



Minutes Certification

ORDINARY COUNCIL MEETING OF COUNCIL

MINUTES of the Ordinary Council Meeting of Council of the
Shire of Coolgardie held on 28 April 2020,
Commencing at 6.00pm were presented to
Council and confirmed.

James Trail
Chief Executive Officer

Malcolm Cullen
Shire President

Shire President Signed

Date Signed

26/5/2020



C O N F I R M E D M I N U T E S

OF THE

ORDINARY COUNCIL MEETING

28 April 2020

6.00pm

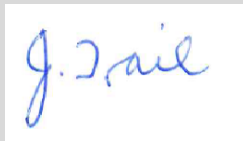
Electronic Meeting

ID: 812 9300 1730

SHIRE OF COOLGARDIE
NOTICE OF ORDINARY MEETING OF COUNCIL

Dear Elected Member

The next Ordinary Meeting of the Shire of Coolgardie will be held on Tuesday 28 April 2020 Electronically commencing at 6:00pm.



JAMES TRAIL
CHIEF EXECUTIVE OFFICER

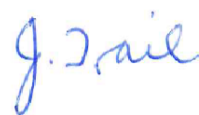
ORDINARY COUNCIL MEETING

28 April 2020

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

The dates, times and locations of the Ordinary Council Meetings for 2020 are listed hereunder. This month's meeting is highlighted.

Tuesday	January 2020	6.00pm	No Meeting
Tuesday	25 February 2020	6.00pm	Kambalda
Tuesday	24 March 2020	6.00pm	Coolgardie
Tuesday	28 April 2020	6.00pm	Kambalda
Tuesday	26 May 2020	6.00pm	Coolgardie
Tuesday	23 June 2020	6.00pm	Kambalda
Tuesday	28 July 2020	6.00pm	Coolgardie
Tuesday	25 August 2020	6.00pm	Kambalda
Tuesday	22 September 2020	6.00pm	Coolgardie
Tuesday	27 October 2020	6.00pm	Kambalda
Tuesday	24 November 2020	6.00pm	Coolgardie
Tuesday	15 December 2020	6.00pm	Kambalda



James Trail
Chief Executive Officer

DISCLAIMER

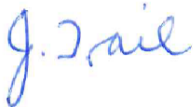
INFORMATION FOR PUBLIC ATTENDING COUNCIL MEETINGS

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 12:30pm 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.

10. Public Inspection of Unconfirmed Minutes (Reg 13)

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

NOTE:

10.3 Unopposed Business

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

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1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

Shire President, M Cullen declared the meeting open at 06:02 pm and welcome fellow Councillors, visitors and staff and thanked them for their attendance.

2 RECORD OF ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE

PRESENT:

Shire President, Malcolm Cullen
Councillor, Tracey Rathbone
Councillor, Kathie Lindup
Councillor, Sherryl Botting
Councillor, Eugen Winter
Councillor, Tammee Keast

MEMBERS OF STAFF:

Chief Executive Officer, James Trail
Executive Assistant, Kristie Brown
Director of Operations, Robert Hicks
Director of Economic and Community Development, Mia Hicks
Commercial Manager, Rod Franklin

MEMBERS OF THE PUBLIC:

Nil

APOLOGIES:

Nil

APPROVED LEAVE OF ABSENCE:

Councillor, Norm Karafilis

3 DECLARATIONS OF INTEREST

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

Nil

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

Nil

3.3 *Declarations of Impartiality Interests – Administration Regulation 34C*

Nil

4 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5 PUBLIC QUESTION TIME

Jan McLeod - 83 Kingswood Street, Widgiemoothla WA 6443

1.

- (i) Could the President please explain the statement that the Shire is “the second largest employer in the Shire of Coolgardie” Letter, 2nd April to Hon. David Templeman MLA, Minister for Local Government,...
- (ii) Considering the number of mining and associated companies who operate and employ within the shire, what figures have been used in comparison?

Please see the paragraph below from the letter 2 April 2020 to Hon. David Templeman MLA. The Shire has put in place flexible working conditions for staff including a COVID-19 relief package to assist their families during this time. As the second largest employer in the Shire of Coolgardie behind mining, it is paramount that our staff are supported and remain employed. Initiatives in place to support our staff are articulated in the attached policies.

2. **Our FTE have risen from 49 (ANNUAL REPORT) to 54, p.28 AGENDA. Why has this happened as I asked at PQT, 26 Nov 2019, upon the proposed engagement of Robert Hicks and Mia Hicks, “For the two positions that will be filled “in-house” will other people be employed?”**
The response was “NO”

The question that was asked at the November Ordinary Meeting of Council was in relation to the following statement made

On page 32 of the Agenda, it states under the heading INTERNAL CHARGES/OVERHEADS “The Shire’s current technical and administrative overheads are too high and greater effort should go into reducing them in coming years,”

The 2019/2020 Annual Budget was adopted with funding available to increase staff from 49 FTE’s to 54 FTE’s. This was in down in response to the Community Survey where extra resources were requested in certain areas. These included;

- A Youth Officer
- Team Leader Rangers and Emergency Services
- 2 extra positions for the waste area
- An extra cleaner
- Customer Service Officer

No extra staff have been employed. These staff were either employed or the position remained vacant in November 2019.

3. Since the COVID-19 pandemic has not reached critical proportions, restrictions have eased, and no cases have been reported in the shire;

(i) Why are the amendments to POLICY 03 Procurement being progressed?

The amendments to Policy 03 Procurement are being progressed in accordance with regulations amended and gazetted by the State Government given there is a State of Emergency. Whilst the State of Emergency remains in place the amendments to Policy 03 will remain in place. The Minister and Premier have requested all Local Governments to stand up and assist to stimulate the economy during Covid-19.

(ii) What are the details to justify the increases in the Purchase Value Thresholds; ie. from \$150,000 limit to \$250,000

As part of the amendments to the Local Government (Functions and General) Regulations 1996 the tender threshold has been increased from \$150,000 to \$250,000 during a State of Emergency. This has been done to enable all Local Governments to stand up and assist to stimulate the economy during Covid-19 as requested by the Minister and Premier.

(iii) Please provide examples of considered expenditure re COVID-19 in that category.

Any expenditure exercised between \$150,000 and \$250,000 during the State of Emergency will be provided in the monthly update report to Council on Covid-19

4. Re: Item 11.1.13

This matter was to “LAY ON THE TABLE UNTIL MAY” 24 MAR COUNCIL MEETING.

(i) How does this relate to a state of emergency re. COVID-19?

(ii) Why has the CEO not followed Council Instruction?

(iii) What exactly has the CEO done?

The item relates to procurement of services during a State of Emergency.

The Council has not made any instruction in relation to 11.1.13. The item was laid on the table by Council requesting additional information. The additional information was sort from the Department of Local Government and WALGA. Furthermore, 3 quotations were requested from external service providers in accordance with the Policy adopted at the April Special Meeting. The Policy states that between \$100,000 and \$149,999 - *Obtain three (3) itemised written quotes authorised by the CEO from suppliers by formal invitation under a Request for Quotation, containing price and detailed specifications of goods and services required. The procurement decision is to be based on all value for money considerations in accordance with the definition of this policy.*

In the event of a State of Emergency being declared by the Federal and/or State Government the CEO, Director of Economic and Community Development, Director of Operations or Manager Commercial Services (under sub delegation from the CEO) may override this condition and reduce or remove any or all restrictions and limits.

The engagement of these services is an operational issue and does not require a decision of Council. The decision to procure the services was done in accordance with the amended Policy Adopted by Council and in accordance with the amendments to the Local Government (Functions and General) Regulations 1996

5. Item 11.1.10

- (i) Could Council please explain the benefits of “it’s power to lease”?**
- (ii) If it is to commercial operators how will that be of benefit to the Shire when they would be making the profit?**

The Council requested over two years ago for the CEO to investigate all Shire Strategic Land Assets. The Coolgardie Tip Site is one on of those assets. These assets are being reviewed to determine;

- The purpose and use of each asset
- Can the asset be leased, made freehold, purpose of use changed

No decision has been made by Council to lease any portion of the Coolgardie Tip Site to any commercial operators.

6 APPLICATIONS FOR LEAVE OF ABSENCE
Nil

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

7.1 Ordinary Council Meeting 24 March 2020

COUNCIL RESOLUTION: #56/20

Moved: Councillor, T Rathbone
Seconded: Councillor, S Botting

CARRIED ABSOLUTE MAJORITY 6/0

8 ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

8.1 President's Report

President's Report April 2020

A month into the WA Governments enforced regional lockdown, the Shire is gradually coming to grips with managing the day to day operation of all Local Government services within our towns, due to the COVID-19 Pandemic. Albeit, with the administration and recreation facilities currently closed, our staff are continuing to perform their duties to capacity and in many cases are able to pick up some work related matters that have lapsed due to lack of resources in the past.

Our CEO has been able to review all of the staff holiday and leave allowances over the past weeks and with all due diligence, I have been advised by the CEO that the Shire will be able to retain our entire workforce through this really testing time for Local Governments. I believe this is good news for both our staff and the community

Our work crews are also continuing to operate as normal with parks, gardens and streets being maintained and residential bin pickups and tip hours as well.

The road construction crew have resumed maintenance grading on our gravel road network, which suffered considerable damage to some sections by erosion from the rain events two months ago.

In line with the Federal Government directives relating to the COVID-19 pandemic; the Shire of Coolgardie will be holding all future Committee and Council meetings via electronic means. Agendas for the meetings will be available on the Shire Website.

Members of the community are still able to submit questions prior to the meeting in writing to the CEO by 12:30pm on the day of the Council meeting. Responses to the questions will be published in the Minutes of that meeting.

At a Special meeting on 7 April, Council has also resolved to apply for a loan from WA State Treasury for \$1 million and to reallocate \$750,000 of reserve funds to a new COVID-19 reserve account. It is the intent of Council that these funds would be utilised to mitigate any circumstance the Shire may encounter during the term of this COVID-19 crisis.

I would like to acknowledge and thank all residents in the Shire for their patience and behaviour during these unprecedented times in our communities. I would also advise our community to continue to heed the Governments advice on social distancing and community gatherings during these times.

I would like to assure everyone that the Council and Staff are all working hard in an endeavour to come out of this crisis and be in a position to resume some form of normality in the months to come. We will continue to communicate and work with the mining industry in our Shire, many of whom are continuing to operate successfully during this time and maintaining production and employment for our residents.

We have already seen a benefit for our elderly residents with ESS, Goldfields, Rangecon and Northern Star Resources stepping up to contribute to the Shire meals on wheels programme to commence in the next week. This gesture will be greatly appreciated by our residents.

On a brighter note, I would like to report the Coolgardie Truck Parking Area is almost completed and ready for use. Line marking was put down last week, with the six lighting poles to be installed in coming days. We have already witnessed up to six trucks parking overnight on some occasions and from comments that have been relayed to me, this facility will be much appreciated by the trucking industry.

Similar to the Kambalda Pool project, the Shire will hold an official opening for these facilities on the other side of the COVID-19 pandemic.

The Ben Prior Park restoration project is gaining momentum with final designs being considered by Council this month. Once completed the park will be a great attraction for residents and visitors alike to explore the past history of mining and agriculture activities in the Shire.

The Coolgardie Post Office Precinct redevelopment project is expected to go out for tender in the near future, our staff have been working with the Heritage Architects to finalise design and scope costings in readiness for the tender process, and it will be an attraction for the centre of Bayley Street to have facilities such as these activated once again.

Core Business, the Shire project manager for the 2019 storm damaged buildings in Coolgardie have reported that the work to repair these facilities will finally commence at the end of April. Our staff and residents alike will appreciate the use of the Recreation Centre stadium once again.

Meetings and Workshops this period:

- GVROC teleconference meeting.
- Teleconference - St John Medical update.
- Minderoo Foundation - update re Cashless Debit Card.
- WALGA Webinar Covid-19 briefing.
- Video Messaging with staff for Council Website re COVID-19.
- April 7th Council video conferencing-Briefing Forum and Special Meeting.
- April 14th Teleconference WAPOL - CEO re Covid-19 update.
- Council Briefing Forum.
- April 20th WALGA State Council Infrastructure Policy Team video conference.
- OASG video conference meeting - WACHS and Government agencies Health
-
- Department update on Covid-19 cases.
- April 23rd WA State Treasury - CEO video conference re Council Loan Facility.
-
- Take care, stay safe and please observe all health directives.
-
- Malcolm Cullen
-
- Shire President

9 PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Nil

10 REPORTS OF COMMITTEES

Nil

11 REPORTS OF OFFICERS

11.1 Chief Executive Officer

11.1.1 Governance and Related Advice

Location:	Shire of Coolgardie
Applicant:	Nil
File Reference:	<i>Create record in synergy and insert record number</i>
Disclosure of Interest:	Nil
Date:	16 April 2020
Author:	Manager Executive Services, Bec Horan

Summary:

This report recommends that Council approve the extension of Steven Tweedie's services for Governance and related advice for a period of 2 years.

Background:

At the Ordinary Meeting of Council held in July 2019, Council resolved to endorse the proposal from Steven Tweedie for Governance and related advice.

The proposal allowed for a contract renewal with the agreement of both parties.

Comment:

Steve's knowledge in the areas of governance, procedural and policy matters has been invaluable and has been more so evident during the COVID-19 Pandemic with changes to regulations, awards etc.

All contractors have been contacted requesting consideration be given to;

- Given the current fiscal environment, are you in a position to review your hourly rate and advise what your "best price" might be?
- Alternatively, are you in a position to review what might be your best price for next 12 months and then revert to a different rate for last 12mths?

All contractors have responded positively to the request. All contractors have proposed either;

- A reduction in hourly rate of a minimum of 10% for the next 12 months reverting to current hourly rates for the final 12 months of the contract, or

Attachments:

1. steve Tweedie [11.1.1.1 - 3 pages]
2. Conf Att OCM Apr 2020 14.1.2 [11.1.1.2 - 1 page]

Consultation:

James Trail, Chief Executive Officer
Steven Tweedie

Statutory Environment:

Local Government (Functions and General) Regulations 1996

Policy Implications:

Policy 03 - Procurement

Financial Implications:

A budget allocation for Governance services will be covered in the 2020/2021 budget.

Strategic Implications:**Accountable and Effective Leaders**

High quality corporate governance, accountability and compliance

Voting Requirement: Absolute Majority

Officer Recommendation:

That Council;

1. Resolve that Report 14.1.2 is confidential in accordance with s5.23 (2) of the Local Government Act 1995 because it deals with matters affecting s5.23 (2) (c); "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."
2. APPROVES the extension of contract, in accordance with the rate described at the confidential attachment, for a further two (2) year period for Steven Tweedie from 01/07/2020 until close of business 30/06/2022 including any reviews or adjustments, contemplated or negotiated during the contract.
3. Authorise the Chief Executive Officer to enter into a contract with Steven Tweedie; and
4. Authorise the Chief Executive Officer to manage the contract, including the provision of possible variations, providing the variation is necessary in order for the goods or services to be supplied and does not change the scope of the contract and managed within the overall budget for the project

COUNCIL RESOLUTION: #57/20

Moved: Councillor, T Rathbone

Seconded: Councillor, S Botting

That Council;

1. Resolve that Report 14.1.2 is confidential in accordance with s5.23 (2) of the Local Government Act 1995 because it deals with matters affecting s5.23 (2) (c); "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."

2. **APPROVES** the extension of contract, in accordance with the rate described at the confidential attachment, for a further two (2) year period for Steven Tweedie from 01/07/2020 until close of business 30/06/2022 including any reviews or adjustments, contemplated or negotiated during the contract.
3. Authorise the Chief Executive Officer to enter into a contract with Steven Tweedie; and
4. Authorise the Chief Executive Officer to manage the contract, including the provision of possible variations, providing the variation is necessary in order for the goods or services to be supplied and does not change the scope of the contract and managed within the overall budget for the project

CARRIED ABSOLUTE MAJORITY 6/0

11.1.2 Notice of Motion to Revoke Procurement Delegations and Policies – Temporary measures to assist responding to CV-19

Location:	Shire Coolgardie
Applicant:	Nil
File Reference:	Nil
Disclosure of Interest:	The author holds a contract to provide governance advice (on request) having been engaged by the CEO. If the recommendations are carried and implemented, the author may benefit from the exercise of the new procurement policies and delegations, by being engaged under the new processes. Any such decisions to engage will be at the sole discretion of the CEO.
Date:	18 April 2020
Author:	Governance Consultant, Steven Tweedie

Summary:

That Council, support consideration of the notice of proposed revocation of April 7 2020 Special Council Meeting decision no #53/20.

- That in accordance with Regulation 10 of the Local Government (Administration) Regulations 1996 and Clause 16.2 of the Shire of Coolgardie Meeting Procedures Local Law 2019 that Council revoke April 7 2020 Special Council Meeting decision no #53/20
- That Council adopt the revised Council Policy 03 Procurement Policy as described at Attachment 1.
- That Council adopt, by absolute majority the revised Delegation 1.11 Tenders for Goods and Services as described at Attachment 1
- That Council adopt, by absolute majority, the revised Delegation 1.15 Incurring Liability and Payments from Municipal and Trust Funds

Background:

Report to Special Meeting of Council 7 April 2020

The April 7 2020 Special Meeting of Council addressed several matters regarding procurement policies and delegations, which were temporary in nature, and to apply during the State of Emergency, following recent amendments to Regulations.

The Report and recommendations proposed new procurement thresholds for the CEO, Directors and Manager Commercial Services only, allowing the former (in consultation with the Shire President) and the latter (in consultation with the CEO, and in turn the Shire President) to make decisions to override the procurement policies.

This was to facilitate the need for urgent expenditure decisions without the need for quotes, which may be time consuming, especially in the event of difficulty contacting potential suppliers, for quotations, or receiving their quotation.

At the same time the Report proposed amendments to the delegations to the CEO to give effect to these decisions.

The Report also highlighted additional upcoming amendments to the Regulations, which may necessitate further consideration by Council of both the procurement policies and delegations. The Report proposed that in the event those amendments occurred that the CEO would bring back a further Report to Council on the implications.

Those foreshadowed amendments to the Regulations took effect several days after the SCM however it is understood that some consequential amendments are still needed and are still time away.

The CEO proposes that the recently commenced Regulations should be considered by Council now and that the upcoming ones, be considered by Council at that time to determine, what action, if any, should be taken, when the detail is clear.

In reviewing the decisions made at the SCM, an administrative error occurred in part of the attachment referenced in the recommendations and adopted by Council. The error relates only to how the CEO, Directors and Manager Commercial Services may deal with procurements between \$150,000 - \$250,000, the error being that the referenced attachment proposed arrangements contemplated by the upcoming Regulations, but which had not come into effect, at the date of the SCM.

Accordingly, Council could not so resolve in relation to that specific matter.

With the recent commencement of those Regulations, it is now open to Council to make the changes (which were made in error at the SCM).

Accordingly, it is proposed to revoke the decisions made at the SCM on April 7 2020 (even though only a very small part was affected) and replace them with the complete and correct set of recommendations and referenced attachments. This will include the provisions which whilst they could not be made at the April 7 SCM, can now be made.

Although the resolutions were correct, the referenced attachment was not.

Council is assured that no actions have been taken, or will be taken, by the CEO, Directors or Manager Commercial Services to implement the provisions of the decision which are invalid (that is in relation to procurements between \$150,000 and \$250,000).

Below is the full report provided to the April 7 2020 SCM and which is still valid in supporting the revocation and new resolution. It also includes additional information in support of Council considering potential changes to Council Policy and Delegations to reflect the new Regulations.

Comment:

Report to 7 April 2020 SCM

In the current COVID 19 pandemic environment the Shire of Coolgardie needs the ability to be able to respond quickly, flexibly and creatively to emerging issues and scenarios within the local government district.

To that end, several measures have been identified, which if implemented, will assist Shire employees in being able to “get on with the job”, rather than bring some matters to Council for approval and implementation. In addition, some current requirements regarding sources quotes can be time consuming and delay decisions, which may be critical in the current pandemic context.

Council has been very supportive of the Shire administration in adopting progressive approaches to policies, procedures and delegations. This Report proposes further measures, to apply during the States of Emergency (general and health – as declared by the State Government in March 2020).

When the States of Emergency are lifted, the temporary measures will no longer apply, and the pre-existing policies and delegations will be restored.

The CEO and all employees are deeply aware and supportive of the importance of appropriate checks and balances and the need to identify and disclose conflicts of interest.

At the same time, the State Government, through the DLGSCI and Office of the Auditor General have regularly emphasised the need for stringent checks and balances in decision making and processes, especially around procurement matters.

The CEO and Directors have carefully considered the measures proposed in this Report and contend that they are reasonable, both in providing greater flexibility for administration to respond to CV 19 and also in providing a reasonable degree of checks, balances and oversight by Council, either directly or through the Shire President and CEO.

The Report recommends that Council authorise the CEO (and the CEO authorise the Directors of Economic and Community Development and of Operations and Manager Commercial Services) to be able to override any, or all of the conditions in the Procurement Policy, during the States of Emergency – but with some conditions on reporting the exercise of same and mandatory consultation in proposing to do so.

The Report proposes:

- Amending the Council Policy Manual as it relates to Procurement (and CEO will amend the CEO Management Policy accordingly) to provide authority for the CEO and Directors of Economic and Community Development and of Operations and Manager Commercial Services) to be able to override some of the provisions - but the CEO must consult the Shire President and the Directors and Manager Commercial Services) must consult the CEO (who must consult the Shire President)
- Amending the Register of Delegations as it relates to Tenders for Goods and Services by increasing the delegations to the CEO (and the CEO by sub delegation to the Director of Economic and Community Development and Director of Operations and Manager Commercial Services), and only those employees
- Amending the Register of Delegations as it relates to Incurring Liabilities and making Payments from Municipal and Trust Funds by increasing the delegations to the CEO (and the CEO by sub delegation to the Director of Economic and Community Development and Director of Operations and Manager Commercial Services), and only those employees

In summary:

Recommendations 1 and 2 below:

- Propose amending Council Policy 3 (which is required to comply with Reg 11A of Local Government (Functions and General) Regulations 1996 by maintaining the current Policy monetary thresholds but providing authority for the CEO and Directors of Operations and Economic and Community Development and Manager Commercial Services) to override the provisions where a State of Emergency has been declared.
- Provide a check and balance regarding proposals to override the Policy by requiring all such instances to be reported to Council, as part of a regular report on CV-19 actions.
- Provide a further check and balance regarding proposals to override the Policy by requiring all such instances where the Policy is proposed to be overridden by the CEO, for the latter to consult with the Shire President before doing so, and Directors of Operations and Economic and Community Development and Manager Commercial Services) must consult the CEO, who must consult the Shire President before doing so.
- Provide a further check and balance regarding proposals to override the Policy by requiring all such instances where the Policy is proposed to be overridden by the CEO, or Directors of Operations or Economic and Community Development or Manager Commercial Services) that they must apply reasonable endeavours to decide if the Policy can be complied with, in part, or whole.
- Apply the additional authority and conditions to procurements of \$30,000 - \$100,000 and \$100,000 to \$150,000
- The CEO will ensure that the CEO Management Policy 19 regarding procurement reflects the Council Policy, where relevant.

Recommendations 3 and 4:

- Propose revoking, by absolute majority, Delegation 1.11 regarding Tenders for Goods and Services and making a new Delegation 1.11 which will delegate authority to the CEO to determine procurement from \$150,000 up to an estimated value of \$249,999. This means lifting the current \$150,000 threshold (at which local government must call tenders and which has now been lifted by new regulations to \$250,000) and at which Council would determine tenders, to \$250,000 (at which Council would determine tenders).
- The CEO proposes that the Directors of Operations and Economic and Community Development and Manager Commercial Services) will be sub delegated (by the CEO) with similar authority delegated to him but must consult with him (and the CEO, with the Shire President) before proposing to exercise the delegation.

Recommendations 5 and 6:

- Propose revoking, by absolute majority, Delegation 1.15 Incurring Liability and Payments and making a new Delegation 1.15 to reflect the new Delegation 1.11
- The CEO proposes that the Directors of Operations and Economic and Community Development and Manager Commercial Services) will be sub delegated (by the CEO) with similar authority delegated to him but must consult with him (and the CEO, with the Shire President) before proposing to exercise the delegation.

Recommendation 7:

- The CEO understands that there are further amendments to the relevant legislation upcoming, but they may be some time off. If, and when such amendments occur the CEO will review the new regulations and determine whether further amendments to the Council Policy and Delegations are needed.

Attachments:

1. Attachment C V 19 Purchasing - Ro D and Policy ST v 2 - Final [11.1.2.1 - 28 pages]

Consultation:

James Trail, CEO

Martin Whitely, Finance Consultant

Statutory Environment:

Local Government Act 1995

Local Government (Functions and General) Regulations 1996

Local Government (Administration) Regulations 1996 cl 10

Shire of Coolgardie Meeting Procedures Local Law Part 16

Policy Implications:

As described in Summary, Attachments and Recommendations

Financial Implications:

None as a result of the recommendations in this report

Strategic Implications:

Accountable and Effective Leaders

High quality corporate governance, accountability and compliance

Aimed solely at flexible, responsive administration in dealing with procurement matters, during State of Emergency pandemic, CV 19.

NOTE: Council must follow a 2-step process for revocation of a decision:

- The Shire President needs to ensure that its consideration has the support of at least one third of the offices of the Council (cl 10(1)(b)).
- Once that support is clear, Council may deal with the revocation.

Voting Requirement: Support for Consideration of Notice to Revoke

Before proceeding to dealing with the revocation the Shire President needs to ensure that its consideration has the support of at least one third of the offices of the Council (Admin regs cl 10(1)(b)) and Shire of Coolgardie Meeting Procedures Local Law Part 16).

Officer Recommendation:

1. That Council, support consideration of the notice of proposed revocation of April 7 2020 Special Council Meeting decision no #53/20

COUNCIL RESOLUTION: #58/20

Moved: Councillor, T Rathbone
Seconded: Councillor, S Botting

1. That Council, support consideration of the notice of proposed revocation of April 7 2020 Special Council Meeting decision no #53/20

CARRIED ABSOLUTE MAJORITY 6/0

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Voting Requirement: Consideration of Notice to Revoke (only if consideration of notice to revoke is passed)

Absolute majority for revocation as per Local Government (Administration) Regulations 1996 and Shire of Coolgardie Meeting Procedures Local Law Part 16.

Officer Recommendation:

1. That in accordance with Regulation 10 of the Local Government (Administration) Regulations 1996 and Clause 16.2 of the Shire of Coolgardie Meeting Procedures Local Law 2019 that Council revoke April 7 2020 Special Council Meeting decision no*53/20

COUNCIL RESOLUTION: #59/20

Moved: Councillor, T Rathbone
Seconded: Councillor, S Botting

1. That in accordance with Regulation 10 of the Local Government (Administration) Regulations 1996 and Clause 16.2 of the Shire of Coolgardie Meeting Procedures Local Law 2019 that Council revoke April 7 2020 Special Council Meeting decision no*53/20

CARRIED ABSOLUTE MAJORITY 6/0

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Voting Requirement: Making new decision
Absolute majority for Recommendations 1,3,5
Simple majority for Recommendations 2,4,6

Officer Recommendation:

1. That Council revoke, by absolute majority, Council Policy 03 Procurement Policy and adopt, by absolute majority, the revised Council Policy 03 Procurement Policy as described at Attachment 1.
2. That Council note that the CEO will amend the CEO Management Policy 19 to reflect these changes.
3. That Council revoke, by absolute majority, Delegation 1.11 Tenders for Goods and Services and adopt, by absolute majority, the revised Delegation 1.11 Tenders for Goods and Services as described at Attachment 1
4. That Council note that the CEO will amend Sub Delegation 1.11a Tenders for Goods and Services to reflect the delegations made to the CEO, including relevant conditions and limits.
5. That Council revoke, by absolute majority, Delegation 1.15 Incurring Liability and Payments from Municipal and Trust Funds and adopt, by absolute majority, the revised Delegation 1.15 Incurring Liability and Payments from Municipal and Trust Funds
6. That Council note that the CEO will amend Sub Delegation 1.15a Incurring Liability and Payments from Municipal and Trust Funds to reflect the delegations made to the CEO, including relevant conditions and limits.
7. That Council note the CEO's advice that further amendments to the Local Government (Functions and General) Regulations 1996 are likely to occur, and if so, the CEO is directed to bring a further report to Council for consideration and determination.

