & Wellbeing Services	#43/2026	Operating expenses		12,000		(1,145,714)
D0760	Coolgardie Medical Services	#43/2026	Operating expenses		120,000		(1,025,714)
T0701	Mosquito Control	#43/2026	Operating expenses		6,000		(1,019,714)
080474	Income - Relating To Aged Disabled & Senior Citizens	#43/2026	Operating revenue			(4,545)	(1,024,259)
S0805	Seniors Activities Programs	#43/2026	Operating expenses		10,000		(1,014,259)
Y002	Coolgardie Youth Activities	#43/2026	Operating expenses		1,500		(1,012,759)
Y003	Kambalda Youth Activities	#43/2026	Operating expenses		1,500		(1,011,259)
E0807	Coolgardie CRC Salaries	#43/2026	Operating expenses		80,000		(931,259)
A08C3	Coolgardie CRC Marketing & Promotion Costs	#43/2026	Operating expenses		5,000		(926,259)
BH10	Staff Housing Repairs & Maintenance	#43/2026	Operating expenses		2,500		(923,759)
BH13	Staff Housing Repairs & Maintenance	#43/2026	Operating expenses		2,500		(921,259)
BH23	Staff Housing Repairs & Maintenance	#43/2026	Operating expenses		5,000		(916,259)
SH55	Staff Housing Repairs & Maintenance	#43/2026	Operating expenses		7,500		(908,759)
BH25	Kambalda Aged Housing Repairs & Maintenance	#43/2026	Operating expenses		1,500		(907,259)
BH26	Kambalda Aged Housing Repairs & Maintenance	#43/2026	Operating expenses		1,500		(905,759)
BH27	Kambalda Aged Housing Repairs & Maintenance	#43/2026	Operating expenses		1,500		(904,259)

FOR THE PERIOD ENDED 31 MAY 2026

15 BUDGET AMENDMENTS

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

GL/Job	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Balance
				$	$	$	$
BH28	Kambalda Aged Housing Repairs & Maintenance	#43/2026	Operating expenses		1,500		(902,759)
BH29	Kambalda Aged Housing Repairs & Maintenance	#43/2026	Operating expenses		1,500		(901,259)
BH30	Kambalda Aged Housing Repairs & Maintenance	#43/2026	Operating expenses		1,500		(899,759)
BR89	Kambalda Aged Housing Repairs & Maintenance	#43/2026	Operating expenses		1,000		(898,759)
090276	INCOME - OTHER HOUSING(GOODENIA COURT UNITS)	#43/2026	Operating revenue		75,750		(823,009)
093100	Bluebush Village Camp Rental Income	#43/2026	Operating revenue		800,000		(23,009)
093211	Bluebush Village Water Usage	#43/2026	Operating expenses			(50,000)	(73,009)
093245	Depreciation - Bluebush Village	#43/2026	Operating expenses	953,964			(73,009)
093245	Depreciation - Bluebush Village	#43/2026	Operating expenses	1,264,765			(73,009)
093250	Repairs & Maintenance	#43/2026	Operating expenses			(200,000)	(273,009)
093260	Accommodation Management	#43/2026	Operating expenses			(400,000)	(673,009)
100181	Coolgardie Waste - Demolition / Construction	#43/2026	Operating revenue			(95,000)	(768,009)
100183	Coolgardie Waste - Tyres	#43/2026	Operating revenue			(50,000)	(818,009)
100184	Coolgardie Waste - Asbestos	#43/2026	Operating revenue			(50,000)	(868,010)
A1007	Ground Water Monitoring	#43/2026	Operating expenses		38,000		(830,010)
T1004	Kambalda Waste Operations	#43/2026	Operating expenses			(50,000)	(880,010)
T1013	Coolgardie Waste Operations	#43/2026	Operating expenses			(40,000)	(920,010)
100162	Administration Allocation Waste Disposal	#43/2026	Operating expenses		35,000		(885,010)
100284	Kambalda Waste - Asbestos	#43/2026	Operating revenue		75,000		(810,010)
100286	Kambalda Waste - Class 2	#43/2026	Operating revenue		40,000		(770,010)
100287	Kambalda Waste - Commercial	#43/2026	Operating revenue			(140,000)	(910,010)
100306	INCOME SEWERAGE COOLGARDIE	#43/2026	Operating revenue		154,545		(755,464)
100378	Liquid Waste	#43/2026	Operating revenue		100,000		(655,464)
T1012	Sewerage Coolgardie	#43/2026	Operating expenses			(100,000)	(755,464)
A1062	Town Planning and Regional Development	#43/2026	Operating expenses		12,000		(743,464)
A1063	Town Planning and Regional Development	#43/2026	Operating expenses			(35,000)	(778,464)
BM1111	Swimming Pool Coolgardie	#43/2026	Operating expenses		60,000		(718,464)
BR1110	Swimming Pool Kambalda	#43/2026	Operating expenses		20,000		(698,464)
BL1102	Kambalda East Hall	#43/2026	Operating expenses			(6,000)	(704,464)
BL1112	Coolgardie Bowling Club	#43/2026	Operating expenses		10,000		(694,464)
BL1305	Coolgardie Roads Board	#43/2026	Operating expenses		7,000		(687,464)
T1128	Kambalda Tennis Courts	#43/2026	Operating expenses		5,000		(682,464)
A1125	Indigenous & Migration Program	#43/2026	Operating expenses		20,000		(662,464)
A1127	Community Development Operations	#43/2026	Operating expenses		15,000		(647,464)
A1140	Community Development Planning	#43/2026	Operating expenses		10,000		(637,464)

FOR THE PERIOD ENDED 31 MAY 2026

15 BUDGET AMENDMENTS

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

GL/Job	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Balance
				$	$	$	$
CE999	Community Event Programs	#43/2026	Operating expenses		20,000		(617,464)
E1101	Community & Economic Development	#43/2026	Operating expenses		100,000		(517,464)
A1103	Museum Collections	#43/2026	Operating expenses		7,500		(509,964)
BL1104	Kambalda Recreation Centre - Café	#43/2026	Operating expenses			(9,000)	(518,964)
BL1118	Kambalda Recreation Centre - Child Care	#43/2026	Operating expenses			(8,000)	(526,964)
BR1101	Kambalda Recreation Centre - General	#43/2026	Operating expenses		25,000		(501,964)
111174	Kambalda Youth Facility	#43/2026	Capital revenue			(100,000)	(601,964)
111405	Kambalda Gym Income	#43/2026	Operating revenue		15,000		(586,964)
111450	Kambalda Gym	#43/2026	Operating expenses		2,500		(584,464)
111480	Minor Equipment under $5,000	#43/2026	Operating expenses		2,500		(581,964)
111505	Coolgardie Gym Income	#43/2026	Operating revenue		5,000		(576,964)
111550	Coolgardie Gym	#43/2026	Operating expenses		5,000		(571,964)
111580	Minor Equipment under $5,000	#43/2026	Operating expenses		2,500		(569,464)
M0001	Road Maintenance - Salaries	#43/2026	Operating expenses		104,500		(464,964)
M0001	Road Maintenance - Materials & Contracts	#43/2026	Operating expenses		410,000		(54,964)
120275	Income - Limited Cartage Campaign	#43/2026	Operating revenue			(500,000)	(554,964)
120200	Income - Flood Damage	#43/2026	Operating revenue		200,000		(354,964)
120201	Income Roads - Regional Road Group	#43/2026	Operating revenue		528,669		173,705
120202	Roads Income - Roads to Recovery	#43/2026	Operating revenue			(65,063)	108,642
120202	Roads Income - Roads to Recovery	#43/2026	Operating revenue			(648,815)	(540,173)
120220	FAGS - Road Grant	#43/2026	Operating revenue		5,004		(535,169)
120262	Administration Allocation Tech Services	#43/2026	Operating expenses		30,000		(505,169)
A1202	Relating to Aerodromes	#43/2026	Operating expenses			(60,000)	(565,169)
A1204	Relating to Aerodromes	#43/2026	Operating expenses		75,000		(490,169)
130109	Rural Service - Control	#43/2026	Operating expenses		20,000		(470,169)
T1302	Coolgardie Information Bays	#43/2026	Operating expenses		10,000		(460,169)
D1399	Tourism Subscriptions	#43/2026	Operating expenses		10,000		(450,169)
A1320	Building Services	#43/2026	Operating expenses		40,000		(410,169)
130320	Building Control	#43/2026	Capital revenue			(20,000)	(430,169)
130400	Coolgardie Post Office	#43/2026	Operating revenue			(15,537)	(445,706)
BR1316	Coolgardie Post Office	#43/2026	Operating expenses		15,000		(430,706)
130735	Income - CDC Support Hub	#43/2026	Operating revenue			(360,000)	(790,706)
130640	Expenditure - CDC Support Hub	#43/2026	Operating expenses		360,000		(430,706)
130662	ADMINISTRATION ALLOCATION ECONOMIC DEVELOPMENT	#43/2026	Operating expenses		45,000		(385,706)
A1330	Contract Services	#43/2026	Operating expenses		10,000		(375,706)

FOR THE PERIOD ENDED 31 MAY 2026

15 BUDGET AMENDMENTS

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

GL/Job	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Balance
				$	$	$	$
A1331	Branding & Promotion	#43/2026	Operating expenses		45,000		(330,706)
A1333	Economic Development Planning Services	#43/2026	Operating expenses			(60,000)	(390,706)
A1334	Feasibility Studies	#43/2026	Operating expenses		10,000		(380,706)
040275	Miscellaneous	#43/2026	Operating revenue	94,448			(380,706)
A0404	Staff Uniforms - Admin	#43/2026	Operating expenses		20,000		(360,706)
A04852	Workers Compensation - Admin	#43/2026	Operating expenses		25,000		(335,706)
A0426	Corporate Advertising	#43/2026	Operating expenses			(20,000)	(355,706)
A0466	Goldfields Records Facility	#43/2026	Operating expenses			(20,000)	(375,706)
A04221	Annual Software Subscriptions	#43/2026	Operating expenses		30,000		(345,706)
BR0401	Coolgardie Administration Building	#43/2026	Operating expenses		10,000		(335,706)
A0408	Consultants - Administration	#43/2026	Operating expenses			(25,000)	(360,706)
040338	Debtor write Off	#43/2026	Operating expenses			(32,259)	(392,965)
140267	Credit - Overheads Allocated To Works	#43/2026	Operating expenses			(195,000)	(587,965)
WP60	Private Works - Kambalda Site Clean up	#43/2026	Operating expenses		50,000		(537,965)
WP61	Private Works - Coolgardie Site Clean up	#43/2026	Operating expenses		50,000		(487,965)
A1404	Staff Uniforms - Outside	#43/2026	Operating expenses		10,000		(477,965)
A1412	Workers Compensation - Outside Staff	#43/2026	Operating expenses		25,000		(452,965)
A1413	Road Valuations	#43/2026	Operating expenses		50,000		(402,965)
140267	Credit - Overheads Allocated To Works	#43/2026	Operating expenses			(85,000)	(487,965)
A1402	Outside Staff Training	#43/2026	Operating expenses		10,000		(477,965)
T1001	West Kambalda Bins Public Areas	#43/2026	Operating expenses		10,000		(467,965)
T1108	Lions Park Kambalda West	#43/2026	Operating expenses		10,000		(457,965)
T1204	West Oval	#43/2026	Operating expenses		10,000		(447,965)
T1205	West Kambalda Footpaths	#43/2026	Operating expenses		7,500		(440,465)
T1209	West Kambalda Footpaths	#43/2026	Operating expenses		7,500		(432,965)
T1203	West Kambalda Verge	#43/2026	Operating expenses		15,000		(417,965)
T1219	Coolgardie Street Verge Maintenance	#43/2026	Operating expenses		15,000		(402,965)
140308	Fuel & Oils	#43/2026	Operating expenses		55,500		(347,465)
140309	Workshop Consumables	#43/2026	Operating expenses		10,000		(337,465)
140310	Parts & Repairs	#43/2026	Operating expenses		85,000		(252,465)
140367	Credit - Plant Operation Costs Allocated To Works	#43/2026	Operating expenses			(150,500)	(402,965)
C1013	Coolgardie Class Iii Operating Costs	#43/2026	Operating expenses		50,000		(352,965)
T1013	Coolgardie Refuse Site Maintenance	#43/2026	Operating expenses		50,000		(302,965)
M0001	Routine Road Maintenance	#43/2026	Operating expenses		50,500		(252,465)
140774	Income - Relating To Unclassified	#43/2026	Operating revenue		150,000		(102,465)

