



AGENDA

Ordinary Council Meeting

23 November 2021

6:00pm

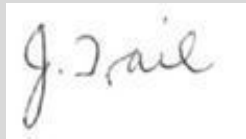
Council Chambers, Bayley Street, Coolgardie

SHIRE OF COOLGARDIE

NOTICE OF ORDINARY MEETING OF COUNCIL

Dear Elected Member

The next Ordinary Meeting of the Shire of Coolgardie will be held on Tuesday 23 November 2021 commencing at 6:00pm.

A handwritten signature in black ink, appearing to read "J. Trail", is placed on a white rectangular background.

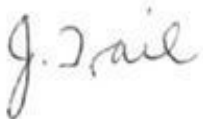
CHIEF EXECUTIVE OFFICER

ORDINARY COUNCIL MEETING**23 November 2021**

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

The dates, times and locations of the Ordinary Council Meetings for 2021 are listed hereunder.

<u>Day</u>	<u>Date</u>	<u>Time</u>	<u>Venue</u>
Tuesday	January 2021	NN/A	-
Tuesday	23 February 2021	6.00pm	Kambalda
Tuesday	23 March 2021	6.00pm	Coolgardie
Tuesday	27 April 2021	6.00pm	Kambalda
Tuesday	25 May 2021	6.00pm	Coolgardie
Tuesday	22 June 2021	6.00pm	Kambalda
Tuesday	27 July 2021	6.00pm	Coolgardie
Tuesday	24 August 2021	6.00pm	Kambalda
Tuesday	28 September 2021	6.00pm	Coolgardie
Tuesday	26 October 2021	6.00pm	Kambalda
Tuesday	23 November 2021	6.00pm	Coolgardie
Tuesday	21 December 2021	6.00pm	Kambalda



James Trail
Chief Executive Officer

DISCLAIMER

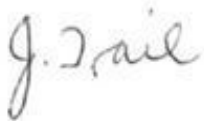
INFORMATION FOR PUBLIC ATTENDING COUNCIL MEETINGS

PLEASE NOTE:

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

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

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



James Trail
CHIEF EXECUTIVE OFFICER

COUNCIL MEETING INFORMATION NOTES

1. Your Council generally handles all business at Ordinary or Special Council Meetings.
2. From time to time Council may form a Committee to examine subjects and then report to Council.
3. Generally all meetings are open to the public; however, from time to time Council will be required to deal with personal, legal and other sensitive matters. On those occasions Council will generally close that part of the meeting to the public. Every endeavour will be made to do this as the last item of business of the meeting.
4. Public Question Time. It is a requirement of the Local Government Act 1995 to allow at least fifteen (15) minutes for public question time following the opening and announcements at the beginning of the meeting. Should there be a series of questions the period can be extended at the discretion of the Chairman.

Written notice of each question should be given to the Chief Executive Officer prior to 2:30pm on the day of the meeting. A summary of each question and response is included in the Minutes.

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

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

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

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

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

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

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

7. Agendas for Ordinary Meetings are available in the Coolgardie and Kambalda Offices/Libraries seventy-two (72) hours prior to the meeting and the public are invited to secure a copy.
8. Agenda items submitted to Council will include a recommendation for Council consideration. Electors should not interpret and/or act on the recommendations until after they have been considered by Council. Please note the Disclaimer in the Agenda (page 3).
9. Public Question Time – Statutory Provisions – Local Government Act 1995

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

- (a) Every ordinary meeting of a council; and
- (b) Such other meetings of councils or committees as may be prescribed

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

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

Local Government (Administration) Regulations 1996

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

- (a) every special meeting of a council; and
- (b) every meeting of a committee to which the local government has delegated a power or duty.

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

- Reg 6 (1) The minimum time to be allocated for the asking of and responding to questions raised by members of the public at ordinary meetings of councils and meetings referred to in regulation 5 is fifteen (15) minutes.
- (2) Once all the questions raised by members of the public have been asked and responded to at a meeting referred to in sub regulation (1), nothing in these regulations prevents the unused part of the minimum question time period from being used for other matters.

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

Local Government (Administration) Regulations 1996

- Reg 7 (1) Procedures for the asking of and responding to questions raised by members of the public at a meeting referred to in regulation 6 (1) are to be determined:
- (a) by the person presiding at the meeting; or
 - (b) in the case where the majority of members of the council or committee present at the meeting disagree with the person presiding, by the majority of members, having regard to the requirements of sub regulations (2) and (3).
- (2) The time allocated to the asking and responding to questions raised by members of the public at a meeting referred to in regulation 6(1) is to precede the discussion of any matter that requires a decision to be made by the council or the committee, as the case may be.
- (3) Each member of the public who wishes to ask a question at a meeting referred to in regulation 6(1) is to be given an equal and fair opportunity to ask the question and receive a response.
- (4) Nothing in sub regulation (3) requires:
- (a) A council to answer a question that does not relate to a matter affecting the local government;
 - (b) A council at a special meeting to answer a question that does not relate to the purpose of the meeting; or
 - (c) A committee to answer a question that does not relate to a function of the committee.

2. Public Inspection of Unconfirmed Minutes (Reg 13)

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

NOTE:**10.3 Unopposed Business**

- (1) Upon a motion being moved and seconded, the person presiding may ask the meeting if any member opposes it.
- (2) If no member signifies opposition to the motion the person presiding may declare the motion in sub clause (1) carried without debate and without taking a vote on it,
- (3) A motion carried under sub clause (2) is to be recorded in the minutes as a unanimous decision of the Council or committee.
- (4) If a member signifies opposition to a motion the motion is to be dealt with according to this Part.
- (5) This clause does not apply to any motion or decision to revoke or change a decision which has been made at a Council or committee meeting.

QUESTION TIME FOR THE PUBLIC

(Please Write Clearly)

DATE: _____

NAME: _____

TELEPHONE: _____

ADDRESS: _____

QUESTION TO THE PRESIDENT:-

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

ITEM NO: _____ PAGE NO: _____

PLEASE PASS TO THE CHIEF EXECUTIVE OFFICER FOR REFERRAL TO THE PRESIDENT BY 2.30PM ON THE DAY OF THE MEETING AT THE KAMBALDA OFFICE, IRISH MULGA DRIVE, KAMBALDA OR AT THE COOLGARDIE OFFICE, BAYLEY STREET, COOLGARDIE.

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- 1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS**
- 2 RECORD OF ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE**
- 3 DECLARATIONS OF INTEREST**
 - 3.1 Declarations of Financial Interests – Local Government Act Section 5.60A**
 - 3.2 Declarations of Proximity Interests – Local Government Act Section 5.60B**
 - 3.3 Declarations of Impartiality Interests – Administration Regulation 34C**
- 4 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil
- 5 PUBLIC QUESTION TIME**
- 6 APPLICATIONS FOR LEAVE OF ABSENCE**

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

7.1 MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 26 OCTOBER 2021

Date: 17 November 2021

Author: Jackie Pilkington, Executive Assistant to the CEO

ATTACHMENTS

Nil

VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held on 26 October 2021 be confirmed as a true and accurate record.

7.2 MINUTES OF THE AUDIT COMMITTEE MEETING HELD ON 16 NOVEMBER 2021

Date: 17 November 2021

Author: Jackie Pilkington, Executive Assistant to the CEO

ATTACHMENTS

Nil

VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION

That the Minutes of the Audit Committee Meeting held on 16 November 2021 be confirmed as a true and accurate record.

8 ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION**8.1 PRESIDENT'S REPORT - NOVEMBER 2021****Date:** 19 November 2021**Author:** Malcolm Cullen, President

During the month of November, the Shire Road Construction Crew have been busy working on gravel road maintenance grading. Some of the roads include Victoria Rock, Jaurdi Hills and Coolgardie North Roads. There has also been work on the cutting near Bonnievale to increase safety for passing traffic and the crew have upgraded the road into the mine site at Bonnievale which is the site where the historic Varachetti mine rescue took place.

Our Crews have been completing work in and around the Coolgardie Landfill Facility installing the weigh bridge and associated infrastructure, laying down road base on the internal roads to improve all weather access, and clearing the external fence line of the site, in readiness for the installation of the new boundary fence around the Landfill Facility.

Our Finance and Administration Staff have also had an extremely busy month working with the Auditors in preparing the annual Financial Statements in readiness for the Shire's Annual Electors meeting in December.

Myself, Shire CEO James Trail and Director of Operations Robert Hicks attended the Annual Sustainable Economic Growth for Regional Australia (SEGRA) Conference in Kalgoorlie on November 16-17, where the CEO launched the Shire's brand new Collaboration Strategy and our Environmental Social Governance direction.

This launch was really well received in front of a large crowd of Delegates from all over Australia, who had assembled in Kalgoorlie for the Conference.