COUNCIL RESOLUTION: #60/20

Moved: Councillor, K Lindup

Seconded: Councillor, T Rathbone

1. That Council revoke, by absolute majority, Council Policy 03 Procurement Policy and adopt, by absolute majority, the revised Council Policy 03 Procurement Policy as described at Attachment 1.
2. That Council note that the CEO will amend the CEO Management Policy 19 to reflect these changes.
3. That Council revoke, by absolute majority, Delegation 1.11 Tenders for Goods and Services and adopt, by absolute majority, the revised Delegation 1.11 Tenders for Goods and Services as described at Attachment 1

4. That Council note that the CEO will amend Sub Delegation 1.11a Tenders for Goods and Services to reflect the delegations made to the CEO, including relevant conditions and limits.
5. That Council revoke, by absolute majority, Delegation 1.15 Incurring Liability and Payments from Municipal and Trust Funds and adopt, by absolute majority, the revised Delegation 1.15 Incurring Liability and Payments from Municipal and Trust Funds
6. That Council note that the CEO will amend Sub Delegation 1.15a Incurring Liability and Payments from Municipal and Trust Funds to reflect the delegations made to the CEO, including relevant conditions and limits.
7. That Council note the CEO's advice that further amendments to the Local Government (Functions and General) Regulations 1996 are likely to occur, and if so, the CEO is directed to bring a further report to Council for consideration and determination.

CARRIED ABSOLUTE MAJORITY 6/0

ATTACHMENT 1 to Agenda Item 11.1.2

Shire of Coolgardie – Proposed Procurement Options under CV19

Recommendations 1 and 2 of Agenda Item 11.1.2

Policy Number 03 Procurement Policy

Legislative Reference: s6.5, s6.8(1)(c) (and others) Local Government Act 1995 and Regulations

Relates to: Delegation 1.10, 1.11, 1.12, 1.13 Sub Delegation 1.10a, 1.11a, 1.12a, 1.13a

Policy Objective:

The Shire of Coolgardie will commit to the principles of transparency, probity and good governance with the procurement of goods, services and works to deliver a best practice approach to procurement procedures.

Acting always within the legislative requirements of the Local Government Act 1995 and Part 4 of the Local Government (Functions and General) Regulations 1996. Procurement practices and processes defined within this policy are to be complied with throughout the Shire.

In March 2020 the Federal and State Governments declared states of emergency as a result of the pandemic Coronavirus 19.

The Shire of Coolgardie recognised the need for it to be able to respond quickly and flexibly to emerging situations on behalf of the community and stakeholders.

Accordingly, temporary amendments have been approved by Council to the Register of Delegations and the Council Policy Manual to give the CEO flexibility in procurement during the emergency.

The CEO will review sub delegations and the CEO Operational Management Policy Manual to determine what amendments, if any, are needed.

The temporary measures apply only until the states of emergency are lifted, or the Council determines that they are no longer appropriate.

Policy Scope:

This policy is a directive for:

- The procurement of goods and services,
- The best value for money,
- Statutory compliance,
- Authorised employee's expenditure limits and
- Fuel cards.

All budgetary and purchasing expenditure will have regard to the development, maintenance and replacement of Coolgardie Shire infrastructure, facilities and plant.

Policy Statement:

1. Objectives

All purchasing activities will:

- Comply with s6.5(a) of the Local Government Act 1995 and Part4 of the Local Government (Functions and General) Regulations 1996;
- Ensure consistency of all purchasing activities across all operational areas;
- Contribute to the efficient and effective operation of the Coolgardie Shire;
- Eliminate probity risk by providing consistent and demonstrated processes that promote openness, fairness, transparency and equity to all potential suppliers.
- Ensure the best value for money is achieved through design, construction, maintenance and replacement of new and existing infrastructure and plant asset.

2. Purchasing Principles

The following principles and standards will be demonstrated throughout all stages of the procurement process to ensure the fair and equitable treatment of all parties:

- Employees and employees shall be accountable for efficient and effective purchasing decisions based on achieving value for money;
- Procurement practices will comply with relevant legislative and regulative requirements, the Shire's Code of Conduct, Delegations Register and Record keeping procedures and practices.
- Processes, evaluations, and decisions shall be unbiased, transparent and fully documented in accordance with associate policies, audit requirements and relevant legislation.
- Any actual or perceived conflicts of interest are to be identified, disclosed and appropriately managed.
- Any information provided to the Shire of Coolgardie by a supplier shall be treated as commercial- confidential and shall not be released by the Shire unless authorised by the supplier or relevant legislation and
- Purchasing will be undertaken on a competitive basis whereby all suppliers are considered on an impartial, honest and consistent manner.

3. Value for money

Value for Money is determined when the consideration of price, risk and quantitate factors that are assessed to determine the most advantageous outcome to be achieved for the Shire of Coolgardie.

Procurement decisions will be made with greater consideration than obtaining the lowest price, with consideration given to incorporate qualitative and risk factors into the decision.

4. Pre procurement requirements

Unless by Council resolution, or by requirement of legislation, the following minimum guidelines for inviting quotes prior to the procurement of any goods or services will be adhered to by all employees.

Purchase Value Threshold	Purchasing Requirement
Less than \$2,000	<p>Obtain one verbal quote.</p> <p>In the event of a State of Emergency being declared by the Federal and/or State Government the CEO, Director of Economic and Community Development, Director of Operations and Manager Commercial Services (under sub delegation from the CEO) may override this condition and reduce or remove any or all restrictions and limits.</p> <p>If the CEO, Director of Economic and Community Development, Director of Operations or Manager Commercial Services (under sub delegation from the CEO) exercises this discretion it must be documented and reported to Council as part of a report regarding Coronavirus 19 actions.</p> <p>All other employees are bound by the Policy, Delegations and Sub delegations (unless varied by the CEO).</p>
Over \$2,000 and up to \$10,000	<p>Obtain one (1) itemised written quote from a suitable supplier.</p> <p>Purchase directly from a supplier using a purchasing order; or obtain at least one (1) oral or written quotation from a suitable supplier, either from:</p> <ul style="list-style-type: none"> • an existing panel of pre-qualified suppliers administered by the Shire of Coolgardie; or • a pre-qualified supplier on the WALGA Preferred Supply Program or State Government Common Use Arrangement (CUA); or • from the open market. <p>In the event of a State of Emergency being declared by the Federal and/or State Government the CEO, Director of Economic and Community Development, Director of Operations and Manager Commercial Services (under sub delegation from the CEO) may override this condition and reduce or remove any or all restrictions and limits.</p> <p>If the CEO, Director of Economic and Community Development, Director of Operations or Manager Commercial Services (under sub delegation from the CEO) exercises this discretion it must be documented and reported to Council as part of a report regarding Coronavirus 19 actions.</p> <p>All other employees are bound by the Policy, Delegations and Sub delegations (unless varied by the CEO).</p>

Over \$10,000 and up to \$30,000	<p>Two (2) itemised written quotes from a suitable supplier.</p> <p>Purchase directly from a supplier using a purchasing order; or obtain at least one (1) oral or written quotation from a suitable supplier, either from:</p> <ul style="list-style-type: none"> • an existing panel of pre-qualified suppliers administered by the Shire of Coolgardie; or • a pre-qualified supplier on the WALGA Preferred Supply Program or State Government Common Use Arrangement (CUA); or • from the open market. <p>In the event of a State of Emergency being declared by the Federal and/or State Government the CEO, Director of Economic and Community Development, Director of Operations and Manager Commercial of Services (under sub delegation from the CEO) may override this condition and reduce or remove any or all restrictions and limits.</p> <p>If the CEO, Director of Economic and Community Development, Director of Operations or Manager Commercial Services (under sub delegation from the CEO) exercises this discretion it must be documented and reported to Council as part of a report regarding Coronavirus 19 actions.</p> <p>All other employees are bound by the Policy, Delegations and Sub delegations (unless varied by the CEO).</p>
Over \$30,000 and up to \$100,000	<p>Three (3) itemised written quotes from a suitable supplier.</p> <p>Purchase directly from a supplier using a purchasing order; or obtain at least one (1) oral or written quotation from a suitable supplier, either from:</p> <ul style="list-style-type: none"> • an existing panel of pre-qualified suppliers administered by the Shire of Coolgardie; or • a pre-qualified supplier on the WALGA Preferred Supply Program or State Government Common Use Arrangement (CUA); or • from the open market. <p>In the event of a State of Emergency being declared by the Federal and/or State Government the CEO, Director of Economic and Community Development, Director of Operations or Manager Commercial of Services (under sub delegation from the CEO) may override this condition and reduce or remove any or all restrictions and limits.</p> <p>If the CEO, Director of Economic and Community Development, Director of Operations or Manager Commercial Services (under sub delegation from the CEO)</p>

	<p>exercises this discretion <u>it must be documented and reported to Council as part of a report regarding Coronavirus 19 actions.</u></p> <p>If the CEO, Director of Economic and Community Development, Director of Operations or Manager Commercial Services ((under sub delegation from the CEO) exercises this discretion, they must apply reasonable endeavours to decide if the Policy can be complied with, in part, or whole.</p> <p>The CEO, if he determines to exercise this discretion, must use reasonable endeavours to consult the Shire President, before overriding the Policy.</p> <p>The Director of Economic and Community Development, Manager Commercial Services and Director of Operations if they determine to exercise this discretion, must use reasonable endeavours to consult the CEO, who must use reasonable endeavours to consult the Shire President before overriding the Policy.</p> <p>All other employees are bound by the Policy, Delegations and Sub delegations (unless varied by the CEO).</p>
Over \$100,000 and up to \$149,999	<p>Obtain three (3) itemised written quotes authorised by the CEO from suppliers by formal invitation under a Request for Quotation, containing price and detailed specifications of goods and services required. The procurement decision is to be based on all value for money considerations in accordance with the definition of this policy.</p> <p>Requests for quotation from a pre-qualified panel of suppliers (whether administered by the Shire of Coolgardie through the WALGA preferred supply program or State Government CUA) are not required to be invited using a Request for Quotation form, however at least three written quotes are still required to be obtained.</p> <p>In the event of a State of Emergency being declared by the Federal and/or State Government the CEO, Director of Economic and Community Development, Director of Operations or Manager Commercial Services (under sub delegation from the CEO) may override this condition and reduce or remove any or all restrictions and limits.</p> <p>If the CEO, Director of Economic and Community Development, Director of Operations or Manager Commercial Services (under sub delegation from the CEO) exercises this discretion it must be documented and reported to Council as part of a report regarding Coronavirus 19</p>

	<p>actions.</p> <p>If the CEO, Director of Economic and Community Development, Director of Operations or Manager Commercial Services ((under sub delegation from the CEO) exercises this discretion, they must apply reasonable endeavours to decide if the Policy can be complied with, in part, or whole.</p> <p>The CEO, if he determines to exercise this discretion, must use reasonable endeavours to consult the Shire President, before overriding the Policy.</p> <p>The Director of Economic and Community Development, Director of Operations and Manager Commercial Services if they determine to exercise this discretion, must use reasonable endeavours to consult the CEO, who must use reasonable endeavours to consult the Shire President before overriding the Policy.</p> <p>All other employees are bound by the Policy, Delegations and Sub delegations (unless varied by the CEO).</p>
\$150,000 up to \$250,000	<p>Obtain three (3) itemised written quotes authorised by the CEO from suppliers by formal invitation under a Request for Quotation, containing price and detailed specifications of goods and services required. The procurement decision is to be based on all value for money considerations in accordance with the definition of this policy.</p> <p>Requests for quotation from a pre-qualified panel of suppliers (whether administered by the Shire of Coolgardie through the WALGA preferred supply program or State Government CUA) are not required to be invited using a Request for Quotation form, however at least three written quotes are still required to be obtained.</p> <p>In the event of a State of Emergency being declared by the Federal and/or State Government the CEO, Director of Economic and Community Development, Director of Operations and Manager Commercial Services (under sub delegation from the CEO) may override this condition and reduce or remove any or all restrictions and limits.</p> <p>If the CEO, Director of Economic and Community Development, Director of Operations or Manager Commercial Services (under sub delegation from the CEO) exercises this discretion it must be documented and reported to Council as part of a report regarding Coronavirus 19 actions.</p>

	<p>If the CEO, Director of Economic and Community Development, Director of Operations or Manager Commercial Services ((under sub delegation from the CEO) exercises this discretion, they must apply reasonable endeavours to decide if the Policy can be complied with, in part, or whole.</p> <p>The CEO, if he determines to exercise this discretion, must use reasonable endeavours to consult the Shire President, before overriding the Policy.</p> <p>The Director of Economic and Community Development, Director of Operations and Manager Commercial Services if they determine to exercise this discretion, must use reasonable endeavours to consult the CEO, who must use reasonable endeavours to consult the Shire President before overriding the Policy.</p> <p>All other employees are bound by the Policy, Delegations and Sub delegations (unless varied by the CEO).</p>
\$250,000+	Tender, determined by Council

5. Emergency Purchases

An emergency purchase is defined as an unanticipated and unbudgeted purchase which is required in response to an emergency as provided for in the Local Government Act 1995. In this or services on the proviso that:

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

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

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

6. Authorising Officer

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

7. Purchase Orders

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

8. Purchase Orders Exemptions

The requirement to issue a purchase order is not required in the following instances:

- Procurement of goods or services:
 - I. Utilities; including telephone, electricity, water and gas.
 - II. Annual Membership/subscriptions
 - III. Reimbursements to Council Members and employees
 - IV. Freight
 - V. Department of Land Information online transactions
 - VI. Motor Vehicle Licensing and Registration
 - VII. Postage
 - VIII. Legal Costs
- Corporate Credit or Fleet Fuel Card purchases.
- Petty Cash purchases - \$200 limit GST inclusive.
- All emergencies as deemed in writing by the Shire President s6.8(1)(c) LGA

Responsible Department: Administration Services

Responsible Officer:

Delegation link (if any): 1.11, 1.12, 1.13 (and sub delegations)

Date First Adopted: May 2016

Review dates: May 2017, June 2018, November 2018, April 2020

ATTACHMENT 2 to Agenda Item 11.1.2

Shire of Coolgardie – Proposed Procurement Options under CV19

Recommendations 3 and 4 of Agenda Item 11.1.2

Delegation 1.11 Tenders for Goods and Services

DATE ADOPTED:		DELEGATE:	CEO
DATE LAST REVIEWED:		SUB-DELEGATED:	YES
POLICY REFERENCE:	Council Policy 03 Procurement	SUB-DELEGATED TO:	Director of Economic and Community Development Director of Operations Manager Commercial Services

<p>LEGAL (PARENT):</p> <p><i>Local Government Act 1995:</i></p> <p>s.3.57 Tenders for providing goods or services</p> <p><i>Local Government (Functions and General) Regulations 1996:</i></p> <p>r.11 When tenders have to be publicly invited</p> <p>r.13 Requirements when local government invites tenders though not required to do so</p> <p>r.14 Publicly inviting tenders, requirements for</p> <p>r.18 Rejecting and accepting tenders</p> <p>r.20 Variation of requirements before entry into contract</p> <p>r.21A Varying a contract for the supply of goods or services</p>	<p>LEGAL (SUBSIDIARY):</p> <p><i>Local Government Act 1995 s5.42</i></p>
<p>Conditions</p>	<p>Sole supplier arrangements may only be approved where a record is retained that evidences:</p> <ul style="list-style-type: none">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; andiv. Rationale for why the supply is unique and cannot be sources through other suppliers. <p>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 and where the:</p> <ul style="list-style-type: none">i. proposed goods or services are required to fulfil a routine contract related to the day to day operations of the Local Government,

	<ul style="list-style-type: none"> ii. current supply contract expiry is imminent, iii. 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. <p>In accordance with s.5.43, tenders may only be accepted, and panels of pre-qualified suppliers established, where the total consideration under the resulting contract is \$249,999 or less and the expense is included in the adopted Annual Budget.</p> <p>Must comply with all relevant Policies.</p> <p>NOTE: In March 2020 the Federal and State Governments declared states of emergency as a result of the pandemic Coronavirus 19.</p> <p>The Shire of Coolgardie recognised the need for it to be able to respond quickly and flexibly to emerging situations on behalf of the community and stakeholders.</p> <p>Accordingly, temporary amendments have been approved by Council to the Register of Delegations and the Council Policy Manual to give the CEO flexibility in procurement during the emergency.</p> <p>The CEO will review sub delegations and the CEO Operational Management Policy Manual to determine what amendments, if any, are needed.</p> <p>The temporary measures apply only until the states of emergency are lifted, or the Council determines that they are no longer appropriate.</p>
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POWER OR DUTY DELEGATED

The Chief Executive Officer is delegated authority to:

- call tenders [F&G r.11(1)].
- 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 a sole supplier arrangement [F&G r.11(f)].
- undertake tender exempt procurement, in accordance with the Purchasing Policy requirements, where the total consideration under the resulting contract is \$249,999 or less and the expense is included in the adopted Annual Budget [F&G.r.11(2)].
- invite tenders although not required to do so [F&G r.13].
- determine in writing, before tenders are called, the criteria for acceptance of tenders [F&G r.14(2a)].
- determine the information that is to be disclosed to those interested in submitting a tender [F&G r.14(4)(a)].
- 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)].
- evaluate tenders, by written evaluation, and decide which is the most advantageous [F&G r.18(4)].
- accept, or reject tenders, only within the \$value detailed as a condition on this Delegation and in accordance with the requirements of the Functions and General Regulations [F&G r.18(2) and (4)].
- determine that a variation proposed is minor in context of the total goods or services sought through the invitation to tender, subject to a maximum 10% variation and within the \$value

detailed as a condition on this Delegation, and to then enter into minor variations with the successful tenderer before entering into a contract [F&G r.20(1) and (3)].

- seek clarification from tenderers in relation to information contained in their tender submission [F&G r.18(4a)].
- decline any tender [F&G r.18(5)].
- if the chosen tenderer is unable or unwilling to form a contract OR the minor variation cannot be agreed with the successful tenderer, so that the tenderer ceases to be the chosen tenderer, to choose the next most advantageous tender to accept [F&G r.20(2)]
- vary a contract that has been entered into with a successful tenderer, provided the variation/s do not change the scope of the original contract or increase the contract value beyond 10%
- exercise an extension option that was included in the original tender specification and contract in accordance with r.11(2)(j). [F&G r.21A].
- accept another tender where within 6-months of either accepting a tender, a contract has not been entered into OR the successful tenderer agrees to terminate the contract [F&G r.18(6) & (7)].

REVIEW REQUIREMENTS

At least once every financial year.

AUTHORITY

_____ **Date:** _____
Cr Malcolm Cullen, Shire President

Local Government Act 1995

Sub Delegation 1.11a Tenders for Goods and Services

DATE ADOPTED:		DELEGATE:	CEO
DATE LAST REVIEWED:		SUB-DELEGATED:	YES
POLICY REFERENCE:	Council Policy 03 Procurement	SUB-DELEGATED TO:	Director of Economic and Community Development Director of Operations Manager Commercial Services

<p>LEGAL (PARENT):</p> <p><i>Local Government Act 1995:</i></p> <p>s.3.57 Tenders for providing goods or services</p> <p><i>Local Government (Functions and General) Regulations 1996:</i></p> <p>r.11 When tenders have to be publicly invited</p> <p>r.13 Requirements when local government invites tenders though not required to do so</p> <p>r.14 Publicly inviting tenders, requirements for</p> <p>r.18 Rejecting and accepting tenders</p> <p>r.20 Variation of requirements before entry into contract</p> <p>r.21A Varying a contract for the supply of goods or services</p>	<p>LEGAL (SUBSIDIARY):</p> <p><i>Local Government Act 1995 s5.44</i></p>
<p>Conditions</p>	<p>Sole supplier arrangements may only be approved where a record is retained that evidences:</p> <ul style="list-style-type: none">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; andiv. Rationale for why the supply is unique and cannot be sources through other suppliers. <p>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 and where the:</p> <ul style="list-style-type: none">i. proposed goods or services are required to fulfil a routine contract related to the day to day operations of the Local Government,ii. current supply contract expiry is imminent,iii. value of the proposed new contract has been included in the draft Annual Budget proposed for adoption, and

	<p>iv. The tender specification includes a provision that the tender will only be awarded subject to the budget adoption by the Council.</p> <p>In accordance with s.5.43, tenders may only be accepted, and panels of pre-qualified suppliers established, where the total consideration under the resulting contract is \$249,999 or less and the expense is included in the adopted Annual Budget.</p> <p>NOTE: In March 2020 the Federal and State Governments declared states of emergency as a result of the pandemic Coronavirus 19.</p> <p>The Shire of Coolgardie recognised the need for it to be able to respond quickly and flexibly to emerging situations on behalf of the community and stakeholders.</p> <p>Accordingly, temporary amendments have been approved by Council to the Register of Delegations and the Council Policy Manual to give the CEO flexibility in procurement during the emergency.</p> <p>The CEO will review sub delegations and the CEO Operational Management Policy Manual to determine what amendments, if any, are needed.</p> <p>The temporary measures apply only until the states of emergency are lifted, or the Council determines that they are no longer appropriate.</p> <p>If the Director of Economic and Community Development, Director of Operations or Manager Commercial Services propose to exercise this sub delegation, they must use reasonable endeavours to consult the CEO.</p> <p>Must comply with all relevant Policies.</p>
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POWER OR DUTY DELEGATED

The Director of Economic and Community Development, Director of Operations and Manager of Commercial Services are delegated authority to:

- call tenders [F&G r.11(1)].
- 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 a sole supplier arrangement [F&G r.11(f)].
- undertake tender exempt procurement, in accordance with the Purchasing Policy requirements, where the total consideration under the resulting contract is \$249,999 or less and the expense is included in the adopted Annual Budget [F&G.r.11(2)].
- invite tenders although not required to do so [F&G r.13].
- determine in writing, before tenders are called, the criteria for acceptance of tenders [F&G r.14(2a)].
- determine the information that is to be disclosed to those interested in submitting a tender [F&G r.14(4)(a)].
- 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)].
- evaluate tenders, by written evaluation, and decide which is the most advantageous [F&G r.18(4)].
- accept, or reject tenders, only within the \$value detailed as a condition on this Delegation and in accordance with the requirements of the Functions and General Regulations [F&G r.18(2) and (4)].

- determine that a variation proposed is minor in context of the total goods or services sought through the invitation to tender, subject to a maximum 10% variation and within the \$value detailed as a condition on this Delegation, and to then enter into minor variations with the successful tenderer before entering into a contract [F&G r.20(1) and (3)].
- seek clarification from tenderers in relation to information contained in their tender submission [F&G r.18(4a)].
- decline any tender [F&G r.18(5)].
- if the chosen tenderer is unable or unwilling to form a contract OR the minor variation cannot be agreed with the successful tenderer, so that the tenderer ceases to be the chosen tenderer, to choose the next most advantageous tender to accept [F&G r.20(2)]
- vary a contract that has been entered into with a successful tenderer, provided the variation/s do not change the scope of the original contract or increase the contract value beyond 10%
- exercise an extension option that was included in the original tender specification and contract in accordance with r.11(2)(j). [F&G r.21A].
- accept another tender where within 6-months of either accepting a tender, a contract has not been entered into OR the successful tenderer agrees to terminate the contract [F&G r.18(6) & (7)].

REVIEW REQUIREMENTS

At least once every financial year.

AUTHORITY

_____ **Date:** _____
Mr James Trail, CEO

Recommendations 5 and 6 of Agenda Item 11.1.2

Policy Number 19 Purchasing - Policy and Procedure

Legislative Reference: s6.5, s6.8(1)(c) (and others) Local Government Act 1995 and Regulations

Relates to: Delegation 1.10, 1.11, 1.12, 1.13 Sub Delegation 1.10a, 1.11a, 1.12a, 1.13a

Policy Objective:

The Shire of Coolgardie will commit to the principles of transparency, probity and good governance with the procurement of goods, services and works to deliver a best practice approach to procurement procedures.

Acting always within the legislative requirements of the Local Government Act 1995 and Part 4 of the Local Government (Functions and General) Regulations 1996. Procurement practices and processes defined within this policy are to be complied with throughout the Shire.

In March 2020 the Federal and State Governments declared states of emergency as a result of the pandemic Coronavirus 19.

The Shire of Coolgardie recognised the need for it to be able to respond quickly and flexibly to emerging situations on behalf of the community and stakeholders.

Accordingly, temporary amendments have been approved by Council to the Register of Delegations and the Council Policy Manual to give the CEO flexibility in procurement during the emergency.

The CEO will review sub delegations and the CEO Operational Management Policy Manual to determine what amendments, if any, are needed.

The temporary measures apply only until the states of emergency are lifted, or the Council determines that they are no longer appropriate.

Policy Scope:

This policy is a directive for:

- The procurement of goods and services,
- The best value for money,
- Statutory compliance,
- Authorised employee's expenditure limits and
- Fuel cards.

All budgetary and purchasing expenditure will have regard to the development, maintenance and replacement of Coolgardie Shire infrastructure, facilities and plant.

Policy Statement:

1. Objectives

All purchasing activities will:

- Comply with s6.5(a) of the Local Government Act 1995 and Part4 of the Local Government (Functions and General) Regulations 1996.
- Ensure consistency of all purchasing activities across all operational areas.
- Contribute to the efficient and effective operation of the Coolgardie Shire.
- Eliminate probity risk by providing consistent and demonstrated processes that promote openness, fairness, transparency and equity to all potential suppliers.
- Ensure the best value for money is achieved through design, construction, maintenance and replacement of new and existing infrastructure and plant asset.

2. Purchasing Principles

The following principles and standards will be demonstrated throughout all stages of the procurement process to ensure the fair and equitable treatment of all parties:

- Employees and employees shall be accountable for efficient and effective purchasing decisions based on achieving value for money.
- Procurement practices will comply with relevant legislative and regulative requirements, the Shire's Code of Conduct, Delegations Register and Record keeping procedures and practices.
- Processes, evaluations, and decisions shall be unbiased, transparent and fully documented in accordance with associate policies, audit requirements and relevant legislation.
- Any actual or perceived conflicts of interest are to be identified, disclosed and appropriately managed.
- Any information provided to the Shire of Coolgardie by a supplier shall be treated as commercial- confidential and shall not be released by the Shire unless authorised by the supplier or relevant legislation and
- Purchasing will be undertaken on a competitive basis whereby all suppliers are considered on an impartial, honest and consistent manner.

3. Value for money

Value for Money is determined when the consideration of price, risk and quantitate factors that are assessed to determine the most advantageous outcome to be achieved for the Shire of Coolgardie.

Procurement decisions will be made with greater consideration than obtaining the lowest price, with consideration given to incorporate qualitative and risk factors into the decision.

4. Pre procurement requirements

Unless by Council resolution, or by requirement of legislation, the following minimum guidelines for inviting quotes prior to the procurement of any goods or services will be adhered to by all employees.