FOR THE PERIOD ENDED 31 MAY 2026

15 BUDGET AMENDMENTS

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

GL/Job	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Balance
				$	$	$	$
140709	Expense - Relating To Unclassified	#43/2026	Operating expenses			(150,000)	(252,465)
C13179	Kambalda Youth Facility	#43/2026	Capital expenses		100,000		(152,465)
C13122/	11 Goodenia Court - Construction Of 3 Units	#43/2026	Capital expenses			(155,000)	(307,465)
C11073	Kcrf Building Upgrades And Renewals	#43/2026	Capital expenses		20,000		(287,465)
C11150	Kambalda Recreation Centre - Stadium Floor	#43/2026	Capital expenses			(9,071)	(296,536)
C11032	Coolgardie Recreation Centre	#43/2026	Capital expenses		50,000		(246,536)
C13039	Coolgardie Cultural & Community Hub	#43/2026	Capital expenses		20,000		(226,536)
C13078	Small Plant Purchases	#43/2026	Capital expenses		10,000		(216,536)
RRG002	23-24 Rrg Coolgardie North Rd - Slk 14.90 To Slk 17.10	#43/2026	Capital expenses			(100,000)	(316,536)
RRG002	Rrg - Coolgardie North Rd Seal Slk 18.10 - Slk 22.20	#43/2026	Capital expenses			(872,781)	(1,189,316)
RTRCO(	2025/26 RTR - Miscellaneous Coolgardie Projects	#43/2026	Capital expenses		418,484		(770,832)
RTRKAI	2025/26 RTR - Miscellaneous Kambalda Projects	#43/2026	Capital expenses		425,331		(345,501)
RTR159	2025/26 RTR - Southern Bypass Road	#43/2026	Capital expenses			(300,000)	(645,501)
FD001	Flood Damage	#43/2026	Capital expenses		25,000		(620,501)
RTR022	2025/26 RTR - Lefroy Street (Bayley To Sylvester)	#43/2026	Capital expenses		60,000		(560,501)
RTR022	2025/26 RTR - Lefroy Street (Woodward To Bayley)	#43/2026	Capital expenses		45,000		(515,501)
RTR034	RTR Ford Street (Woodward To Bayley Street)	#43/2026	Capital expenses		85,000		(430,501)
PO100	Park Infrastructure Renewal - Kambalda	#43/2026	Capital expenses		37,500		(393,001)
PO200	Park Infrastructure Renewal - Coolgardie	#43/2026	Capital expenses		37,500		(355,501)
C11104	Coolgardie Satellite Television Broadcasting Service	#43/2026	Capital expenses			(4,498)	(360,000)
C13180	Cool Truck Bay Bund Wall	#43/2026	Capital expenses		40,000		(320,000)
RS004	Kambalda Refuse Site	#43/2026	Capital expenses		100,000		(220,000)
C1015	Coolgardie Tip - New Cell	#43/2026	Capital expenses		200,000		(20,000)
C10007	Coolgardie Sewerage - Water Re-Use System	#43/2026	Capital expenses		20,000		0
					3,975,000	**(4,966,694)**	**0**

Shire of Coolgardie

Matters Identified for the period ended 31 May 2026

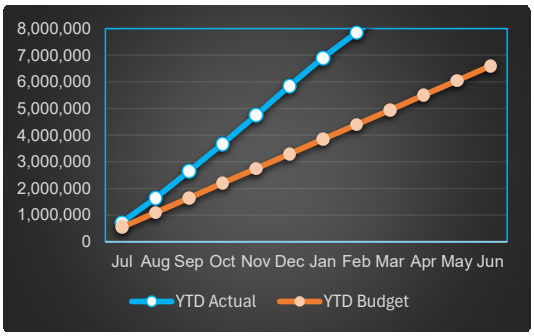
Topic	Matter Raised	Date Identified	Date Reviewed	Explanation	Action Required	Priority	Management Comment	Status
Going Concern	Surplus / (Deficit) Position	Jan-25	May-26	The Shire reported a Surplus position of $26,875,900 at 31 May 2026 (Apr-26: $6,612,462 Surplus).	Management to continually monitor the current position to identify and potential financial risks and to ensure the long term financial sustainability of the organisation	HIGH	As a comparative there was a surplus position of $690,993 at 31 May 2025. This represents a $28.80 million favourable variance to the same reporting period 12 months prior however a larger component of the ($20m) relates to the sale of Bluebush Village.	Ongoing
Going Concern	Net current liability	Jan-25	May-26	The Shire reported a net current asset position of $27,036,022 at 31 May 2026 (Apr-26: $6,495,411 Surplus).	Management to continually monitor the current position to ensure all short term commitments can be met.	HIGH	As a comparative the Shire reported a net current asset position at 31 May 2025 of $631,014 resulting in a $26.40 million favourable variance to the same reporting period 12 months prior. It is important to note that the position at 31 May reflects substantially so high as the result of sale of Bluebush during the month and reflected in Trade Debtors.	Ongoing
Going Concern	Cash Position	Jan-25	May-26	For the period ended 31 May 2026 the Shire's cash & cash equivalent position is $10,425,651 (Apr-26: $10,470,846). Trade Receivables are $24,431,384 (Apr-26: $2,701,286) while Trade Payables are $4,539,091 (Apr-26: $2,596,458). Trade Receivables is high	Rates & Trade Receivables need to be reviewed to assess the likelihood of outstanding balances being received.	HIGH	As a comparative the cash position at 31 May was $3,495,705. This represents a $6.92 million favourable difference to the reporting period 12 months prior. As previously mentioned the position at 31 May 2025 was improved substantially as the result of new loan proceeds received.	Ongoing
Subsidiary Ledgers	Capital Grants & Subsidies Liability	Jan-25	May-26	There is currently a balance of $1,632,675 (Apr-26: $1,606,411) in Capital Grants & Contract Liabilities.	Management to carefully monitor the current position to ensure all short term commitments can be met.	HIGH	Road projects commenced in Q3 and revenue is being recognised as works are being completed.	In Progress
Liabilities	Trade Payables	Jan-25	May-26	Sundry Creditors are $1,933,967 (Apr-26: $2,042,935) at 31 May 2026 . $234,307 or 12% of these creditors have been outstanding for 90+ days.	Management need to manage short term cash flow to allow payment of creditors to maintain good working relationships current suppliers.	MEDIUM	The amount sitting in 90+ days relates to a longstanding dispute which is hoped to be resolved soon.	In Progress
Current Assets	Inventories	Jan-25	May-26	Road base stockpile worth $148,724 purchased in August & September 2024 needs to be reconciled during the month when/if allocated to various works programs.	Management need to ensure measures are in place to accurately track stock movements during the month.	MEDIUM	Road Replacement Program currently in progress and road base will be allocated to road projects in June 2026 as the road base is utilised.	In Progress

Bluebush Village
Business Unit Reporting for the period ended 31 May 2026

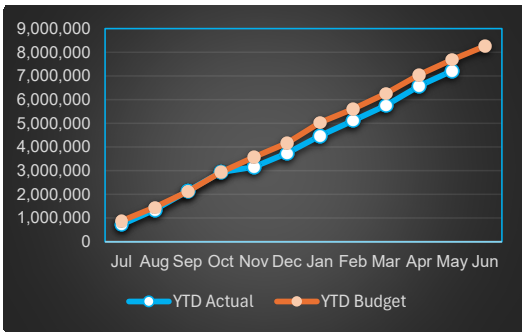
	YTD Budget	YTD Actual	Variance
Revenue			
Fees & Charges	8,998,658	10,914,659	1,916,001
Other Revenue	0	0	0
	8,998,658	10,914,659	1,916,001
Expenditure			
Operational Costs	(6,190,108)	(6,425,886)	(235,778)
Depreciation	(93,500)	0	93,500
Interest Expenses	(973,645)	(792,059)	181,586
Other	(49,500)	(2,640)	46,860
	(7,306,753)	(7,220,585)	86,168
Non cash amounts excluded from operating activities	93,500	0	(93,500)
Amount attributable to operating activities	**1,785,405**	**3,694,074**	**1,908,669**
Financing activities			
Proceeds from borrowings	0	0	0
Loan principal repayments	0	0	0
Lease principal repayments	(1,026,549)	(1,398,271)	(371,722)
Amount attributable to financing activities	**(1,026,549)**	**(1,398,271)**	**(371,722)**
Surplus / (Deficit)	**758,856**	**2,295,803**	**1,536,947**

GRAPHICAL INFORMATION

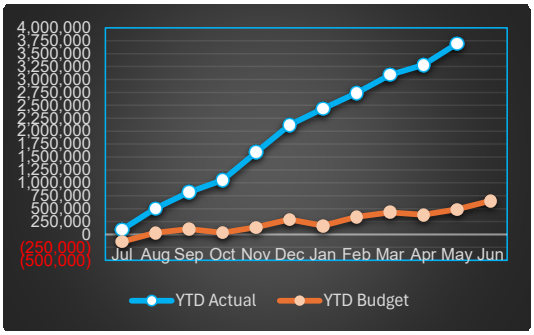
Operating Revenue



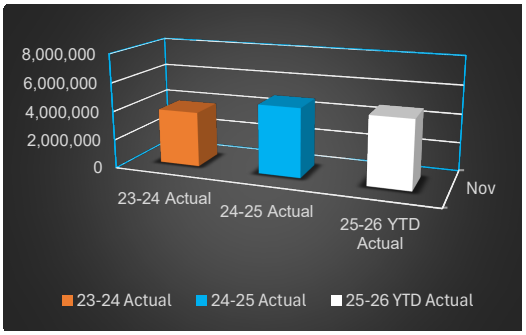
Operating Expenditure



Surplus / Deficit (Excludes Depreciation)



Revenue - 3 Year Comparative

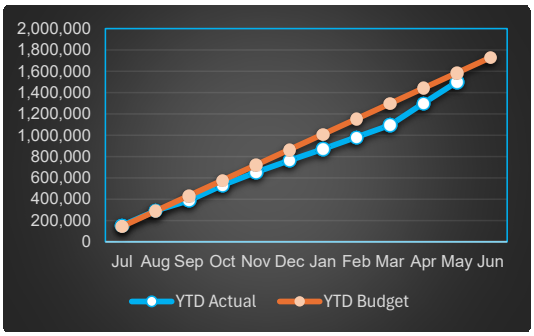


Waste Facilities
Business Unit Reporting for the period ended 31 May 2026

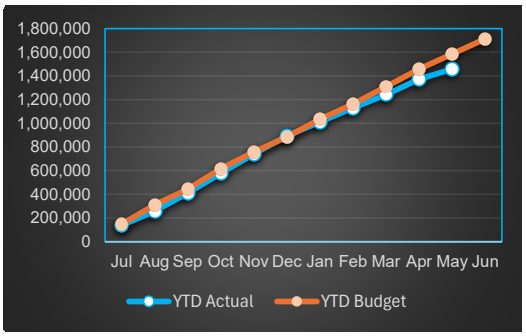
	YTD Budget	YTD Actual	Variance
Revenue			
Fees & Charges	1,219,872	1,499,953	280,081
Other Revenue	0	108	108
	1,219,872	1,500,062	280,189
Expenditure			
Operational Costs	(698,331)	(644,262)	54,068
Depreciation	(580,145)	(711,979)	(131,834)
Interest Expenses	(87,786)	(67,632)	20,154
Other	(29,860)	(34,562)	(4,702)
	(1,396,122)	(1,458,435)	(62,313)
Non cash amounts excluded from operating activities	580,145	711,979	131,834
Amount attributable to operating activities	**403,896**	**753,606**	**349,710**
Financing activities			
Proceeds from borrowings	0	0	0
Loan principal repayments	0	0	0
Lease principal repayments	0	0	0
Amount attributable to financing activities	**0**	**0**	**0**
Surplus / (Deficit)	**403,896**	**753,606**	**349,710**

GRAPHICAL INFORMATION

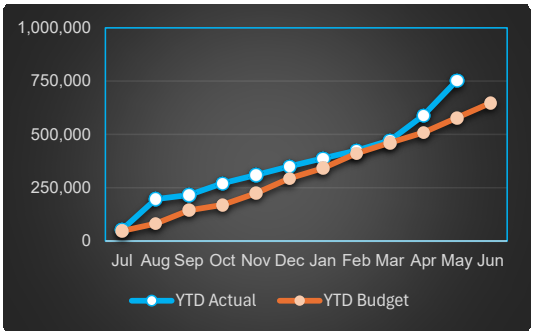
Operating Revenue



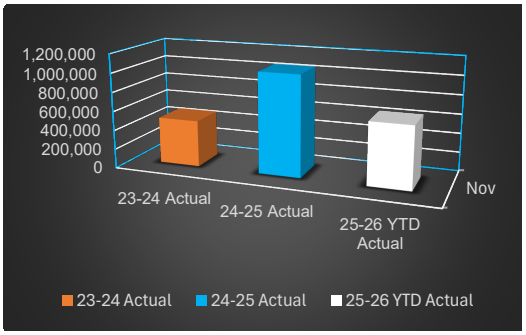
Operating Expenditure



Surplus / Deficit (Excludes Depreciation)