Under the Collaboration Strategy and being one of the first Local Governments in Australia to adopt an ESG framework, the Shire has taken a lead role in building strong relationships with Government, resources sector and major contractors so that, together they can create a lifestyle that attracts and retains the people in our Shire that comprise residents, ratepayers, and future employees.

From an environmental perspective the ESG demonstrates how well the Shire is placed through a combination of economic strength, leadership, and advantage in natural resources. It also highlights how our Shire is tackling important environmental issues such as waste and recycling and leading by example to address climate change, help industry grow and create sustainable jobs.

Another example of this is the exiting opportunity of the clean energy project assessment being undertaken through a partnership between the Shire of Coolgardie and Resources WA. A Federal Government grant of \$1.2 million has been secured to undertake the Coolgardie Microgrid Feasibility Assessment. This project will focus on the potential for the Shire and its surrounding area to be operational as an independent microgrid (power generation system) that maintains connection into the Western Power Network.

Meeting and Workshops attended this period:

- * October 25th Jobs Skills Summit in Kalgoorlie.
- * 26th Council Briefing Forum and Ordinary Monthly Council meeting.
- * 28th meeting with Kurrawang Community Board representatives.
- * 29th Briefing from the Coolgardie Rodeo in August from Outback Rodeos committee.
- * November 8th WA Local Government Assn Mining Communities policy team zoom meeting.
- * Zoom meeting with Moore Australia Auditors, CEO and Shire Staff.
- * November 16-17th SEGRA Conference in Kalgoorlie.

Meeting in Coolgardie with representatives Containers for Change, Pitbull Services,
Deputy President and Director of Operations.

Council Briefing Forum and Audit Committee meeting in Coolgardie

* 20th zoom meeting of Goldfields Regional Councils.

In person meeting Goldfields -Esperance Regional Road Group in Kalgoorlie.

* November 22nd Regional Bushfire Strategy planning project in Coolgardie.

Cr Malcolm Cullen

Shire President.

9 PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Nil

10 PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

11 REPORTS OF COMMITTEES

Nil

12 REPORTS OF OFFICERS**12.1 Executive Services****12.1.1 ORDINARY COUNCIL MEETINGS AND AUDIT COMMITTEE MEETINGS****Location:** Shire of Coolgardie**Applicant:** Nil**Disclosure of Interest:** Nil**Date:** 5 November 2021**Author:** Danielle Fleet, Coordinator Economic and Community Development**SUMMARY**

Council is requested to consider the timetable for the Ordinary Meetings and Audit Committee Meetings for 2022.

BACKGROUND

Regulation 12 of the Local Government (Administration) Regulations 1996 requires the Council to give local public notice of the date, time and location of its Ordinary Council meetings. In previous years Council has considered the timing of its Ordinary meetings. Ordinary meetings of Council are generally scheduled for the fourth Tuesday of each month with the exception of January and December. Council is convened in the Council Chambers of Coolgardie and Kambalda Community Recreation Facility at 6.00pm.

COMMENT

Council meeting dates for the 2022 year will be advertised.

CONSULTATION

Council

STATUTORY ENVIRONMENT

Regulation 12 of the Local Government (Administration) Regulations 1996.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS**ATTACHMENTS**

Nil

VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION**That Council**

1. **Agree for Ordinary Council Meetings to be scheduled to convene on the fourth Tuesday of every month at the Coolgardie Council Chambers or Kambalda Community Recreation Facility (except for January and December) at 6.00pm on the following dates:**
 - January 2022 – No Meeting**
 - 22 February 2022 – Kambalda**
 - 22 March 2022 – Coolgardie**
 - 26 April 2022 – Kambalda**
 - 24 May 2022 – Coolgardie**
 - 28 June 2022 – Kambalda**
 - 26 July 2022 – Coolgardie**
 - 23 August 2022 – Kambalda**
 - 27 September 2022 – Coolgardie**
 - 25 October 2022 – Kambalda**
 - 22 November 2022 – Coolgardie**
 - 20 December 2022 – Kambalda**

2. **Agree for Audit Committee meetings to be scheduled at least three times a year to convene at the Coolgardie Council Chambers or Kambalda Community Recreation Facility.**

12.1.2 AMENDMENT TO FEES AND CHARGES

Location: Shire of Coolgardie
Applicant: Shire of Coolgardie
Disclosure of Interest: NIL
Date: 11 November 2021
Author: Rebecca Horan, Executive Assistant to the Project Manager

SUMMARY

For Council to approve the advertising and adoption of an amended charge relating to the disposal of Class II Commercial Waste.

BACKGROUND

Council at its Special Meeting held on the 13th July 2021 resolved the following:-

COUNCIL RESOLUTION: #126/2021

Moved: Councillor, T Keast

Seconded: Councillor, T Rathbone

That Council in accordance with section 6.16 of the Local Government Act 1995 ADOPT the schedule of fees and charges as attached.

In Favour: *Crs Malcolm Cullen, Tracey Rathbone, Sherryl Botting, Tammee Keast and Kathie Lindup*

Against: *Nil*

CARRIED ABSOLUTE MAJORITY 5/0

COMMENT

The current fees and charges schedule allows for Class II Mixed General Waste per tonne at a fee of \$42 per tonne but should read Commercial Class II Mixed General Waste with a fee of \$56 per tonne. This was done in error when moving the data across from the 2020/2021 fees and charges.

These amendments will be advertised in accordance with the Local Government Act 1995

CONSULTATION

Waste and Sewerage Services department

CEO

STATUTORY ENVIRONMENT

Local Government Act 1995, Section 6.16 Imposition of Fees and Charges

Local Government Act 1995, Section 6.19 Local Government to give notice of fees and charges

POLICY IMPLICATIONS

NIL

FINANCIAL IMPLICATIONS

The amended fee will be effective after the 21 day advertising period.

STRATEGIC IMPLICATIONS

Accountable and effective leaders

High quality corporate governance, accountability and compliance

ATTACHMENTS

Nil

VOTING REQUIREMENT

Absolute Majority

OFFICER RECOMMENDATION

That Council

1. Approve the amended fees and charges to allow for Class II Commercial Waste at a cost of \$56 per tonne.
2. Advertise the amended fees and charges in accordance with the Local Government Act 1995.
3. Implement the amended fees and charges after the 21 advertising period.

12.1.3 OFFICE OF AUDITOR GENERAL (OAG) - LOCAL GOVERNMENT COVID 19 FINANCIAL HARDSHIP SUPPORT REPORT

Location: Shire of Coolgardie
Applicant: Nil
Disclosure of Interest: Nil
Date: 17 November 2021
Author: Steven Tweedie, Consultant

SUMMARY

Three LGs were examined by the OAG:

- Shire of Northampton
- City of Belmont
- City of Rockingham

An assessment has also been made of how the Shire of Coolgardie compares with the issues and recommendations.

The Shire of Coolgardie's Policy is based on a template prepared by WALGA, and generally adopted by the LG sector.

The Shire of Coolgardie's Policy applies to a range, BUT is not limited to:

- Recent unemployment or under-employment
- Sickness or recovery from sickness
- Low income or loss of income
- Unanticipated circumstances such as caring for and supporting extended family

The Shire Policy also includes consideration in relation to payment arrangements, interest charges, deferment of rates and debt recovery and therefore is consistent with the OAG recognition of local government addressing a range of ratepayer circumstances.

In May 2021 the Shire also adopted a hardship Policy in relation to Water Licenses.

The OAG Report indicated that the expectations of local government were that they:

- had a current Council-approved financial hardship policy – **The SoC adopted a COVID19 Financial Hardship Policy in early 2020**
- actively promoted the policy to their ratepayers and made the policy and application form publicly available – **the Shire announced the Policy via “news” at the website and thus a search of the website will reveal the decision in relation to the Policy**
- used clear eligibility and assessment criteria and timeframes to process applications - **The SoC Policy is clear**
- kept clear records of applications and outcomes – **The SoC retains records of applications and determinations.** To date the Shire of Coolgardie has only received 1 application pursuant to the Policy, and this was approved. The OAG Report notes that the Shire of Northampton received no applications, the City of Rockingham received 70 applications and approved 41 and the City of Belmont received 53 applications and approved 32.
- identified and managed actual, potential, and perceived conflicts of interest for staff who assessed applications – **SoC employees have received training on recognising and addressing conflicts of interest, as part of broad training related to matters such delegations etc**

- improved their application and assessment processes in response to complaint feedback – **The SoC regularly reviews its processes based on feedback, when received.**

The OAG recognises that the Shire of Coolgardie:

- had a Policy in place for 2020/21,
- has applied a Policy for 2021/22 and that,
- the Policy is at the website.