Purchase Value Threshold	Purchasing Requirement
Less than \$2,000	<p>Obtain one verbal quote.</p> <p>In the event of a state of emergency being declared by the Federal and/or State Government the CEO, Director of Economic and Community Development, Director of Operations or Manager Commercial Services (under sub delegation from the CEO) may override this condition and reduce or remove any or all restrictions and limits.</p> <p>If the CEO, Director of Economic and Community Development, Director of Operations or Manager Commercial Services (under sub delegation from the CEO) exercises this discretion it must be documented and reported to Council as part of a report regarding Coronavirus 19 actions.</p> <p>All other employees are bound by the Policy, Delegations and Sub delegations (unless varied by the CEO).</p>
Over \$2,000 and up to \$10,000	<p>Obtain one (1) itemised written quote from a suitable supplier.</p> <p>Purchase directly from a supplier using a purchasing order; or obtain at least one (1) oral or written quotation from a suitable supplier, either from:</p> <ul style="list-style-type: none"> • an existing panel of pre-qualified suppliers administered by the Shire of Coolgardie; or • a pre-qualified supplier on the WALGA Preferred Supply Program or State Government Common Use Arrangement (CUA); or • from the open market. <p>In the event of a state of emergency being declared by the Federal and/or State Government the CEO, Director of Economic and Community Development, Director of Operations or Manager Commercial Services (under sub delegation from the CEO) may override this condition and reduce or remove any or all restrictions and limits.</p> <p>If the CEO, Director of Economic and Community Development, Director of Operations or Manager Commercial Services (under sub delegation from the CEO) exercises this discretion it must be documented and reported to Council as part of a report regarding Coronavirus 19 actions.</p>

	<p>All other employees are bound by the Policy, Delegations and Sub delegations (unless varied by the CEO).</p>
Over \$10,000 and up to \$30,000	<p>Two (2) itemised written quotes from a suitable supplier.</p> <p>Purchase directly from a supplier using a purchasing order; or obtain at least one (1) oral or written quotation from a suitable supplier, either from:</p> <ul style="list-style-type: none"> • an existing panel of pre-qualified suppliers administered by the Shire of Coolgardie; or • a pre-qualified supplier on the WALGA Preferred Supply Program or State Government Common Use Arrangement (CUA); or • from the open market. <p>In the event of a state of emergency being declared by the Federal and/or State Government the CEO, Director of Economic and Community Development, Director of Operations or Manager Commercial Services (under sub delegation from the CEO) may override this condition and reduce or remove any or all restrictions and limits.</p> <p>If the CEO, Director of Economic and Community Development, Director of Operations or Manager Commercial Services (under sub delegation from the CEO) exercises this discretion it must be documented and reported to Council as part of a report regarding Coronavirus 19 actions.</p> <p>All other employees are bound by the Policy, Delegations and Sub delegations (unless varied by the CEO).</p>
Over \$30,000 and up to \$100,000	<p>Three (3) itemised written quotes from a suitable supplier.</p> <p>Purchase directly from a supplier using a purchasing order; or obtain at least one (1) oral or written quotation from a suitable supplier, either from:</p> <ul style="list-style-type: none"> • an existing panel of pre-qualified suppliers administered by the Shire of Coolgardie; or • a pre-qualified supplier on the WALGA Preferred Supply Program or State Government Common Use

	<p>Arrangement (CUA); or</p> <ul style="list-style-type: none"> • from the open market. <p>In the event of a state of emergency being declared by the Federal and/or State Government the CEO, Director of Economic and Community Development, Director of Operations or Manager Commercial Services (under sub delegation from the CEO) may override this condition and reduce or remove any or all restrictions and limits.</p> <p>If the CEO, Director of Economic and Community Development, Director of Operations or Manager Commercial Services (under sub delegation from the CEO) exercises this discretion it must be documented and reported to Council as part of a report regarding Coronavirus 19 actions.</p> <p>If the CEO, Director of Economic and Community Development or Director of Operations or Manager Commercial Services (under sub delegation from the CEO) exercises this discretion, they must apply reasonable endeavours to decide if the Policy can be complied with, in part, or whole.</p> <p>The CEO, if he determines to exercise this discretion, must use reasonable endeavours to consult the Shire President, before overriding the Policy.</p> <p>The Director of Economic and Community Development, Manager Commercial Services and Director of Operations if they determine to exercise this discretion, must use reasonable endeavours to consult the CEO, who must use reasonable endeavours to consult the Shire President before overriding the Policy.</p> <p>All other employees are bound by the Policy, Delegations and Sub delegations (unless varied by the CEO).</p>
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Over \$100,000 and up to \$149,999	<p>Obtain three (3) itemised written quotes authorised by the CEO from suppliers by formal invitation under a Request for Quotation, containing price and detailed specifications of goods and services required. The procurement decision is to be based on all value for money considerations in accordance with the definition of this policy.</p> <p>Requests for quotation from a pre-qualified panel of suppliers (whether administered by the Shire of Coolgardie through the WALGA preferred supply program or State Government CUA) are not required to be invited using a Request for Quotation form, however at least three written quotes are still required to be obtained.</p> <p>In the event of a state of emergency being declared by the Federal and/or State Government the CEO, Director of Economic and Community Development, Director of Operations or Manager Commercial Services (under sub delegation from the CEO) may override this condition and reduce or remove any or all restrictions and limits.</p> <p>If the CEO, Director of Economic and Community Development, Director of Operations or Manager Commercial Services (under sub delegation from the CEO) exercises this discretion it must be documented and reported to Council as part of a report regarding Coronavirus 19 actions.</p> <p>If the CEO, Director of Economic and Community Development Director of Operations or Manager Commercial Services (under sub delegation from the CEO) exercises this discretion, they must apply reasonable endeavours to decide if the Policy can be complied with, in part, or whole.</p> <p>All other employees are bound by the Policy, Delegations and Sub delegations (unless varied by the CEO).</p> <p>The CEO, if he determines to exercise this discretion, must use reasonable endeavours to consult the Shire President, before</p>
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	<p>overriding the Policy.</p> <p>The Director of Economic and Community Development, Manager Commercial Services or Director of Operations if they determine to exercise this discretion, must use reasonable endeavours to consult the CEO, who must use reasonable endeavours to consult the Shire President before overriding the Policy.</p>
\$150,000 up to \$250,000	<p>Obtain three (3) itemised written quotes authorised by the CEO from suppliers by formal invitation under a Request for Quotation, containing price and detailed specifications of goods and services required. The procurement decision is to be based on all value for money considerations in accordance with the definition of this policy.</p> <p>Requests for quotation from a pre-qualified panel of suppliers (whether administered by the Shire of Coolgardie through the WALGA preferred supply program or State Government CUA) are not required to be invited using a Request for Quotation form, however at least three written quotes are still required to be obtained.</p> <p>In the event of a State of Emergency being declared by the Federal and/or State Government the CEO, Director of Economic and Community Development, Director of Operations and Manager Commercial Services (under sub delegation from the CEO) may override this condition and reduce or remove any or all restrictions and limits.</p> <p>If the CEO, Director of Economic and Community Development, Director of Operations or Manager Commercial Services (under sub delegation from the CEO) exercises this discretion it must be documented and reported to Council as part of a report regarding Coronavirus 19 actions.</p> <p>If the CEO, Director of Economic and Community Development, Director of Operations or Manager Commercial Services (under sub delegation from the CEO) exercises this discretion, they must apply reasonable</p>

	<p>endeavours to decide if the Policy can be complied with, in part, or whole.</p> <p>The CEO, if he determines to exercise this discretion, must use reasonable endeavours to consult the Shire President, before overriding the Policy.</p> <p>The Director of Economic and Community Development, Director of Operations and Manager Commercial Services if they determine to exercise this discretion, must use reasonable endeavours to consult the CEO, who must use reasonable endeavours to consult the Shire President before overriding the Policy.</p> <p>All other employees are bound by the Policy, Delegations and Sub delegations (unless varied by the CEO).</p>
\$250,000+	Tender, determined by Council

5. Emergency Purchases

An emergency purchase is defined as an unanticipated and unbudgeted purchase which is required in response to an emergency as provided for in the Local Government Act 1995. In this or services on the proviso that:

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

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

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

6. Authorising Officer

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

7. Purchase Orders

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

8. Purchase Orders Exemptions

The requirement to issue a purchase order is not required in the following instances:

- Procurement of goods or services:
 - IX. Utilities; including telephone, electricity, water and gas.
 - X. Annual Membership/subscriptions
 - XI. Reimbursements to Council Members and employees
 - XII. Freight
 - XIII. Department of Land Information online transactions
 - XIV. Motor Vehicle Licensing and Registration
 - XV. Postage
 - XVI. Legal Costs
- Corporate Credit or Fleet Fuel Card purchases;
- Petty Cash purchases - \$200 limit GST inclusive;
- All emergencies as deemed in writing by the Shire President s6.8(1)(c) LGA

Responsible Department: Administration Services

Responsible Officer:

Delegation link (if any): 1.11, 1.12, 1.13 (and sub delegations)

Date First Adopted: May 2016

Review dates: May 2017, June 2018, November 2018

Local Government Act 1995

Delegation 1.15 Incurring Liability and Payments from Municipal and Trust Funds

DATE ADOPTED:		DELEGATE:	CEO
DATE LAST REVIEWED:		SUB-DELEGATED:	YES
POLICY REFERENCE:		SUB-DELEGATED TO:	Director of Economic and Community Development Director of Operations Manager Commercial Services Works and Services Leading Hand Mechanic Manager Aquatic Facilities Team Leader Ranger and Emergency Services Coordinator Administration Services Executive Assistant to CEO Executive Assistant to Director Operations Manager Finance Coolgardie Place Manager Kambalda Place Manager Ranger

LEGAL (PARENT): <i>Local Government (Financial Management) Regulations 1996:</i> r.12(1)(a) Payments from municipal fund or trust fund, restrictions on making		LEGAL (SUBSIDIARY): <i>Local Government Act 1995 s5.42</i>	
Conditions		Authority to incur liability and make payments is subject to annual budget limitations. In March 2020 the Federal and State Governments declared states of emergency as a result of the pandemic Coronavirus 19. The Shire of Coolgardie recognised the need for it to be able to respond quickly and flexibly to emerging situations on behalf of the community and stakeholders.	

	<p>Accordingly, temporary amendments have been approved by Council to the Register of Delegations and the Council Policy Manual to give the CEO flexibility in procurement during the emergency.</p> <p>The CEO will review sub delegations and the CEO Operational Management Policy Manual to determine what amendments, if any, are needed.</p> <p>The temporary measures apply only until the states of emergency are lifted, or the Council determines that they are no longer appropriate.</p> <p>Must comply with all relevant Policies.</p>
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POWER OR DUTY DELEGATED

The Chief Executive Officer is delegated authority to:

- incur liabilities,
- make payments from the municipal or trust funds [r.12(1)(a)].

REVIEW REQUIREMENTS

At least once every financial year.

AUTHORITY

_____ **Date:** _____
Cr Malcolm Cullen, Shire President

Local Government Act 1995

Sub Delegation 1.15a Incurring Liability and Payments from Municipal and Trust Funds

DATE ADOPTED:		DELEGATE:	CEO
DATE LAST REVIEWED:		SUB-DELEGATED:	YES
POLICY REFERENCE:		SUB-DELEGATED TO:	Director of Economic and Community Development Director of Operations Manager Commercial Services Works and Services Leading Hand Mechanic Manager Aquatic Facilities Team Leader Ranger and Emergency Services Coordinator Administration Services Executive Assistant to CEO Executive Assistant to Director Operations Manager Finance Coolgardie Place Manager Kambalda Place Manager Ranger

LEGAL (PARENT): <i>Local Government (Financial Management) Regulations 1996:</i> r.12(1)(a) Payments from municipal fund or trust fund, restrictions on making		LEGAL (SUBSIDIARY): <i>Local Government Act 1995 s5.44</i>
Conditions	Authority to make payments is subject to annual budget limitations.	
	Delegates must comply with the Procedures approved by the CEO in accordance with Financial Management Regulation 5.	
	Payment authorisation via internet banking or cheque payment requires a combination of two signatories one of which must include the CEO, or Director Operations.	
	Director of Economic and Community Development, Director of Operations, Administration Coordinator, Manager Commercial Services, Manager Executive	

	<p>Services are limited to ONLY counter sign payment authorities, when the other signatory is the CEO or Director Operations. Payment transaction and delegated authority records are retained in Synergy through 'Payment Reports'.</p> <p>Monthly cheque and EFT payment listing recorded in Council Minutes and registered to Subject Tab: <i>Financial Management / Financial Reporting</i></p> <p>In March 2020 the Federal and State Governments declared states of emergency as a result of the pandemic Coronavirus 19.</p> <p>The Shire of Coolgardie recognised the need for it to be able to respond quickly and flexibly to emerging situations on behalf of the community and stakeholders.</p> <p>Accordingly, temporary amendments have been approved by Council to the Register of Delegations and the Council Policy Manual to give the CEO flexibility in procurement during the emergency.</p> <p>The CEO will review sub delegations and the CEO Operational Management Policy Manual to determine what amendments, if any, are needed.</p> <p>The temporary measures apply only until the states of emergency are lifted, or the Council determines that they are no longer appropriate.</p> <p>Must comply with all relevant Policies.</p>
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POWER OR DUTY DELEGATED

Authority to make payments from the municipal or trust funds [r.12(1)(a)] is delegated on the following basis:

Payment authorisation via internet banking or cheque payment requires a combination of two signatories one of which must include the CEO, or Director Operations.

Director of Economic and Community Development, Director of Operations, Administration Coordinator, Manager Executive Services, Manager Commercial Services are limited to ONLY counter sign payment authorities, when the other signatory is the CEO, or Director Operations

Authority is delegated to incur liabilities within the following limits:

- Director of Economic and Community Development \$249,999*
- Director of Operations \$249,999*
- Manager Commercial Services \$249,999*
- Works and Services Leading Hand \$10,000
- Mechanic \$10,000
- Manager Aquatics Facility \$10,000
- Team Leader Ranger and Emergency Services \$5,000
- Coordinator Administration Services \$5,000
- Executive Assistant to CEO \$5,000
- Finance Manager \$5,000
- Coolgardie Place Manager \$5,000
- Kambalda Place Manager \$5,000
- Ranger \$2,000

*Special conditions apply to some procurements – see Council Policy 03 and CEO Management Policy 19.

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

REVIEW REQUIREMENTS

At least once every financial year.

AUTHORITY

_____ *Date:* _____
Mr James Trail, CEO

11.1.3 Quarterly Report for the Period Ended 31st March 2020

Location:	Shire Coolgardie
Applicant:	Nil
File Reference:	Nil
Disclosure of Interest:	Nil
Date:	24 April 2020
Author:	Chief Executive Officer, James Trail

Summary:

For Council to receive the quarterly report for the period ending 31 March 2020.

Background:

Shire staff are now managing their financials utilising the Business Intelligence Tool. The implementation of this tool has been designed to help staff quickly identify over or under expenditure of their budgets and report to Council in a simple and easy to read format. By providing this report Council can see how each department is tracking with their budgets and staff will be able to provide answers to any variances in the reports.

Efficiency Dividend

State and Federal Governments have been adopting efficiency dividends for many years. Efficiency dividends are targets set to achieve savings from improvements in operations – how the services are delivered. Council has implemented an efficiency dividend (2% of Council rate income) as part of its 2018/19 and 2019/20 Annual Budgets. It was the intention to do the same for 2020/21.

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

Three-year plan

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

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

Year Three – 2020/21, was for the service managers to focus on benchmarking, innovative thinking and implementing new ways of delivering services to achieve better results for the community. The service managers were to understand what makes up their service and be able to speak with authority about what makes their services tick.

With the advent of Covid-19, Year 3 will now take on a different focus. The focus is intended to be on;

- **care and maintenance,**
- **keeping staff fully employed**
- **diversification of revenue sources**
- **identify projects to act as an enabler to stimulate the economy of the shire**
- **strategic planning for the next 3 years**
- **completion of procedure and process manual for all service areas**

Performance management

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

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

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

KPIs

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

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

Staff numbers and salaries

The Shire's employment establishment is made up of 54 FTEs (full-time equivalents) made up of full-time, part time and casual employees. The total annual cost of the Council's establishment is \$3.9 million or 63% of the Council's annual rates.

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

Budget v actual (Costs and Benefits)

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

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

Commercial activity – cost recovery

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

Government funding – cost shifting

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

Internal charges/overheads

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

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

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

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

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

Strategic Recommendations

That the Council:

- benchmark against other similar councils to determine and set a target range for expenditure on internally facing services;
- review its commitment to the Tourism, Heritage and Museum activities with a view to capping its commitment in the short term and exploring how it can manage cost and narrow the gap between income and expenditure in coming years;
- explore the skills and knowledge required by the Shire staff in implementing the service reviews over coming three years and consider implementing a professional development program for its key personnel/service managers;
- note that a performance management framework will be developed and implemented using the service reviews as a mechanism to provide the Council with executive oversight of its operations;
- as part of the its 2018/19 Budget deliberations adopt a process of cost recovery for services deemed to be commercial activity;

- minimise its financial exposure to the provision of government services that are funded by various government agencies;
- benchmark internal charges/overheads with other similar councils with a view to setting an appropriate range for overheads as a percentage of cost of labour;
- set a target for administrative and technical overheads at 90% of the labour costs to be achieved over the coming three years;
- set its plant hire rates to fully recover the cost of providing fleet, plant and equipment and workshop services; and
- as part of the 2018/19 Budget deliberations adopt an efficiency dividend of 2% of the Council's rate to be achieved through improvements in operations.

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

Comment:

The quarterly report for the period ending 31st March 2020, demonstrates the Shire has generated savings and efficiencies over the 9-month period whilst at the same time delivering on programmes and activities. The road works programme is 95% complete as is the renewal of the Kambalda Pool. For the period ending 31st March 2020 the organisation was on target to meet an efficiency dividend of 2% of rates. This is however expected to change significantly.

It is difficult to comprehend the position we are now faced with in light of recent events in the last few weeks. Undoubtedly there are going to now be significant social and economic costs resulting from the combat of COVID-19 in the short, medium and long term.

Exactly how much these costs will be, or for how long a period the pandemic is likely to last is still very much an unknown at this stage.

Council resolved in March to free up additional funds in the event these funds are required to assist with the financial management of any planning, communication, infrastructure or other associated costs with COVID-19. Decisions were made to;

- Borrow \$1 million
- Allocation of \$750,000 be made from the Shire's existing reserve funds

These funds allocated would be set aside in the event that the funding is required to meet associated costs with COVID-19.

If Council were to proceed with an allocation of \$750,000 from reserve funds, and all these funds were utilised, then the estimated balance of reserve funds would be \$1,158,641 at 30 June 2020. The balance of reserve funds is calculated on the basis of the following allocations;

Name of Reserve Account	2019/20 Final after Budget Review					
	Opening Balance \$	Transfer to \$	Transfer (from) \$	Interim Balance \$	Additional Transfers \$	Closing Balance \$
Land and Building Reserve	312,769	0	0	312,769	(150,000)	162,769
Plant Reserve	397,698	77,403	(80,909)	394,192	(150,000)	244,192
Sewerage Reserve	133,125	40,000	0	173,125	0	173,125
Landfill Reserve	468,981	0	(218,000)	250,981	(150,000)	100,981
Community & Recreation Reserve	371,418	0	(250,000)	121,418	(100,000)	21,418
Environmental Improvement Reserve	357,726	0	(300,000)	57,726	0	57,726
IT and Communications Reserve	89,654	0	(80,000)	9,654	0	9,654
Aerodrome Reserve	158,000	0	(40,000)	118,000	(100,000)	18,000
Road Reserve	333,857	0	(118,499)	215,358	0	215,358
Infrastructure Renewal Reserve	643,861	188,281	(576,724)	255,418	(100,000)	155,418
	3,267,089	305,684	(1,664,132)	1,908,641	(750,000)	1,158,641

In the event of the \$750,000 not being fully required for COVID-19 any balance of funds will be transferred back into the infrastructure renewal account.

At the time of writing this report, 20th April 2020, the Cash and Investments was estimated at

- Cash at Bank \$929,648
- Reserves \$2,470,250

The advertising period for borrowing funds and reuse of reserves closes on 30th April 2020. As of the date of drafting this report one submission had been received for borrowing funds and one submission received for reuse of reserve funds.

Further to Council's consideration of reuse of reserve funds and borrowing funds, consideration will be given by staff to the possibility of accessing the overdraft facility of \$500,000 if required up until the 31st August 2020.

Given recent changes to regulations a report is being presented to the April Council meeting for Council to consider refinancing Loan 115 for 10 years. In doing so it will be consistent with the terms and conditions for Loan 114 Kambalda Aquatic Facilities and significantly free up in excess of \$400,000 in cashflow for the 2020/21 Financial Year. Consequently, this will assist the Shire staff in managing cashflow due to Covid-19. The estimated annual cost for Loan 115 would be \$72,000 per annum.

Attachments:

1. Quarterly Presentation - Mar 20 Final [11.1.3.1 - 50 pages]

Consultation:

Finance Consultant
Senior Staff

Statutory Environment:

Nil

Policy Implications:

Nil

Financial Implications:

Nil in regards to the recommendation of this report.

Strategic Implications:**Accountable and Effective Leaders**

Demonstrating sound financial management and plans for the Shire's long term financial sustainability
Developing strategic partnerships with regional, State and Federal governments
High quality corporate governance, accountability and compliance
Maintain integrated strategic and operational plans

Voting Requirement: Simple Majority

Officer Recommendation:

That Council, receive the Quarterly Report for the Period Ending 31 March 2020.

COUNCIL RESOLUTION: #61/20

Moved: Councillor, T Rathbone

Seconded: Councillor, E Winter

That Council, receive the Quarterly Report for the Period Ending 31 March 2020.

CARRIED ABSOLUTE MAJORITY 6/0

Service Review Report

► March Quarter 2020

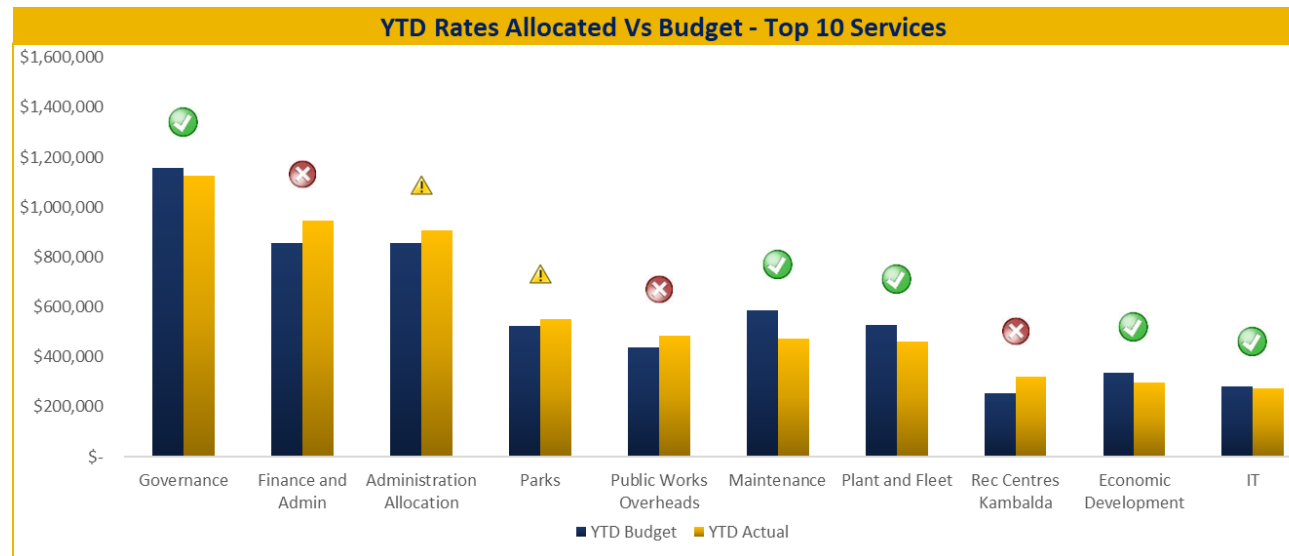


Summary Slide

Summary Points

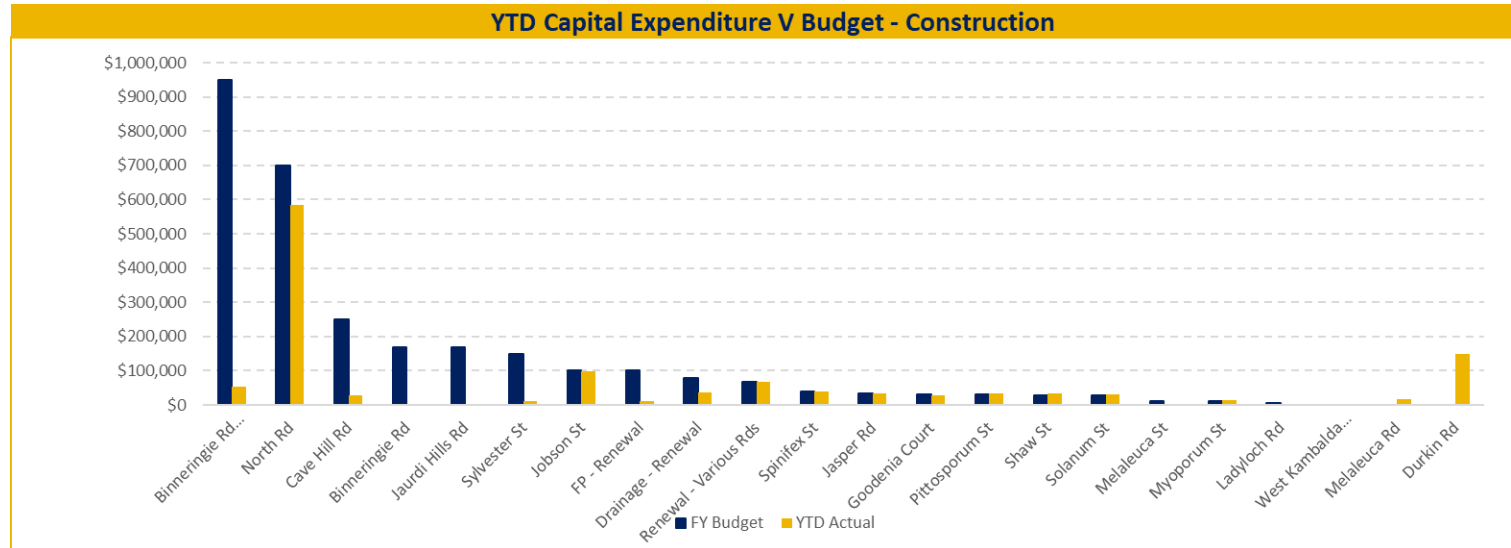
- ▶ The financial position of the Shire continues to remain strong at the end of March 2020 with \$3.9 million in unrestricted cash and reserves
- ▶ Expect to receive grant funding for roadworks, truck stop and Kambalda Pool in over the next 3 month estimated at \$650,000
- ▶ Overall service areas tracking on budget or slightly under
- ▶ Significant impact on some areas will occur during next quarter due to Covid-19
- ▶ Efficiency dividend of 2% is on track as at end of March 2020. This is not expected to continue in the next quarter due to increased costs as a result of Covid-19

Top 10 Services



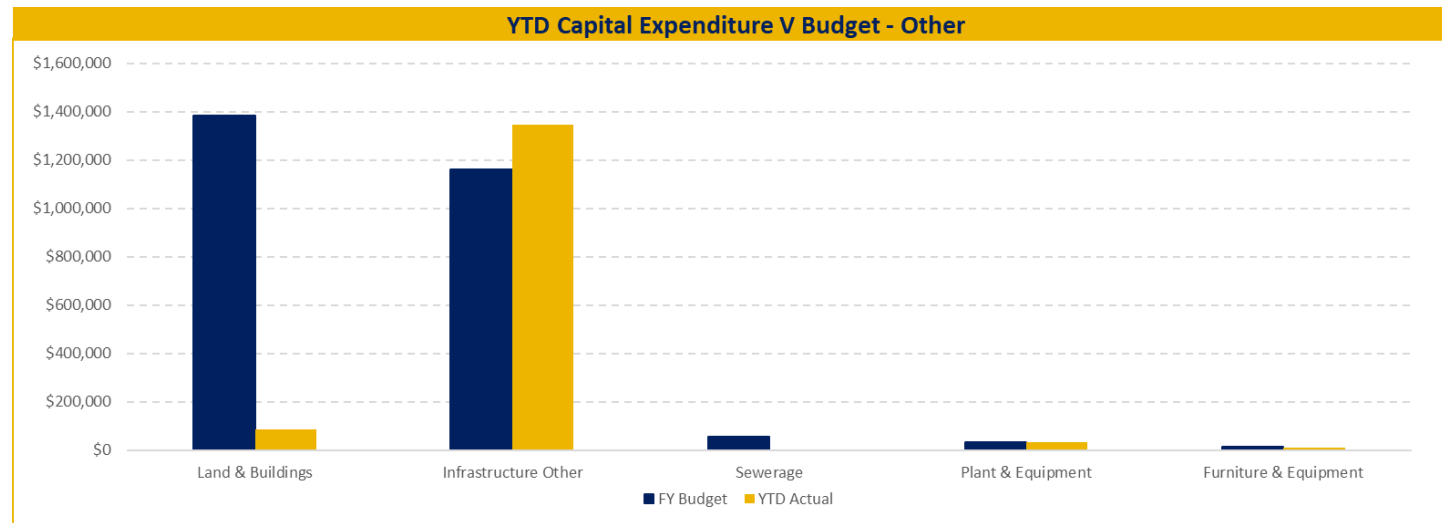
- ▶ Rates allocated is expenditure minus any income generated by the service
- ▶ All services tracking well for the 9 month period
- ▶ Any variances have been explained and detailed

Capital Expenditure - Construction



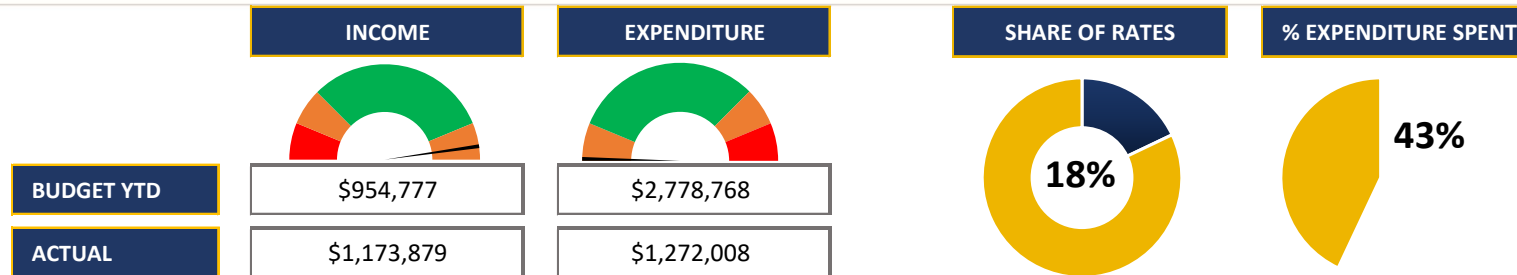
- ▶ Sylvester St project on hold for further investigation
- ▶ Durkin Rd R2R project is complete. Financials should be investigated to determine correct allocation
- ▶ Intersection work on Binmeringie Road has been cancelled
- ▶ North Road renewal was completed under budget