Revenue - 3 Year Comparative

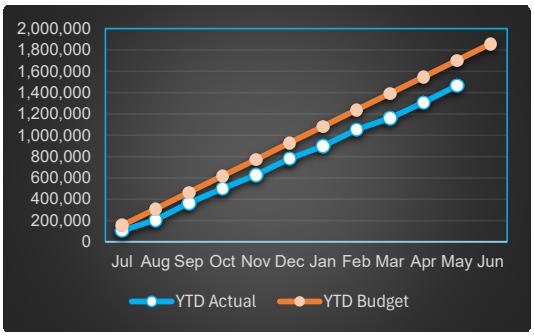


Kambalda Aerodrome
Business Unit Reporting for the period ended 31 May 2026

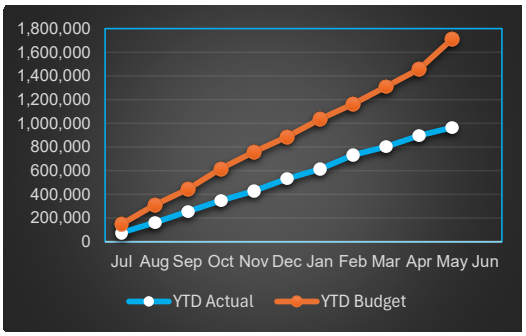
	YTD Budget	YTD Actual	Variance
Revenue			
Fees & Charges	1,451,700	1,464,936	13,236
Other Revenue	0	0	0
	1,451,700	1,464,936	13,236
Expenditure			
Operational Costs	(1,148,449)	(944,716)	203,733
Depreciation	0	0	0
Interest Expenses	(26,340)	(20,342)	5,998
Other	0	0	0
	(1,174,789)	(965,058)	209,731
Non cash amounts excluded from operating activities	0	0	0
Amount attributable to operating activities	**276,911**	**499,878**	**222,967**
Financing activities			
Proceeds from borrowings	0	0	0
Loan principal repayments	0	0	0
Lease principal repayments	0	0	0
Amount attributable to financing activities	**0**	**0**	**0**
Surplus / (Deficit)	**276,911**	**499,878**	**222,967**

GRAPHICAL INFORMATION

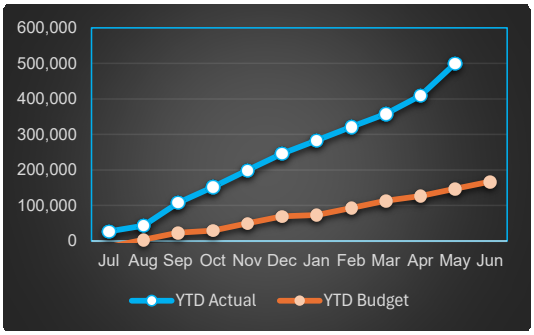
Operating Revenue



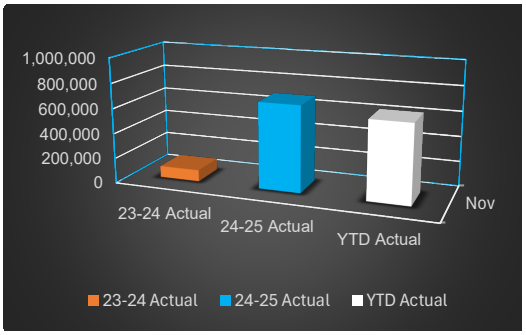
Operating Expenditure



Surplus / Deficit (Excludes Depreciation)



Revenue - 3 Year Comparative



12.3 Commercial Services

12.3.1 SCHEDULE OF FEES & CHARGES 2026/2027

Location: **Shire of Coolgardie**

Applicant: **Shire of Coolgardie**

Disclosure of Interest: **Nil**

Date: **15 June 2026**

Author: **Raj Subbiah, Finance Manager**

SUMMARY

The proposed Schedule of Fees and Charges for the 2026/27 financial year is presented to Council for adoption, with implementation to commence on 01 July 2026

BACKGROUND

The Shire of Coolgardie provides a broad range of services, facilities and programs to residents, businesses and visitors. In accordance with the provisions of the *Local Government Act 1995*, the Shire is authorised to impose fees and charges for many of these services and facilities. The proposed Schedule of Fees and Charges for the 2026/27 financial year has been reviewed to ensure an appropriate level of cost recovery is achieved while balancing affordability, community expectations and the ongoing financial sustainability of the Shire.

Under the *Local Government Act 1995*, a local government may impose and recover fees and charges for goods and services it provides or proposes to provide, other than services funded through a service charge. Fees and charges are generally imposed as part of the annual budget process; however, they may also be introduced or amended during the financial year, subject to the relevant statutory public notice requirements. Adoption of the proposed Schedule of Fees and Charges will enable the Shire to implement the revised fees and charges from 01 July 2026, with the Schedule also forming part of the Shire's 2026/27 Annual Budget.

COMMENT

In accordance with the Shire's Long Term Financial Plan (LTFP), fees and charges have generally been increased by 4% to support ongoing cost recovery and financial sustainability.

Major Changes from 2025/26 Schedule:

- Removal of all Bluebush Village accommodation fees and charges following the sale.
- Removal of Tip Passes.
- Introduction of a 100% gym membership concession for Police, emergency service personnel and volunteers.
- Reduction of the age eligibility for free seniors' fitness participation from 80 years to 70 years.

  Reintroduced Corporate Membership and Group Membership discount categories for gym and fitness memberships.
- Review and adjustment of fees across various service areas, including aquatic facilities, recreation facilities, airport services, cemetery services and regulatory functions, to reflect operational costs, CPI movements and cost recovery objectives.
- Administrative and formatting updates to improve clarity, consistency and application of the Schedule of Fees and Charges.

CONSULTATION

The proposed Schedule of Fees and Charges for 2026/27 has been developed through an internal review of existing fees and charges. The review process included consultation with Managers, Executive Management and relevant operational staff to ensure fees appropriately reflect service delivery costs, legislative requirements, operational considerations and the Shire's strategic objectives.

Consideration was also given to the principles outlined in the Shire's Long Term Financial Plan, with fees generally increased by 4% to support ongoing cost recovery and financial sustainability. Benchmarking against comparable local governments was undertaken where appropriate, together with an assessment of community affordability and service demand.

The draft Schedule of Fees and Charges was presented to Councillors through the budget development process, providing the opportunity for feedback and discussion prior to its presentation for formal adoption.

STATUTORY ENVIRONMENT

Local Government Act 1995

- *Section 6.16 – Imposition of fees and charges*
- *Section 6.17 – Setting the level of fees and charges*
- *Section 6.18 – Effect of other written laws*
- *Section 6.19 – Local government to give notice of certain fees and charges*

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

A per the proposed 2026/2027 Annual Budget

STRATEGIC IMPLICATIONS

A thriving local economy

Encouraging and attracting new investment and advocating for local employment

Accountable and effective leaders

Advocating for services that support our community needs

Demonstrating sound financial management and plans for the Shire's long term financial sustainability

Ensuring a well-informed Council makes good decisions for the community

Maintain integrated strategic and operational plans

ATTACHMENTS

1. 2026/27 Schedule of Fees and Charges

VOTING REQUIREMENT

Absolute Majority

OFFICER RECOMMENDATION

That Council in accordance with section 6.16 of the *Local Government Act 1995* adopt the schedule of fees and charges as attached for implementation from 01 July 2026.

Shire of Coolgardie
Mother of the Goldfields

Fees & Charges

2026-2027

Shire of Coolgardie
Schedule of Fees and Charges 2026/2027
Contents

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Facilities	11
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Rangers & Health	24
Services	27
Waste Disposal	31

Shire of Coolgardie
Schedule of Fees and Charges 2026/2027
Definitions - Preamble

Definitions
Child
A child is aged 0-17 years.
Student
A student is a school-age child (aged 5–18) or an individual aged 18-24, who is currently undertaking a full-time apprenticeship, enrolled full-time at TAFE, university, or another recognised higher education institution, and holds a valid full-time Student Identity Card.
Family
For the purpose of fees and charges "Family" shall consist of a group of either two (2) adults and up to four (4) children, OR one (1) adult and up to five (5) children 17 years of age and under.
Concession
Concession rates apply to holders of a Pensioner Card, Seniors' Health Card, State / Federal Concession Card, Dept of Veterans' Affairs Card, or Health Care Card.
Senior
A senior is 65 years of age or older and a current holder of a valid and active WA Seniors Card. To receive the senior's discount the patron must present their physical or digital WA Seniors Card at the time of booking or entry. No other cards, age identification, or senior organisations' memberships will be accepted as a substitute.
Community Hire 100% Concession
A 100% concession applies to the hire of facilities where the event meets all of the following criteria: • organised by a local registered Not-For-Profit group. • open to the general public. • alcohol-free. • no admission fee or charge is imposed. Note: an application for the concession must be submitted to the CEO for approval twenty-one (21) days prior to the event date. A concession of 100% applies to the hire of facilities where the event is: • "General Public" - excludes events that require club membership, prior participation, or any other qualifying criteria for attendance. • Applicable charges such as bonds, set-up / pack-down and cleaning retainer fees, laundry and consumable items (eg, fuel) will still apply.
Community Bus - Transport Concession Junior Activities
A concession of 75% of the rate per kilometre will apply for transport to events related to junior (under 18) activities that occur within Shire boundaries.
A concession of 50% of the rate per kilometre will apply for transport to events related to junior (under 18) activities that occur outside Shire boundaries.

Shire of Coolgardie
Schedule of Fees and Charges 2026/2027
Definitions - Preamble

Definitions
Concession Facility Hire (Not-For-Profit Groups) 50%
Eligible groups: applies to churches, charities, sporting clubs and concession card holders.
Exclusion: these concessions apply only where the event does not qualify for a 100% hire fee waiver under previously stated criteria.
Mixed Groups: if the group includes both adults and children, the full hire fee will apply - no concession applies.
Community Facility Wi-Fi
Available free of charge at Community Resource Centres. Download limitations and restricted hours apply.
Gym and Fitness Memberships
A 100% discount on gym and fitness membership fees is available for emergency service personnel and volunteers: Fire Services, St John Ambulance, and Western Australia Police Force. Eligibility is contingent upon adherence to the Terms and Conditions of Agreement and Code of Conduct. Discount applies exclusively to individuals and cannot be extended to family members or others.
A 100% discount on gym membership fees is available to all permanent staff of the Shire of Coolgardie. Pro-rata is available to part-time employees, however for casual employees it is at the discretion of the Executive Manager. Eligibility is contingent upon adherence to the Terms and Conditions of Agreement and Code of Conduct. Discount applies exclusively to individuals and cannot be extended to family members or others.
100% discount applies to Seniors 70 years of age and over participating in seniors' gym and fitness classes. Members must present their membership card upon request by staff.
Corporate Membership: 25% discount when purchasing gym and fitness memberships. Minimum 10 memberships purchased for each corporate member. Eligibility is contingent upon adherence to the Terms and Conditions of Agreement and Code of Conduct.
Group Membership: 15% discount when purchasing 6-month or 12-month gym memberships. Minimum 5 memberships purchased for each Group member.
25% discount applies to Shire school teachers and staff. Eligibility is contingent upon adherence to the Terms and Conditions of Agreement and Code of Conduct. Discount applies exclusively to individuals and cannot be extended to family members or others.
All full fee paying and discounted Gym and Fitness Members are required to pay the annual administrative fee and the entry fob fee, along with the cost of any replacement fobs.
Aquatic Entry 100% Concession
All permanent / part-time staff of the Shire of Coolgardie are entitled to a 100% concession swimming pool entry, however for casual employees it is at the discretion of the Executive Manager.
A 100% concession will apply to lane hire and the annual Lapathon event for the Kambalda Swimming Club.
Coolgardie Visitors' Centre & Goldfields Exhibition Museum and Warden Finnerty's Residence
Daily entry charge will cover both exhibitions open at the time of visit.
Annual Events 100% Hire Fee Waived
Australia Day aquatic facility entry.
Coolgardie Day (annual 1 day).
Ute Bike and Car Show (bi-annual 2 days).
Kambalda Community Christmas Tree.