BACKGROUND

The Office of the Auditor General (OAG) has recently published a Report on LOCAL GOVERNMENT COVID-19 FINANCIAL HARDSHIP SUPPORT - https://audit.wa.gov.au/wp-content/uploads/2021/10/Report-5_Local-Government-COVID-19-Financial-Hardship-Support.pdf

At the Audit Committee Meeting held 16th November 2021, the Committee resolved;

AUDIT COMMITTEE RESOLUTION AND OFFICER RECOMMENDATION

Moved: Cr Kathie Lindup

Seconded: Cr Tracey Rathbone

That the Audit Committee, by Simple Majority, recommend to Council:

That Council, by Simple Majority, recognise that the Shire of Coolgardie addresses the issues and findings/recommendations of the OAG Report on Local Government Policies on Financial Hardship.

That Council, by Simple Majority, direct the CEO to identify and implement effective means of ensuring ratepayers are aware of the Policy, and its application

That Council, by Absolute Majority, adopts the amended Policy on Financial Hardship.

In Favour: Crs Malcolm Cullen, Tracey Rathbone, Rose Mitchell and Kathie Lindup

Against: Nil

CARRIED 4/0

COMMENT

Nil

CONSULTATION

CEO

STATUTORY ENVIRONMENT

Local Government Act S6. 12, 6.49, 6.64, 6.69, 6.71, 6.74 (and others, plus Ministerial Orders)

POLICY IMPLICATIONS

The Policy has been reviewed and appropriate recommendations provided to ensure its continued currency and application.

FINANCIAL IMPLICATIONS

Any applications, made under the Policy, will be assessed in accordance with it, and arrangements appropriate to the circumstances applied. All such assessments will have regard for the financial interests of the Shire of Coolgardie, and all other ratepayers.

It is not possible to assess, in advance, how many applications, if any, might be received, and what effect, if any, might be the result of favourable consideration by the Shire administration.

STRATEGIC IMPLICATIONS**Accountable and effective leaders**

Demonstrating sound financial management and plans for the Shire's long term financial sustainability

ATTACHMENTS

1. **Financial Hardship Policy 64**

VOTING REQUIREMENT

Absolute Majority

OFFICER RECOMMENDATION

That Council, by Simple Majority, RECOGNISE that the Shire of Coolgardie addresses the issues and findings/recommendations of the OAG Report on Local Government Policies on Financial Hardship.

That Council, by Simple Majority, DIRECT the CEO to identify and implement effective means of ensuring ratepayers are aware of the Policy, and its application

That Council, by Absolute Majority, ADOPTS the amended Policy on Financial Hardship.

12.1.4 CREDIT CARD LISTING FEBRUARY 2021 - OCTOBER 2021**Location:** Shire of Coolgardie**Applicant:** Nil**Disclosure of Interest:** James Trail has a financial interest in this item. In accordance with section 5.70(2) of the Local Government Act 1995, I declare a financial interest in the agenda item List of credit card payments. The interest is in relation to CEO credit card vouchers.**Date:** 17 November 2021**Author:** Danielle Fleet, Coordinator Economic and Community Development**SUMMARY**

For the Audit Committee to receive the list of credit card payments for February 2021 to October 2021 for the Chief Executive Officer.

BACKGROUND

The Local Government (Financial Management) Regulations 1996, Regulation 13(3)(b) requires that Council receive a list of credit cards 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.

At the Audit Committee Meeting held 16th November 2021, the Committee resolved;

AUDIT COMMITTEE RESOLUTION AND OFFICER RECOMMENDATION**Moved:** Cr Tracey Rathbone**Seconded:** Cr Rose Mitchell**That the Audit Committee,**

- 1. Accept listing (attached) of credit card invoices totalling \$69,065.93 paid from February 2021 to October 2021 by the Chief Executive Officer under delegated authority of Council.**
- 2. Recommend the Council receive the listing of credit card invoices totalling \$69,065.93 paid from the period February 2021 to October 2021 by the Chief Executive Officer under delegated authority.**
- 3. Recommend to Council the Shire President authorise the credit card vouchers totalling \$69,065.93 paid from February 2021 to October 2021 by the Chief Executive Officer under delegated authority.**

In Favour: Crs Malcolm Cullen, Tracey Rathbone, Rose Mitchell and Kathie Lindup**Against:** Nil**CARRIED 4/0****COMMENT**

The schedule of payments made under delegated authority as summarised below and recommended to be received by the audit committee, 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.

It is deemed prudent that all Chief Executive Officer credit card vouchers now be presented to the Audit Committee for consideration and recommendation to Council. This is particularly the case given the authorisation required for the Chief Executive Officer credit card.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

CS-PROCUREMENTS POLICY. Policy CS-11 as amended, sets the guides 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

ATTACHMENTS

1. **Credit Card Listing from February 2021 to October 2021**

VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION

That Council,

1. **ACCEPT listing (attached) of credit card invoices totalling \$69,065.93 paid from February 2021 to October 2021 by the Chief Executive Officer under delegated authority of Council.**
2. **RECEIVE the listing of credit card invoices totalling \$69,065.93 paid from the period February 2021 to October 2021 by the Chief Executive Officer under delegated authority.**
3. **Recommend the Shire President AUTHORISE the credit card vouchers totalling \$69,065.93 paid from February 2021 to October 2021 by the Chief Executive Officer under delegated authority.**

12.1.5 CORPORATE CREDIT CARDS POLICY 1.15

Location: Shire of Coolgardie
Applicant: Nil
Disclosure of Interest: Nil
Date: 17 November 2021
Author: Steven Tweedie, Consultant

SUMMARY

Earlier in 2021 Council considered a Report from the Ombudsman SA into the City of Burnside's use of corporate credit cards. An evaluation of the key findings and recommendations of the Report, with the policies and practises of the Shire of Coolgardie (SoC) indicated that the latter were generally consistent.

The Shire President, who reviews the Chief Executive Officer (CEO) credit card expenditure has requested a review and further clarifications of the Shire Corporate Credit Cards Policy 1.15 in order to formalise the practices and procedures in place at the Shire.

BACKGROUND

The CEO is very conscious of the potential for abuse or misuse of the corporate credit card and the checks and balances in place at the SoC are designed to ensure complete transparency and also full oversight by Council, via the Audit Committee.

At the Audit Committee Meeting held 16th November 2021, the Committee resolved;

AUDIT COMMITTEE RESOLUTION AND OFFICER RECOMMENDATION

Moved: Cr Kathie Lindup

Seconded: Cr Tracey Rathbone

- 1. That Council, AMEND Council Policy 1.15 by adopting the attached draft Policy 1.15**
- 2. That Council, DIRECT the CEO to ensure the amended Policy is applied to the usage of all corporate credit cards, where authorised by the CEO.**
- 3. That Council, DIRECT the CEO to ensure that all corporate credit card holders confirm, in writing, their acceptance of the amended Policy and conditions.**

In Favour: Crs Malcolm Cullen, Tracey Rathbone, Rose Mitchell and Kathie Lindup

Against: Nil

CARRIED 4/0

COMMENT

The Shire Policy has been reviewed and the changes proposed endeavour to address:

- the inappropriateness of using corporate credit cards to purchase alcohol, either for meetings, at business lunches or other events, or even for end of year events.
- the need to be vigilant about "coffee" meetings, which might ordinarily be held within the local government premises with no cost to the local government incurred

- the need to ensure Council Members, accompanying a Shire corporate credit card holder whose card is used to pay the former's expenses, only incur expenses of the same kind, and in the same situations.

As a specific rule the corporate credit card may only be used for accommodation, breakfast, lunch and dinner, with any alcohol a personal choice which must be covered by personal expenditure.

CONSULTATION

Cr Malcom Cullen, Shire President

James Trail, CEO

STATUTORY ENVIRONMENT

s2.7(2)(a) and (b), 6.5(a), Local Government Act 1995, Local Government (Financial Management) Regulation 11(1)(a).

POLICY IMPLICATIONS

The adoption of the amended Policy 1.15 will result in it becoming a binding Policy on Council Members, and employees, and included in the relevant Policy Manuals.

FINANCIAL IMPLICATIONS

Abuse, or misuse of the corporate credit card may have significant financial and reputational implications for the Shire, and it is important that corporate credit card holders continue to acknowledge their responsibilities and to comply accordingly.

STRATEGIC IMPLICATIONS

Accountable and effective leaders

High quality corporate governance, accountability and compliance

ATTACHMENTS

1. **Corporate Credit Cards Policy 1.15**

VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION

That Council,

1. **AMEND Council Policy 1.15 by adopting the attached draft Policy 1.15**
2. **DIRECT the CEO to ensure the amended Policy is applied to the usage of all corporate credit cards, where authorised by the CEO.**
3. **DIRECT the CEO to ensure that all corporate credit card holders confirm, in writing, their acceptance of the amended Policy and conditions.**

12.1.6 PROPOSED ACCOMMODATION VILLAGE KAMBALDA

Location: Kambalda
Applicant: N/A
Disclosure of Interest: Nil
Date: 18 November 2021
Author: James Trail, Chief Executive Officer

SUMMARY

Council to receive the update report on the proposed accommodation village in Kambalda

BACKGROUND

The Shire of Coolgardie is proposing to:

- develop up to a 200 room worker accommodation village;
- operate the worker accommodation village to meet the needs of the local mining industry; and
- engage a suitably skilled and experience operator to provide the worker accommodation village and services.
- the Reserve management order for the site already provides for the development of accommodation and power to lease.