Capital Expenditure – Other

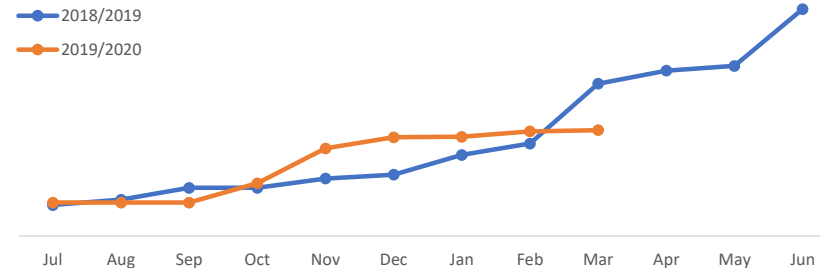


- ▶ **Kambalda Aquatic Facility at period end was \$3.7 million in actual expenditure compared to original budget shown above of \$3.5 million. This was amended at budget review.**
- ▶ **At 30th March 2020 expenditure in Coolgardie Truck Stop, Kambalda Transfer Station and Coolgardie Refuse Site under budget**
- ▶ **Land and buildings significantly under budget due to Coolgardie Community Hub, Montana Units and Primary Health Building not commenced**

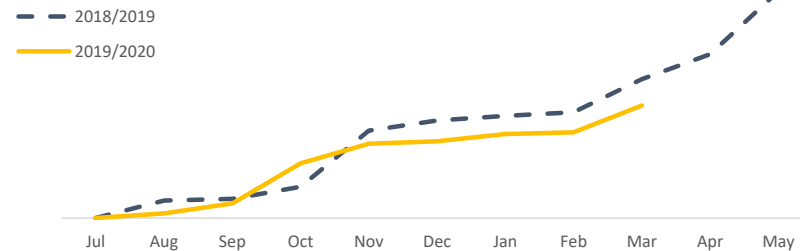
Road Construction



YTD Income Year on Year



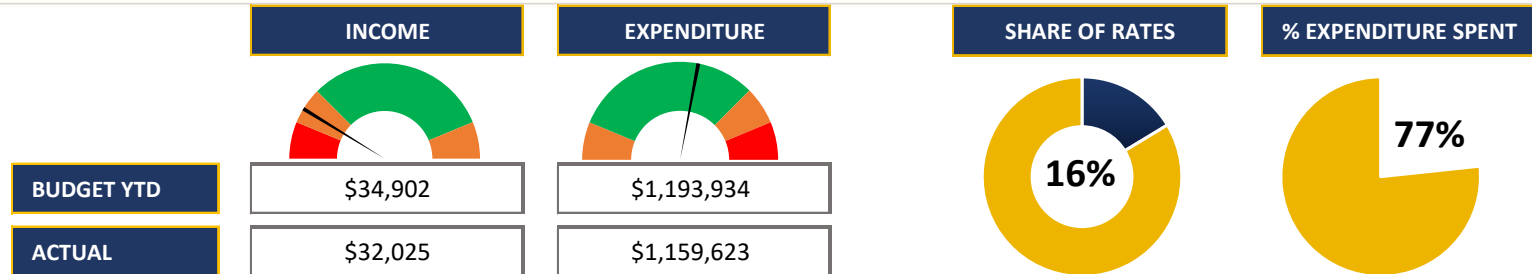
YTD Expenditure Year on Year



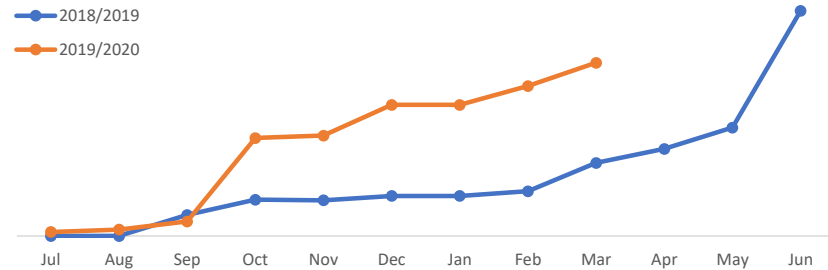
Manager's commentary

- ▶ Income variation is a result of re-allocation of grant funding.
- ▶ COVID 19 and staffing issues have impacted on reduced staffing numbers being available.
- ▶ All R2R bitumen work is now complete. RRG funding is fully expended except for \$165k on Jaurdi Hills gravel re-sheeting works.

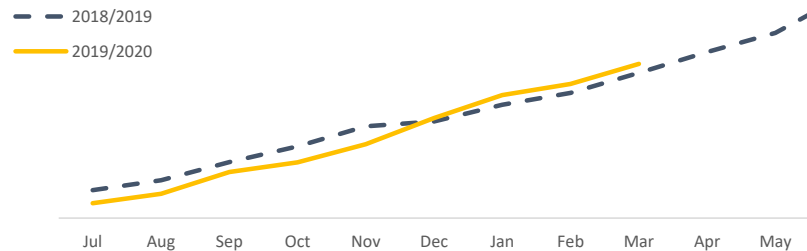
Governance



YTD Income Year on Year



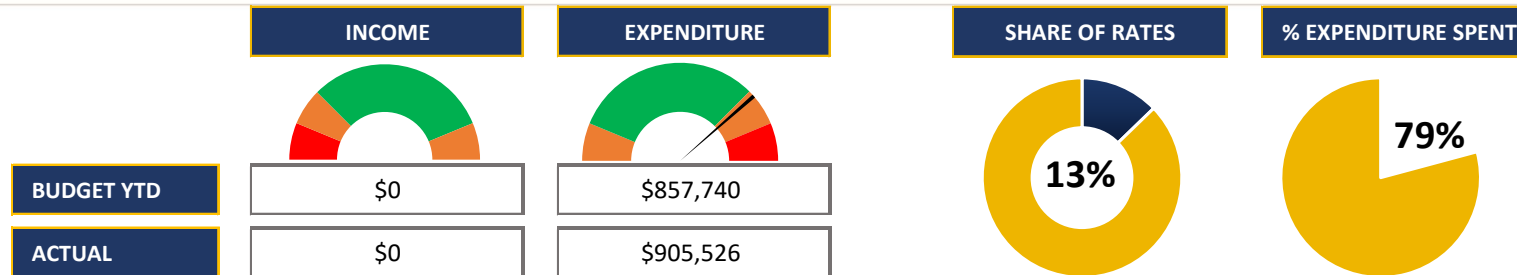
YTD Expenditure Year on Year



Manager's commentary

- ▶ Governance expenditure is on track for this period

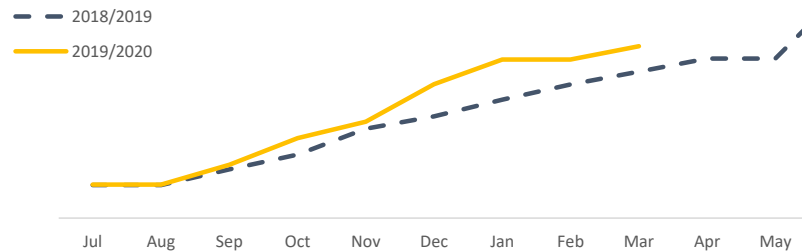
Administration Allocation



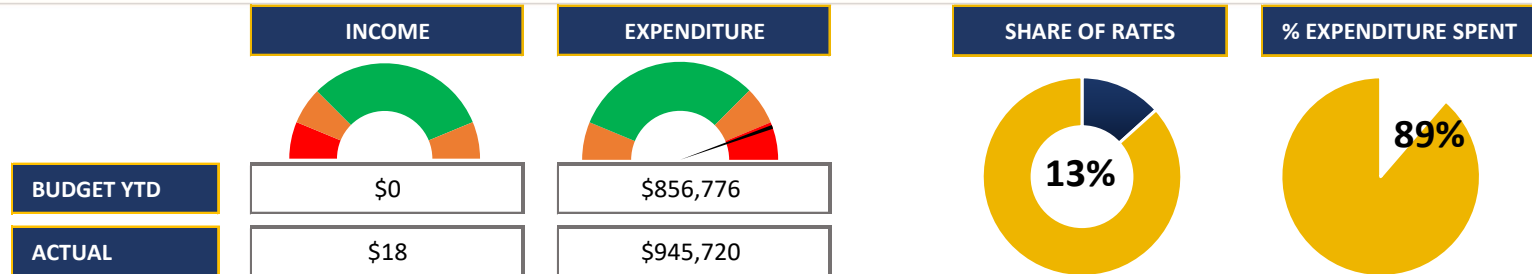
Manager's commentary

- Admin allocation is over budget due to the budget profiling of insurance expenses. Other expenditure is on track

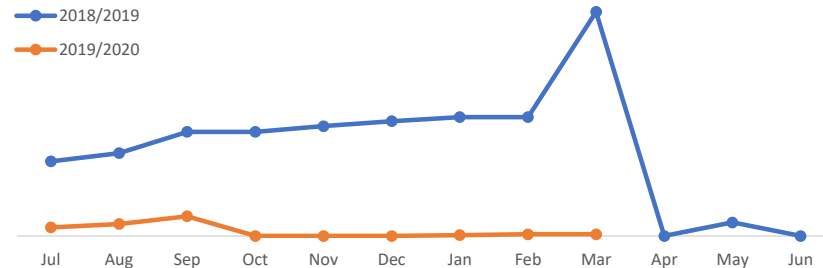
YTD Expenditure Year on Year



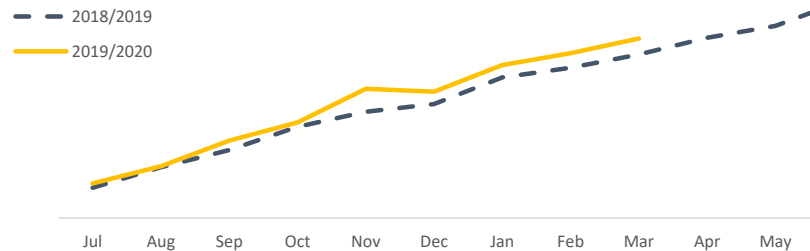
Finance and Admin



YTD Income Year on Year



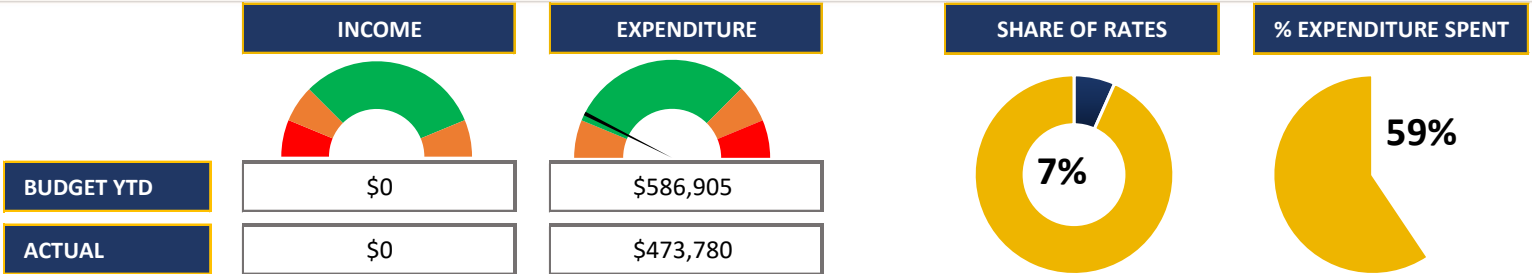
YTD Expenditure Year on Year



Manager's commentary

- ▶ Covid -19 Cash flow in-control for the time being . Withdrew \$526,560 from ANZ Reserve to aid the Cashflow.
- ▶ Contract Services – Purchase Order being raised for LG Corporate (Martin Whitely) for \$50,0000
- ▶ Cost of operations – A little over the budget due to some stationary orders and Meeting expenses (as all the credit card transactions for Meetings and related charges are allocated to A0488)

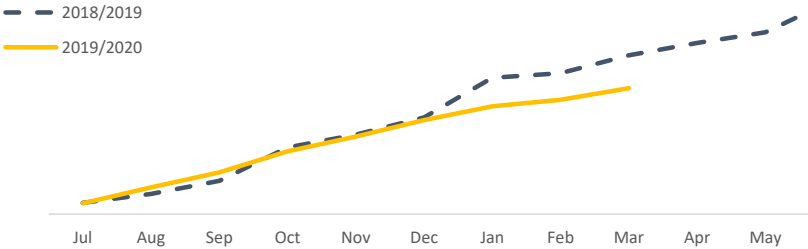
Maintenance



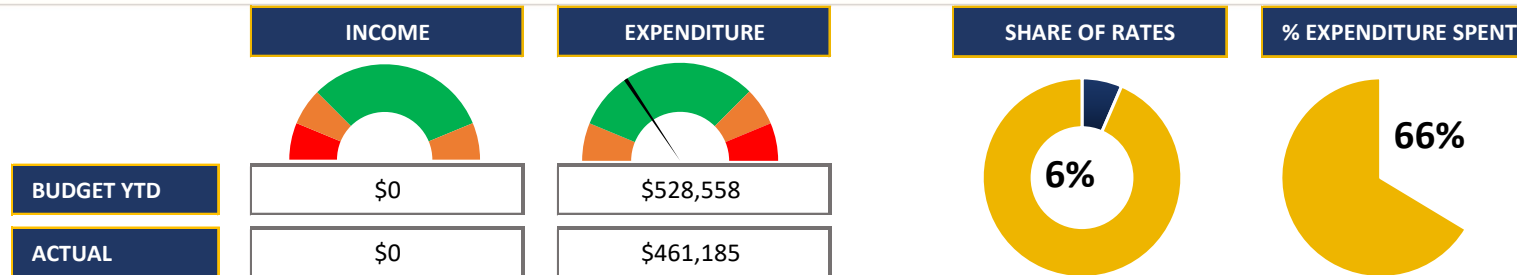
Manager's commentary

- ▶ Budget tracking well. Reduced staffing numbers (COVID 19, annual leave, staffing issues) have resulted in a small reduction in service levels this quarter.

YTD Expenditure Year on Year



Plant and Fleet



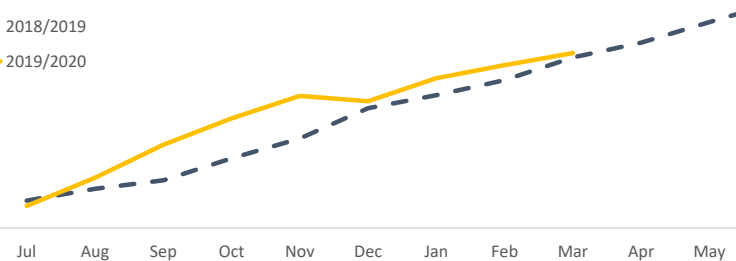
YTD Income Year on Year

— 2018/2019



YTD Expenditure Year on Year

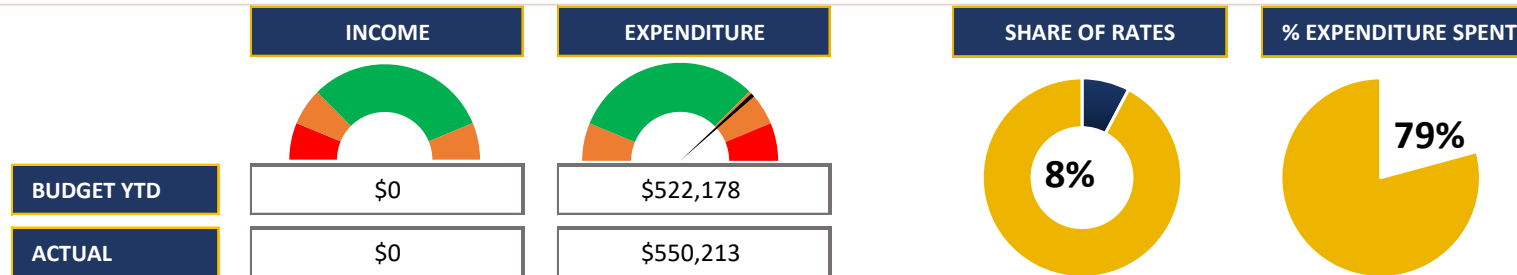
— 2018/2019
— 2019/2020



Manager's commentary

- ▶ Increased level of repair and maintenance - from December/January bush fire activity.
- ▶ Reduced staffing numbers (COVID 19, annual leave, staff resigning) have resulted in a small reduction in service levels.

Parks



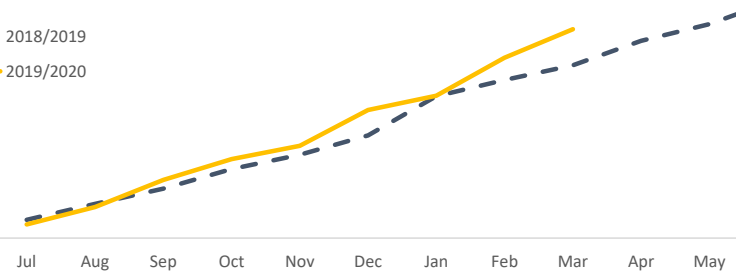
YTD Income Year on Year

— 2018/2019
— 2019/2020



YTD Expenditure Year on Year

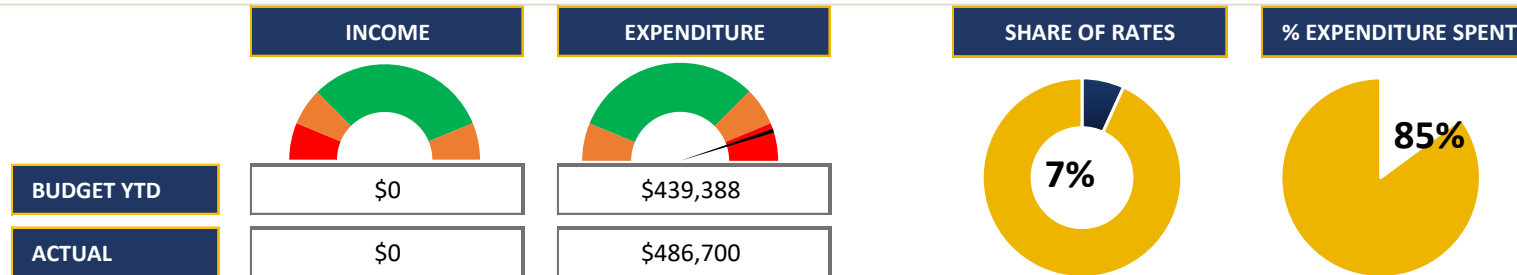
— 2018/2019
— 2019/2020



Manager's commentary

- Increased expenses are associated with lawns being re-established (Rymer Park), new lawn at West Kambalda Oval, excessive water bill and retic issues. It is expected that budget will be fully expended by EOFY.

Public Works Overheads



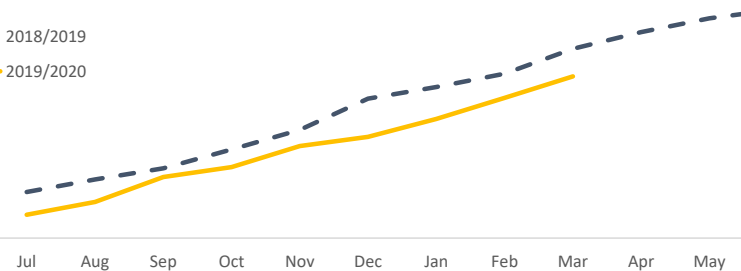
YTD Income Year on Year

— 2018/2019



YTD Expenditure Year on Year

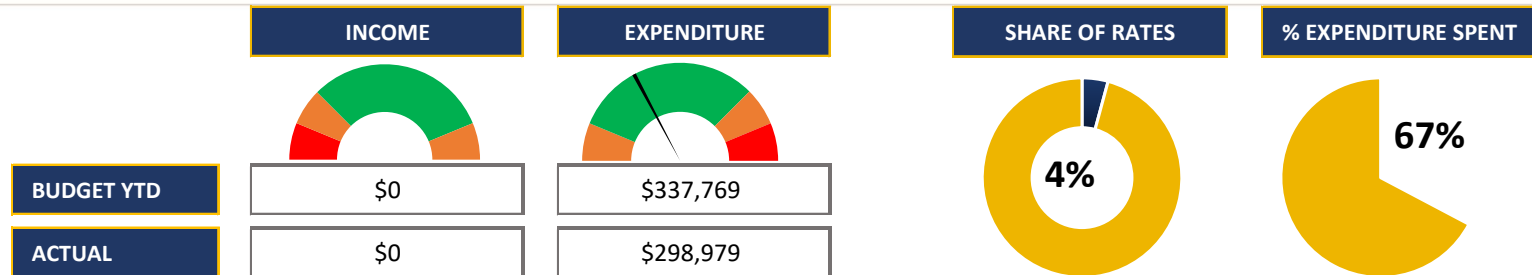
— 2018/2019
— 2019/2020



Manager's commentary

- ▶ 40% allocation for Director of Operations and his Executive Assistant salaries
- ▶ Additional costs allocated for the Manager Technical Services to appear in 4th quarter
- ▶ Additional allocation of \$180,000 was made in the budget review to provide for the restructure
- ▶ Outside staff overhead rates have been increased to ensure additional costs are allocated to works programs

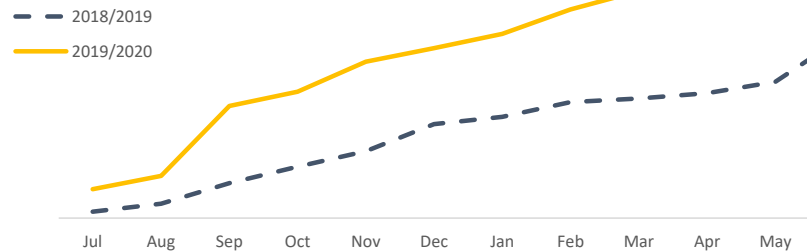
Economic Development



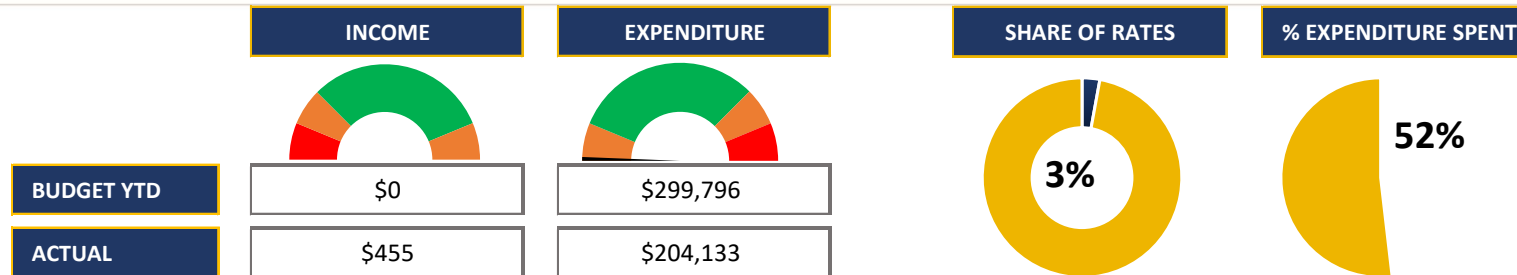
Manager's commentary

- ▶ Expenditure on track
- ▶ Telethon Preliminary Event Planning (unbudgeted)
- ▶ Increased IT assistance service hours for staff training for website
- ▶ \$100,000 Regional Economic Development Grant secured for Coolgardie Post Office Complex
- ▶ \$25,000 Goldfields St Ives secured for Meals on Wheels
- ▶ Additional allocation of \$60,000 was made in the budget review for enhanced communication and community development activities

YTD Expenditure Year on Year



Pools Kambalda



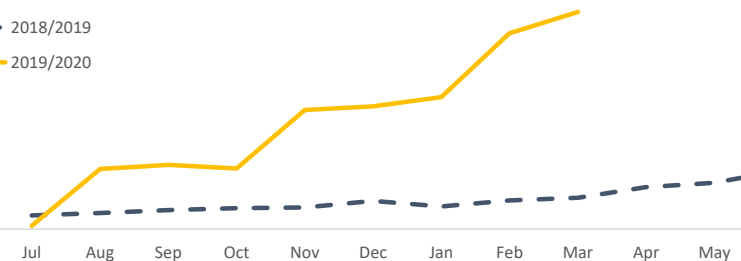
YTD Income Year on Year

— 2018/2019
— 2019/2020



YTD Expenditure Year on Year

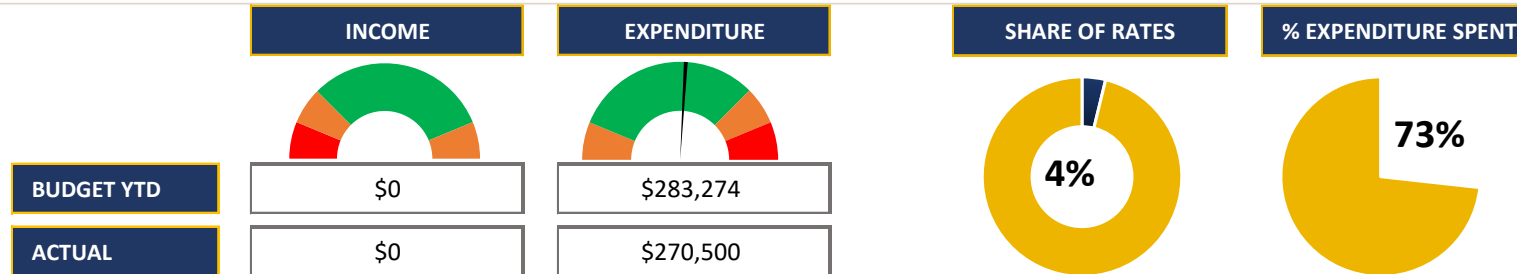
— 2018/2019
— 2019/2020



Manager's commentary

- ▶ Income – Pool under renovation
- ▶ Expenses – Full time Manager wages to pool, Pool vacuum serviced, replacement bathroom dispensers to be fitted, cleaning supplies and pool chemicals ordered, signage upgrade with new Shire logo, preparing pool for opening, minor maintenance and repairs

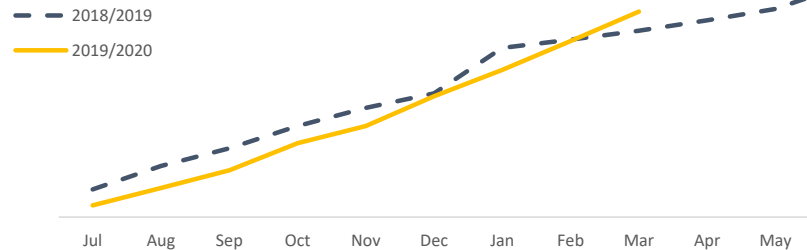
Verges



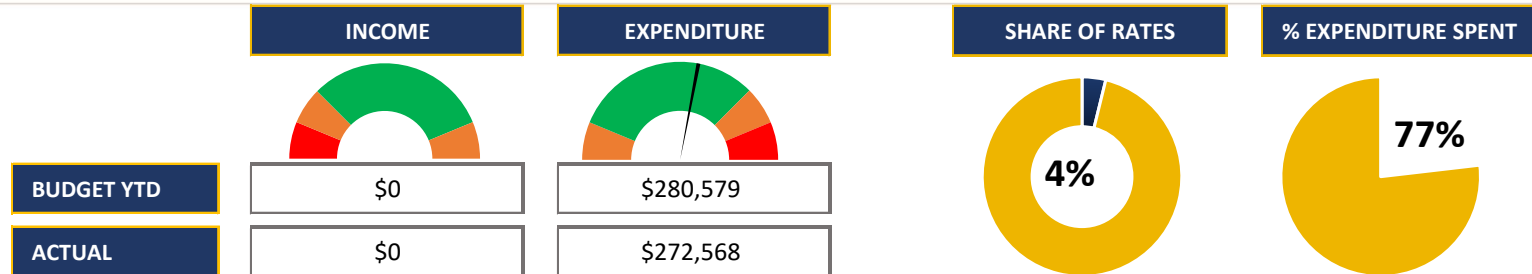
Manager's commentary

- ▶ Budget tracking well. Accounts – “East & West Verges” are good, “Coolgardie Verges” may be slightly over budget towards EOFY due increased verge maintenance.