Shire of Coolgardie
Schedule of Fees and Charges 2026/2027
Definitions - Preamble

Definitions
Community Activity Room (June Crosbie Room)
Community groups with a current MOU will have priority in this room. Other user group bookings will be charged a cleaning / set up fee. Each user group is expected to pack up and store any equipment owned by them.
The kitchen is a shared facility and all users MUST keep clean, otherwise additional cleaning fees will apply.
Bonds
Bonds (GST becomes applicable on bond forfeiture).
Bonds will be paid by credit card, cash or EFTPOS. The refund will be paid by direct debit seven (7) working days after the release of the bond.

Shire of Coolgardie
Schedule of Fees and Charges 2026/2027
Building

APPLICATIONS FOR BUILDING PERMITS, DEMOLITION PERMITS - Building Regulations 2012	GST	2026/2027
NOTE: Maximum statutory fees are set annually. Where the maximum fee exceeds the following, the fee will be amended to reflect the statutory maximum fee. Statutory fees are not set by Council.		
Application for Building Approval Certificate		
For building work that has no prior authorisation or permit in place.	N	0.38% of estimated value but not less than $110.00. BSL fee also applies.
For building work that has existing authorisation or permit in place.	N	$110.00
Extension of time for building approval certificate.	N	$110.00
Building Permit (value of work as determined by the relevant permit authority)		
Uncertified application for Building Permit - Class 1 or Class 10 only.	N	0.38% of estimated value but not less than $110.00. BSL fee also applies.
Certified application for Building Permit - Class 1 or Class 10 building or incidental structure.	N	0.19% of estimated value but not less than $110.00. BSL fee also applies.
Certified application for Building Permit - Class 2 to Class 9 building or incidental structure.	N	0.09% of estimated value but not less than $110.00. BSL fee also applies.
Amended Plans		
Amended plans for Class 1 or 10 buildings.	N	$119.00
(Requiring further assessment or submitted after approval).	N	10% of BA fee
Amended plans for Class 2 to 9 buildings.	N	$119.00
(Requiring further assessment or submitted after approval).	N	10% of BA fee
Occupancy Permit		
Application for Occupancy Permit for buildings with no prior authorisation or permit in place (Class 2 - 9 buildings).	N	0.18% of estimated value but not less than $110.00. BSL fee also applies.
Application for Occupancy Permit (per application):		
Completed buildings.	N	$110 + BSL
Incomplete buildings.	N	$110 + BSL
Temporary buildings.	N	$110 + BSL
Replacement Occupancy Permit.	N	$110 + BSL
Extension of time.	N	$110.00

Shire of Coolgardie
Schedule of Fees and Charges 2026/2027
Building

APPLICATIONS FOR BUILDING PERMITS, DEMOLITION PERMITS - Building Regulations 2012	GST	2026/2027
Application for Occupancy Permit or Building Approval Certificate - Building Services Levy applies:		
Registration of strata scheme, plan of re-subdivision - $11.60 per unit but not less than $115.00.	N	$115.00
Public Building Approvals		
Application to Construct / Alter / Extend a Public Building - less than 500 people.	N	$250.00
Application to Construct / Alter / Extend a Public Building - more than 500 people.	N	$500.00
Demolition Permits		
For demolition work in respect to Class 1 or Class 10 building or structure.	N	$110.00
For demolition work in respect to Class 2 to Class 9 building (fee is per storey of the building).	N	$110.00
Extension of time for which a building or demolition permit is valid.	N	$110.00
Building or demolition permits where the value of the work is more than $45,000.	N	0.137% of the value of work.
Occupancy Permit or Building Approval Certificate for approved building work.	N	$61.50
Occupancy Permit or Building Application Certificate for approved building work where the value of work is less than $45,000.	N	$123.00
Occupancy Permit or Building Application Certificate for approved building work where the value of work is more than $45,000.	N	0.274% of the value of work.
Occupancy Permit under s46 of the Building Act.		N/A
Modification of Occupancy Permit for temporary additional use of building under s48 of the Building Act.		N/A
Other Licences / Applications		
Swimming Pool / Spa Inspections of Pool Enclosures (Regulation 53) annual fee.	N	$78.00
Additional Swimming Pool / Spa Inspections of Pool Enclosures due to non compliance.	N	$78.00
New Build - Swimming Pool / Spa Inspections of Pool Enclosures (Regulation 53).	N	$312.00
Re-sample (within the month) due to non-compliance per aquatic facility.	N	$27.00
Aquatic facility fees - water sampling inspection annual fee.	Y	$176.00
Sewerage Head Works Contribution (Coolgardie only)		
Per dwelling (separate unit).	N	$515.00
Sewer head works - POA.	Y	POA + 25% admin fee.

Shire of Coolgardie
Schedule of Fees and Charges 2026/2027
Building

APPLICATIONS FOR BUILDING PERMITS, DEMOLITION PERMITS - Building Regulations 2012	GST	2026/2027
Additional Building Services Fees		
Reissue of building licence with changed details (new builder etc).	N	$41.50
Application for approval to use battery-powered smoke alarms.	N	$179.00
Inspection fee for driveway crossovers - 2 hours staff time.	Y	$106.00
Inspection fee (Building / Health) - per hour.	Y	$100.00
Information and Miscellaneous Services		
Building plan research and retrieval.	N	$62.50
Building licence listing (monthly subscription).	N	$90.50
Planning Scheme text.	N	$28.50
Planning Scheme maps A3 (colour) - per set.	N	$22.50
Any specific information requiring research - charged per hour.	Y	$65.00
Consultant report required.	Y	Cost + 25% admin fee.
Rezoning application.	Y	Cost + 25% admin fee.
Report to Council (non-compliant applications).	Y	$103.00
Oil contaminated soil - per tonne (**requires MSDS, minimum charge at 1 tonne).	Y	$173.00
Class III waste disposal - per tonne (minimum charge at 1 tonne).	Y	$322.00
Waste oil and water mixtures (Class III - NATA analyses required, minimum charge at 1 tonne).	Y	$170.00
Oily rags, filters and hydrocarbons - per tonne (minimum charge at 1 tonne).	Y	$322.00
Rubber products (conveyor belts, rubber liners, tyre crumbs etc) commercial - per tonne (minimum charge at 1 tonne).	Y	$298.32
Special materials (PVC piping, cable drums, other non-compactable items) - Class II per tonne (minimum charge at 1 tonne).	Y	$151.92
Special materials (PVC piping, bulk bags, cable drums, other non-compactable items) - Class III per tonne (minimum charge at 1 tonne).	Y	$298.32
Administration		
Administration charge - Class III (for acceptance waste approval) - per consignm	Y	$99.00
Administration charge - reprinting of unsigned weighbridge dockets.	Y	$12.00

Shire of Coolgardie
Schedule of Fees and Charges 2026/2027
Building

APPLICATIONS FOR BUILDING PERMITS, DEMOLITION PERMITS - Building Regulations 2012	GST	2026/2027
Sewerage		
Sewerage connection - per application + plumber costs.	Y	$402.00 + costs
Third party liquid waste within Shire of Coolgardie - per kilolitre.	Y	$65.00
Third party liquid waste outside Shire of Coolgardie - per kilolitre.	Y	$113.00
Recycled water from Coolgardie Wastewater Facility (customers may include, but are not limited to, mining companies, road construction companies, government agencies eg, Dept of Education, DWER, and other Local Governments) - per kilolitre.	Y	$5.00
Pricing Arrangement (PA) - the Shire reserves the right to establish PAs, incorporating elements of the fees above, with partners based on commercial arrangements.		
**NOTE: any product that may contain asbestos will be deemed to contain asbestos unless tested prior to presenting at the tip site. Testing will be carried out at cost (prepaid) - contact the Manager of Waste & Sewerage Services for further information. Products presented at the tip site not tested will be deemed asbestos and must meet the asbestos dumping guidelines.		

Shire of Coolgardie

Schedule of Fees and Charges 2026/2027

Cemetery

CEMETERY & MEMORIAL CHARGES	GST	2026/2027
Interment in Ordinary Grave 1.8m Deep (including Right of Burial and maintenance for one year)		
Out of hours burial / interment (in addition to usual fee).	Y	$431.50
Adult burial.	Y	$1,664.00
Child under 13 years of age.	Y	$239.00
Land for Graves (including number label)		
Ordinary land 2.7 metres x 1.2 metres.	Y	$801.00
Pre-purchase of land 2.7 metres x 1.2 metres.	Y	$923.50
Sinking graves over 1.8 metres – per hour.	Y	$61.50
Re-opening graves to accommodate adult burial.	Y	$1,820.00
Exhumation.	Y	$2,080.00
Re-interment of exhumed remains (same grave).	Y	$739.50
Permission to construct brick grave, vault or tomb.	Y	$492.00
Permission to:		
Erect any stone monument, railing or headboard.	Y	$123.50
Alter or add to any grave, stone monument, railing or headboard.	Y	$123.50
Repair or renovate any existing memorial work.	Y	$61.00
Erect a small memorial plaque.	Y	$31.00
Placement of Ashes		
Placement in family grave (plaque not included).	Y	$92.50
Placement in niche area (plaque not included).	Y	$185.00
Placement of ashes elsewhere.	Y	$92.50
Exhumation of ashes.	Y	$185.00
Other Fees		
Funeral director's licence (annual fee).	Y	$73.00
Monumental mason's licence (annual fee).	Y	$73.00
Renewal of Grant of Right of Burial (25 years).	Y	$93.50
Copy of Certificate of Right of Burial.	Y	$74.00
Grave location fee.	Y	$12.50

Shire of Coolgardie
Schedule of Fees and Charges 2026/2027
Environmental Health

ENVIRONMENTAL HEALTH SERVICES	GST	2026/2027
Transfer of licence.	N	$104.00
Food Act 2008 Fees		
Food Business Notification fee.	N	$87.50
Food Business Registration fee.	N	$265.00
Annual Surveillance / Inspection Fees:		
Per inspection.	Y	$265.00
Very low risk / charitable or community service food business.		No charge.
Food Licences		
Temporary / Mobile Food Vendor Application fee.	N	$88.50
Temporary / Mobile Food Vendor - per day fee.	N	$15.50
Change of Food Business Name.	N	$83.00
Food premises settlement enquiry.	N	$43.00
Liquor Licensing		
Section 39 Certificate.	N	$260.00
Liquor Licensing Act Section 60 and 62 Extended Trading Permit application.	N	$53.50
Offensive Trades - as per *Offensive Trade (Fees) Regulations 1976*		
Laundry.	N	$153.00

Shire of Coolgardie
Schedule of Fees and Charges 2026/2027
Facilities

ADMISSION & MEMBERSHIP CHARGES	GST	2026/2027
Coolgardie Visitors' Centre & Goldfields Exhibition Museum and Warden Finnerty's Residence		
Adult (18 years and over).	Y	$6.00
Family (2 adults & 2 children 17 years and under).	Y	$15.00
Child (17 years and under).	Y	$3.00
Seniors / Student Concession.	Y	$3.00
Morning Tea.	Y	$8.00
Tea / Coffee (Warden Finnerty's Residence only, does not include entry) - per person.	Y	$4.00
Guided Tours (per hour/per group).	Y	$45.00
School Hire Rates - all facilities		
CAPS Coolgardie.	N	75% Discount
CAPS Kurrawang.	N	75% Discount
Coolgardie Primary School.	N	75% Discount
Kambalda West District High School.	N	75% Discount
Kambalda Primary School.	N	75% Discount
Kambalda Airport		
Landing fees for incoming and departing - separate fee (per person).	Y	$37.00
Head tax fees for incoming and departing - separate fee (per person).	Y	$14.50
Airport Reporting Officer / Works Safety Officer attendance fee - ordinary rate (per hour).	Y	$90.00
Airport Reporting Officer / Works Safety Officer attendance fee - overtime rate (per hour).	Y	$168.50
Environmental Clean Up Service - charged per hour (minimum 3 hours).	Y	$168.50
Environmental Clean Up Service - costs incurred by Shire of Coolgardie to be oncharged.	Y	Cost of recovery + 25% admin fee
Late or Non-Notification of Service Changes (within 24 hrs).	Y	Cost of recovery + 25% admin fee
Pricing Arrangement (PA) - the Shire reserves the right to establish PAs, incorporating elements of the fees above, with partners based on commercial arrangements.		