The Shire prepared a Business Plan for the proposed village. The purpose of this Business Plan was to:

- inform the community the Shire of Coolgardie proposes to develop and operate up to a 200 room worker accommodation village located at Reserve 47229 Lot 562 Salmon Gum Road, Kambalda West, Western Australia;
- provide opportunity for the community to consider and make informed submissions on the Business Plan; and
- satisfy the requirements of Section 3.59 of the Local Government Act 1995.

The Shire held a community information session on Thursday 7th October. The submissions on the Business Plan closed in early November

The Shire received;

1. Hand delivered document on 18th October 2021 with 281 names. The document was on a petition cover page addressed to the Shire President requesting that Council accept signatures as individual submissions opposing the Major Land Transactions/ Trading Undertakings : 200 rooms Kambalda, 300 rooms Coolgardie. The 281 names were not on individual submission forms. The following reasons were stated;
 - a. Against FIFO
 - b. Against being in competition to local accommodation providers and business owners
 - c. Money not being generated nor spent in town
 - d. Prefer residential accommodation/development for long-term benefits
 - e. Traffic congestion and location issues
 - f. Ratepayers will be responsible for the \$9million

2. A Petition was tabled at the Ordinary Council Meeting on the 26th October 2021 with the same 281 names and for the same reasons opposing the Major Land Transactions/Trading Undertakings. The petition was tabled by Jan McLeod – 83 Kingswood Street Widgiemooltha. Unfortunately, the petition tabled by Jan McLeod was invalid as it was not presented in accordance with the Shire’s Meeting Procedures Local Law 2019. Jan McLeod has been written to and advised that the petition was invalid.
3. 90 individual submissions were received objecting to the accommodation village in Kambalda. Of these it is estimated in excess of 60% were the same people who signed the hand delivered document on the 18th October. Most of these submissions also included the following reasons for their objections;
 - a. Against FIFO
 - b. Against being in competition to local accommodation providers and business owners
 - c. Money not being generated nor spent in town
 - d. Prefer residential accommodation/development for long-term benefits
 - e. Traffic congestion and location issues
 - f. Ratepayers will be responsible for the \$9million

Some other major concerns raised were;

- a. Noise
- b. Devaluation of properties
- c. Lack of detail and design
- d. Attracting families to town

COMMENT

Shire staff have assessed and reviewed ALL the submissions received as well as the petition. The information was presented at a briefing session to the Council with names, addresses and comments. It was noted by staff that the petition contents and reasons were the same as the document received on the 18th October 2021.

Out of the 281 names received on the petition and hand delivered document, 93 were ineligible for the following reasons;

- Names made up
- No signatures
- No address numbers

The petition tabled at the October Council Meeting is deemed to be invalid under the Shire Coolgardie Meeting Procedures Local Law 2019 – published in the Government Gazette on the 12/03/2020. The petition did not include all of the requirements as detailed below;

6.10 Petitions

(1) A petition is to—

- (a) be addressed to the President;
- (b) be made by electors of the district;
- (c) state the request on each page of the petition;
- (d) contain the name, address and signature of each elector making the request, and the date each elector signed;**
- (e) contain a summary of the reasons for the request; and
- (f) state the name of the person to whom, and an address at which, notice to the petitioners can be given.

(2) Upon receiving a petition, the Local Government is to submit the petition to the relevant officer to be included in his or her deliberations and report on the matter that is the subject of the petition.

(3) At any meeting, the Council is not to vote on any matter that is the subject of a petition presented to that meeting, unless—

- (a) the matter is the subject of a report included in the agenda; and
- (b) the Council has considered the issues raised in the petition.

Although the petition was invalid and 93 of the names on the hand delivered document on 18th October were ineligible, they were discussed, presented and raised with the Council at the briefing session that was held.

Information that was unable to be presented by Creating Communities at the Community Information Session

- The proposed location of the village close to the shops; hotel; pool etc creates a critical mass of people to support the local businesses. Factual evidence shows that on average workers will spend at least one night eating out – just to break the monotony of the village.
- In town villages create significant local spend of up to \$100 per week by residents – who go to the shops; buy items etc. As they are close to these venues – they aren't reliant on transport and will happily support them to break the monotony of the village experience.
- People make choices which includes a FIFO Lifestyle. Research shows that when asked if they would take up a position if it was residential 90-95% wouldn't and would prefer to stay FIFO. Reasons include partner's work; children moving schools; poor housing choice; short term contracts – not providing options for longer term commitment. Most of the conditions to attract and retain the workforce are set by the employer, not the village operator, so there is little the Shire can do about this.
- FIFO workers support local businesses – mostly for personal care items and other shopping items. The closer they live to local businesses the more they use them). A key opportunity exists for the Shire / village operator to provide local supply contracts to deliver maintenance; grounds; supply of materials etc. Also, workers at the village can be prioritised to be sourced locally. This is a significant number of employees to run a village.
- FIFO is a reality of work choices to attract and retain skilled employees. While there may be a preference for residential by local residents who have made that choice themselves research shows that the vast majority will not take it up, even if it is provided. FIFO provides a workforce choice for people.
- Pilbara towns certainly used to have the perception that FIFO destroys towns. This has well and truly dissipated since they have experienced it over time and learnt to engage and integrate workers better.
- Treating these people (often with their own families) as outcasts will certainly not do anything to encourage them. What better way to think about moving to a place than to enjoy the experience there? Well, if you provide a good induction, welcome them to the community, involve them in community activities – then it may encourage some of them and their families to relocate. Again, research shows that many FIFO workers do want to be involved in community initiatives, but can be deterred by long hours and the attitudes of some local residents
- There is no evidence at all that house prices will decrease. What will decrease house prices is providing more residential housing. When there is a downturn in the industry you are left with a glut of housing. FIFO actually buffers housing price fluctuations. (This is seasonal and less profitable than FIFO with guaranteed bed take up). Also, will drop the values of housing in the area as it increases supply and if any downturn in the market there is a glut of housing.

- FIFO villages may eventually be underutilized during periods of economic downturn with the boom and bust nature of mining. Consequently, it is easier to relocate temporary facilities than it is for permanent residential housing. Existing villages are out of town which minimises their benefit to the local community for local spend; use of local businesses etc
- It is not true that all money goes out of town. Wages may do however this assumes there is no spend by workers in town (which is false). It also doesn't factor in all the local employment and contracts that can be provided locally to run the village. These additional jobs and contracts don't exist to the same extent for residential housing.
- Villages tend to be very quiet due to having to respect people sleeping at different times. Not like a house where people could have parties; drum kits; whatever
- If FIFO workers were housed residentially near the school – would they suddenly not be labelled as paedophiles because they live in a house? There is no evidence between paedophilia and FIFO workers that the Shire is aware of.

Information to address a number of issues raised in Submissions

- The village is proposed to be right across the road from the Hotel. Consequently, it shouldn't provide issues of people returning via local streets from the Hotel. It is also important to note the workers are regularly alcohol tested and if they blow over are usually dismissed.
- The Village is not proposed to be located across from the school. The footprint of the village including facilities and carpark is not proposed to be located any closer than the boundary fence of the Fire and Emergency Services Building of the Fire Building.
- The Village peak times will be opposite to school times. Furthermore, the school might be able to partner with the village (Like in Karratha and Port Hedland) to provide support to the school for training; resources; etc.
- School traffic times and vehicle movements are at different times to those of the traffic to and from the village. The traffic for the Village will also be along Blue Bush not Salmon Gum Road. FIFO villages generally are on a 6am to 6pm operation with the majority of workers on day shift not being there when the school is operating and those who are there are eating; sleeping.
- The rooms will have proper sound proofing and block out blinds as per any village. Noise of people in adjoining rooms is more of an issue than venues away from the site. School noise like recess sirens might be an issue for night shifters but unlikely.
- It is not anticipated that the early morning beepers of vehicles will be an issue. It is anticipated that this will be managed by the car parks to be front in; front out (no reverse) like many villages are. Furthermore, it is not anticipated many single vehicles will be parked at the village given 90% of workers will be bused in and out.
- Local businesses and accommodation providers will only be hurt if they have existing arrangements with companies to accommodate and provide services to FIFO workers. The Shire President, Deputy President and CEO have met with the Hoteliers to discuss concerns expressed in regard to this issue.
- In conversations between the owners of the two villages and the CEO it has been confirmed the two villages are at full capacity. Furthermore, it was highlighted that the demand for accommodation will continue to far outweigh supply. The conversations also highlighted the need for greater interaction and contribution to the community which would exist with a village located in Town.