YTD Expenditure Year on Year



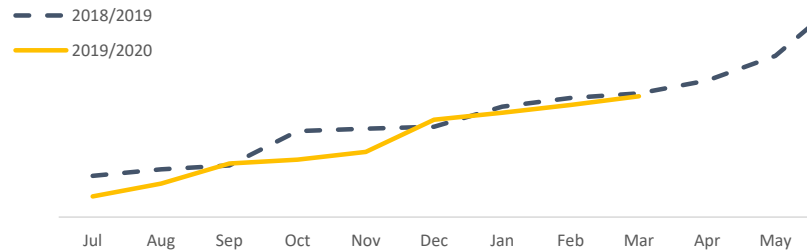
IT



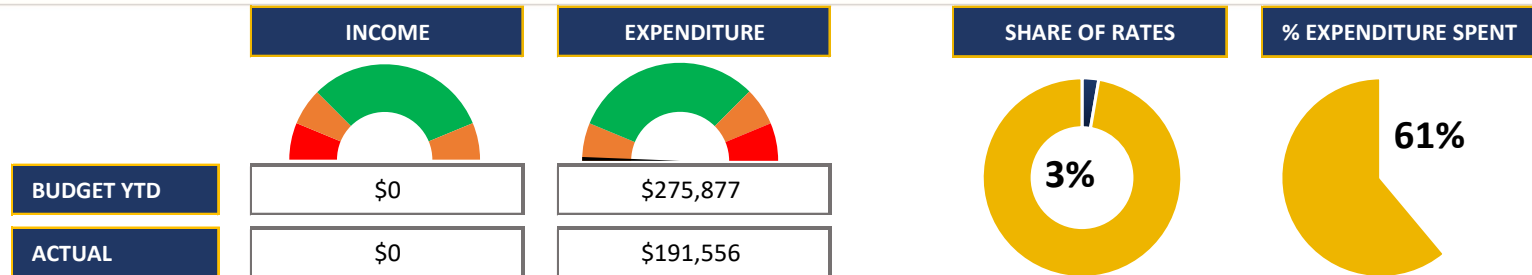
Manager's commentary

- ▶ Expenditure on track
- ▶ Replaced 13 computer terminals
- ▶ Upgraded Microsoft software on all terminals throughout the organisation
- ▶ Blizz and Zoom subscriptions (unbudgeted)
- ▶ Payment instalments for smartboards will be invoiced next Quarter

YTD Expenditure Year on Year



Medical Services



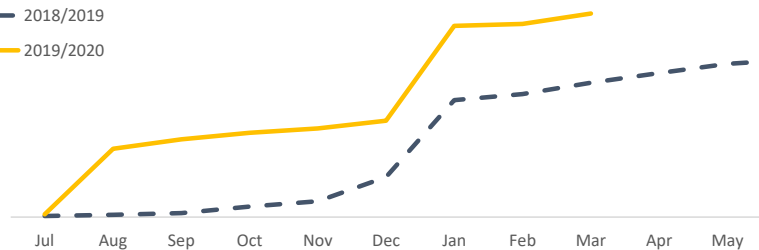
YTD Income Year on Year

— 2019/2020



YTD Expenditure Year on Year

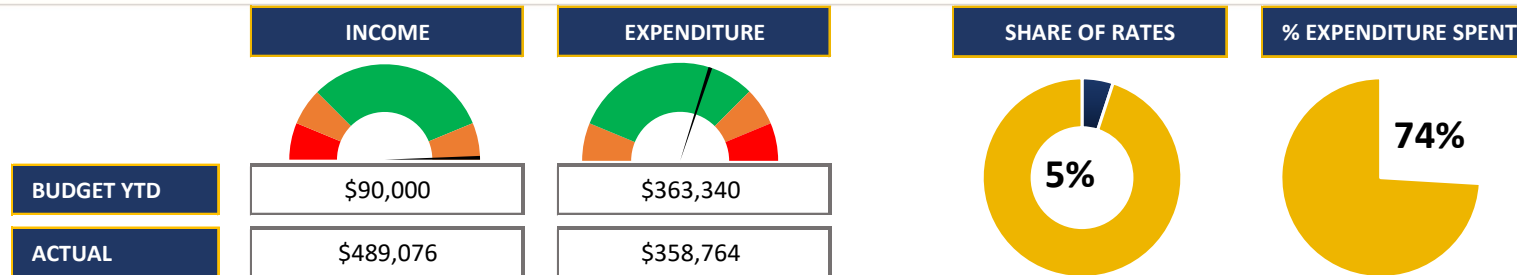
— 2018/2019
— 2019/2020



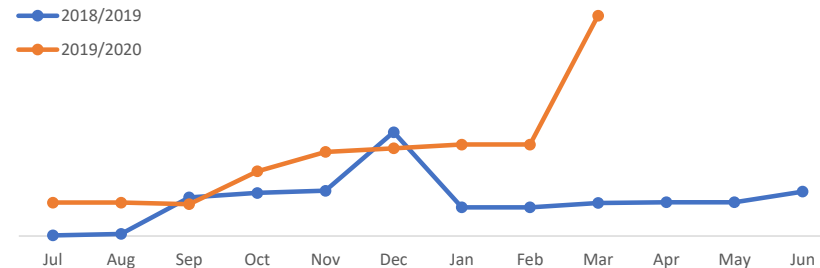
Manager's commentary

- ▶ Awaiting final invoice from St John for FY expenditure. A further payment of \$75,000 is due in accordance with agreement with St John

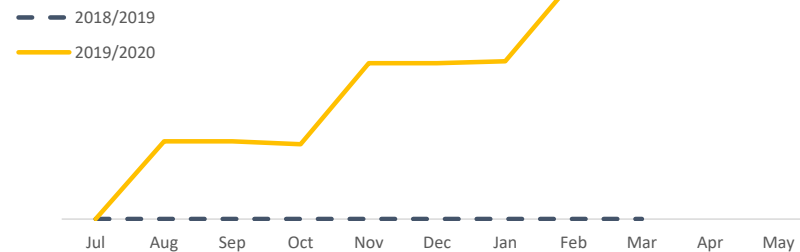
Haulage Campaign



YTD Income Year on Year



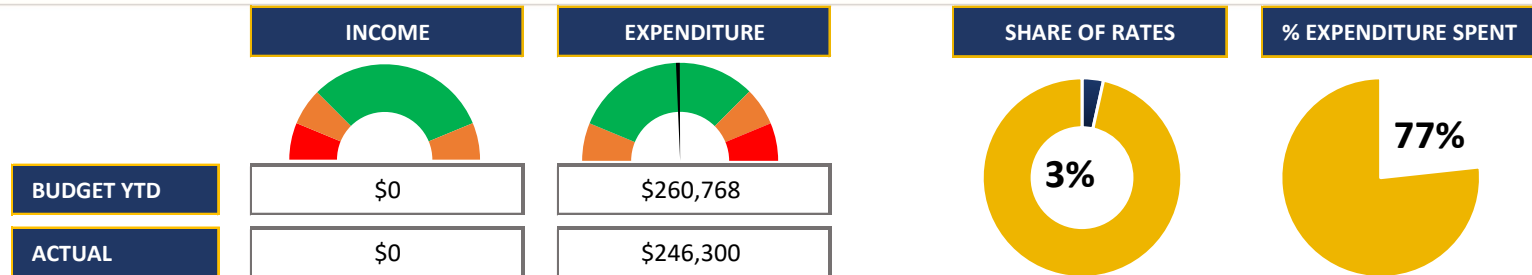
YTD Expenditure Year on Year



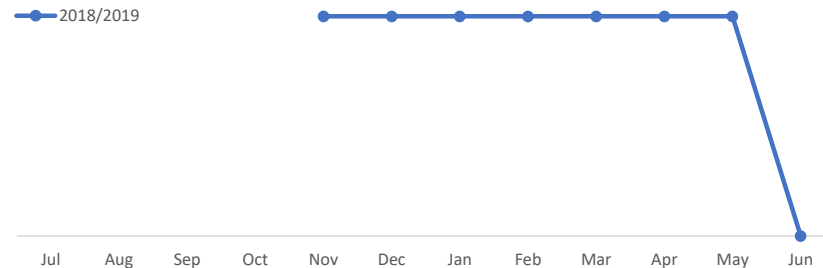
Manager's commentary

- Income – derived from applications for haulage campaigns utilising Shire network roads. There were no new campaigns in January/February & 2 applications for March.

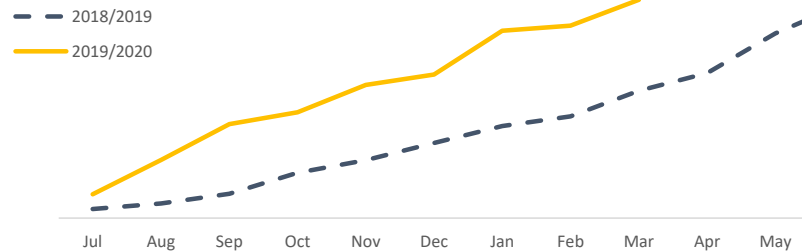
Human Resources



YTD Income Year on Year

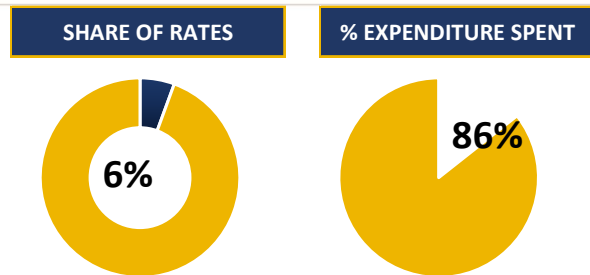
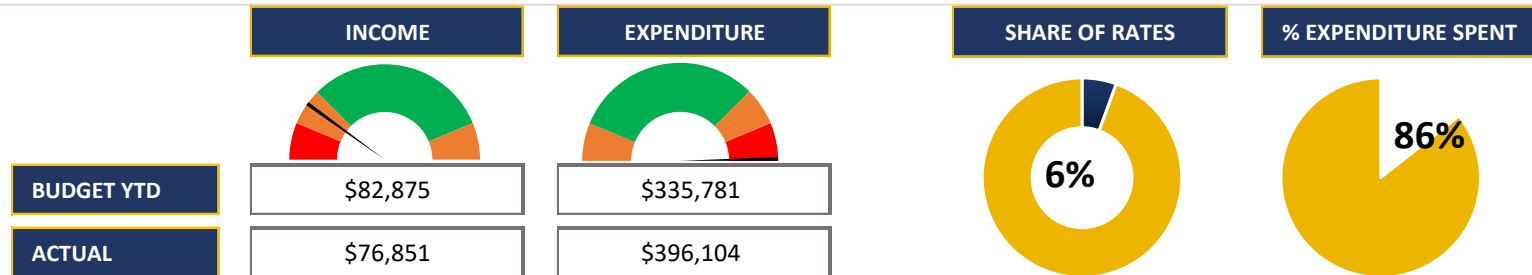


YTD Expenditure Year on Year

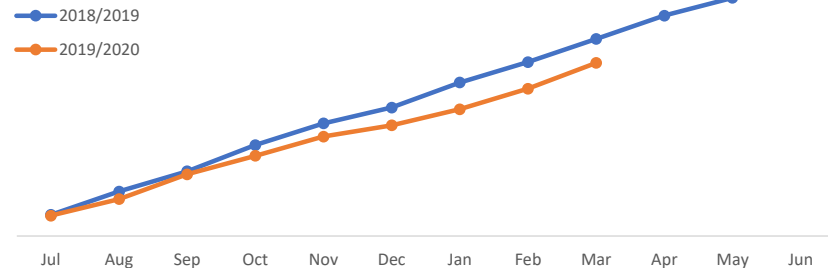


- ▶ **Managers Commentary**
- ▶ Some areas of Human Resources were underspent and therefore have created a savings of approximately \$25,000. This was actioned as part of the budget review.
- ▶ Staff and contractors will continue to work on the implementation of the OSH manual.

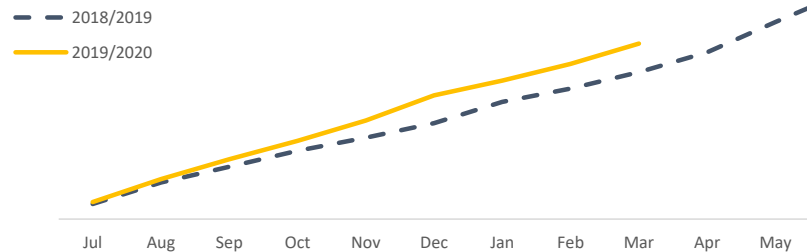
Rec Centres Kambalda



YTD Income Year on Year



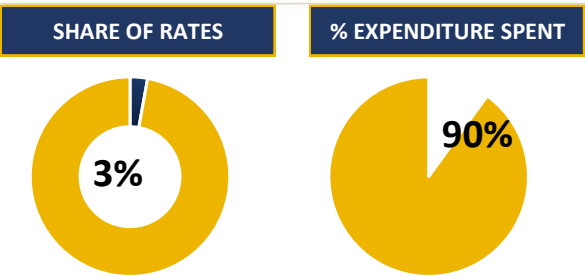
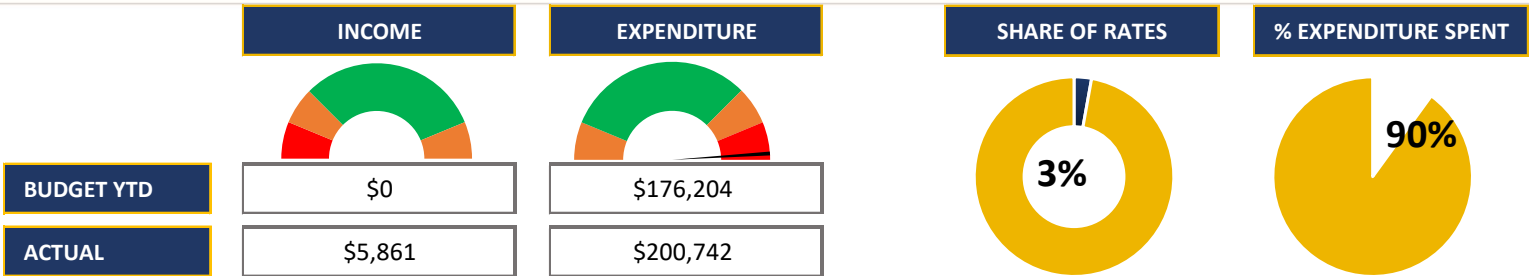
YTD Expenditure Year on Year



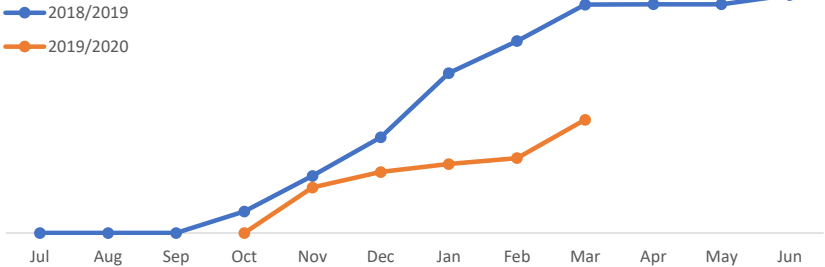
Manager's commentary

- ▶ Expenditure budget is showing over but for this quarter is on track with minimal costs being spent.
- ▶ February had many functions bookings that provided income but March bookings had to be cancelled for health precautions (COVID19)

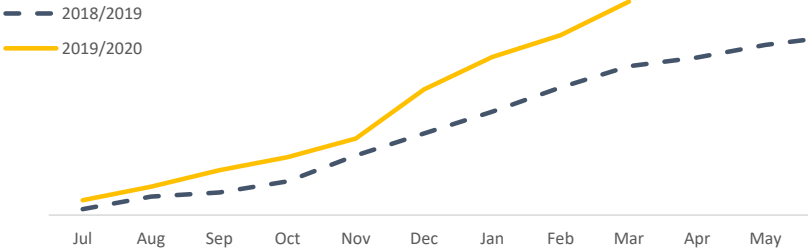
Pools Coolgardie



YTD Income Year on Year



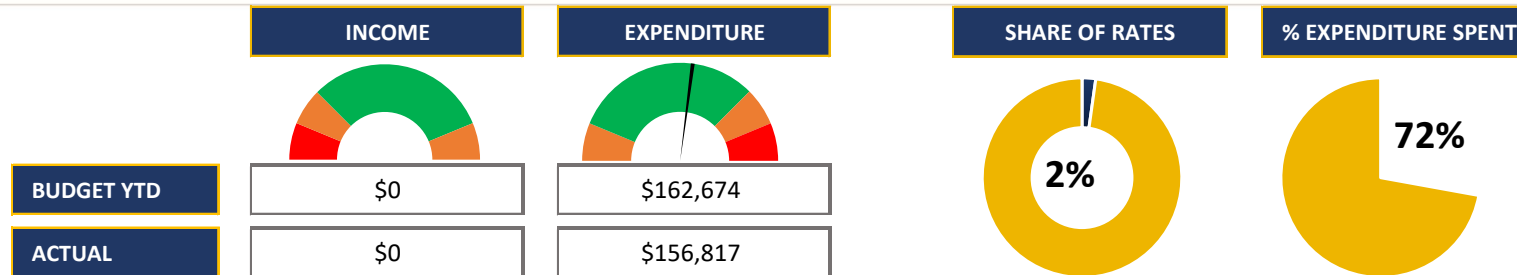
YTD Expenditure Year on Year



Manager’s commentary

- ▶ Income – kiosk small sales drinks, icy poles, nappies and goggles
- ▶ Expenses – additional staffing required doe to school swimming lessons and bookings, contract Pool Operator and FT Manager, pool plant services on track, repairs and maintenance ongoing, repairs to old electrical infrastructure, pool chemical supplies ordered, signage upgraded with new Shire logo, large journal for contractor wages, small journal for Telstra charge and gas hire

Depots and Street Lighting



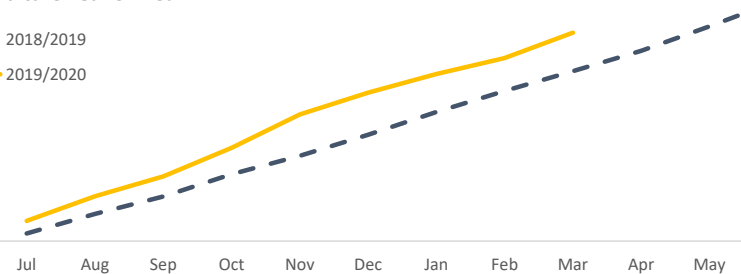
YTD Income Year on Year

— 2018/2019



YTD Expenditure Year on Year

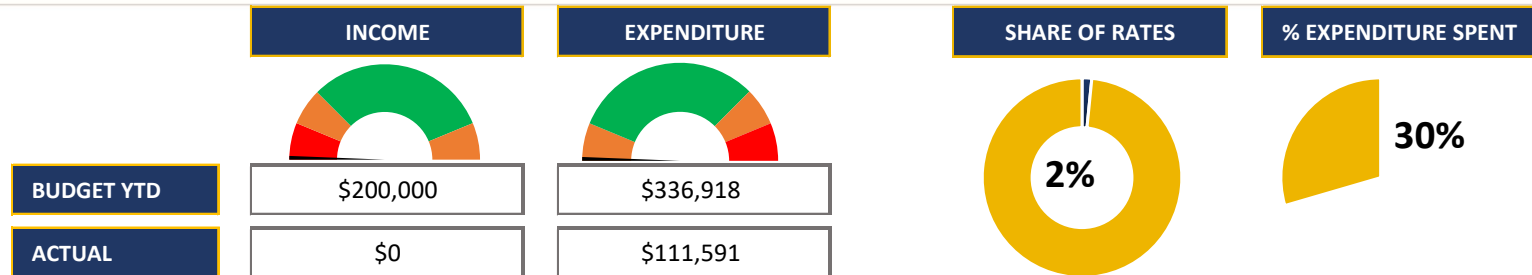
— 2018/2019
— 2019/2020



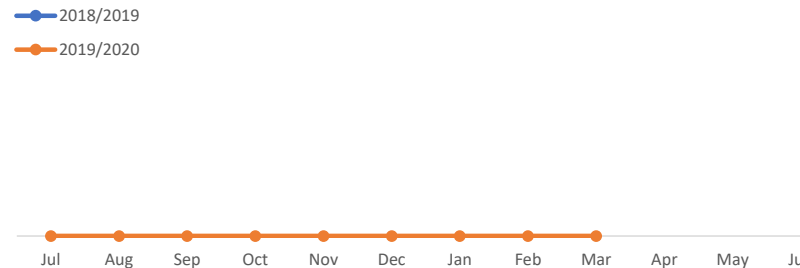
Manager's commentary

- ▶ Street Lighting is a static cost & little to no change is to be expected. It is expected that budget will be fully expended (or close to it) by EOFY.

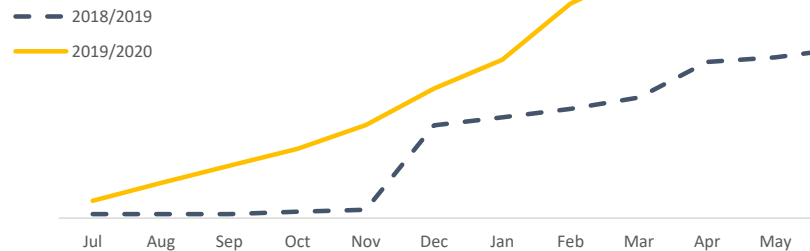
Community Development



YTD Income Year on Year



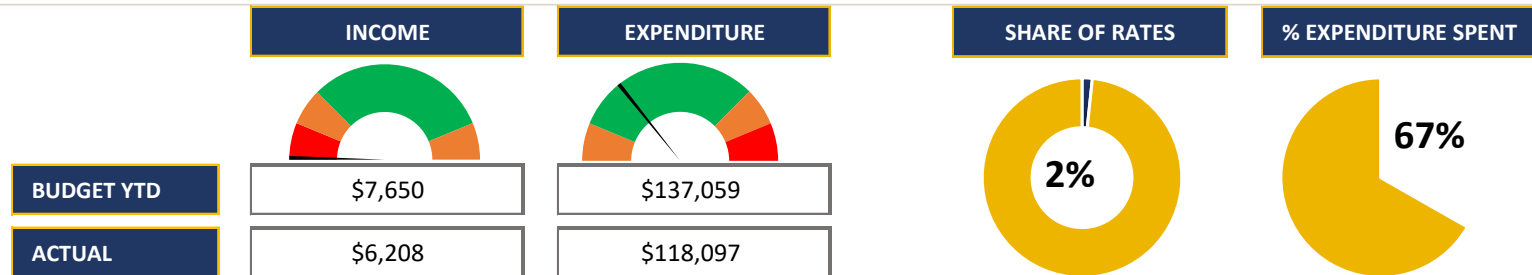
YTD Expenditure Year on Year



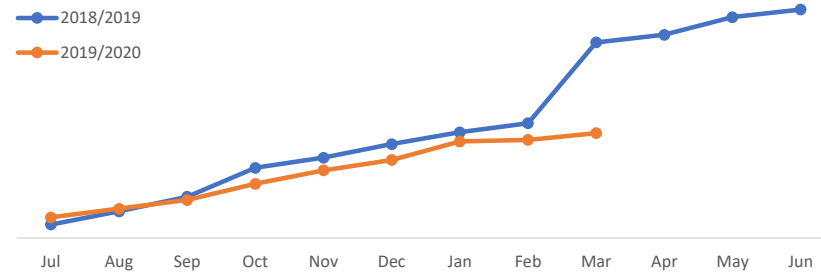
Manager's commentary

- ▶ Community Development GL #1111000 – Payroll for Community Recreation Facility staff and should be reallocated to relevant Managers/Directors (remove from Economic Development)
- ▶ Telethon and Kambalda Aquatic Facility Event Planning - GL#11111090

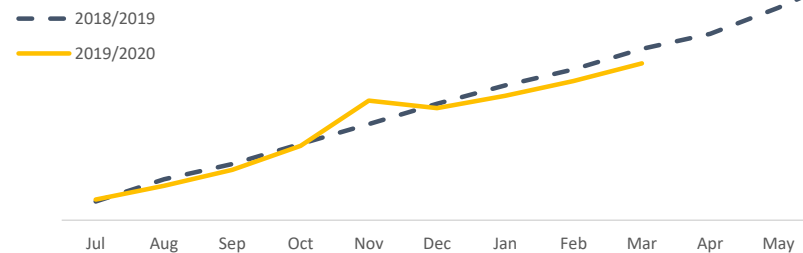
Rec Centres Coolgardie



YTD Income Year on Year



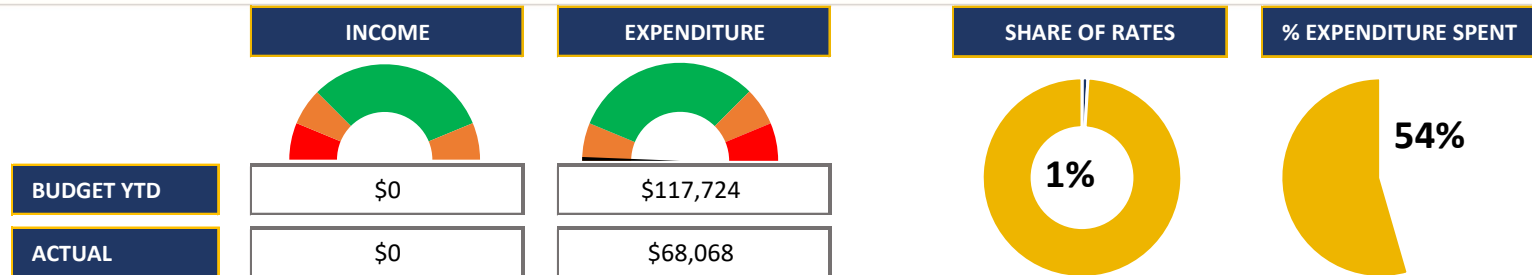
YTD Expenditure Year on Year



Manager's commentary

- ▶ The Coolgardie Community Recreation Centre has been tracking along with its budget.
- ▶ Due to the: Covid-19 closure of the building, virtual program delivery to meet our DPIRD Contract delivery and staff resignation with no further appointment to date and reduced working hours, we will have savings across the board.

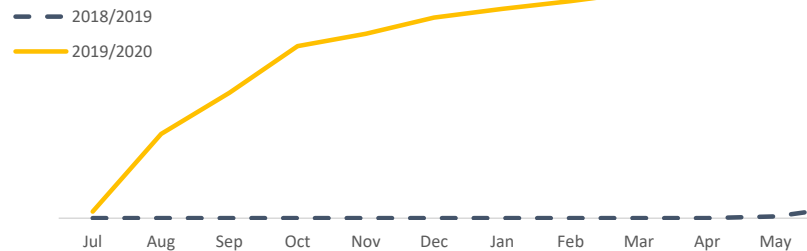
Airports



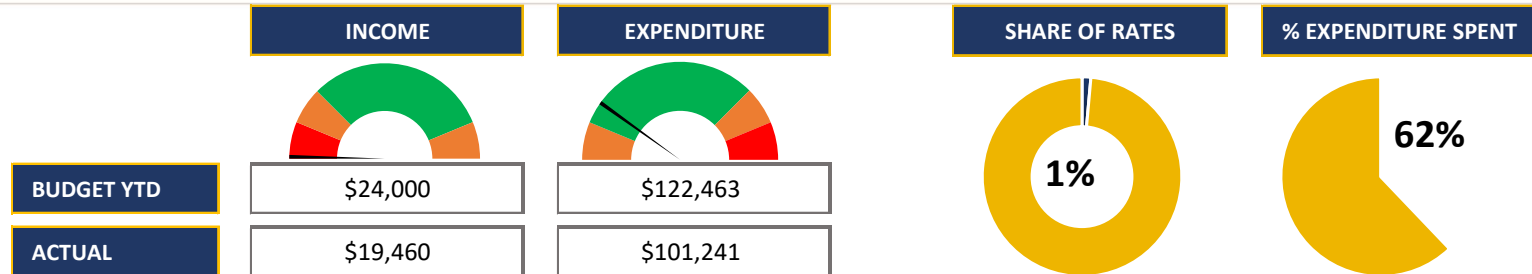
Manager's commentary

- ▶ Airport is on hold due to COVID19 travel restrictions. Spare funds have been transferred to Reserve.