Shire of Coolgardie
Schedule of Fees and Charges 2026/2027
Facilities

ADMISSION & MEMBERSHIP CHARGES	GST	2026/2027
AQUATIC FACILITIES		
Swimming lessons - individual (per session).	Y	$12.50
Pool Operator or Lifeguard (additional) - per hour.	Y	$78.00
Pool hire - per hour, outside operational hours (includes operator).	Y	$156.00
Lane hire - not for profit.	Y	$12.50
Lane hire - corporate / commercial.	Y	$17.50
Inflatable Hire (excludes admission)		
Per hour (includes lifeguards).	Y	$180.00
Per hour outside operational hours (includes lifeguards and pool operator).	Y	$239.00
Aquatic Facility Memberships		
Casual Entry		
Adult 18+ years entry.	Y	$5.00
Concession entry.	Y	$3.50
Child entry (6-17 years).		FREE
Spectator entry.		FREE
Child (0-5 years requires supervision by a person 16+ years).		FREE
Half Season		
Adult.	Y	$140.50
Concession.	Y	$84.00
Season		
Adult.	Y	$234.00
Concession.	Y	$140.50

Shire of Coolgardie
Schedule of Fees and Charges 2026/2027
Facilities

ADMISSION & MEMBERSHIP CHARGES	GST	2026/2027
LEISURE & RECREATION - KAMBALDA		
Sports Programs		
Adult casual entry.	Y	$7.50
Concession casual entry.	Y	$5.50
Student casual entry (6-17 years).	Y	$5.50
Child casual entry (0-5 years require supervision by a person 16+ years).	Y	$2.50
Spectator entry.		FREE
Events hourly rate	Y	$100.00
Gym and Fitness Membership - Emergency Service Personnel Volunteers		
Annual Administration Fee - Gym and Fitness Memberships	Y	$50.00
Gym Membership - Casual		
Adult.	Y	$22.50
Concession.	Y	$17.00
Student (minimum of 16 years).	Y	$5.50
Student - staff supervised program.	Y	$5.00
Gym Membership - Monthly		
Adult.	Y	$81.00
Concession.	Y	$52.00
Student (minimum of 16 years).	Y	$40.50
Gym Membership - 6 Months		
Adult.	Y	$406.50
Concession.	Y	$185.00
Student (minimum of 16 years).	Y	$163.00
Gym Membership - Annual		
Adult.	Y	$650.00
Concession.	Y	$313.00
Student (minimum of 16 years).	Y	$243.00

Shire of Coolgardie
Schedule of Fees and Charges 2026/2027
Facilities

ADMISSION & MEMBERSHIP CHARGES	GST	2026/2027
Gym & Aquatic Membership - Monthly		
Adult.	Y	$100.00
Concession.	Y	$85.00
Student (minimum of 16 years).	Y	$85.00
Gym & Aquatic Membership - 6 Months		
Adult.	Y	$510.00
Concession.	Y	$205.00
Student (minimum of 16 years).	Y	$205.00
Fitness Membership - Casual		
Adult casual entry.	Y	$7.50
Concession casual entry.	Y	$5.50
Student casual entry (12-18 years. Students aged 12-15 years will be supervised by Shire staff).	Y	$5.50
Student - staff supervised program	Y	$5.00
Fitness Membership - Monthly		
Adult.	Y	$46.50
Concession.	Y	$34.50
Student (minimum of 16 years).	Y	$34.50
Fitness Membership - 6 Months		
Adult.	Y	$186.00
Concession.	Y	$139.00
Student (minimum of 16 years).	Y	$139.00
Fitness Membership - Annual		
Adult.	Y	$278.50
Concession.	Y	$209.00
Student (minimum of 16 years).	Y	$209.00
Seniors Club Membership - 6 Months		
Seniors & Concession Card Holders	Y	$25.00
Non-Concession Card Holders	Y	$40.00

Shire of Coolgardie
Schedule of Fees and Charges 2026/2027
Facilities

ADMISSION & MEMBERSHIP CHARGES	GST	2026/2027
Seniors Club Membership - Annual		
Seniors & Concession Card Holders	Y	$50.00
Non-Concession Card Holders	Y	$70.00
Personal Training		
30 Minutes		
One (1) client.	Y	$51.00
Additional clients - per head.	Y	$16.50
45 Minutes		
One (1) client.	Y	$67.50
Additional clients - per head.	Y	$20.50
The Shire reserves the right to limit the number of clients in group personal training sessions.		
LEISURE & RECREATION - COOLGARDIE		
Sports Programs		
Adult casual entry.	Y	$5.40
Concession casual entry.	Y	$3.20
Student casual entry (6-18 years).	Y	$3.20
Child casual entry (0-5 years require supervision by a person 16+ years).	Y	$2.50
Spectator entry.		FREE
Events hourly rate	Y	$100.00
Gym Membership - Casual		
Adult.	Y	$22.50
Concession.	Y	$17.00
Student (minimum of 16 years).	Y	$5.50
Student - staff supervised program per student	Y	$5.00
Gym Membership - Monthly		
Adult.	Y	$71.50
Concession.	Y	$52.00
Student (minimum of 16 years).	Y	$40.50

Shire of Coolgardie
Schedule of Fees and Charges 2026/2027
Facilities

ADMISSION & MEMBERSHIP CHARGES	GST	2026/2027
Gym Membership - Flexi / 6 Months		
Adult.	Y	$360.00
Concession.	Y	$185.00
Student (minimum of 16 years).	Y	$163.50
Gym Membership - Annual		
Adult.	Y	$575.00
Concession.	Y	$313.00
Student (minimum of 16 years).	Y	$243.50
Fitness Membership - Casual		
Adult casual entry.	Y	$8.00
Concession casual entry.	Y	$5.50
Student casual entry.	Y	$5.50
Student - staff supervised program per student	Y	$5.00
Membership and Facility Access Card (non-refundable)		
Access Card - Gym.	Y	$36.00
Access Card - Aquatic.	Y	$36.00
Access Card - Day Care.	Y	$36.00
Replacement Access Card (all facilities).	Y	$36.00
FACILITIES HIRE - MEETINGS / EVENTS / FUNCTIONS		
No-show or late cancellation (within 48 hours of booking)	Y	50% of booking fee
Kambalda Function Room Hire		
Double Room		
Hourly rate.	Y	$98.50
Half Day rate (4 hours).	Y	$296.00
Full Day rate.	Y	$443.00

Shire of Coolgardie
Schedule of Fees and Charges 2026/2027
Facilities

ADMISSION & MEMBERSHIP CHARGES	GST	2026/2027
Single Room		
Hourly rate.	Y	$48.50
Half Day rate (4 hours).	Y	$148.50
Full Day rate.	Y	$220.00
Kambalda Community Room (June Crosbie Room)		
Hourly rate.	Y	$48.50
Half Day rate (4 hours).	Y	$148.50
(Rates include use of small kitchen.)		
Meeting Room Hire (per room)		
Hourly rate.	Y	$31.00
Full Day rate.	Y	$172.00
Commercial Kitchen Hire		
Hourly rate.	Y	$48.50
Half Day rate (4 hours).	Y	$186.00
Full Day rate.	Y	$220.50
Kiosk (access through function rooms)		
Hourly rate.	Y	$25.00
Half Day rate (4 hours).	Y	$56.00
Full Day rate.	Y	$111.00
Coolgardie Function Room Hire		
Hourly rate.	Y	$48.50
Half Day rate (4 hours).	Y	$148.50
Full Day rate.	Y	$220.50
Commercial Kitchen Hire		
Hourly rate.	Y	$48.50
Half Day rate (4 hours).	Y	$122.50
Full Day rate.	Y	$220.50

Shire of Coolgardie
Schedule of Fees and Charges 2026/2027
Facilities

ADMISSION & MEMBERSHIP CHARGES	GST	2026/2027
Additional Equipment Hire		
Portable PA Hire - per day.	Y	$45.00
Smart Board Hire / Projector Hire - per day.	Y	$45.00
Tablecloths - per item.	Y	$10.00
Chair Covers - per item.	Y	$5.00
Cutlery - per person.	Y	$1.00
Crockery - per person.	Y	$2.00
Chair Hire - per chair.	Y	$2.00
Table Hire - per table.	Y	$5.00
Tea and Coffee Facilities (cups, includes tea, coffee, sugar and milk) - per head.	Y	$2.00
BBQ Hire - per day.	Y	$45.00
Portable PA per day (8hr maximum).	Y	$130.00
Handheld Mic (8hr maximum).	Y	$45.00
Lectern (8hr maximum).	Y	$45.00
Lighting Bars (8hr maximum).	Y	$45.00
Foam Machine (8hr maximum - foam mixture not included)	Y	$130.00
Stadium Court Hire		
Indoor Stadium x 1 (Kambalda) - per hour.	Y	$31.00
Indoor Stadium x 2 (Kambalda) - per hour.	Y	$61.00
Indoor Stadium (Coolgardie) - per hour.	Y	$61.00
Sports Stadium (Kambalda & Coolgardie) - day rate.	Y	$233.00
Outdoor Courts x1 (Kambalda) - per hour.	Y	$10.00
Outdoor Courts x1 (Kambalda) - day rate.	Y	$70.00
Stadium Court Hire		
Storage Cage - annual.	Y	$246.50

Shire of Coolgardie
Schedule of Fees and Charges 2026/2027
Facilities

ADMISSION & MEMBERSHIP CHARGES	GST	2026/2027
Stadium / Recreation Rooms / Functional Spaces / Facilities		
No alcohol.	N	$308.00
With alcohol (licensed areas only).	N	$624.00
Bond traffic management signage.	N	$308.00
Ovals and Reserves		
Running track at Kambalda East Harry Steinhauser - including lights per hour.	Y	$31.00
Half Day Hire.	Y	$120.00
Full Day Hire - more than 4 hours.	Y	$180.00
Club Training - per season.	Y	$550.00
Coration / Aeration of Grounds (Private Works Request requires CEO Approval)	Y	Cost + 25 % admin fee
Install / Setup of Line Marking on Fields (Private Works Request requires CEO Approval)	Y	Cost + 25 % admin fee
Sporting Ground Fees with lights		
Sporting Ground Utilities - Electricity per kw	Y	$0.35
Community Bus Hire		
Kilometre charge.	Y	$1.15
Refuelling charge (if tank is not full on return) - per litre.	Y	Cost price + 25%
****All Hirers MUST have Public Liability Insurance cover (evidence to be lodged at time of booking at the Shire Office) and copies of insurance certificates, drivers' licences and drivers' PTDs are required for Shire records.*		
Pricing Arrangement (PA) - the Shire reserves the right to establish PAs, incorporating elements of the fees above, with partners based on commercial arrangements. This is applicable to all facilities charges.		

Shire of Coolgardie
Schedule of Fees and Charges 2026/2027
Goldfields Records Storage

GOLDFIELDS RECORDS STORAGE	GST	2026/2027
Storage		
Standard archive carton - per month.	Y	$1.00
New box in / registration - per box.	Y	$4.20
Re-box and barcode (damaged boxes only) - per box.	Y	$8.30
Permanent retrieval - per box.	Y	$5.90
Access - per box.	Y	$6.90
Handle box in - per box.	Y	$4.20
Handle box out - per box.	Y	$4.20
Contamination fees – incorrect materials in shredding bins / boxes - per item.	Y	$88.90
Scan per page B&W A4, A3 - per page.	Y	$0.80
Scan per page colour A4, A3 - per page.	Y	$0.80
Transport Physical Deliveries		
Initial delivery / final return (Security Bin) - per bin.	Y	$96.50
Minimum urgent handling per delivery - per item after initial delivery fee.	Y	$13.50
Next working day per pickup / delivery 1-10 boxes - first 10 items.	Y	$29.00
Next working day per pickup / delivery 11 or more - per additional item.	Y	$4.30
Confidential Destruction		
Destruction bin 240 litre.	Y	$128.00
Destruction bin 140 litre.	Y	$106.00
Destruction bag out.	Y	$25.50
Destruction archive box min charge.	Y	$15.00
Certificate of Destruction - per service / upon request.	Y	$67.50

Shire of Coolgardie
Schedule of Fees and Charges 2026/2027
Goldfields Records Storage

GOLDFIELDS RECORDS STORAGE	GST	2026/2027
Other Services		
Labour x 1 staff - per hour.	Y	$90.50
Labour x 2 staff - per hour.	Y	$181.00
Records management consulting services - corporate customers - per hour.	Y	$248.50
Records management consulting services – member councils - per hour.	Y	$98.50
Cataloguing type service - per hour.	Y	$90.50
Fuel costs – travel (areas outside of Kalgoorlie) - per kilometre.	Y	$1.25
Travel (areas outside of Kalgoorlie) - per hour.	Y	$90.50
Minimum storage charge - per month.	Y	$15.20