- Business Plan estimated net profit over 5 years - \$7.2 million
- Estimated net profit over 6 years - \$10 million
- All funds to be placed in a Reserve Fund for future community events, activities, programmes and infrastructure.
- Provide the Shire with seed funding to leverage future Federal and State grants given requirements for Local Governments to matching funding provided by State and Federal agencies.
- Would enable rates to be kept to under 2% for the next 5 years
- 92% of Shire's rate revenue or \$8.12 million paid by the Mining Companies, associated contractors and people employed by the mining companies or contractors
- 75% of staff employed in the Shire work for Mining Companies or associated contractors – estimated at 1740 people
- CEO has met with and/or spoken to Mining General Manager's or Chief Operating Officers on numerous occasions in regard to demand for accommodation
- All have maintained lack of accommodation is critical to their operations
- Willingness of mining companies to take rooms in the proposed Kambalda Village on the basis all profits to be set aside for community activities, events, programmes and infrastructure
- CEO met with Executive Director of Compass Group (owners of ESS) to discuss the proposed village and Compass future plans
- CEO spoken to District High School and Kambalda Police
- President, Deputy President and Chief met with local hoteliers
- No applications exist for extension to any accommodation providers in the Shire.
- CEO spoken to senior executive of Civeo
- 5 Senior Executives from companies approached the CEO at diggers and dealers asking whether the Shire could assist in the provision of accommodation
- Operating costs in Business Plan based on actual figures of villages currently operating in the Shire including all running costs and utility costs
- Revenue figures based on conversations and meetings between CEO and General Manager's and/or Chief Operating Officers and willingness to take rooms at an agreed price. This is reflected in the revenue figures in Business Plan
- Village is proposed to be leased – consequently if mining downturn occurs village is able to be removed and power, water and sewerage infrastructure remains in place for future potential aged care development
- Proposed loan funding is for installation of the village
- Separate Tender Packages (Installation) for water, sewerage, electrical, site works, ancillary works for installation proposed to enable local contractors to tender – estimated value \$4.5 million – based on installation costs of villages currently in the Shire
- Operation of proposed village would be tendered with intent to enable local people to be employed and work at the village – estimated up to 6 full time jobs created – enables local interested parties including hoteliers to tender for operation of village
- No wet mess proposed
- Shire managed village enables reinforcement to operator and mining companies for local businesses to be supported and local residents to be employed wherever possible. This would be written into any legal agreements between the Shire and potential operator and the mining companies.
- Proposed village would have very small carpark given most people staying in village would be arrive and go to sight by bus
- Local contractors wherever possible would be engaged for any maintenance required for grounds, water, sewerage and power given at the proposed village given management of village would be under the auspice of the Shire. This could also include Shire staff. This requirement would be included in legal agreement with operator. This expenditure has been included in the business plan financial model.

A Draft Concept Layout of the proposed village is attached. The draft layout has been prepared following consideration of submissions. The current layout shows a gym and recreation facility. If the proposed village proceeds the gym and recreation facility will either be removed or on a much reduced scale.

CONSULTATION

Community

Staff

Government

Mining Industry

Businesses

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The proposed \$9million loan was included in the 2021/2022 Annual Budget. Any borrowings from either WATC or any other financial institution goes through a rigorous risk and credit assessment. The provision of any proposed loan funds from WATC or any other financial institution will be subject to due diligence, risk assessment, formal credit approval, formal pricing approval and the submission of appropriate documentation requested including annual financial statements.

Risk analysis was done as part of due diligence in preparation of the financial modelling including in the business plan to ensure the workers accommodation village would generate sufficient funds to cover the cost of servicing the loan funds. Ultimately any loan funding provided to the Shire from any financial institution will be subject to due diligence and risk assessment.

The loan funding would effectively work like a self-supporting loan. The revenue received from daily occupancy of the proposed village would be used to pay the loan funding. This would not be drawn from general revenue nor rates revenue.

STRATEGIC IMPLICATIONS

A thriving local economy

Supporting local businesses in the Shire

Accountable and effective leaders

Developing strong partnerships with stakeholders for the benefit of our community

ATTACHMENTS

1. Draft Layout Proposed Accommodation Village Kambalda

VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION

That Council receive the update report on the proposed accommodation village in Kambalda

12.1.7 COUNCIL MEMBERS - ICT ALLOWANCES AND COUNCIL POLICY

Location: Shire of Coolgardie
Applicant: Nil
Disclosure of Interest: Nil
Date: 19 November 2021
Author: Steven Tweedie, Consultant

SUMMARY

Some Council Policies have been accorded a priority for review, with the Information and Communication Technologies (ICT) allowances for Council Members being one such Policy.

One matter which needs to be considered by Council for review of the relevant Council Policy, in relation to recent annual budget decisions, is Council Policy 2.12 Council Member Allowances, Expenses and Entitlements.

In recent years Council, as part of the Budget determinations has decided that Council Members will receive the maximum ICT Allowance, as determined by the Salaries and Allowances Tribunal, currently \$3,500 per annum.

In doing so, Council has “overridden” Policy 2.12 (as it is entitled to do) but has not reviewed the Policy to reflect the contemporary approach and decisions of Council.

The need to review the Policy arises for several reasons:

- to ensure the Policy reflects the Shire of Coolgardie (SoC) Budget decisions, and future Budget decisions accord with the Policy,
- to ensure there is no “windfall” gain by Council Members,
- to ensure the total value of the ICT allowance does not exceed the Salaries and Allowances Tribunal (SAT) Determination,
- to provide Council Members with complete flexibility about what ICT they utilise,
- to overcome the need for the Shire to purchase ICT, and maintain it

The options available for consideration are:

1. reduce the ICT allowance and then the Shire may use the “balance” to purchase a device/s, or
2. maintain the current maximum ICT allowance and the Shire continue to “lend” devices to Council Members, but on the basis that no private usage whatsoever is permitted, incidental, or otherwise, or
3. maintain the current maximum ICT allowance and Council Members be required to purchase and maintain all devices and equipment, using the allowance, with no support, in cash or kind provided by the SoC.

Option 3 described above is the preferred option for the reasons set out below.

No windfall gains

With Council determining that the maximum ICT allowance shall be paid (\$3500pa) it follows that Council Members cannot be paid – directly, or indirectly, anything in cash or kind that would exceed that value.

SAT has confirmed this approach and while it acknowledges that the Shire could purchase ICT equipment, and “lend” it to Council Members, as tools of trade, any private use by Council Members (and that might include anything as minor as checking personal emails, the news, or the weather) might mean that an additional benefit was secured, in addition to the maximum permitted.

Given the difficulty of enforcing such a provision, and the consequences of a Council Member doing so, it is far better that Council Members acquire whatever device they wish, and they can then use it as they see fit, including for personal purposes.

Maintenance and replacement of ICT equipment

Issues can also arise, where the Shire has provided the ICT equipment and it needs to be maintained or repaired or replaced.

If Council Members are required to provide their own ICT devices, then no such liability arises for the Shire.

Choice of ICT

In recent years Council has resolved, as part of the Budget deliberations, that the maximum ICT Allowance, as determined by the Salaries and Allowances Tribunal (SAT) will be paid to SoC Council Members, quarterly. This contrasts with Policy 2.12 which states that the ICT Allowance will be 60% of the maximum determined by SAT, with payment monthly, quarterly, biannually, or annually.

In addition, it is acknowledged that from time-to-time Council Members may not wish to utilise an iPad but may prefer a laptop – this may become difficult for the Shire to manage with different values for different devices. Accordingly, it is proposed that Council Members will be able to purchase whatever device they wish using the ICT allowance.

Payment of the ICT Allowance

It is recognised that potential significant expenses that may need to be incurred by a new Council Member in purchasing a mobile phone (either in addition to personal one, or by way of an upgrade), tablet or laptop (including software), printer and consumables (paper and ink).

Accordingly, it is proposed to amend Policy 2.12 by providing that, except in the first year, following their election, when Council Members may receive their ICT Allowance in full, in advance, to cover ICT costs needed to be incurred, all ICT allowances for subsequent years, referred to in this Policy will be paid in arrears with Council Members able to elect to receive payment monthly, quarterly, biannually, or annually.

The way forward

It is suggested that Council Members currently possessing a SoC purchased device be offered the opportunity to purchase same, at the written down value of the device, as determined by the CEO.

BACKGROUND

The Shire of Coolgardie is currently reviewing the Council Policy Manual, as part of a regular review process and there are a range of matters which need to be considered by Council for amendment to the Policy, or potentially, in some cases, the revocation of the Policy.

The Review will be accelerated once the current review of the Register of Delegations is completed (based on reviewing the content of the Register and changing its format to facilitate a “cloud based” approach used by a few local governments). It is proposed that the review of the Register will come to the February 2022 OCM.