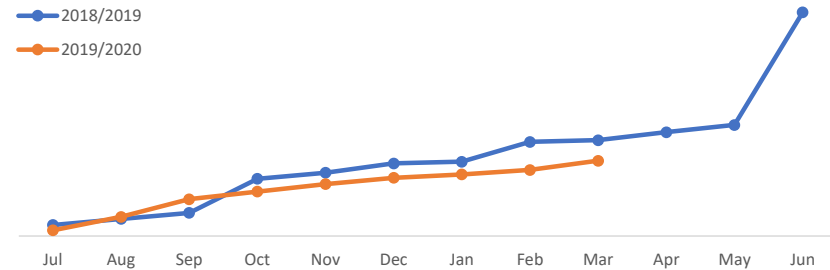
YTD Expenditure Year on Year



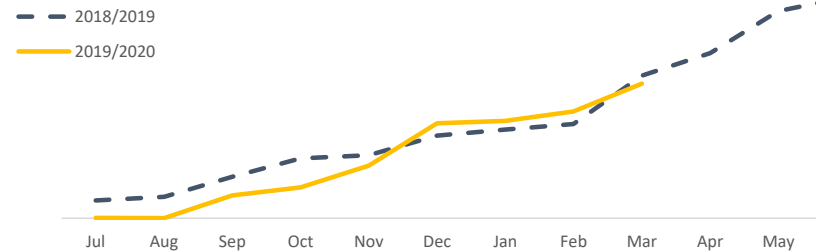
Development Control



YTD Income Year on Year



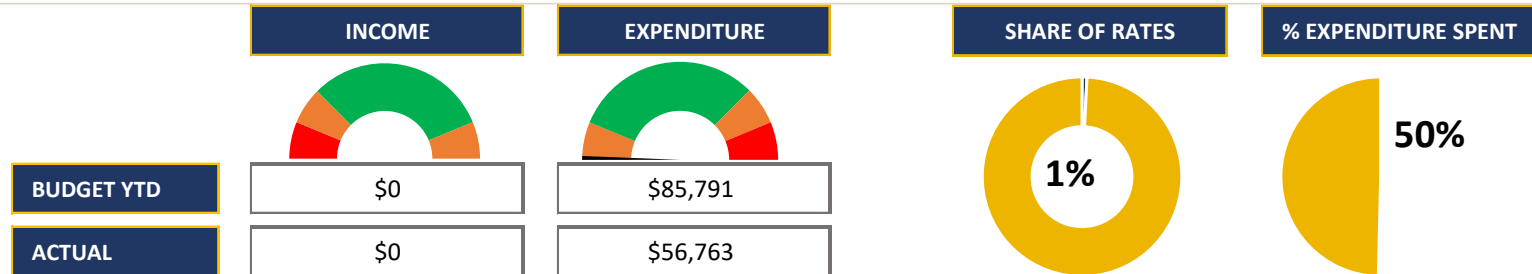
YTD Expenditure Year on Year



Manager's commentary

- ▶ Building income is up and building expenses are down, otherwise budget is tracking within allowable limits
- ▶ Planning & development fees are slightly behind budget forecast.
- ▶ Budget is tracking on a similar trajectory to the previous financial year

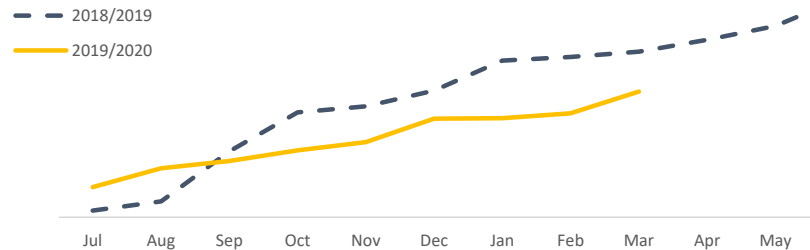
Trees



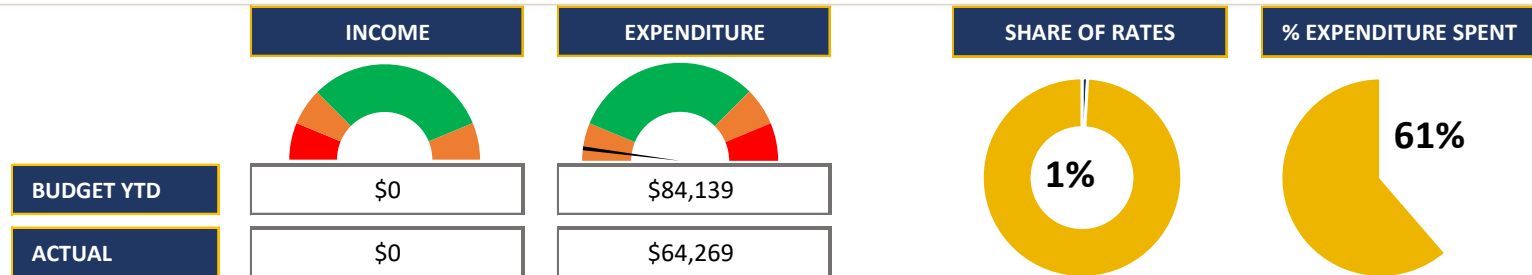
Manager's commentary

- ▶ Western Power tree list is complete. Routine tree maintenance to continue to EOFY. No major weather events occurred this quarter.

YTD Expenditure Year on Year



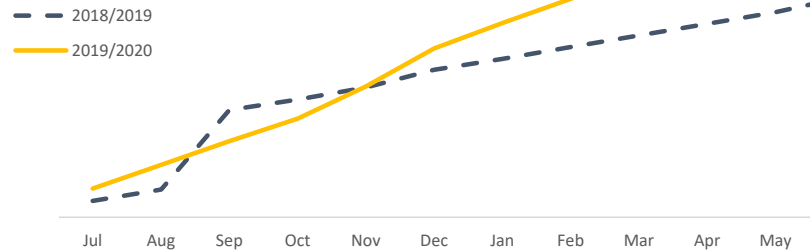
Records



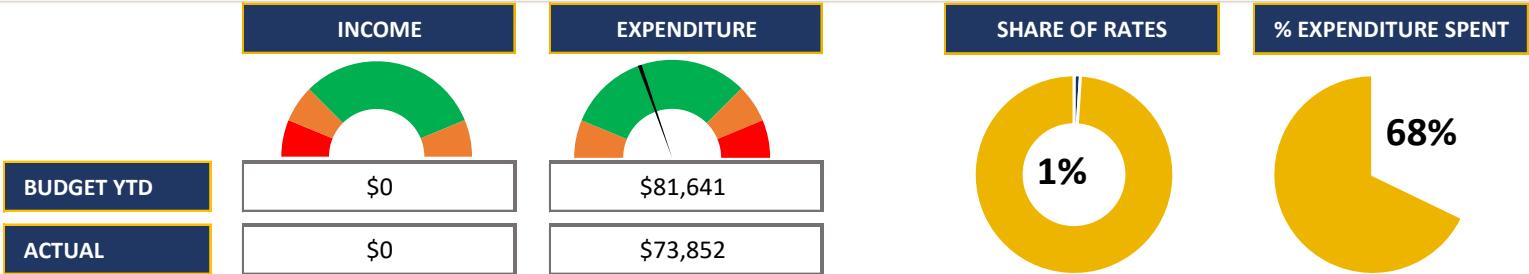
Manager's commentary

- ▶ Records is currently under budget due to a reduction in the hours the facility is being manned and will be reviewed to be inline with any GVROC agreements.

YTD Expenditure Year on Year



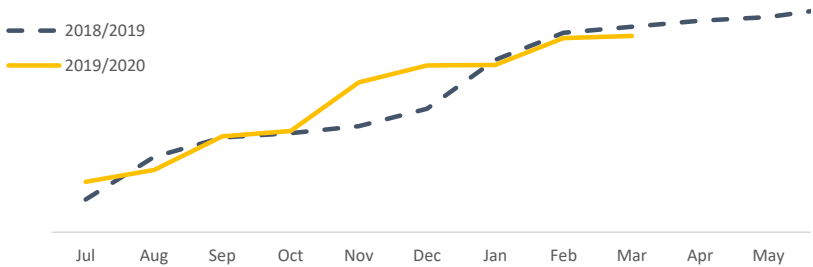
Footpath Maintenance



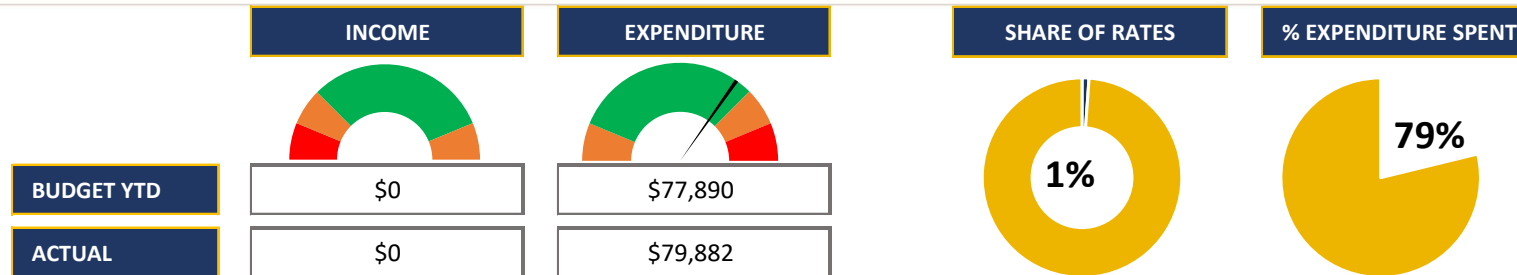
Manager’s commentary

- ▶ Routine footpath maintenance to continue to EOFY. It is expected that budget will be fully expended, or close to it, by EOFY.

YTD Expenditure Year on Year



Law and Order



YTD Income Year on Year

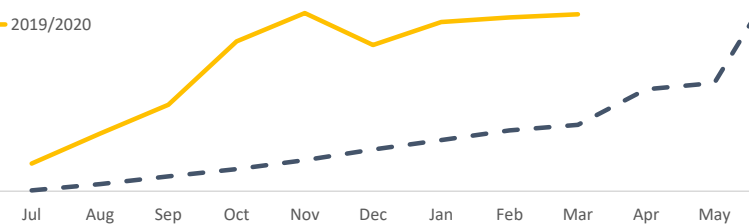
—●— 2018/2019



YTD Expenditure Year on Year

— 2018/2019

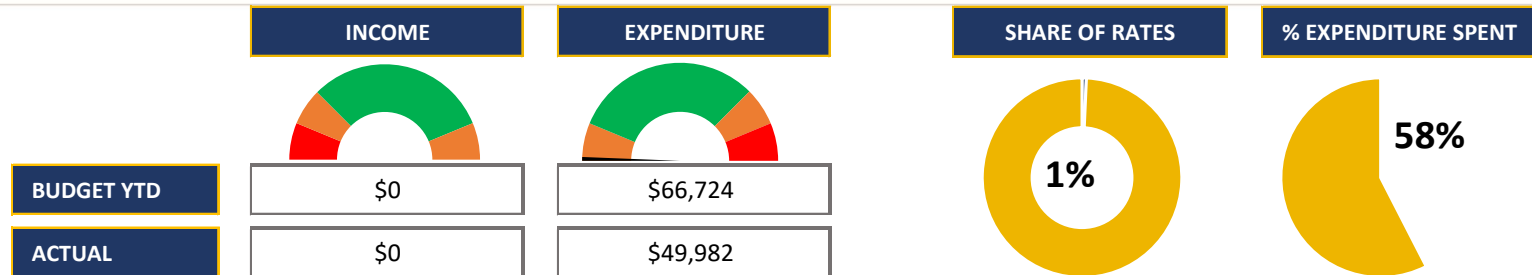
— 2019/2020



Manager's commentary

- ▶ Levelling out to be back on track and in line with Budget.
- ▶ Increase in patrolling in both townsites to be coded to Covid-19.
- ▶ Face to Face education programs have been put on hold due to Covid-19.

Emergency Services

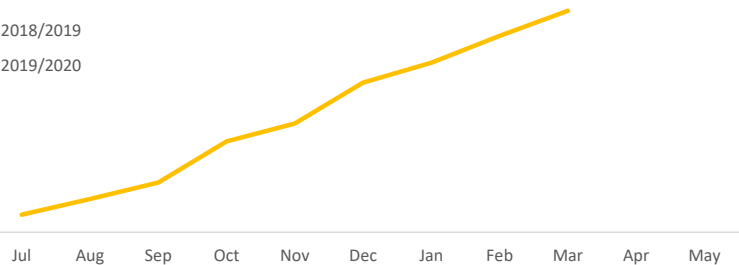


Manager's commentary

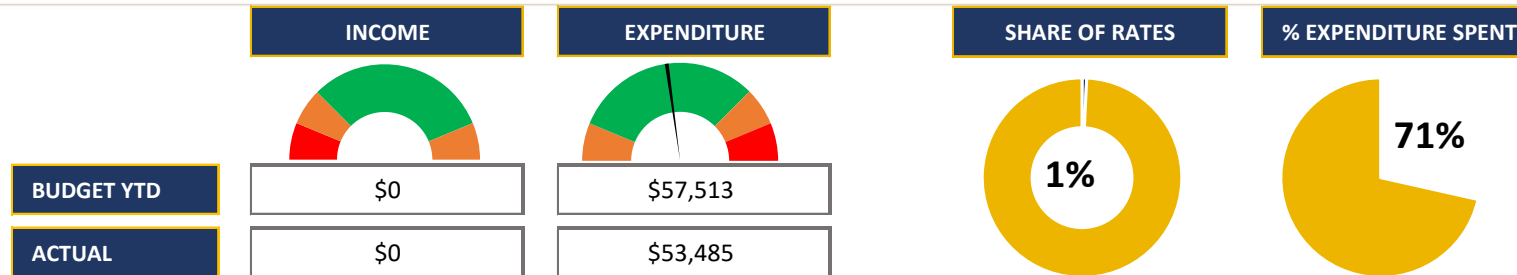
- ▶ Currently under budget will be consumed by wages by the EOFY.
- ▶ COVID19 has not been recorded or coded to this service.

YTD Expenditure Year on Year

— 2018/2019
— 2019/2020



Youth Services

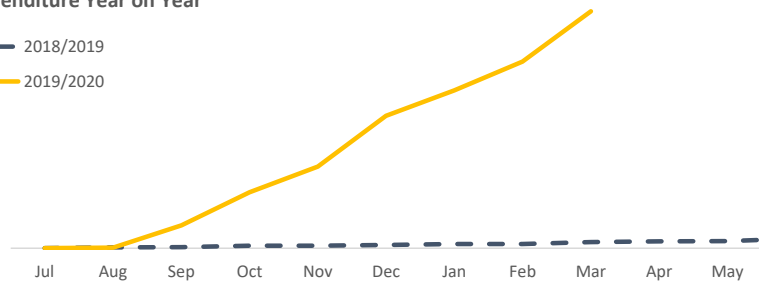


Manager's commentary

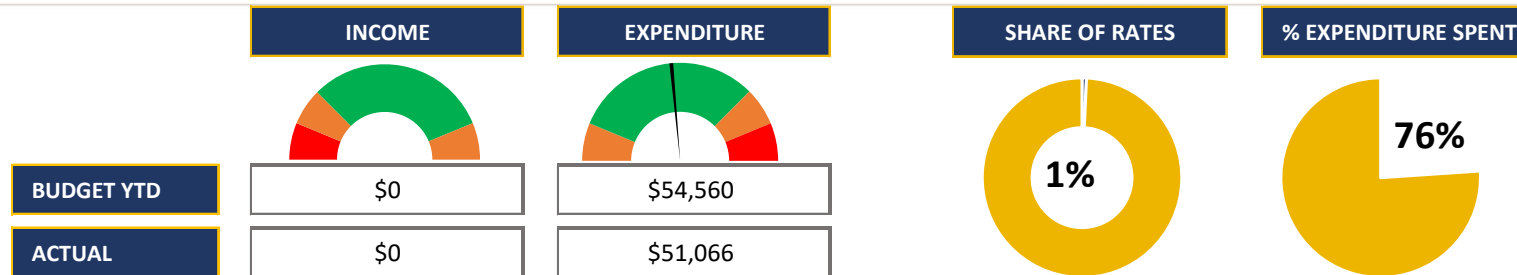
- ▶ Youth services budget is on track with program planning being put in place for the 2020 year.
- ▶ Communication with sporting clubs to build strong relationships and providing funding and support information to them were scheduled.
- ▶ Attended Regional sport development forum.

YTD Expenditure Year on Year

— 2018/2019
— 2019/2020



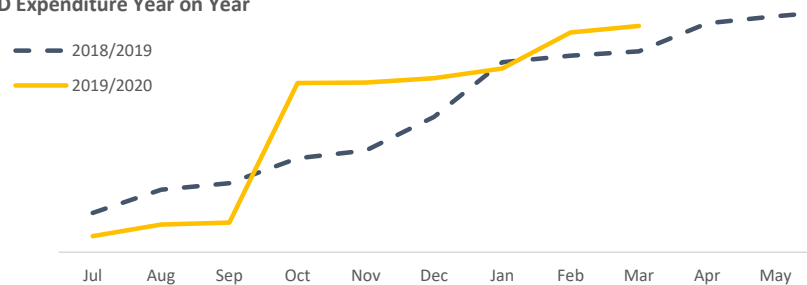
Drainage



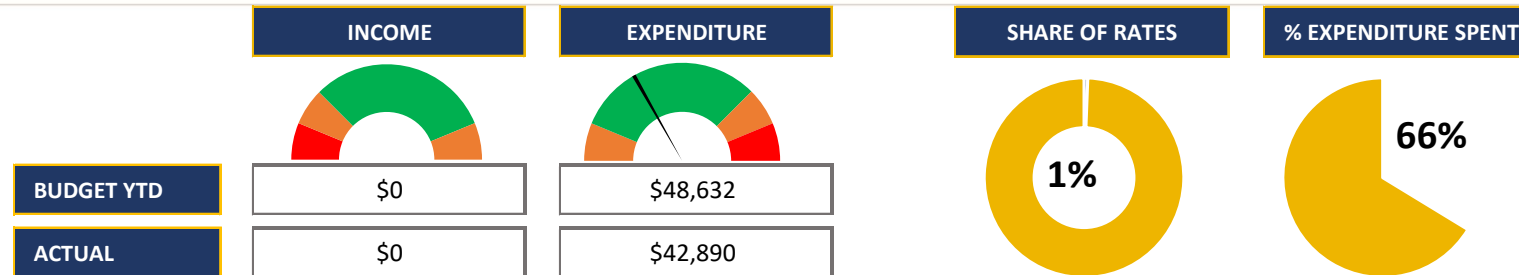
Manager's commentary

- ▶ Budget is performing well with a planned drainage programme due to commence in the next quarter (April). No major weather events occurred this quarter which has contributed to minor savings.

YTD Expenditure Year on Year



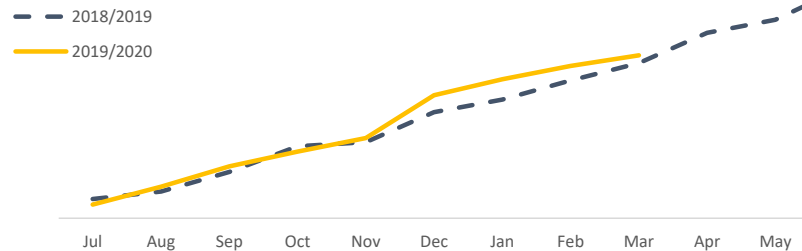
Public Amenities



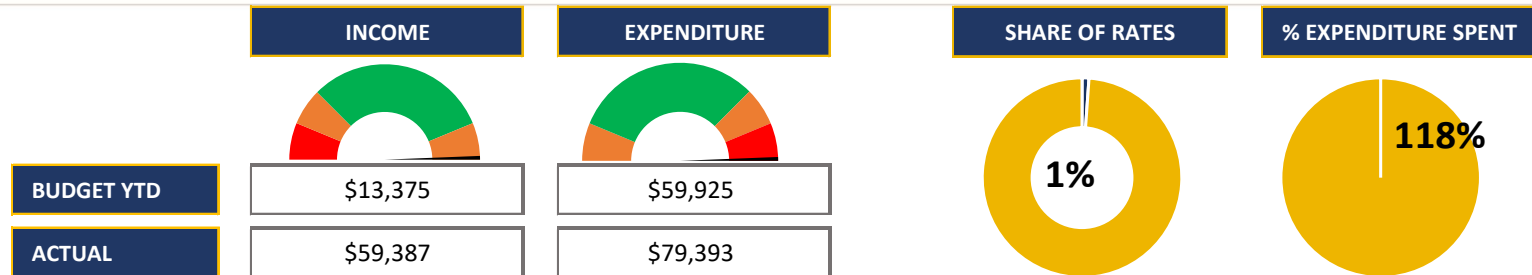
Manager's commentary

- ▶ Cleaning of public amenities is on budget. Expect a slight over run in this area due to extra cleaning due to Covid-19

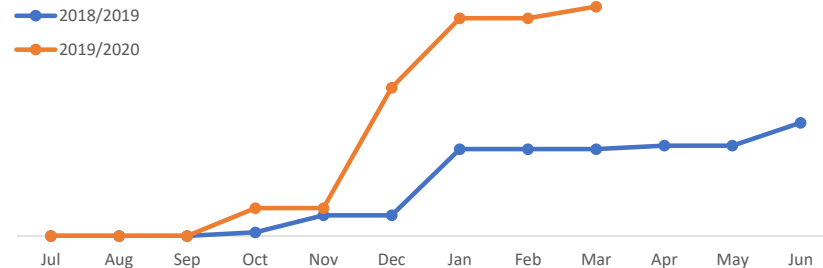
YTD Expenditure Year on Year



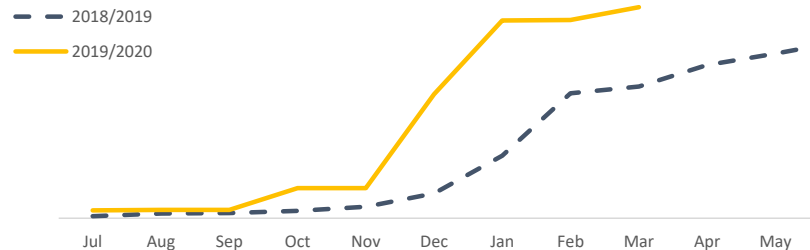
Fire Prevention



YTD Income Year on Year



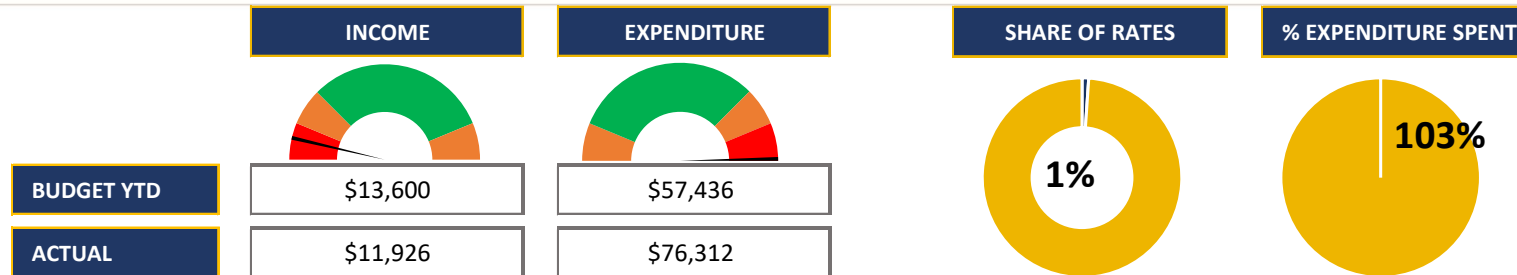
YTD Expenditure Year on Year



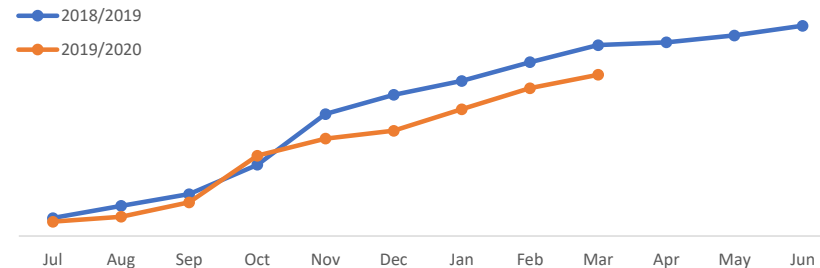
Manager's commentary

- ▶ Currently overspent by \$20k due to purchase of PPE and safety equipment. Currently seeking additional grant from DFES to offset this.
- ▶ Negotiations for a Bushfire Management Co-ordinator to be attached to the Shire of Coolgardie for 20/21 is still under negotiation with DFES.

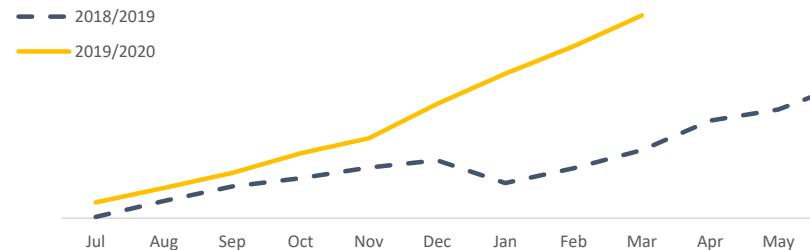
Animal Control



YTD Income Year on Year



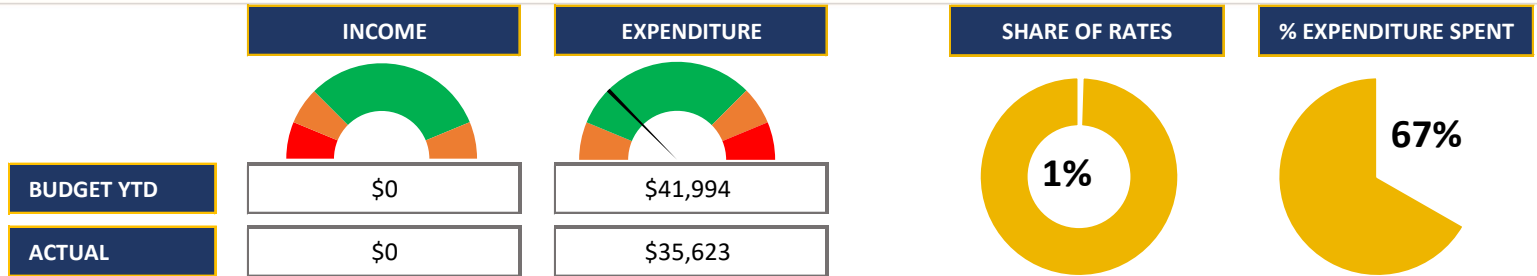
YTD Expenditure Year on Year



Manager's commentary

- ▶ Due to error in salary coding and overheads this area has gone well over budget.
- ▶ Ranger equipment updated plus new equipment for Team Leader Ranger Services purchased.
- ▶ Coolgardie Pound cleaning equipment updated.
- ▶ Euthanising of feral cats an added expense on budget.
- ▶ Covid-19 restrictions means only essential and emergency services are being attended to.