Shire of Coolgardie
Schedule of Fees and Charges 2026/2027
Planning

TOWN PLANNING & DEVELOPMENT Planning & Development (Local Government Planning) Regulations	GST	2026/2027
NOTE: maximum statutory fees are set annually. Where the maximum fee exceeds the following, the fee will be amended to reflect the statutory maximum fee. Statutory fees are not set by Council.		
Residential Design Code Variation Application fee.	N	$103.00
Advertising on behalf of applicant.	Y	Cost + 25% admin fee
1. Development Application (other than for an extractive industry) where the development has not commenced or been carried out and the estimated cost of the development is:		
(a) not more than $50,000.	N	$147.00
(b) more than $50,000 but not more than $500,000.	N	0.32% of cost of development
(c) more than $500,000 but not more than $2.5 million.	N	$1,700 + 0.257% for every $1 in excess of $500,000
(d) more than $2.5 million but not more than $5 million.	N	$7,161 + 0.206% for every $1 in excess of $2.5 million
(e) more than $5 million but not more than $21.5 million.	N	$12,633 + 0.123% for every $1 in excess of $5 million
(f) more than $21.5 million.	N	$34,196.00
2. Determining a Development Application (other than for an extractive industry) where the development has commenced or been carried out.	N	The fee in item 1 plus, by way of penalty, twice that fee
3. Determining a Development Application for an extractive industry where the development has not commenced or been carried out.	N	$739.00
4. Determining a Development Application for an extractive industry where the development has commenced or been carried out.	N	The fee in item 3 plus, by way of penalty, twice that fee
5A. Determining an application to amend or cancel development approval.	N	$295.00
5. Providing a subdivision clearance for:		
(a) not more than 5 lots.	N	$73.00 per lot
(b) more than 5 lots but not more than 195 lots.	N	$73 per lot for the first 5 lots and then $35 per lot

TOWN PLANNING & DEVELOPMENT Planning & Development (Local Government Planning) Regulations	GST	2026/2027
(c) more than 195 lots.	N	$7,393.00
6. Determining an initial application for approval of a home occupation where the home occupation has not commenced.	N	$222.00
7. Determining an initial application for approval of a home occupation where the home occupation has commenced.	N	The fee in item 6 plus, by way of penalty, twice that fee
8. Determining an application for the renewal of an approval of a home occupation where the application is made before the approval expires.	N	$73.00
9. Determining an application for the renewal of an approval of home occupation where the application is made after the approval has expired.	N	The fee in item 8 plus, by way of penalty, twice that fee
10. Determining an application for a change of use or for an alteration or extension or change of a non-conforming use to which item 1 does not apply, where the change or the alteration, extension or change has not commenced or been carried out.	N	$295.00
11. Determining an application for a change of use or for an alteration or extension or change of a non-conforming use to which item 2 does not apply, where the change or the alteration, extension or change has commenced or been carried out.	N	The fee in item 10, plus, by way of penalty, twice that fee
12. Providing a zoning certificate.	Y	$73.00
13. Replying to a property settlement questionnaire.	Y	$73.00
14. Providing written planning advice.	Y	$73.00
Certificate of Local Planning Authority Section 40.	N	$226.00
Public Trading		
Temporary Permit for Public Trading Stall Application fee.	N	$88.40
Temporary Permit for Public Trading Stall -per day Holder fee.	N	$15.60

Shire of Coolgardie
Schedule of Fees and Charges 2026/2027
Rangers

RANGER SERVICES	GST	2026/2027
NOTE: maximum statutory fees are set annually. Where the maximum fee exceeds the following, the fee will be amended to reflect the statutory maximum fee. Statutory fees are not set by Council.		
Cat Registrations - *Cat Act 2011*		
Sterilised		
1 year.	N	$20.00
If registered after 31 May for one year, to expire 31 October that year.	N	$10.00
3 years.	N	$42.50
Lifetime.	N	$100.00
Pension concession - 1 year	N	$10.00
Pension concession - 3 years	N	$21.25
Pension concession - Lifetime	N	$50.00
Cat breeding licence - per male or female breeding cat.	N	$100.00
Replacement registration tag.	N	$5.20
Microchipping.	N	$67.00
Dog Registrations - *Dog Act 1976*		
General		
Replacement registration tag.	N	$5.20
Microchipping.	N	$67.00
Application for consent to keep more than two dogs.	N	$143.50
Annual renewal fee on keeping more than two dogs.	N	$104.00
Pensioner - application for consent to keep more than two dogs.	N	$67.00
Pensioner - annual renewal fee for keeping more than two dogs.	N	$52.00
Assistance dog.		No charge.
Pensioner Concession may apply (50% of applicable fee).		
Working Dog concessions may apply (25% of applicable fee).		

Shire of Coolgardie
Schedule of Fees and Charges 2026/2027
Rangers

RANGER SERVICES	GST	2026/2027
Dog Registrations - *Dog Act 1976*		
Sterilised		
1 year.	N	$20.00
Pension Concession - 1 year.	N	$10.00
3 years.	N	$42.50
Pension Concession - 3 years.	N	$21.25
Lifetime.	N	$100.00
Pension Concession - Lifetime.	N	$50.00
Unsterilised		
1 year.	N	$50.00
Pension Concession - 1 year.	N	$25.00
3 years.	N	$120.00
Pension Concession - 3 years.	N	$60.00
Lifetime.	N	$250.00
Pension Concession - Lifetime.	N	$125.00
Dangerous Dog		
Initial inspection fee.	Y	$125.00
Follow up inspection.	Y	$67.50
Dog Pound		
Daily maintenance - weekdays.	Y	$33.00
Daily maintenance - weekends and public holidays.	Y	$66.50
Seizure and impounding.	N	$88.50
Surrender (dog and cat).	Y	$154.00
Dog & Animal Disposal Order.		No charge.
Kennels		
Licence to keep approved kennel establishment.	N	$212.00
Annual renewal of licence to keep approved kennel establishment.	N	$134.00
Breach of Kennel Establishment Licence.	N	$212.00

Shire of Coolgardie
Schedule of Fees and Charges 2026/2027
Rangers

RANGER SERVICES	GST	2026/2027
Impounding of Vehicles Local Laws		
Impounding of light vehicles	Y	Cost + 25% admin fee
Storage of vehicles - per day.	Y	$13.50
Impounding of heavy vehicles (truck/trailer).	Y	$740.00
Impounding		
Impounding of property.	Y	Cost + 25% admin fee
Sustenance and maintenance of impounded livestock.	Y	Cost + 25% admin fee
Bush Fire Act Charges		
Cost of installing firebreaks on private land where property owner has failed to comply with a notice issued under Section 33 of the *Bush Fire Act 1954* .	Y	Cost + 25% admin fee
Fire hazard inspections after infringement has been issued - per inspection.	Y	$86.50
Miscellaneous Applications & Fees		
Livestock call-out fee.	N	$386.00
Application for permit to ride / drive a large animal in a thoroughfare.	N	$33.50
Application for consent to keep more than two bee hives on non-residential land.	N	$33.50
Application for Street Party Closure (bonds apply).	Y	$25.00

Shire of Coolgardie
Schedule of Fees and Charges 2026/2027
Services

SERVICES	GST	2026/2027
Events & Activities		
Amenity fee (shower).	Y	$3.00
Toddler Story Time and Activities.	Y	$2.50
Parks and Gardens - no charge for use (power charge may apply) - no exclusive use permitted.		
School Holiday Program		
Child (ages 5-11 years) - per session.	Y	$6.00
Child (ages 5-11 years) - per week.	Y	$21.50
Cost per child of School Holiday Program activity delivered by external service provider	Y	Cost
Tours and Cultural Events (Shire)		
Adult admission.	Y	$32.00
Concession.	Y	$17.50
Copying Shire Documents		
Copy of Shire document - per page A4 black & white.	Y	$0.60
Copy of Shire document - per page A4 colour.	Y	$2.30
Copy of Shire document - per page A3 black & white.	Y	$1.10
Copy of Agenda or Minutes - no attachments black & white.	Y	$12.40
Copy of Agenda or Minutes - with attachments black & white.	Y	$31.40
General Administration Charges		
Dishonoured cheques - admin fee.	Y	Cost + 25% admin fee
Investigation of minutes for information (where resources permit) - per hour.	Y	$67.50
Interest charge on overdue accounts.	N	8%
Letter of Demand fee.	Y	$20.50
Direct Debit dishonor fee.	Y	$16.50
Administration fee to be added to fees where applicable.	Y	$69.50
Staff hourly rate unless otherwise stated.	Y	$67.50

Shire of Coolgardie
Schedule of Fees and Charges 2026/2027
Services

SERVICES	GST	2026/2027
Bonds Payable		
Key or Access Card.	N	$184.00
Community Bus.	N	$1,248.00
Sports Ground Events.	N	$615.50
Aquatic Facility hire bond.	N	$615.50
Animal Control Cat Trap Bond – includes up to 2 weeks free use (daily late fee applicable if trap not returned after 2 weeks).	N	$119.50
Animal Control Cat Trap - daily late fee.	N	$5.70
Conference Equipment (smartboards etc).	N	$200.00
Rates and Property Information		
Rates enquiry.	N	$62.00
Zoning / Health Orders and Requisitions / Building enquiries.	N	$123.00
Sewerage enquiry.	N	$62.00
Caveat addition.	Y	$246.00
Reprint of prior year's rate notice (per notice).	Y	$14.50
Landgate - copy of Title requested by customer.	Y	$40.50
Refund processing fee.	Y	$26.00
Rates research charge - per hour.	Y	$67.50
Rates research charge - maximum.	Y	$369.50
Confirmation of ownership from Rate Book at counter - per hour.	Y	$67.50
Extract of Rate Book at counter - per hour.	Y	$67.50
Fees Applicable to Rates and Charges (charge on property)		
Title Search (to aid recovery of rates) - on charged to customer.	Y	$37.50
Debt clearance letter.	Y	$37.00
Final Notice fee.	Y	$14.00
Notice of Discontinuance.	Y	Cost + 25% admin fee
Memorandum of Consent Order.	Y	Cost + 25% admin fee
Letter of Demand.	Y	Cost + 25% admin fee

Shire of Coolgardie
Schedule of Fees and Charges 2026/2027
Services

SERVICES	GST	2026/2027
Instalment Fees and Charges - interest calculated on daily balance		
Administration fee - three (3) instalments.	N	$31.00
Administration fee (special payment arrangements).	Y	$83.00
Interest on instalments.	N	5.5%
Late payment penalty interest (35 days after date of issue).	N	8.0%
Electoral Roll		
Electronic.	Y	$123.00
Candidates - first copy fee.	Y	$62.00
Owners and Occupiers Roll.	Y	$62.00
Freedom of Information		
Access application (non-personal information) plus staff time - hourly rate.	N	$31.00
Access application (personal information).		FREE
Photocopying / scanning (per page).	Y	$0.20
Staff time - per hour.	N	$31.00
Roads		
Significant contribution per tonne per kilometre travelled on the Shire of Coolgardie Road Networks from the operator.	Y	$0.06/km
Minor contribution per tonne per kilometre travelled on Shire of Coolgardie Road Networks from the operator.	Y	$0.09/km
LIBRARY & RESOURCE CENTRE SERVICES		
Resource Centres		
Computer / Internet access - per 15 minutes.	Y	$3.50
Copying / Scanning / Fax - Black & White		
A4.	Y	$0.60
A3.	Y	$1.20
Copying / Scanning / Fax - Colour		
A4.	Y	$1.20
A3.	Y	$3.00

Shire of Coolgardie
Schedule of Fees and Charges 2026/2027
Services

SERVICES	GST	2026/2027
Laminating		
A4.	Y	$2.40
A3.	Y	$4.60
Binding.	Y	$12.30
PLANT HIRE & PRIVATE WORKS CHARGES		
Grader hire - per hour.	Y	$312.00
Roller hire - per hour.	Y	$208.00
Water cart trailer - per hour.	Y	$260.00
Subject to the availability of resources, the Shire CEO may approve the undertaking of private works. These private works may include the grading of private access ways, reinstatement of service authority road crossings, and to provide assistance to contractors in Main Roads' projects and emergencies.	Y	Cost + 25% admin fee
Requests for private works are to be addressed to the Shire CEO. If such requests can be accommodated in the works program, the Works Supervisor will undertake a site inspection where required and prepare a cost estimate of works.		
The Proponent is to be clearly advised that "this price is an estimate only and actual costs will be charged together with the appropriate fee as outlined in the Fees and Charges Schedule in Council's adopted budget".		
Note: the Shire does not support dry hire of plant and equipment.		
STANDPIPE WATER		
Purchase of card / replacement of lost card.	Y	Cost + 25% admin fee
Water from Newtown Dam (when available restrictions apply) - per kilolitre.	Y	$10.40
Water from Coolgardie Standpipe - per kilolitre.	Y	$11.70
Standpipe water in Kambalda is only available for Emergency Services and Road Construction. It is not available for personal or other uses.		