COMMENT

Nil

CONSULTATION

James Trail, CEO
Martin Whitely, Consultant

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Detailed in this Report.

FINANCIAL IMPLICATIONS

NO ongoing implications if Council Members are required to utilise the ICT allowance to buy their own devices and equipment, as well as consumables.

STRATEGIC IMPLICATIONS**Accountable and effective leaders**

High quality corporate governance, accountability and compliance

ATTACHMENTS

1. **Council Member Allowances, Expenses and Entitlements Policy 2.12**

VOTING REQUIREMENT

Absolute Majority

OFFICER RECOMMENDATION

That Council resolve, by Absolute Majority, to AMEND Council Policy 2.12 in accordance with the attached version, noting that such amendments relate only to ICT Allowances at this stage, and that other matters in the Policy, may need to be amended, or revoked, following the review to commence after the review of the Register of Delegations.

That Council resolve, by Absolute Majority, to AMEND the Annual Budget decisions in relation to Council Member Entitlements – ICT Allowances in the following terms:

- **that Council Members will receive the maximum ICT allowance as determined by the Salaries and Allowances Tribunal (for 2021/22 - \$3500 pa)**
- **that except in the first year, following their election, when Council Members may receive their ICT Allowance in full, in advance, to cover ICT costs needed to be incurred, all ICT allowances for subsequent years, referred to in this Policy will be paid in arrears with Council Members able to elect to receive payment monthly, quarterly, biannually, or annually**
- **that recognising that Council Members receive the maximum ICT allowance permitted by SAT, that no additional equipment, support or consumable be provided.**

That Council resolve, by Absolute Majority, that Council Members currently utilising Shire of Coolgardie provided devices, be permitted to purchase same from the Shire at the written down value, as determined by the CEO.

12.1.8 ESG FRAMEWORK

Location: Nil
Applicant: Nil
Disclosure of Interest: Nil
Date: 19 November 2021
Author: James Trail, Chief Executive Officer

SUMMARY

That Council endorse the Shire Coolgardie ESG Framework as attached

BACKGROUND

What is ESG?

Increasingly investors and financiers are asking tough questions about the future value-creation capability and capacity of companies. While this interest and assessment is not a new phenomenon, it has been stimulated by impacts of climate change and the need for companies to mitigate and adapt in order to maintain business continuity and ability to create value over the long term.

This has seen companies adopt a reporting framework that captures their Environmental, Social and Governance (ESG) commitments. There are variations to the ESG theme, which are tailored to the company's specific needs and direction, covering what is important to the company at that point in time.

A company's ESG framework is not only of interest to investors and financiers, customers and consumer advocacy groups and regulators are also very interested in the company's ESG commitments and performance statements. There is also interest amongst those orchestrating mergers and acquisitions. ESG provides them insights into what companies consider as risk and what they have done to manage their risk over the long term – ESG factors are risk factors.

ESG Leads to Better Performance

There is a growing body of research that shows a positive link between a company's ESG performance and financial performance or value creation. This integration of environmental and social issues with how the company does business has a positive impact on financial performance in the short as well as long term.

Companies are adopting a “what is good for the environment is good for business” mantra as research shows that consumers are prepared to pay more for sustainable products and services.

Holistic Model of Value Creation

Corporations are increasingly moving away from the primacy of creating shareholder value to recognising they need a more holistic model for success:

- delivering value for customers;
- investing in employees;
- dealing fairly and ethically with suppliers;
- supporting communities where they are based;
- protecting the environment; as well as
- generating long-term value for shareholders.

The reality for corporations is simple, if they don't recognise all their stakeholders, if they do not take a multi-stakeholder approach, they will not maximise their shareholder value. ESG frameworks promote a more holistic approach to value creation.

Responsible Investing

In recent years we have seen an entire investment movement grow before our eyes, where investing in green and ethical business has become a thing! Investors want to know the company is thinking about their impact on the environment and community and are paying their share of taxes. According to Responsible Investment Association of Australia, our responsible investment market continued to soar in popularity to \$1.2 trillion in 2020, with responsible investment assets growing at 15 times the rate that overall Australian professionally managed investments have grown.

Companies delivering on strong ESG commitment are more likely to have their act together, which is generally recognised by:

- employee satisfaction and lower turnover;
- investors buying their shares and driving up value;
- consumers prepared to pay more for sustainable products and services;
- banks providing cheaper loans; and
- regulators enabling greater autonomy and self-regulation.

Companies use their annual reporting cycle to update shareholders and stakeholders on the progress of their ESG commitments. It has been shown that the company's ESG results and ratings have a direct impact on investment decisions.

ESG Influences Capital Markets

Access to capital is getting more and more difficult for companies that do not have responsive ESG frameworks. We are seeing loans provided to companies where the interest rate on the loan facility is directly linked to the company's ESG metrics – the better the company's sustainability performance and rating, the lower the interest on the loan.

Walk the ESG Talk

Companies that fail to walk the talk and treat their ESG statements as a PR stunt/greenwashing are not only marked down by the markets, but the satisfaction of the company's own employees, customers and shareholders goes down significantly, putting internal as well as external pressure on the company to self-correct.

Why is ESG of Interest to Local Government?

We have seen that our society's social and environmental issues are much too big and complex for governments to deal with on their own. Corporations are demonstrating that their involvement can have positive impact on some of the challenges being confronted by local government.

When ESG is unpacked, we find that Environment, Social and Governance considerations are core business for local government. ESG commitments could be designed to make a genuine difference, by improving the quality of:

- action to address environmental sustainability issues including climate change mitigation and adaptation;
- life of local communities in need – Aboriginal, elderly and youth; and
- governance arrangements and local decision making.

The Shire's expression of ESG commitments would be designed to:

- set its ESG priorities by developing strategies, actions and KPIs that will track progress; and
- communicate to the broader community and particularly the mining sector, its ESG focus and direction to encourage alignment by the sector.

Far Reaching Local Impact

The Goldfields-Esperance region supports approximately 31,000 jobs and produces an annual economic output of \$21.6 billion. Mining is the key industry in the region, which accounts for 61% of output and 33% of all employment.

Over \$3.8 billion worth of resources were mined within the Shire in 2020, making Coolgardie the third most important local government resource producer in the State.

The Shire's town of Kambalda is supported by nickel and gold mining, and the historic town of Coolgardie was developed around significant gold mining operations. Both towns have substantial non-resident workforces and a high proportion of employer-provided housing.

Why Establish a Coolgardie ESG Framework?

The Shire's past, present and future has been underwritten by mining activity in the region. Going back to the Gold Rush of 1892, Coolgardie was the third largest town in WA, behind Perth and Fremantle. 700 companies listed on the London Stock Exchange were mining in Coolgardie at that time.

Mining is the reason the original Coolgardie Municipality was established a few years after the Gold Rush and today mining activity continues to contribute over 80% of the Shire's annual income.

COMMENT

Why Establish a Coolgardie ESG Framework?

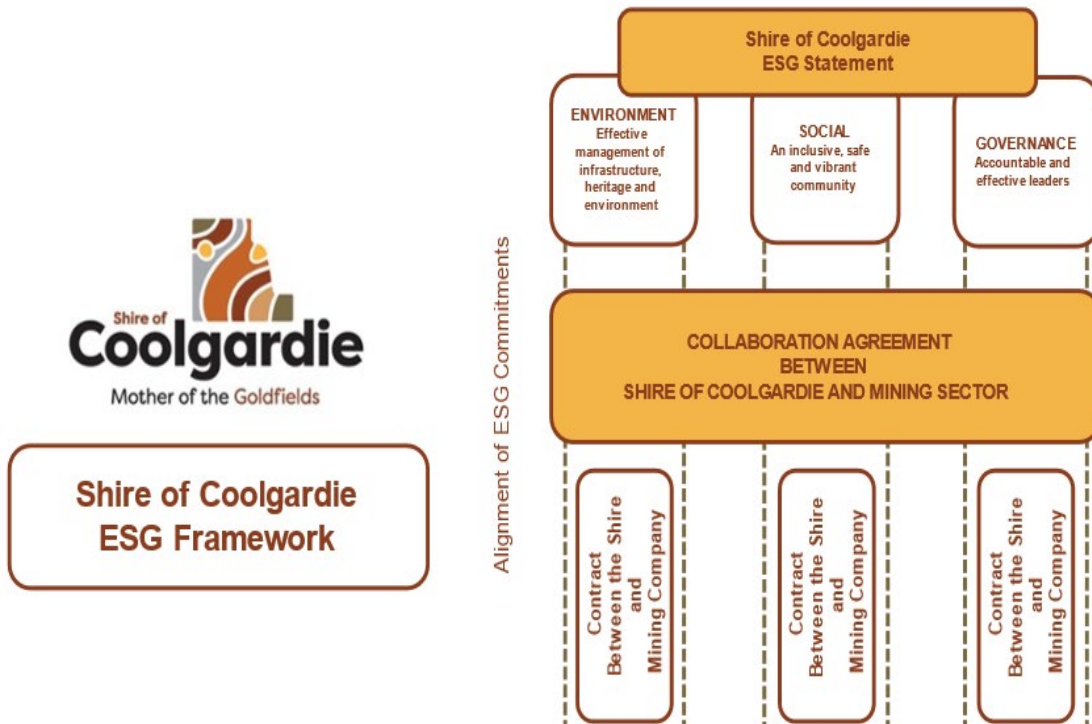
The Shire's past, present and future has been underwritten by mining activity in the region. Going back to the Gold Rush of 1892, Coolgardie was the third largest town in WA, behind Perth and Fremantle. 700 companies listed on the London Stock Exchange were mining in Coolgardie at that time.