Health



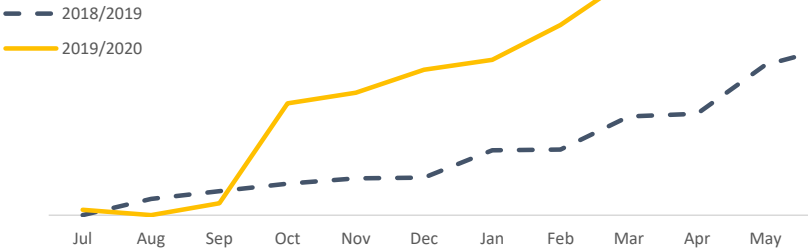
YTD Income Year on Year



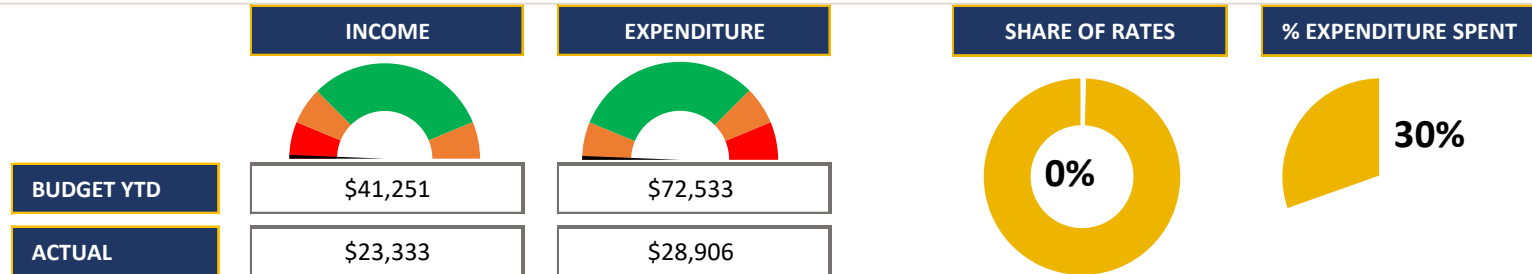
Manager's commentary

- ▶ On target to meet EOFY expectations.
- ▶ Well ahead on same period previous financial year

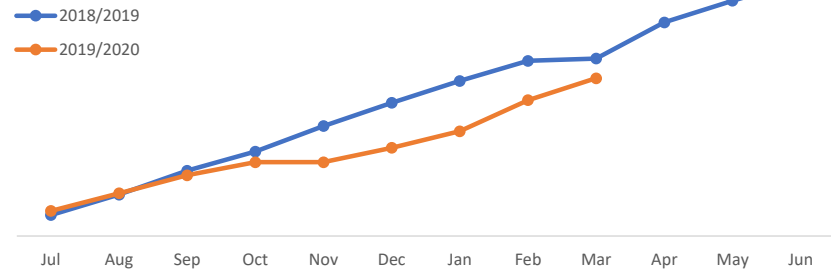
YTD Expenditure Year on Year



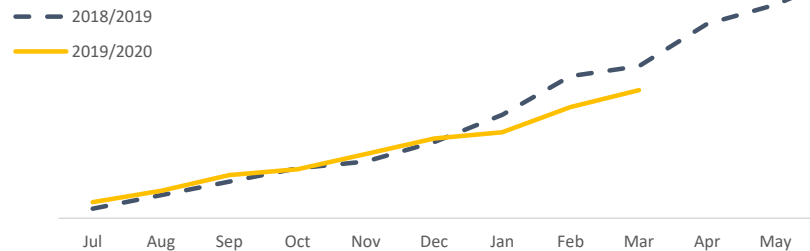
Aged Accommodation



YTD Income Year on Year



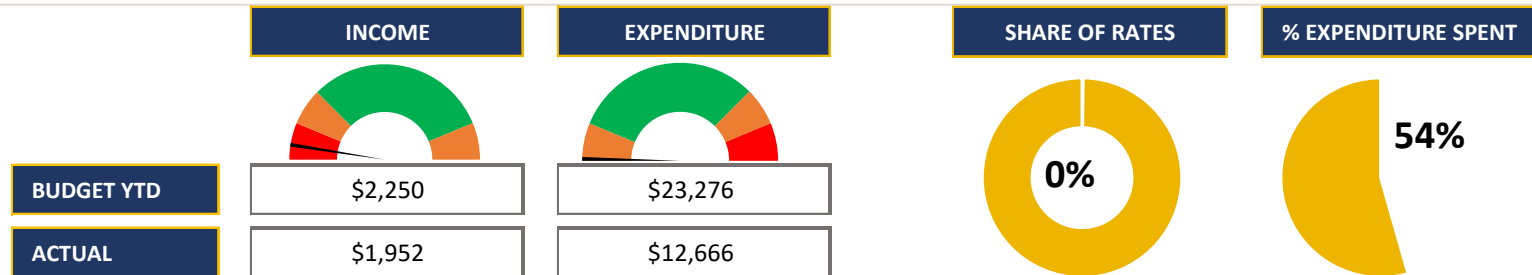
YTD Expenditure Year on Year



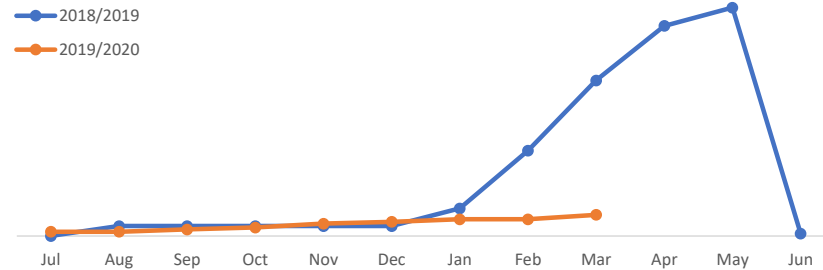
Manager's commentary

- ▶ Recommend reallocation of this account from Director of Economic and Community Development to Director of Operations (responsible for management of assets and leases)

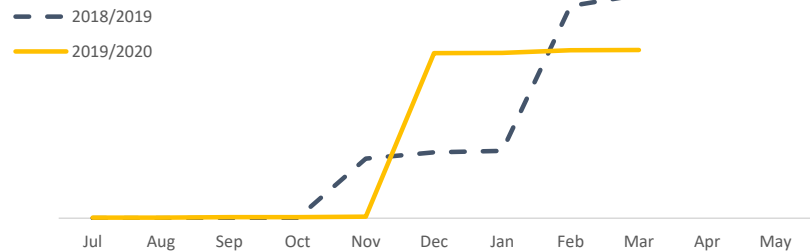
Environmental Health



YTD Income Year on Year



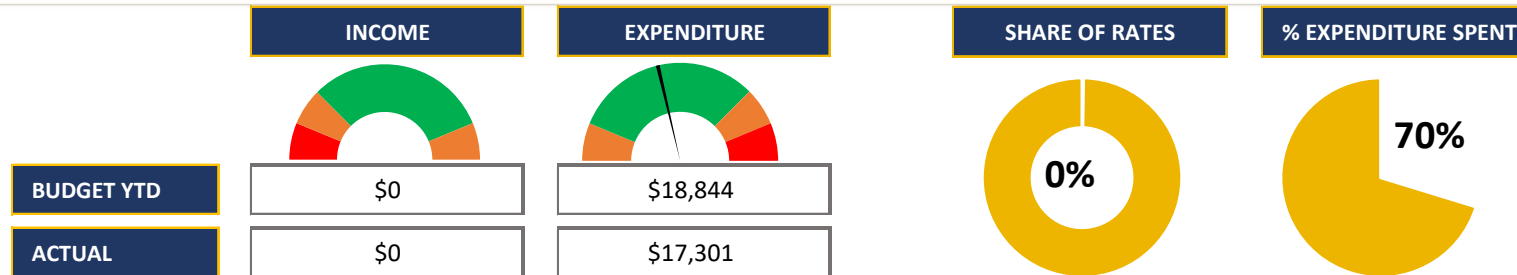
YTD Expenditure Year on Year



Manager's commentary

- ▶ Mosquito & pest control expenses are down while income is tracking to meet budget expectations

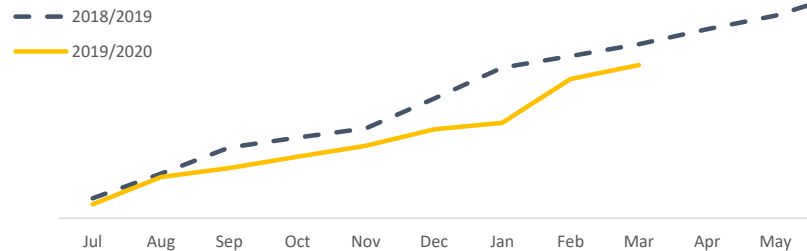
Look Out



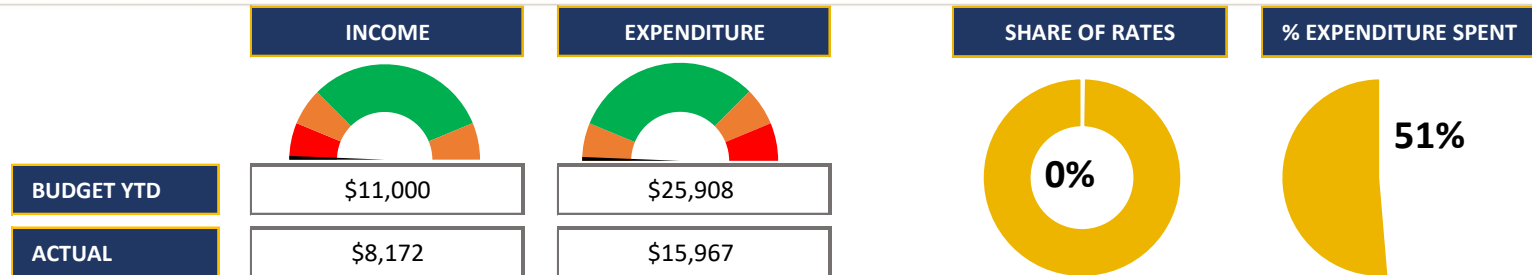
Manager's commentary

- ▶ Budget performing well – no major expenses received in the previous quarter. There has been a reduction in vandalism and rubbish at site. There are no additional improvements planned to EOFY.

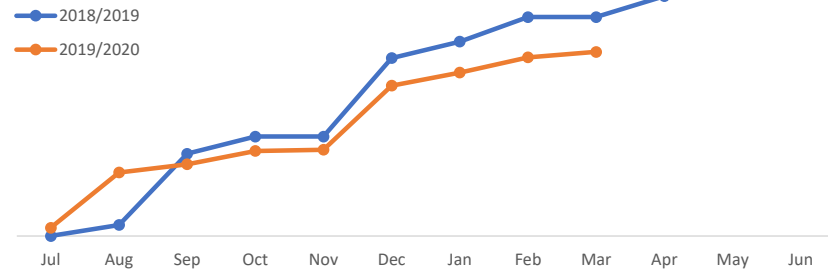
YTD Expenditure Year on Year



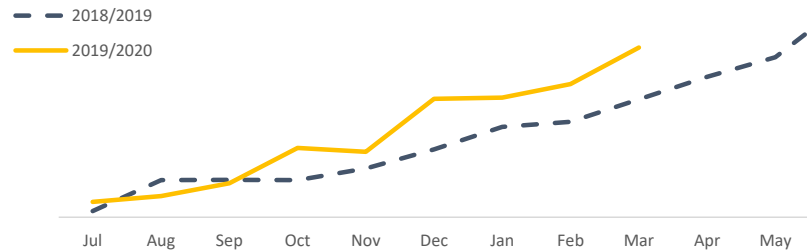
Clubs



YTD Income Year on Year



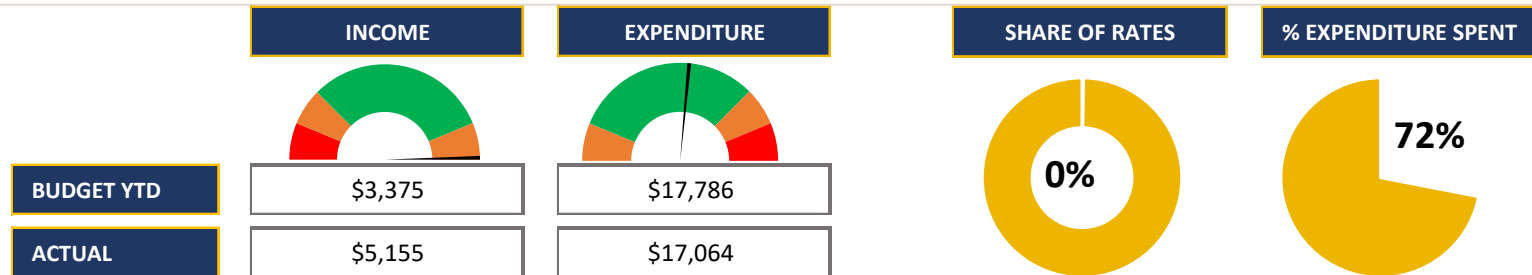
YTD Expenditure Year on Year



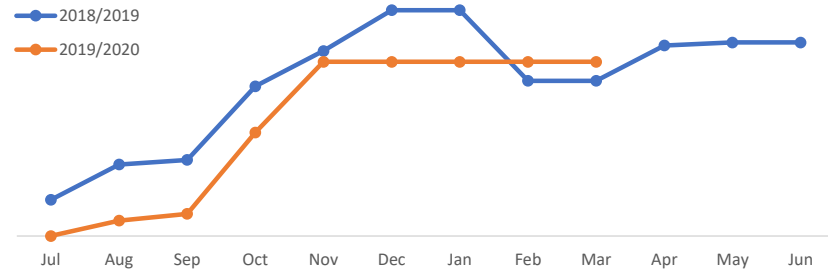
Manager's commentary

- ▶ This service area has been tracking under budget. Given impact of Covid-19 expect this area to be under budget by financial year end

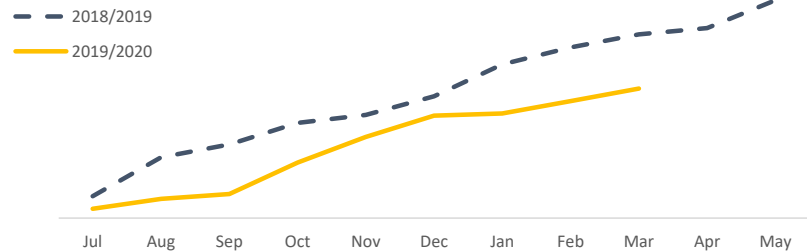
Cemetery



YTD Income Year on Year



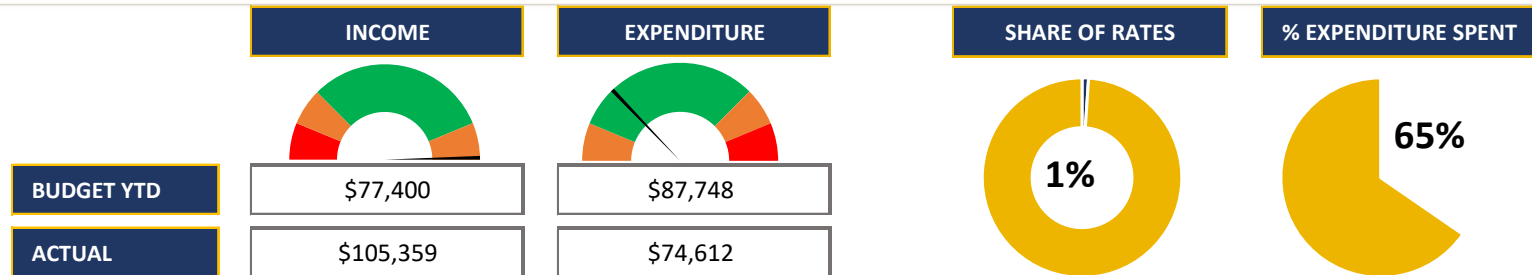
YTD Expenditure Year on Year



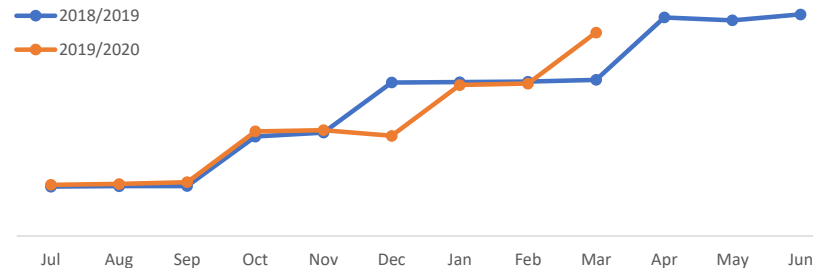
Manager's commentary

- ▶ Budget performing well - no burial activity has occurred this quarter nor any weather events; this has allowed for routine ground maintenance by Parks & Gardens staff with no unforeseen expenses.

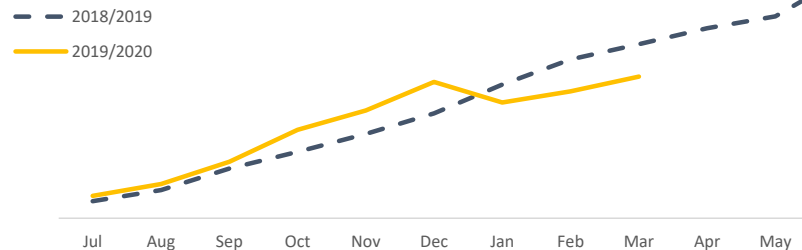
CRC Coolgardie



YTD Income Year on Year



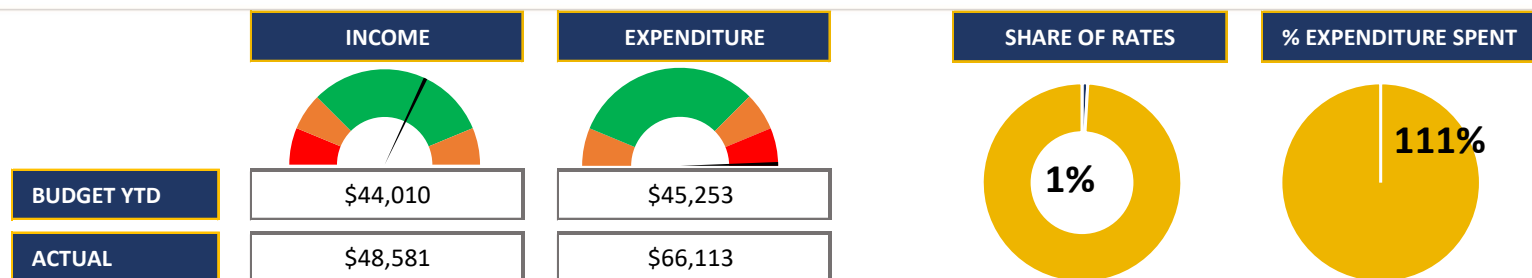
YTD Expenditure Year on Year



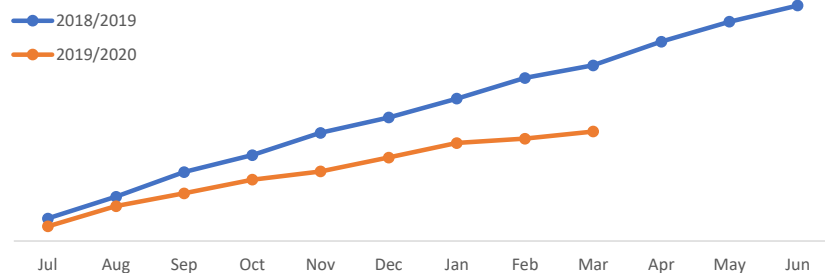
Manager's commentary

- ▶ The Coolgardie CRC has been tracking along with its budget.
- ▶ Due to Covid-19 closure of the building, virtual program delivery to meet our DPIRD Contract delivery and staff resignation with no further appointment to date and reduced opening hours, we will have savings across the board.

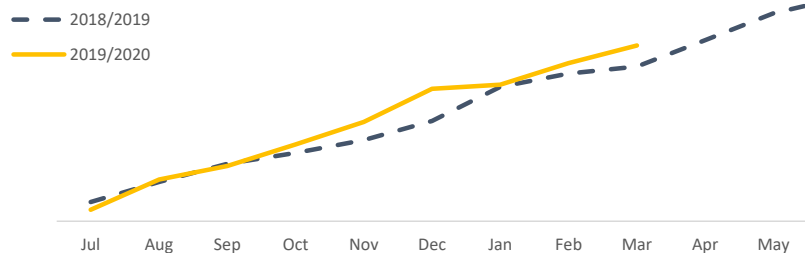
Council Housing



YTD Income Year on Year



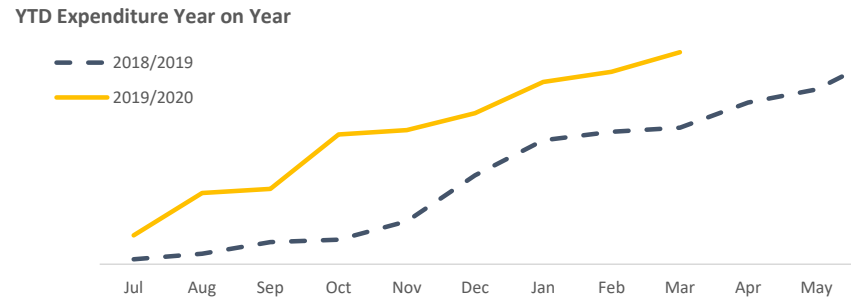
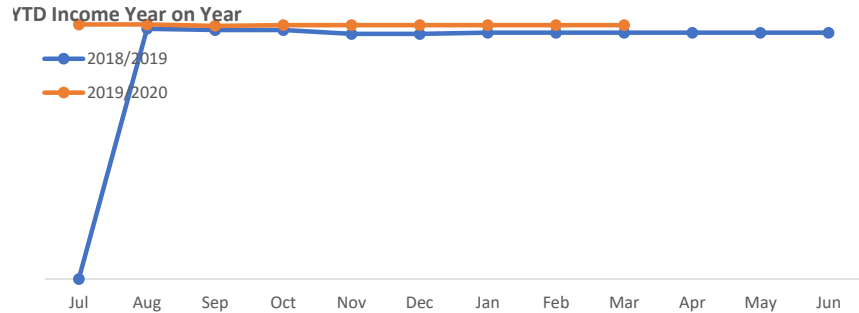
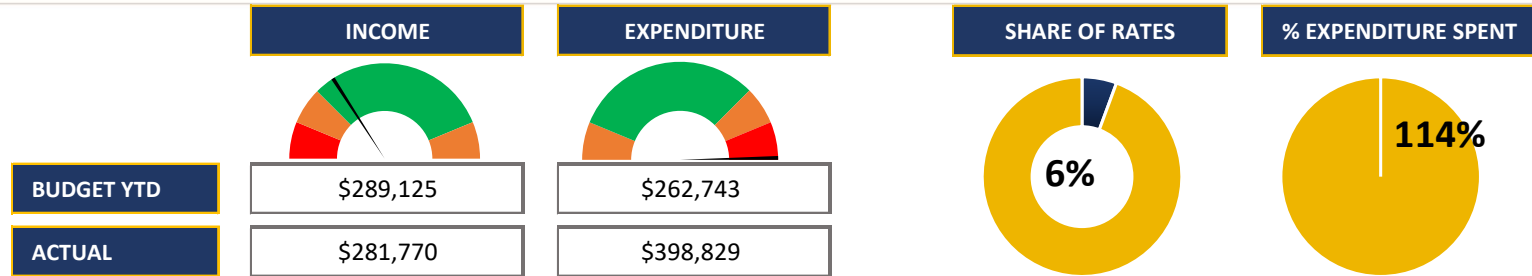
YTD Expenditure Year on Year



Manager's commentary

- Currently over budget due to incorrect allocations of invoices. Once corrected this will actually be under budget and expected to remain so.

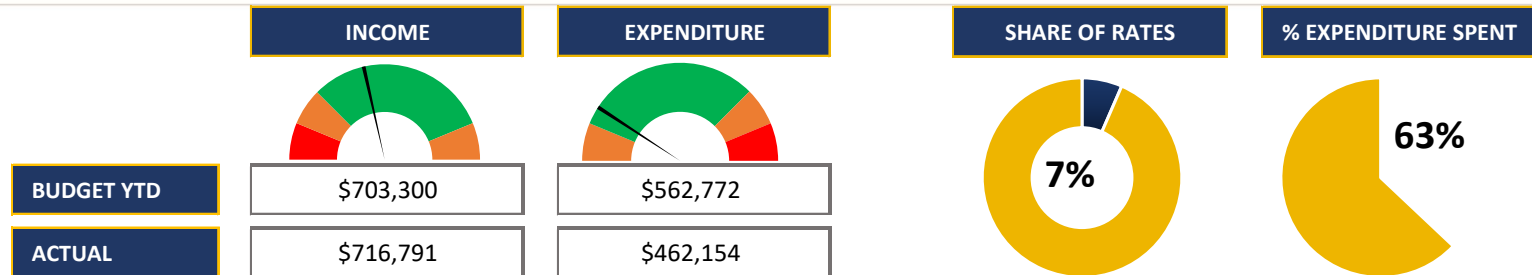
Sewerage



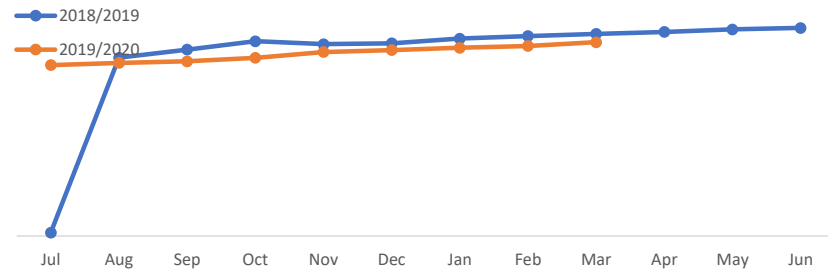
Manager's commentary

- ▶ Unforeseen cost over run due to damaged collapsed seized & blocked pipework (\$17K caused by Caltex grease trap not being emptied regularly) manholes, pump & valve repairs and replacements totalling \$136,000 over budget. Wages overspend by \$5125 due to after hours callouts to sewerage & ponds. It is expected that COVID19 has caused an additional \$11300 in expenses which doesn't include the current blockage.
- ▶ Sewerage Tender 01/20 draft is currently being reviewed & expected to be released May 2020.

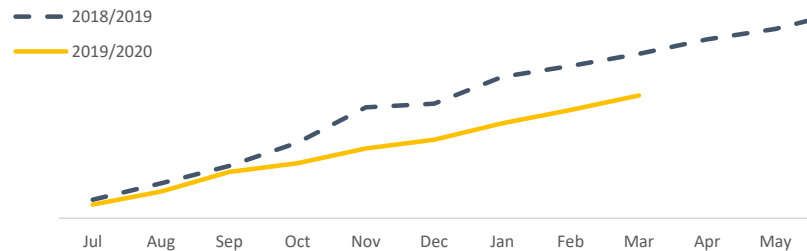
Waste



YTD Income Year on Year



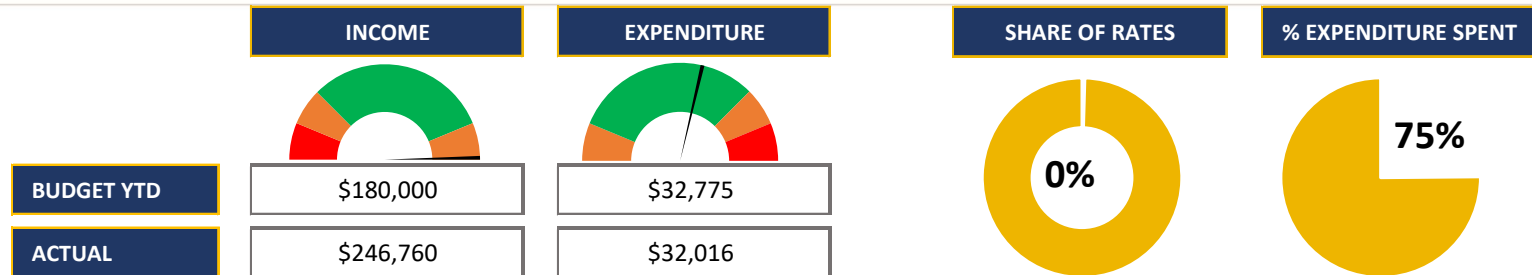
YTD Expenditure Year on Year



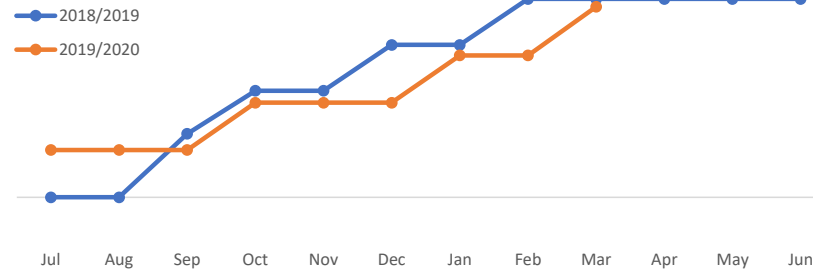
Manager's commentary

- ▶ Expenditure has increased slightly due to increased staffing costs (ie additional opening hours at the Coolgardie Refuse Site) this expenditure has been offset by the opening of the Kambalda Waste Transfer Station (KWTS).
- ▶ Due to COVID19 visitors to KWTS & Refuse Site has increased between 30-50% per week. Coolgardie Refuse Site has reduced by approximately 10-15%.