Shire of Coolgardie
Schedule of Fees and Charges 2026/2027
Waste Disposal

WASTE DISPOSAL FEES	GST	2026/2027
NOTE: maximum statutory fees are set annually. Where the maximum fee exceeds the following, the fee will be amended to reflect the statutory maximum fee. Statutory fees are not set by Council.		
NOTE: all Coolgardie waste will be charged per tonne. All Kambalda waste will be charged either per m^3 or per tonne.		
240 litre bin (residential) per pick up - per annum.	N	$468.00
240 litre bin (commercial) - per pickup per week (pro rata for 12 months).	Y	$515.00
Additional 240 litre bin charge.	Y	$515.00
Additional 240 litre bin removal pick up fee (commercial) - per hour.	Y	$125.00
Additional 240 litre bin removal pick up fee (residential).	Y	$62.00
Replacement bin (lost or stolen), including delivery.	Y	$62.00
Waste Facilities		
Opening of waste facility outside of advertised hours at the discretion of the Shire CEO – per day (Monday – Friday).	Y	$125.00
Opening of waste facility out of hours or concession at the discretion of the Shire CEO – per day (Monday – Friday).	Y	$270.50
Paint / oil deposited into oil containment reservoir (NOTE: price is per litre - containers must be no larger than 20 litres).	Y	$2.20
Clean drum / pod up to 1,000 litres - per unit.	Y	$71.50
Animals under 15kg.	Y	$22.50
Animals over 15kg - 50kg.	Y	$78.00
Animals over 50kg - 100kg.	Y	$130.00
Large animals over 350kg (horse, cow etc).	Y	$364.00
General Waste		
Commercial mixed general waste - per tonne (minimum charge at 0.5 tonne).	Y	$54.00
Mixed waste - per m^3 (minimum charge at $0.5m^3$).	Y	$47.00
Green waste (residential) 6x4 trailer maximum - per tonne.	Y	FREE
Green waste (residential) 6x4 trailer maximum - per m^3.	Y	FREE
Domestic waste - per m^3 (minimum charge at $0.5m^3$) - Shire residents only.	Y	$10.40
Domestic waste - per tonne (minimum charge at 0.5 tonne) - Shire residents only.	Y	$12.50
Mattresses		
Mattress (each) residential.	Y	$15.50
Mattress (each) commercial.	Y	$25.00

Shire of Coolgardie
Schedule of Fees and Charges 2026/2027
Waste Disposal

WASTE DISPOSAL FEES	GST	2026/2027
Construction and Demolition		
Mixed waste - per tonne (minimum charge at 1 tonne).	Y	$70.50
Clean soil residential - per tonne.		FREE
Commercial green waste (clean) - per tonne (minimum charge at 0.5 tonne).	Y	$22.50
Timber pallets (each).	Y	$5.60
Power poles (tested and certified as Class II) - each.	Y	$111.50
E-waste - per item residential.	Y	$5.20
E-waste - per item commercial.	Y	$15.50
E-waste recycling - per tonne (commercial multifunction devices not accepted, minimum charge at 1 tonne).	Y	$49.50
Clean cardboard - per tonne/per m^3 (not mixed with other waste, minimum charge at 1 tonne/0.5m^3).	Y	$5.20
Contaminated soil (within Class II category, must be confirmed by laboratory result) - per tonne (minimum charge at 1 tonne).	Y	$158.00
Contaminated soil (within Class III category, must be confirmed by laboratory result) - per tonne (minimum charge at 1 tonne).	Y	$335.00
Vent bags - per tonne (minimum charge at 1 tonne).	Y	$77.50
Bulka bags (Class II) - per tonne (minimum charge at 1 tonne).	Y	$114.50
Bulka bags (Class III) - per tonne (minimum charge at 1 tonne).	Y	$310.50
Contaminated solid waste (within Class II category, must be confirmed by laboratory result) - per tonne (minimum charge at 1 tonne).	Y	$158.00
Contaminated solid waste (within Class III category, must be confirmed by laboratory result) - per tonne (minimum charge at 1 tonne).	Y	$310.50
Class III waste disposal - per tonne (minimum charge at 1 tonne).	Y	$310.50
Tyres		
Residential light vehicle - per tyre.	Y	$15.50
Residential truck - per tyre.	Y	$34.00
Commercial light vehicles / truck - per tonne (shredded, minimum charge at 1 tonne).	Y	$197.50
Commercial earthmoving and heavy machinery - per tonne (shredded, minimum charge at 1 tonne).	Y	$281.00
Batteries - each.	Y	$12.00
Gas cylinders (degassed) - each.	Y	$12.40

Shire of Coolgardie
Schedule of Fees and Charges 2026/2027
Waste Disposal

WASTE DISPOSAL FEES	GST	2026/2027
Steel Products		
White goods (air conditioners, fridges, dryers etc) **MUST be degassed (residential only) - per item.	Y	$15.50
White goods (air conditioners, fridges, dryers etc) **MUST be degassed - per tonne.	Y	$41.50
Scrap metals commercial - per tonne (minimum charge at 1 tonne).	Y	$23.50
Domestic car body (tyres not removed) - each.	Y	$95.50
Domestic car body (tyres removed) - each.	Y	$72.00
Hazardous Waste		
Oil contaminated soil - per tonne (**requires MSDS, minimum charge at 1 tonne).	Y	$180.00
Class III waste disposal - per tonne (minimum charge at 1 tonne).	Y	$335.00
Waste oil and water mixtures (Class III - NATA analyses required, minimum charge at 1 tonne).	Y	$177.00
Oily rags, filters and hydrocarbons - per tonne (minimum charge at 1 tonne).	Y	$335.00
Rubber products (conveyor belts, rubber liners, tyre crumbs etc) commercial - per tonne (minimum charge at 1 tonne).	Y	$310.50
Special materials (PVC piping, cable drums, other non-compactable items) - Class II per tonne (minimum charge at 1 tonne).	Y	$158.00
Special materials (PVC piping, bulk bags, cable drums, other non-compactable items) - Class III per tonne (minimum charge at 1 tonne).	Y	$310.50
Administration		
Administration charge - Class III (for acceptance waste approval) - per consignment.	Y	$103.00
Administration charge - reprinting of unsigned weighbridge dockets.	Y	$12.50

Shire of Coolgardie

Schedule of Fees and Charges 2026/2027

Waste Disposal

WASTE DISPOSAL FEES	GST	2026/2027
Sewerage		
Sewerage connection - per application + plumber costs.	Y	$418.10 + costs
Third party liquid waste within Shire of Coolgardie - per kilolitre.	Y	$67.50
Third party liquid waste outside Shire of Coolgardie - per kilolitre.	Y	$117.50
Recycled water from Coolgardie Wastewater Facility (customers may include, but are not limited to, mining companies, road construction companies, government agencies eg, Dept of Education, DWER, and other Local Governments) - per kilolitre.	Y	$5.20
Pricing Arrangement (PA) - the Shire reserves the right to establish PAs, incorporating elements of the fees above, with partners based on commercial arrangements.		
NOTE: any product that may contain **asbestos will be deemed to contain asbestos unless tested prior to presenting at the tip site. Testing will be carried out at cost (prepaid) - contact the Manager of Waste & Sewerage Services for further information. Products presented at the tip site not tested will be deemed asbestos and must meet the asbestos dumping guidelines.		

12.3.2 REFINANCING OF LOANS

Location: **Shire of Coolgardie**

Applicant: **Shire of Coolgardie**

Disclosure of Interest: **Nil**

Date: **15 June 2026**

Author: **Raj Subbiah, Finance Manager**

SUMMARY

Following the sale of Bluebush the Shire will still have an outstanding loan balance of $5,461,616 and administration are looking at alternatives to refinance the loan.

BACKGROUND

The Shire has outstanding liability of $25,463,497 held with CBA. The loans are structured across 2 facilities which are listed below: -

Details of $12.96M loan

Interest Rate Fixed (10 Year period – 3 Year Interest Only)

Quarterly Interest $174,000

Details of $12.5M loan

Interest Rate Fixed (5 Year Interest Only)

Quarterly Interest $175,000 (approx. since Variable Interest)

These loans were refinanced in 2025 due to the fact that the Shire couldn't secure loan facilities with any other financial institution. A condition of the refinancing was that the Shire had to cancel any other existing master lending agreements.

COMMENT

The administration has worked with CBA & Western Australian Treasury Corporation (WATC) to obtain source repayment schedules as detailed below:

The primary difference between the two financing structures lies in the payment frequency and the statutory fees. The CBA utilizes a quarterly repayment system, whilst WATC uses a semi-annual annuity structure along with ongoing Government Guarantee Fee (GFEE). The GFEE is a State Loan Guarantee which is .70 per cent payment on the top of principal and interest payment rate which is invoiced separately to the principal and interest bi-annual payments.

Below is the financial comparison based on the provided schedules: -

8 Year Loan Comparison: CBA vs. WATC

	CBA	**WATC**
Principal Amount	$5,461,616.00	$5,500,000.00
Interest Rate GFEE	5.66% p.a. Nil	5.2447% p.a. .70%
Repayment Frequency	**Quarterly**	**Semi-Annual**
Fixed Periodic Payment	$213,407.09 per quarter	$425,316.11 per half-year
Total Principal Repaid	$5,461,616.00	$5,500,000.00
Total Interest Cost	$1,367,410.88	$1,305,057.76
Total Indicative GFEE		$183,163.68
Total Cash Outflow	**$6,829,026.88**	**$6,988,221.44**

10-Year Loan Comparison: CBA vs. WATC
Below is the financial comparison based on the provided schedules:

	CBA	**WATC**
Principal Amount	$5,461,616.00	$5,500,000.00
Interest Rate GFEE	5.89% p.a. Nil	5.3782% p.a. .70%
Repayment Frequency	**Quarterly**	**Semi-Annual**
Fixed Periodic Payment	$181,650.84 per quarter	$359,142 per half-year
Total Principal Repaid	$5,461,616.00	$5,500,000.00
Total Interest Cost	$1,804,417.6	$1,682,840.10
Total Indicative GFEE		$225,501.99
Total Cash Outflow	**$7,266,033.6**	**$7,408,329.09**

Points to Consider:
The application process with WATC will take at least two or three months. Firstly, the Shire has to enter into master lending agreement (MLA) with WATC. Once the MLA is approved any loans the Shire wishes to proceed with WATC will be processed and approved under the MLA.

The application process may take a week or two with CBA.

CONSULTATION

- Commonwealth Bank
- Western Australian Treasury Corporation
- Finance Consultant, Martin Whitely

STATUTORY ENVIRONMENT

Local Government Act 1995

S6.10 Financial Management Regulations

S6.15 Local Government Ability to receive revenue and income

S6.20 Power to Borrow

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

If the Shire moves to another financial institution there will be no breakaway costs. There would be annual principal and interest repayments as per schedule.

STRATEGIC IMPLICATIONS

A thriving local economy

Promoting and utilising the Shire Resource Centres for business support

Accountable and effective leaders

Demonstrating sound financial management and plans for the Shire's long term financial sustainability

An inclusive, safe and vibrant community

Collaborating with stakeholders to develop and expand community safety initiatives

ATTACHMENTS

Nil

VOTING REQUIREMENT

Absolute Majority

OFFICER RECOMMENDATION

That Council: -

1. **Authorise the CEO to establish a Master Lending Agreement with WATC for future loan applications.**

2. **Adopt the Loan with CBA for 10-year Loan term of Fixed Term payments Quarterly.**

12.3.3 RATES WRITE OFFS

Location: **Nil**

Applicant: **Nil**

Disclosure of Interest: **Nil**

Date: **10 June 2026**

Author: **Amy Tregoweth, Rates Coordinator**

SUMMARY

Council approval is sought to write off rates and service charges that have either been raised in error on Shire-owned properties or unpaid rates on mining tenements that have exhausted recovery options and are now deemed 'unrecoverable'.

BACKGROUND

Write offs are generally conducted at the end of the financial year, to 'tidy up' the rates system in preparation for the upcoming billing run. Whilst general debt recovery does not stop, it is a good opportunity to remove any debts deemed unrecoverable.

The amount requested to be written off is $5,475.47 and is made up of the following classifications:

a. Dead mining tenement with a debit balance and further recovery costs will outweigh any benefit to the Shire, or

b. Rates and/or service charges raised in error on Shire-owned properties that should have been exempt.

Further detail for each classification is provided below.

COMMENT

A - In the instance of privately owned property, any outstanding rates or service charges are required to be paid in full at the time of property transfers, however this is not the case with any form of mining tenement. As tenements are on state-owned land, the land itself is not actually rateable until it is leased to a tenement holder – meaning rates owing on mining tenements belong to the holder.

Mining tenement M16/00293 was transferred to the holder shown as the 'owner' in confidential *attachment #1* on 14 November 2022. At that time, the 2022/23 rates had not yet been paid and there were no arrears from previous years outstanding. The transfer was processed, and a regenerated rate notice issued to the new holder at the address provided by Landgate.