Mining is the reason the original Coolgardie Municipality was established a few years after the Gold Rush and today mining activity continues to contribute over 82% of the Shire's annual income.

By establishing an ESG Framework, the Shire is adopting the language of its major stakeholders and aligning against best practice to create and deliver value for the community.

By establishing an ESG Framework, the Shire is adopting the language of its major stakeholders and aligning against best practice to create and deliver value for the community.

Coolgardie ESG Framework



The Shire’s ESG Framework will be made up of the following elements:

- the Shire’s ESG Statement, which will identify local priorities and direction;
- Collaboration Agreement between the Shire and the Mining Sector, which will capture the working relationship and the value of aligning local ESGs; and
- Service Contracts between the Shire and individual mining companies, which will capture the services provided and the ESG commitments.

The Shire’s ESG Statement will be an overarching document with

- ESG Strategies;
- Activities; and
- KPIs

This will enable the mining companies looking to extend their environmental and social commitments to align with the Shire’s commitments

Alignment of ESG commitments between the Shire and the mining sector can result in creating significant community value.

Collaboration Agreement

The establishment of the collaboration agreement between the Shire and the mining sector will be an innovative way to progress the Shire's ESG priorities.

The mining companies that take their social licence obligations seriously will review the effectiveness of their ESG commitments and consider aligning them against the Shire’s ESG Framework, covering the broader

community aims and objectives. By aligning their ESG commitments against the Shire's ESGs, mining companies will leverage their contributions along with other mining companies to achieve much greater local outcomes.

The alignment of ESG commitments under the Collaboration Agreement could result in significant social value creation. This would be a great result for the local community, much like Coolgardie's meals-on-wheels program for the elderly and frail funded by the mining sector.

Service Contracts

Individual agreements between the Shire and the mining company may be developed to specifically capture:

- the use of the Coolgardie waste facility; and
- the use of the Coolgardie/Kambalda worker accommodation.

These agreements could also identify the mining company's specific social licence obligations and ESG commitments and how their contribution will be used by the Shire to progress the commitments of its ESG Framework.

The Shire of Coolgardie is one of the first Local Governments in the State to adopt an ESG Framework

The McGowan Government has released Western Australia's first-ever environment, social and governance (ESG) information pack to inform a broad range of investors considering WA as an investment destination.

The pack has been developed primarily to inform investors in WA Government debt securities of key policy commitments and actions currently in progress that are addressing the key environmental and social challenges facing WA today and into the future.

From an environmental perspective, the pack demonstrates how well placed WA is, through a combination of our economic strength, government leadership and comparative advantage in natural resources, to its commitment to net zero emissions by 2050.

It also highlights how our State is tackling other important environmental issues such as waste recycling and pollution control and leading by example in areas such as water management and biodiversity conservation to address climate change, help industry grow and create sustainable jobs.

From a social perspective, WA continues to build on our strong foundations in health and education while ensuring those requiring assistance are best supported to reach their potential.

There is also a strong focus on providing increased opportunities for Aboriginal people, greater recognition of cultural heritage and striving to reduce inequalities through policy and program implementation.

Comments attributed to Premier Mark McGowan:

"My Labor Government is not just addressing the issues that the State faces today, but investing in WA's future.

"Whether it be hospitals, water, social housing, port and trade infrastructure, climate change and renewable energy, or digital capability - we have used our strong budget management to ensure our State's long-term future is funded and secured.

"Improving social outcomes for Western Australians and environmental outcomes for the State is an ongoing primary objective of the WA Government.

"Not only is this the first ever ESG information pack for Western Australia, it is also the most comprehensive ESG information pack of the States and Territories.

"It will be valuable in showcasing the varied commitments already underway in WA to global investors."

CONSULTATION

Council

Staff

Mining Sector

External Contractors

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The annual 2021/2022 budget includes funding for external resources to assist in the development and implementation of the ESG Framework

STRATEGIC IMPLICATIONS

A thriving local economy

Supporting and encouraging mining and processing industries

Accountable and effective leaders

High quality corporate governance, accountability and compliance

An inclusive, safe and vibrant community

Attracting funding to support the sustainability and growth of our local Community groups

Effective management of infrastructure, heritage and environment

Maintaining and renewing infrastructure and building assets

ATTACHMENTS

1. **ESG Framework**
2. **WA State Government ESG Framework**

VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION

That Council endorse the Shire Coolgardie ESG Framework as attached.

12.2 Operation Services**12.2.1 LIST OF PAYMENTS - OCTOBER 2021**

Location:	Nil
Applicant:	Nil
Disclosure of Interest:	Nil
Date:	16 November 2021
Author:	Robert Hicks, Director of Operations

SUMMARY

For Council to receive the list of accounts for October 2021

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 October 2021 are:

1. CHS Mining & Civil – Hire of Road Train, loader & operator to screen rock and transfer to Coolgardie Waste Facility
2. TSM Consultancy – Concrete Blocks made & delivered to the Coolgardie Waste Facility
3. Coxdon Pty Ltd – Tender 07/20 Coolgardie Post Office Complex
4. LGIS WA – Insurances 2nd Instalment

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 - October 2021

VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION

That Council RECEIVE listing (attached) of accounts paid during the month of October 2021 by the Chief Executive Officer under delegated authority of Council.

1. Municipal accounts totalling \$1,573,658.65 on Municipal vouchers EFT21552 – EFT21768, cheques 52468 - 52479, and direct payments made during the month of October 2021.
2. Credit card payments totalling \$11,946.95 for the month of October 2021.

12.2.2 MONTHLY FINANCIAL ACTIVITY STATEMENT FOR PERIOD ENDED 31 OCTOBER 2021

Location: Nil
Applicant: Nil
Disclosure of Interest: Nil
Date: 17 November 2021
Author: Martin Whitely, Consultant

SUMMARY

This report recommends that the Monthly Statement of Financial Activity report for the period ending 31 October 2021 is presented to Council for adoption.

BACKGROUND

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

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

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

COMMENT

Attached for consideration is the completed Monthly Financial Report.

The document attached includes Statements of Financial Activity by Program, and Nature and Type, Notes to the financial statements, an explanation of material variance as well as a summary of bank account balances at 31 October 2021, 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

James Trail, Chief Executive Officer

STATUTORY ENVIRONMENT

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

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

(1A) In this regulation —

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

- (1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —
 - (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and
 - (b) budget estimates to the end of the month to which the statement relates; and
 - (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; and
 - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
 - (e) the net current assets at the end of the month to which the statement relates.
- (2) Each statement of financial activity is to be accompanied by documents containing —
 - (a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets; and
 - (b) an explanation of each of the material variances referred to in sub regulation (1)(d); and
 - (c) such other supporting information as is considered relevant by the local government.
- (3) The information in a statement of financial activity may be shown —
 - (a) according to nature and type classification; or
 - (b) by program; or
 - (c) by business unit.
- (4) A statement of financial activity, and the accompanying documents referred to in sub regulation (2), are to be —
 - (a) Presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
 - (b) Recorded in the minutes of the meeting at which it is presented.
- (5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

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

ATTACHMENTS

1. **Monthly Financial Activity Statement - October 2021**
2. **Management Report - October 2021**

VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION

That the Draft Monthly Financial Activity Statement for the period 1 July 2021 to 31 October 2021 be received.

12.2.3 RFT 09/2021 - DRIVER REVIVER FACILITIES

Location: Shire of Coolgardie
Applicant: NIL
Disclosure of Interest: NIL
Date: 17 November 2021
Author: Rebecca Horan, Executive Assistant to the Project Manager

SUMMARY

The purpose of this report is to recommend to Council accept the preferred tender in response to Request for Tender (RFT) 09/2021, Driver Reviver Facilities.

BACKGROUND

The Shire of Coolgardie called for Tender 09/2021 – Driver Reviver Facilities on the 26th October 2021. The tender process was managed by the Shire of Coolgardie which included preparations of the tender documentation, lodgement of advertisements, electronic receipts (utilising the Shire of Coolgardie’s Tenderlink Tender Portal) and assessment of submitted tenders.

The tender closed on Tuesday 9th November 2021 at 4pm. One submission was received via www.tenderlink.com/shireofcoolgaradie and publicly opened electronically at the Kambalda Administration Building by Bec Horan- Projects and Rod Franklin – Commercial Manager. The tender submitted was compliant.

COMMENT

The following weighting criteria were used to assess the tender:-

Criteria	Weighting %
Tendered Price	40%
Relevant Experience	20%
Tenderers Resources	15%
Use of Regional Contractors and Material Suppliers	25%

The evaluation panel comprised two members. Declarations were collected from all evaluators for confidentiality and procedural fairness including conflict of interest. Panel members undertook individual assessments of the tender submissions.

This project has received \$149,000 (ex GST) funding from the Department of Infrastructure, Transport, Regional Development and Communications with the Shire contributing \$59,500 (ex GST) to the project.

The tender recommended for the Driver Reviver Facilities is Coxdon Pty Ltd on the basis of being most advantageous for the Shire.

- The scores for each of the weighting criteria for value for money, relevant experience and proposed resources, local suppliers were sound or excellence.

The submission received from Coxdon Pty Ltd falls outside of the current budget and it is considered appropriate that following the appointment of the successful tender, negotiations are undertaken to allow the project to proceed and constructed within budget.

CONSULTATION

Barry Donkin, Project Manager

Rod Franklin, Commercial Manager

Council

STATUTORY ENVIRONMENT

Regulation 16 (3) (a) (ii) of the Local Government (Functions and General) Regulation 1996.

POLICY IMPLICATIONS

NIL

FINANCIAL IMPLICATIONS

The Shire has made an allowance of \$59,500 in its 2021/2022 Annual Budget and has received \$149,000 funding from the Department of Infrastructure. The total project cost allocated in the Budget was \$208,500

STRATEGIC IMPLICATIONS**Accountable and effective leaders**

High quality corporate governance, accountability and compliance

Effective management of infrastructure, heritage and environment

Maintaining and renewing infrastructure and building assets

ATTACHMENTS

Nil

VOTING REQUIREMENT

Absolute Majority

OFFICER RECOMMENDATION

That Council

1. **Accepts the Tender submitted by Coxdon Pty Ltd as the most advantageous tender for RFT 09/2021 Driver Reviver Facility.**
2. **Delegates the Chief Executive Officer to negotiate with the preferred contractor to refine the works within the approved tender amount of \$208,500.00 (ex GST).**
3. **Authorise the preparation of a contract with Coxdon Pty Ltd, for Tender 09/2021, Driver Reviver Facilities.**
4. **Authorise the Shire President and Chief Executive Officer to sign and affix the Common Seal to any required documentation.**

12.2.4 BUDGET AMENDMENT SOFTWARE PURCHASE

Location: Nil
Applicant: Nil
Disclosure of Interest: Nil
Date: 19 October 2021
Author: Robert Hicks, Director of Operations

SUMMARY

This report recommends that Council approve the unbudgeted purchase of software from CA Technology Pty Ltd, with the implementation and training process included in the purchase price.

BACKGROUND

On 1 July 2021, the Director of Operations, Manager Executive Services, Executive Assistant and Workplace Health & Safety Officer were invited to view a software demonstration on risk and talent management products.

The feedback from those staff was very positive, with all seeing significant benefit to the Shire.

In November 2021, the State Government announced major reforms to the Local Government Act, aimed at improving the transparency, accountability, compliance, and efficiency of local governments in Western Australia.

Staff believe that the software from CA Technology will greatly assist the Shire in meeting these increased obligations under the proposed reforms.

Local governments must establish an Audit Committee that has three or more persons, with the majority to be council members. The Audit Committee is to guide and assist the local government in carrying out the local government's functions in relation to audits conducted under the Act. The Panel Report identified that Audit Committees should be expanded, including to provide improved risk management. Consequently, Local Governments will need to review current systems to ensure their risk reporting and frameworks are improved and robust.

COMMENT

The Shire's focus is on the effective delivery of services and ensuring that time and money are spent to the benefit of the local community. The software offered by CA Technology will streamline processes in both Human Resources, as well as Risk Management.

The software demonstrated to staff is a configurable cloud-based product that has been globally recognised for deliverability and execution of product. Those that attended the demonstration agreed that it has excellent reporting capabilities and can be easily manipulated to reflect the needs of the Shire. Initially, two modules will be purchased: -

1. The Talent Management program provides an opportunity to benchmark Shire staff and identify training requirements with the use of an integrated training matrix. It allows for planning and tracking of staff performance and assisting managers to monitor staff between annual performance reviews.

Timely and effectual training for staff will provide significant benefits for the Shire, with management staff being able to focus time and resources where directly required. Workshops and courses can be targeted to gain maximum positive outcomes.

2. The Risk product comprises of Risk Management, Audit Management, and Incident Management modules. The program will assist in greater individual accountability surrounding Workplace Health & Safety (WHS) at the Shire, as well as streamlining incident reporting and audit management processes.

Currently, Workplace Health and Safety records and administration is spread across multiple different platforms. By streamlining the process into one system, there will be less risk of non-compliance as information will be stored & available from one source. The CA Technology Risk Management module can do what the Shire currently has three different systems doing, reducing the risk of the system being underutilised (and in turn, money being wasted) as is currently the case. This will save significant staff time and resources.

The Report on the proposed changes to the Act has identified that Audit Committees should be expanded to provide improved and proactive risk management.

The platform implementation will assist with strategic planning by creating up-to-date analytic reports for the CEO within minutes. It will also improve efficiency levels by removing the need for multiple spreadsheets to monitor workflow and create a single source of truth for management.

The staff involved in the demonstration all believe that use of the software package will result in increased employee efficiency, and greater transparency in decision making.

The company is part of the WALGA Preferred Supplier Program (PSP), which means that due diligence has been carried out and any risks for the Shire have been mitigated by WALGA endorsing the company.

According to Section 11(2)(b) of the *Local Government (Functions & General) Regulations 1996*, tenders do not have to be publicly invited if the supply of goods or services is through the WALGA PSP – saving the Shire time on the tender process and being able to implement promptly.

The cost for purchasing and implementing CA Technology's Risk & Talent Management products was not provided for in the 2021/2022 budget. Under Section 6.8(1)(b), Council can resolve to allow the expenditure by absolute majority. The first-year cost for the programs is \$117,483.30, which includes:

- Purchase of the Enterprise Risk Management, Audit Management, Incident Management, and Talent Management modules
- Customer care which includes ongoing access to business consultants, training tools, workshops, product enhancement, reporting templates, and e-learning webinars.
- Project Management, Design & Scoping, Shire-specific configuration, testing, support and staff training.

For the 2022/23 financial year the cost will be considerably lower as initial purchase and set up prices will no longer be included. These costs will be allowed for in next year's budget.

CONSULTATION

CA Technology Pty Ltd

Director of Operations

Manager Executive Services

Workplace Health & Safety Officer

Executive Assistant to the Director of Operations

STATUTORY ENVIRONMENT

Local Government (Functions & General) Regulations 1996 – Tender Exemptions Applying to Preferred Supplier Panels. 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

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

A total of \$117,483.30 (inc GST) for one (1) year from the municipal account. This figure includes a one-off purchase, establishment & implementation fee of \$58,014. The annual licence fees will be reviewed annually. A budget amendment is required in order to purchase the Talent and Risk Management software programs.

STRATEGIC IMPLICATIONS

Accountable and effective leaders

Ensuring a well-informed Council makes good decisions for the community

High quality corporate governance, accountability and compliance

ATTACHMENTS

Nil

VOTING REQUIREMENT

Absolute Majority

OFFICER RECOMMENDATION

That Council,

1. Endorse the purchase of the Talent and Risk Management software programs.
2. Endorse the increase of \$117,483 in expenditure in account 040204, Job number A04222 from \$273,120 to \$390,603
3. Endorse the decrease in expenditure by \$17,483 in account 040200, Job number A04853 from \$145,400 to \$127,917
4. Endorse the decrease in expenditure by \$50,000 in account 040200, Job number E0402 from \$427,820 to \$377,820
5. Endorse the decrease in expenditure by \$50,000 in account 040100, Job number E0401 from \$504,025 to \$454,025

12.3 Economic Development

Nil

12.4 Commercial Services

Nil

13 ITEMS FOR INFORMATION ONLY

Nil

14 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

15 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

15.1 Elected Members

15.2 Council Officers

16 MATTERS BEHIND CLOSED DOORS**OFFICER RECOMMENDATION**

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 5.23(2) of the Local Government Act 1995:

16.1 Gratuity Payment

This matter is considered to be confidential under Section 5.23(2) - a) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with a matter affecting an employee or employees.

16.2 New Lending Facilities

This matter is considered to be confidential under Section 5.23(2) - c) and e(iii) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting and a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government.

17 CLOSURE OF MEETING