2023	August - 2023/24 Annual Rates Notice returned to the Shire marked "RTS" September – Final Notice issued October – Letter of Demand issued November – Final Notice returned to the Shire with envelope marked "RTS – Vacant Block". Check of Department of Mines tenement register showed same address, no phone number or email for tenement holder available.
2024	July – Annual Rate notice issued October – Check of DMP website shows tenement is "Subject to Forfeiture" due to holder's non-compliance with reporting & payment obligations December 2nd – Letter of Demand issued December 6th – Advice from Landgate VGO of 'Tenement Death"

It became clear that there was no way of contacting the tenement holder – the postal address provided was a vacant block (owned by the State Housing Commission) and no phone number or email address was available. Landgate property records were searched using every variation and spelling of the holder's name to ascertain if they owned any property within WA, which proved unsuccessful. Cloud Payment Group were then engaged to issue a General Procedure Claim; however, this was unable to be served. A 'Skip Trace' was suggested, but with already mounting costs and a low chance at success this did not go ahead. Considerable staff time has already gone into recovery attempts for this debt, and it is therefore recommended that this debt of $3,735.46 be written off.

B – The five (5) residential properties shown on *attachment #2* were previously owned by private ratepayers and have since been transferred to the Shire of Coolgardie for various reasons. Due to errors and omissions when the properties were transferred to the Shire within the Synergy system, bin charges, Emergency Services Levy (ESL) charges, sewerage charges were raised as well as the resultant interest once the balances became 'overdue'. The Shire do not pay themselves for bin or sewerage charges, and ESL for Shire-owned properties is billed separately and in bulk and is not required to be raised against individual properties.

The remaining three (3) assessments were created when the Shire took freehold possession of the land that now holds Bluebush Village, to distinguish between the camp land and the land that holds the Seniors units. When these assessments were created, they were given an incorrect ESL code in Synergy which resulted in a charge being levied. As with the residential properties, the Shire is billed separately for ESL and is not required to raise charges on each property.

The total write off for these Shire-owned properties totals $1,740.01.

CONSULTATION

- Rates Staff
- Rates Contractor

STATUTORY ENVIRONMENT

LOCAL GOVERNMENT ACT 1995

6.12. Power to defer, grant discounts, waive or write off debts

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

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

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

(c) write off any amount of money,

which is owed to the local government.

** Absolute majority required.*

POLICY IMPLICATIONS

Policy 3.02 – Recovery of, and Payment of Rates and Charges

FINANCIAL IMPLICATIONS

This write off will reduce Outstanding Rates Debtors by $5,475.47, reflecting a more accurate 'actual' total of recoverable rates.

There is provision in the 2025/26 budget for these write offs.

STRATEGIC IMPLICATIONS

Accountable and effective leaders

High quality corporate governance, accountability and compliance

ATTACHMENTS

1. **Write Off - Attachment 1 - Confidential**
2. **Write Off - Attachment 2**

VOTING REQUIREMENT

Absolute Majority

OFFICER RECOMMENDATION

That Council: -

1. **Approve the write off for the amount of $3,735.46 being considered unrecoverable on mining tenement M16/00293.**

2. **Approve the write off for the amount of $1,740.01 that was incorrectly levied against Shire-owned properties.**

Assess #	House #	Street Name	Street Type	Suburb	Interest	Bin	Bin arrears	ESL	ESL penalty	Sewerage Rates	Total Balance
A687	78	SALTBUSH	ROAD	KAMBALDA WEST	$14.80	$450.00		$108.00	$2.22		$575.02
A386	5	DUNDAS	COURT	KAMBALDA WEST			$362.00				$362.00
A185660	44	BLUEBUSH	ROAD	KAMBALDA WEST	$3.83			$187.00			$190.83
A1433	66	GNARLBINE	ROAD	COOLGARDIE	$1.00			$108.00	$2.22	$30.38	$141.60
A4231	113	SHAW	STREET	COOLGARDIE	$0.95			$108.00	$2.22	$28.73	$139.90
A185656	60	BLUEBUSH	ROAD	KAMBALDA WEST				$108.00	$2.22		$110.22
A185674	59	SALMON GUM	ROAD	KAMBALDA WEST				$108.00	$2.22		$110.22
A4308	45	KING	STREET	COOLGARDIE				$108.00	$2.22		$110.22
									TOTAL		$1,740.01

12.3.4 AGED ACCOMMODATION JOINT VENTURE RESERVE

Location: **Shire of Coolgardie**

Applicant: **Shire of Coolgardie**

Disclosure of Interest: **Nil**

Date: **16 June 2026**

Author: **Martin Whitely, Consultant**

SUMMARY

To consider an additional transfer of $72,626 to the Aged Accommodation Joint Venture Reserve during the 2025/26 financial year to ensure compliance with the requirements of the Joint Venture Agreement with the State Housing Commission (Homeswest) and address a Moderate-rated finding raised in the 2024/25 Final Audit Management Letter.

BACKGROUND

In 2004, the Shire entered into an agreement with the State Housing Commission (Homeswest) for the construction of aged accommodation units. The project was completed in 2009.

As part of the agreement, the Shire is required to establish and maintain a long-term maintenance provision for the properties. The agreement requires an amount equivalent to 1% of the current replacement value of the properties to be set aside from annual rental income to fund future maintenance and renewal requirements.

The current replacement value of the properties is $801,593. Based on this replacement value, the required reserve balance at 30 June 2026 is $136,271.

The current balance of the Aged Accommodation Joint Venture Reserve is $33,645.

This matter was identified during the 2024/25 annual audit and included in the Final Audit Management Letter as a Moderate-rated finding. To adequately address the audit recommendation and meet the requirements of the Joint Venture Agreement, the reserve balance should be increased to the required level by 30 June 2026.

While a transfer of $30,000 is already included within the adopted 2025/26 Budget, an additional transfer of $72,626 is required to achieve the required reserve balance of $136,271 by 30 June 2026.

COMMENT

The adopted 2025/26 Budget currently provides for total reserve transfers (excluding interest allocations) of $350,000, allocated as follows:

Reserve	Transfer ($)
Plant & Equipment Reserve	$50,000
Sewerage Reserve	$80,000
Infrastructure Renewal Reserve	$50,000
Aged Accommodation Joint Venture Reserve	$30,000
Leave Entitlements Reserve	$50,000
Road Contributions Reserve	$40,000
Land Remediation Reserve $	$50,000
Total	**$350,000**

The 2026/27 Draft Budget currently includes a transfer of $100,000 to the Aged Accommodation Joint Venture Reserve to address the reserve shortfall. At the time the 2025/26 Budget was adopted, it was anticipated that the Shire would have insufficient cash flow capacity to make the full transfer requirement to address the shortfall prior to 30 June 2026.

Since that time, the Shire's financial position has strengthened significantly. As at 15 June 2026 the Shire currently holds approximately $4.73 million in term deposits and approximately $1.94m million in its Municipal Fund account. In addition, the Shire is expected to receive approximately $1.1 million in advance Financial Assistance Grant funding for the 2026/27 financial year during late June 2026.

Accordingly, it is now considered appropriate to bring forward the reserve contribution and address the audit finding prior to the end of the current financial year.

The proposed transfer effectively accelerates a reserve contribution that has already been incorporated within the 2026/27 Draft Budget. As such, there is no adverse impact on the Shire's long-term financial position.

Option 1 – Additional Transfer to Reserve (Preferred)
Council may approve an additional transfer of $72,626 to the Aged Accommodation Joint Venture Reserve during the 2025/26 financial year. Combined with the existing budgeted transfer of $30,000, this would increase the reserve balance to the required level of $136,271 at 30 June 2026 and fully address the audit finding identified in the 2024/25 Final Audit Management Letter.

Option 2 – Reallocation of Existing Reserve Transfers (Alternate)
Alternatively, Council could resolve to maintain the total reserve transfer allocation of $350,000 currently provided within the 2025/26 Budget and reallocate those funds to prioritise the Aged Accommodation Joint Venture Reserve.

Under this option, Council could reallocate the existing reserve transfer budget of $350,000 to provide a total contribution of $102,626 to the Aged Accommodation Joint Venture Reserve during 2025/26 (being the existing $30,000 budget allocation plus an additional $72,626). The remaining $247,374 would then be distributed amongst the Shire's other reserves. Should Council pursue this option, a further resolution would be required determining how the remaining reserve contributions are to be allocated.

While this option would address the reserve shortfall without increasing total reserve transfers in 2025/26, it would reduce contributions to other strategic reserves including Plant and Equipment, Sewerage, Infrastructure Renewal, Leave Entitlements, Road Contributions and Landfill Remediation. This may create funding pressures in future years and is therefore not the preferred option of the Officer.

Given the Shire's current strong cash position and the anticipated receipt of advance Financial Assistance Grant funding prior to year end, it is considered more appropriate to make an additional transfer to the reserve and maintain the planned funding strategy for all other reserves. Accordingly, Option 1 is recommended.

Failure to adequately fund the reserve may:

- Result in ongoing non-compliance with the Joint Venture Agreement.
- Lead to the recurrence of audit findings in future years.
- Reduce the Shire's capacity to fund future maintenance obligations associated with the accommodation units.
- Increase financial risk associated with unforeseen major maintenance requirements.

The proposed transfer mitigates these risks and ensures the Shire maintains an appropriate funding provision for future asset maintenance.

CONSULTATION

- Shire Councillors
- Chief Executive Officer
- Shire Staff

STATUTORY ENVIRONMENT

Local Government Act 1995

6.8.Expenditure from municipal fund not included in annual budget

(1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —

(a) is incurred in a financial year before the adoption of the annual budget by the local government; or

(b) is authorised in advance by resolution*; or

(c) is authorised in advance by the mayor or president in an emergency.

** Absolute majority required.*

6.11. Reserve accounts

(1) Subject to subsection (5), where a local government wishes to set aside money for use for a purpose in a future financial year, it is to establish and maintain a reserve account for each such purpose.

(2) Subject to subsection (3), before a local government —

(a) changes* the purpose of a reserve account; or

(b) uses* the money in a reserve account for another purpose,

it must give one month's local public notice of the proposed change of purpose or proposed use.

- ** Absolute majority required.*

(3) A local government is not required to give local public notice under subsection (2) —

(a) where the change of purpose or of proposed use of money has been disclosed in the annual budget of the local government for that financial year; or

(b) in such other circumstances as are prescribed.

(4) A change of purpose of, or use of money in, a reserve account is to be disclosed in the annual financial report for the year in which the change occurs.

(5) Regulations may prescribe the circumstances and the manner in which a local government may set aside money for use for a purpose in a future financial year without the requirement to establish and maintain a reserve account.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The required reserve balance at 30 June 2026 is $136,271. The adopted 2025/26 Budget provides for a transfer of $30,000 to the Aged Accommodation Joint Venture Reserve; and the allocation of interest earned on reserve investments. After allowing for these budgeted contributions, the reserve balance is forecast to be approximately

$63,645 at 30 June 2026.Accordingly, a further transfer of $72,626 is required to achieve the reserve balance required under the Joint Venture Agreement.

STRATEGIC IMPLICATIONS

Accountable and effective leaders

Demonstrating sound financial management and plans for the Shire's long term financial sustainability

Ensuring the Shire of Coolgardie is well positioned to meet future needs

High quality corporate governance, accountability and compliance

ATTACHMENTS

Nil

VOTING REQUIREMENT

Absolute Majority

OFFICER RECOMMENDATION

That Council: -

1. **Notes that the required reserve balance at 30 June 2026 is $136,271 and that after allowing for the budgeted reserve transfer of $30,000 in 2025/26, an additional transfer of $72,626 is required to achieve the required reserve balance.**

2. **Authorises an additional transfer of $72,626 from the Municipal Fund to the Aged Accommodation Joint Venture Reserve during the 2025/26 financial year.**

3. **Authorises the consequential amendment to the 2025/26 Annual Budget in accordance with section 6.8 of the Local Government Act 1995.**

Additionally Noting that: -

1. **The requirement under the Joint Venture Agreement with the State Housing Commission (Homeswest) to maintain a long-term maintenance reserve for the aged accommodation units.**

2. **The advance payment of the 2026/27 Financial Assistance Grants with result in a significant carried forward surplus position at 1 July 2026, and**

3. **The transfer will address the Moderate rated finding raised in the 2024/25 Final Audit Management Letter.**

4. **The transfer effectively brings forward a reserve contribution already included within the 2026/27 Draft Budget and therefore has no material impact on the Shire's long term financial position.**

13 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

14 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

14.1 Elected Members

14.2 Council Officers

15 MATTERS BEHIND CLOSED DOORS

Nil

16 CLOSURE OF MEETING