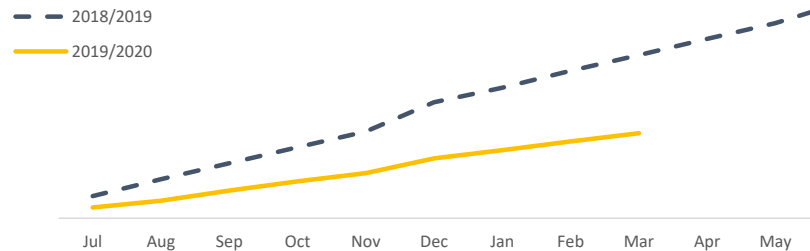
Cashless Card



YTD Income Year on Year



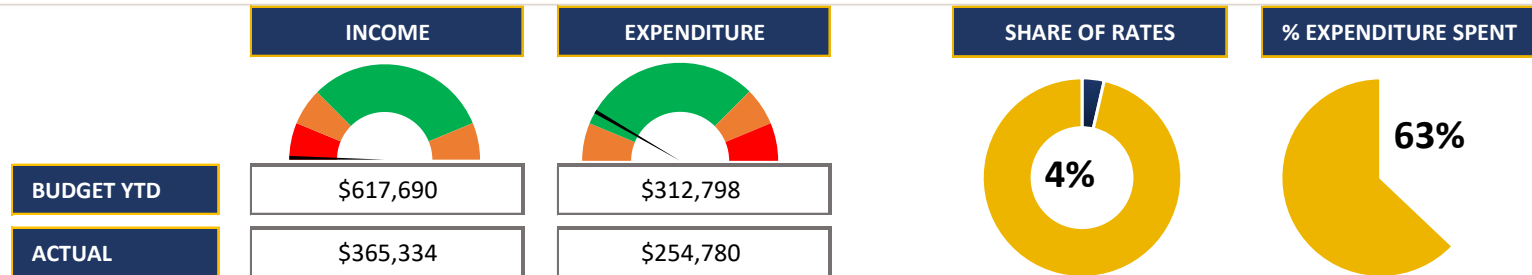
YTD Expenditure Year on Year



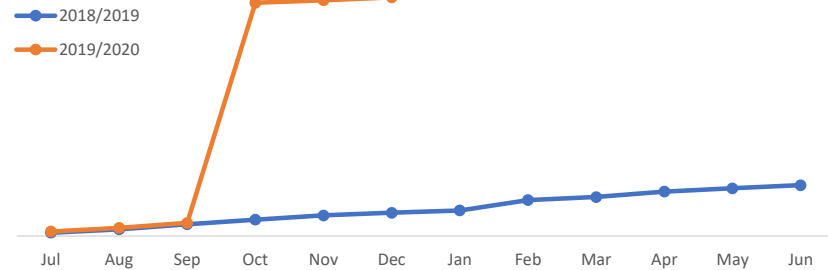
Manager's commentary

- ▶ The Cashless Card has been tracking along with its budget.
- ▶ Due to staff resignation with no further appointment to date and reduced working hours, we will have savings across the board.

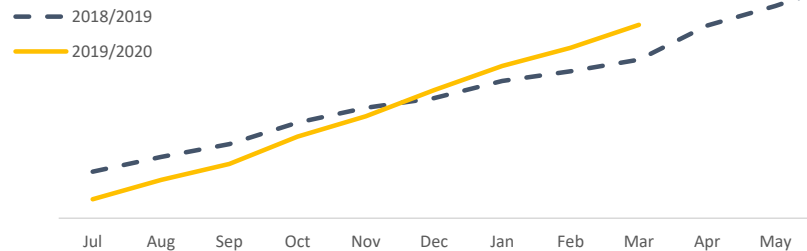
Tourism and Museums



YTD Income Year on Year



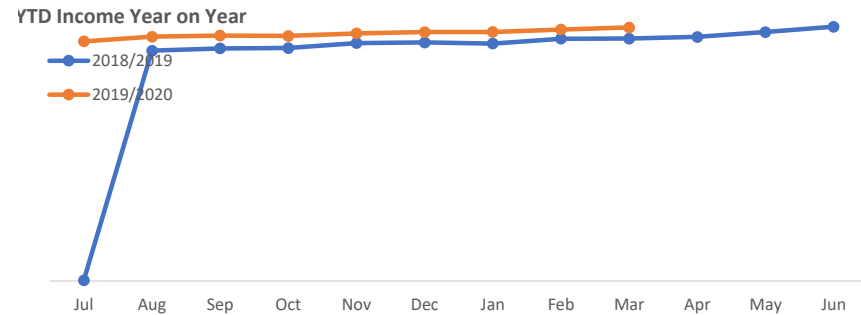
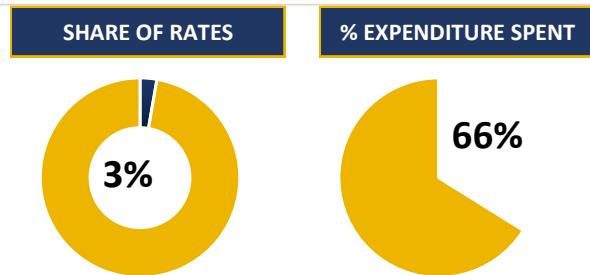
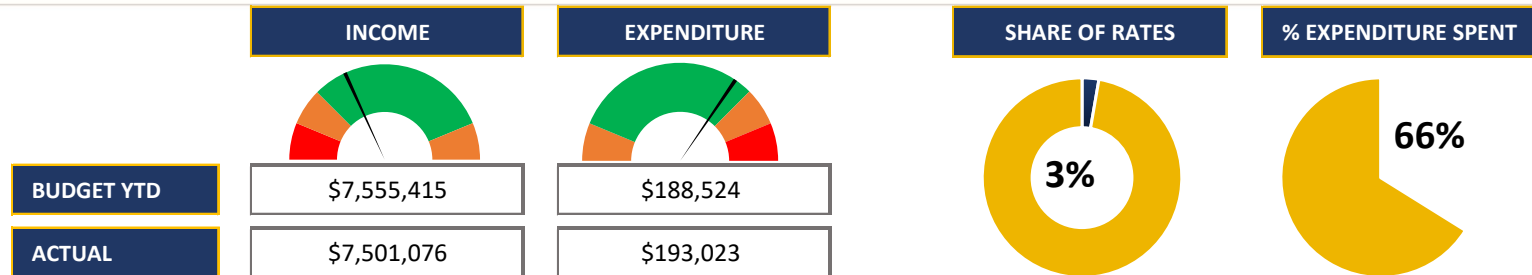
YTD Expenditure Year on Year



Manager's commentary

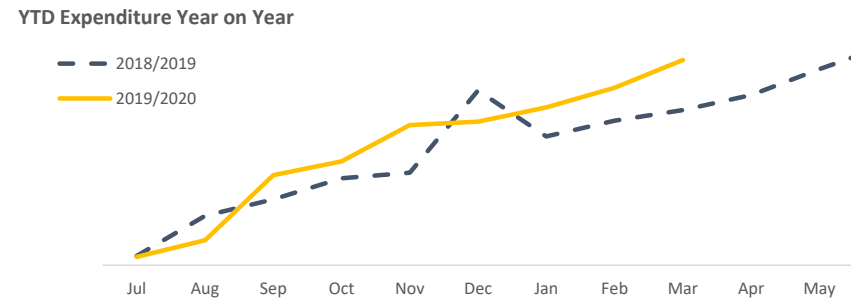
- ▶ Expenditure for Museum is under budget due to projects not undertaken and now on hold.
- ▶ Postponement of promotion and advertising for Q4 has expenditure less than budgeted.
- ▶ VC operating will finish EOFY under budget in part due to cancellation of this years Tourism Awards.

Rates and General Purpose Funding



Manager's commentary

- ▶ There has been more rates paid so far this year. Tracking fairly close to budget. Wages are up slightly due to extra hours of work being spent on debt collection



11.1.4 Local Government Services

Location:	Shire Coolgardie
Applicant:	Nil
File Reference:	Nil
Disclosure of Interest:	Nil
Date:	20 April 2020
Author:	Director Operations, Robert Hicks

Summary:

The purpose of this report is to recommend to Council contract extension approval for a further two years (11 October 2020 to 10 October 2022) for:

- Ravim/RBC, First Floor, 7 Robinlee Avenue Burwood East, Victoria 3151 for Professional Development and Performance Management Services – John Ravlic, on behalf of Ravim/RBC
- RSA Works, 8 Gray Road Mandurah WA 6210 for Engineering Services – Keith Dickerson, on behalf of RSA Works
- Uniqco International Pty Ltd, 30 Vaughans Way Australind WA 6233 for Fleet Management Services – Grant Andrews on behalf of Uniqco International Pty Ltd
- Millbridge, 43 Nelson Street Inglewood WA 6052 for Governance Services and Strategic and Statutory Land Use Planning Services – Francesca Lefante on behalf of Millbridge
- Westbury Investments Pty Ltd, Suite 4/69 Hay Street Subiaco WA 6008 for Land Development Services - Shane MacDermott on behalf of Westbury Investments Pty Ltd

Recommend to Council contract extension approval for a further two years (20 July 2020 to 19 July 2022) for:

- LG Corporate Solutions, 9 Lyrebird Road Broadwater WA 6280 for Financial Management Services Martin Whitely on behalf of LG Corporate Solutions

Background:

The Shire of Coolgardie called for Tender 08/17 – “*Local Government Services*” that closed on at 2.00 pm Wednesday 13 September 2017. The Request for Tender document stated that the contracts shall be for a period of three(3) years with an option to extend the contract(s) for up to a maximum of a further two (2) years at the sole discretion of the Principal (Shire).

The Shire of Coolgardie called for Tender 04/18 – “*Financial Manangement Services*” that closed on at 4.00 pm Tuesday 22 May 2018. The Request for Tender document stated that the contract shall be for a period of Two (2) years with an option to extend the contract for up to a maximum of a further two (2) years at the sole discretion of the Principal (Shire).

At the Ordinary Meeting of Council in April 2018, Council resolved;

COUNCIL RESOLUTION: #097/18

Moved: Councillor, T Rathbone

Seconded: Councillor, B Logan

That Council;

- Authorise the Chief Executive Officer to award Tender 04/2018 Financial Management Services to Tender (B) LG Corporate Solutions for \$60,280.00 inc GST and an hourly rate of \$132 inc GST
- Authorise a contract to LG Corporate Solutions, for Financial Management Services.
- Authorise the Shire President and the Chief Executive Officer to sign and affix the common seal in accordance with part 19.1 (2) of the standing orders local law to any required documents.

CARRIED ABSOLUTE MAJORITY 4/0

At the Ordinary Meeting of Council in September 2017, Council resolved;

COUNCIL RESOLUTION: # 209/17

Moved: Cr, K Lindup

Seconded: Cr, T Rathbone

That Council

1. Authorise the Chief Executive Officer to award Strategic Corporate Planning Services and Economic Development Services under Tender 08/17 to (Tender A) Mia Hicks Consulting, 395 Hannan Street Kalgoorlie WA 6430 for an hourly rate of \$132.00 including GST for a period of three years;
2. Authorise a contract to Mia Hicks Consulting, 395 Hannan Street Kalgoorlie WA 6430 for Strategic Corporate Planning Services and Economic Development Services.
3. Authorise the Chief Executive Officer to award Corporate Governance Services and Strategic and Statutory Land Use Planning Services under Tender 08/17 to (Tender B and G) Milbridge, 43 Nelson Street, Inglewood, WA, 6052 for an hourly rate of \$137.50 including GST for a period of three years;
4. Authorise a contract to Milbridge, 43 Nelson Street, Inglewood, WA, 6052 for Corporate Governance Services and Strategic and Statutory Land Use Planning Services.
5. Authorise the Chief Executive Officer to award Engineering Services under Tender 08/17 to (Tender D) RSA Works, 8 Gray Road Mandurah WA 6210, for an hourly rate of \$121.00 including GST for a period of three years;
6. Authorise a contract to RSA Works, 8 Gray Road Mandurah WA 6210 for Engineering Services.
7. Authorise the Chief Executive Officer to award Fleet Management Services under Tender 08/17 to (Tender A) Uniqco International Pty Ltd, 30 Vaughans Way Australind WA 6233, for an

hourly rate of \$220 including GST for consulting and an hourly rate of \$110 including GST for data entry, for a period of three years;

- 8. Authorise a contract to Uniqco International Pty Ltd, 30 Vaughans Way Australind WA 6233 for Fleet Management Services*
- 9. Authorise the Chief Executive Officer to award Land Development Services under Tender 08/17 to (Tender A) Westbury Investments Pty Ltd, Suite 4/69 Hay Street Subiaco WA 6008 for an hourly rate of \$132.00 including GST for a period of three years;*
- 10. Authorise a contract to Westbury Investments Pty Ltd, Suite 4/69 Hay Street Subiaco WA 6008 for Land Development Services*
- 11. Authorise the Chief Executive Officer to award Accounting Services under Tender 08/17 to (Tender A) Kalgoorlie Bookkeeping Services, 52 Heston Court Somerville WA 6430 for an hourly rate of \$132.00 including GST for a period of three years;*
- 12. Authorise a contract to Kalgoorlie Bookkeeping Services, 52 Heston Court Somerville WA 6430 for Accounting Services*
- 13. Authorise the Chief Executive Officer to award Accounting Services under Tender 08/17 to (Tender D) Paxon Group, Level 5, 160 St Georges Terrace Perth WA 6000 for an hourly rate of \$121.00 including GST for a period of three years;*
- 14. Authorise a contract to Paxon Group, Level 5, 160 St Georges Terrace Perth WA 6000 for Accounting Services*
- 15. Authorise the Chief Executive Officer to award Professional Development and Performance Management Services under Tender 08/17 to (Tender A) Excel IQ, 53 Gngangara Drive Waikiki, WA 6169 for an hourly rate of \$143.00 including GST for a period of three years;*
- 16. Authorise a contract to Excel IQ, 53 Gngangara Drive Waikiki, WA 6169 for Professional Development and Performance Management Services*
- 17. Authorise the Chief Executive Officer to award Professional Development and Performance Management Services under Tender 08/17 to (Tender B) RAVIM/RBC, First Floor, 7 Robinlee Avenue Burwood East, VICT, 3151 for an hourly rate of \$220.00 including GST for a period of three years;*
- 18. Authorise a contract to RAVIM/RBC, First Floor, 7 Robinlee Avenue Burwood East, VICT, 3151 for Professional Development and Performance Management Services*
- 19. Authorise the Shire President and the Chief Executive Officer to sign and affix the Common Seal in accordance with Part 19.1(2) of the Standing Orders Local Law to any required documentation.*
CARRIED ABSOLUTE MAJORITY 4/0

Comment:

In line with the Service Level Review and Organisation Review the Shire officers recognise the importance of retaining the services of these six contractors.

All contractors have acknowledged their desire to continue to provide professional services to the Shire.

All contractors have proven to be invaluable resources with the necessary skills to ensure the smooth operations of the Shire and the provision of quality professional advice to Shire officers;

- Timeliness of advice,
- Availability for advice especially at short notice,
- Market testing before considering renewal,
- In the CEO's revision of the structure of the organisation there is no consideration for bringing position back as an employee. This has been discussed at length with Council.
- Hourly rate and fixed fees have not increased for 2 and 3 years.

All contractors have been contacted requesting consideration be given to;

- Given the current fiscal environment, are you in a position to review your hourly rate and advise what your "best price" might be?
- Alternatively, are you in a position to review what might be your best price for next 12 months and then revert to a different rate for last 12mths?

All contractors have responded positively to the request. All contractors have proposed either;

- A reduction in hourly rate of a minimum of 10% for the next 12 months reverting to current hourly rates for the final 12 months of the contract, or
- Maintain current hourly rate for the next 2 years and/or an increase in value of services provided

It is estimated the annual saving for the first 12 months will be between a minimum of \$60,000 - \$70,000.

Attachments:

1. Conf Att OCM Apr 2020 14.1.1 [**11.1.4.1** - 1 page]
2. Uniqco 2 Year Contract Extension Final - Confidential Attachment [**11.1.4.2** - 11 pages]

Consultation:

Director Operations

Director Economic and Community Development

Manager Executive Services

CEO

Statutory Environment:

Local Government Act 1995 Section 3.57. Tenders for providing goods or services

(1) A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services.

(2) Regulations may make provision about tenders.

Local Government Act 1995 Section 5.23. Meetings generally open to public

3 (2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following — 4 (c) 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;"

Local Government (Functions and General) Regulations 1996

11 (1)

- (1) Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$250 000 unless sub regulation (2) states otherwise.

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

Policy Implications:

Nil

Financial Implications:

The cost for the supply of any of these services will be included in the 2020/21 budget.

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

Voting Requirement: Absolute Majority

Officer Recommendation:

That Council,

1. Resolve that Report 14.1.1 is confidential in accordance with s5.23 (2) of the Local Government Act 1995 because it deals with matters affecting s5.23 (2) (c); "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."
2. Notes the potential savings secured by the CEO's negotiations with the consultants.
3. APPROVES the extension of contracts, in accordance with the rates described at the confidential attachment, for a further two (2) year period for -
 - Ravim/RBC
 - RSA Works
 - Uniqco International Pty Ltd
 - Millbridge
 - Westbury Investments Pty Ltd

from expiry of the current contract on 11/10/2020 until close of business 10/10/2022 and on the basis generally provided for in the original contracts, including any reviews or adjustments, contemplated or negotiated during the contract.

4. APPROVES the extension of contract, in accordance with the;
 - a) fixed fee for the preparation of the annual budget, annual financial statements, monthly financial statements, annual review of integrated planning documents and;
 - b) the hourly rate for monthly accounting tasks as agreed described at the confidential attachment, for a further two (2) year period for LG Corporate Solutions from the expiry of the current contract on 20/07/2020 until close of business 19/07/2022 and on the basis generally provided for in the original contracts, including any reviews or adjustments, contemplated or negotiated during the contract.
5. Authorise the Chief Executive Officer to enter into a contract with the preferred contractors; and
6. Authorise the Chief Executive Officer to manage the contract, including the provision of possible variations, providing the variation is necessary in order for the goods or services to be supplied and does not change the scope of the contract and managed within the overall budget for the project.

COUNCIL RESOLUTION: #62/20

Moved: Councillor, S Botting
Seconded: Councillor, T Keast

That Council,

1. **Resolve that Report 14.1.1 is confidential in accordance with s5.23 (2) of the Local Government Act 1995 because it deals with matters affecting s5.23 (2) (c); "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."**
2. **Notes the potential savings secured by the CEO's negotiations with the consultants.**
3. **APPROVES the extension of contracts, in accordance with the rates described at the confidential attachment, for a further two (2) year period for -**
 - **Ravim/RBC**
 - **RSA Works**
 - **Uniqco International Pty Ltd**
 - **Millbridge**
 - **Westbury Investments Pty Ltd**

from expiry of the current contract on 11/10/2020 until close of business 10/10/2022 and on the basis generally provided for in the original contracts, including any reviews or adjustments, contemplated or negotiated during the contract.

4. **APPROVES the extension of contract, in accordance with the;**
 - a) **fixed fee for the preparation of the annual budget, annual financial statements, monthly financial statements, annual review of integrated planning documents and;**
 - b) **the hourly rate for monthly accounting tasks as agreed described at the confidential attachment, for a further two (2) year period for LG Corporate Solutions from the expiry of the current contract on 20/07/2020 until close of business 19/07/2022 and on**

the basis generally provided for in the original contracts, including any reviews or adjustments, contemplated or negotiated during the contract.

- 5. Authorise the Chief Executive Officer to enter into a contract with the preferred contractors; and**
- 6. Authorise the Chief Executive Officer to manage the contract, including the provision of possible variations, providing the variation is necessary in order for the goods or services to be supplied and does not change the scope of the contract and managed within the overall budget for the project.**

CARRIED ABSOLUTE MAJORITY 6/0

11.1.5 COVID-19 Progress Report

Location:	Shire Coolgardie
Applicant:	Nil
File Reference:	Nil
Disclosure of Interest:	Nil
Date:	20 April 2020
Author:	Chief Executive Officer, James Trail

Summary:

Council receive the Covid-19 Update report from the CEO

Background:

Council resolved at the Ordinary Meeting of Council in March and the Special Meeting of Council on the 7 April for the CEO to provide a monthly update report to Council on Covid-19

Comment:

Whilst much of our focus on planning for recovery has been on our operations, I think Covid-19 has created a once in a generation opportunity to look beyond this. The way the Shire has done business and will do business will change significantly. Not just what we deliver but what Local Government looks like itself and delivers will change.

I strongly believe we must now produce one over-arching narrative/approach that drives all elements of our local government. Everything we do must sit within that narrative - it needs to be the beginning, mainstay and framework for all. This includes documents like the;

Strategic Community Plan,
Public Health Plan,
Corporate Business Plan,
Long Term Financial Plan,
Pandemic Emergency Plan,
Economic Stimulus Package,
Recovery Plan,
Waste Strategy

It is now more than ever a time for Systems Thinking – a holistic approach to how everything is connected together

Senior staff have been instructed to reflect on what we are doing and how we are doing it, so that we don't look and act the same when we resume to something resembling normal.

I strongly agree with the comment made by the CEO at the City of Kalgoorlie-Boulder and its relevance for us as a Shire;

"nothing will be more important coming out of this situation than for us to ensure financial sustainability and flexibility and the ability to develop good strategy and decide actions rapidly where it matters most".

Shire staff have been working proactively during a period of great change and uncertainty. The way the Shire does business has been reviewed and a number of changes have been made and implemented.

Effective as at 23 April the cost to the Shire of dealing with Covid-19 is estimated at \$178,700 – in excess of 2.5% of the Shire's rates revenue

Some initiatives have been;

- Staff leave policy
- Changed rosters to see staff through to 5 May
 - Combination of reduced hours
 - Use of annual leave
 - Leave without pay
- Procedure manuals for all service areas required by end of May
- OHS Framework draft completed
- Draft HR Framework completed
- Draft Budget 2020/2021 completed in accordance with parameters agreed to by Council at March Ordinary Meeting
- Quotes received for weighbridge for Coolgardie Tip Site
- Consultancy fast tracked for preparation of class 3 licence for Coolgardie Tip Site
- Draft Sewerage Tender completed for review
- Refurbishment of the Kambalda Aquatic Facility 95% complete
- Specification for renewal of Kiosk completed

COVID-19 Pandemic Action Plan

The Shire of Coolgardie (SOC) Pandemic Action Plan was developed and implemented by this Department on 17 March 2020. Tasks included arranging Executive meetings, updating the plan, and assigning actions from the meetings.

To date, there have been five meetings held which are ongoing and scheduled on a weekly basis. Refer Attachment 1 – COVID-19 Pandemic Action Plan.

Communications

Internal

The following CEO Health Updates were drafted and distributed to the community via various sources (posters, social media and website) on behalf of the CEO:

- Health Update - Operations
- Shire Events and Public Gatherings
- Temporary Closures of Facilities

Social Media

Since 14 March 2020, the Department has developed the content and design of 19 Facebook posts.

Facebook Outcomes (14 March 2020 to Current)

Total		
Reached	Reactions	Engagements
39,213	1298	4615

The service area also commenced, for the first time, the development of video content for social media. From 16 March 2020, eight videos have appeared on Facebook on various topics relating to COVID-19 by the Shire President. The Department developed the content, coordinated the filming and editing of the videos.

Shire President Video Outcomes (16 March 2020 to Current)

Total		
Reached	Reactions	Engagements
14,616	507	3087

Media releases/ New Items

Since 14 March 2020, the following media releases/news items have been prepared:

- SOC Launches MOW Program
- SOC Pays Tribute to ANZACs online
- Community wellbeing a priority for the Shire
- Kambalda Aquatic Facility Postponed
- Shire Events and Public Gatherings
- Kambalda Aquatic Facility Grand Opening Event Postponed
- Shire President Health Update on COVID-19

Outcomes to date include:

- Kalgoorlie Miner - SOC Launches MOW Program (22 April 2020)
- ABC Radio - SOC Launches MOW Program (interview 22 April 2020)
- Request from ABC News for video to broadcast Nationally on Australia Day

IT Support including Video Conferencing

To support the SOC's transition to video conferencing; the following has been implemented:

- Investigation and implementation of Blizz Trial
- Investigation and implementation of Zoom
- Development of Blizz and Zoom User Manuals
- Set-up Coolgardie Councillors and staff with video conferencing on ipads
- Assist with technical requirements for the office to allow for increased data streaming
- Assist with increased IT enquiries and requests from staff and Council

Current Status

The Department has investigated solutions on behalf of the CEO to assist in responding to the resolution of Special Council Meeting, 7 April 2020 – 7.1.2 Electronic Messages.

An option has been presented to the CEO whereby the SOC would record Council meetings via Zoom and then upload the video and/or audio content to the website after the meeting was held (not a live stream option).

While COVID-19 restricts public gallery attendance at Council Meetings, the Shire could offer residents options to submit Public Questions via an email address, complete an on-line website form or, have a staff member complete the questions on their behalf. The CEO will advise the Department on next actions once Council has been briefed.

[Website](#)

The table below demonstrates the increase in users, views and time spent on the Shire website since COVID-19 information was first posted on 13 March 2020.

Website Outcomes (13 March 2020 to Current)

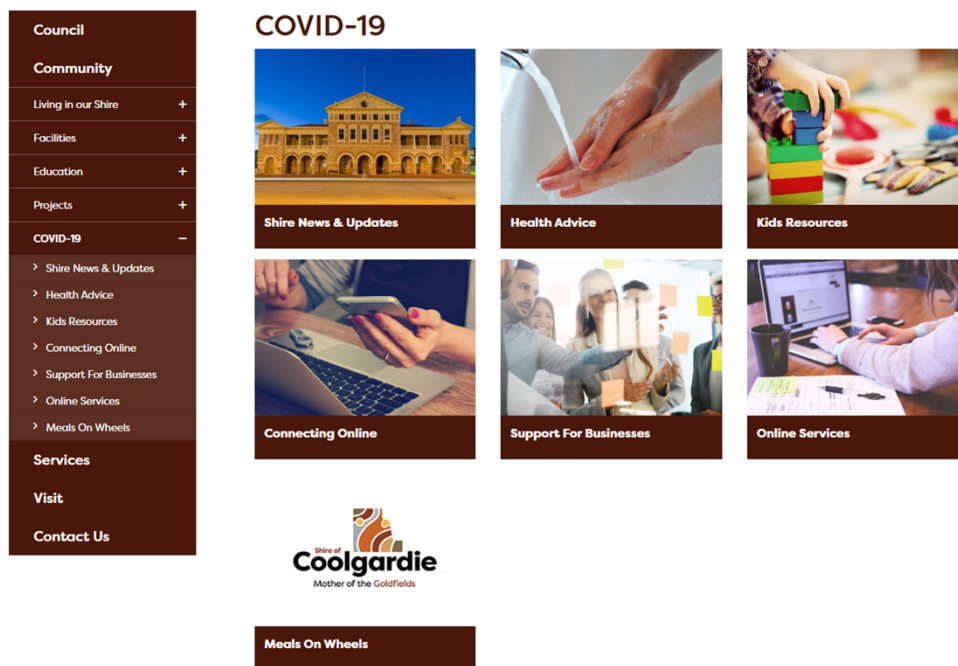
Users (Site wide)	2937	+ 1,819 users
Covid19 Media Release Views	757	+ 111 views
Covid19 Page Views	363	+ 186 views
Average time spent on Covid19 Page	02:37	- 0.16 sec

[COVID-19 Virtual Platform](#)

The Shire has completed the development and content of the “Community Connection” portal on the Shire’s website. It has been developed internally through a collaboration between the Department’s staff and CRC/Recreation Centre staff.

The following topics are complemented by reputable content (State/Federal government or service provider content):

Topic	Content
Shire News & Updates	Shire of Coolgardie COVID-19 updates, videos with Shire President Updates, COVID19 Information
Health Advice	COVID19 Department of Health updates and information
Kids Resources	Colouring in pages, Department of Sport resources, Story Time at the Kambalda Recreation Centre, and Brightminds physiotherapy classes
Connecting Online	‘How To’ links for community members who are not tech savvy, How to videoconference etc
Support for Small Businesses	All links regarding help/funding support to businesses within our Shire
Online Services	Virtual classes and activities



Current Status

The platform has been promoted to participants in the wellness checks with the official promotion (Facebook, media releases etc) scheduled for next week.

The Department is also finalising the Communication Procedure for distribution to all staff after signing off by the Directors and CEO.

The Department is also planning the following:

- 1) Audit of the Visitor Centre Facebook page
- 2) Analysis of the benefits for the development of a CRC portal. Once COVID-19 restrictions have been lifted, the portal could continue to be an additional avenue for the delivery of programs for the Shire.

Community Development

Wellness Check Implementation

Wellness checks for seniors was initiated through the Department of Economic and Community Development to ensure the well-being of the most vulnerable members of our community during COVID-19 restrictions.

This project commenced on 30 March 2020, after the Prime Minister, that due to COVID-19, "people aged 70 and over should stay at home and self-isolate for their own protection to the maximum extent practicable."

In order to commence the project, the following was actioned:

- Sourced contact information from numerous Shire sources to create wellness check spreadsheet to capture all residents (65+ years)
- Implemented Spreadsheets and coordinated staff to conduct Wellness Checks
- Produced reports addressing areas of concern for development into programs (MOW) for Executive consideration

- Developed questionnaire to guide telephone conversations & ensure consistency of messages
- Analysed data daily to determine any immediate needs by this segment of the community
- Monitored details of calls and provided a template for the weekly reporting
- Analysed data to determine call frequency required
- Responded to a survey from LGPro WA Network Age Friendly Communities advising on service provision outcomes
- Development of the Wellness Check EOI Form
- Marketing of the program
- Development of service providers list to staff for referral purposes

Wellness check participants are also advised on other COVID-19 programs such as Meals on Wheels, virtual resources, and referrals.

The program has expanded to include all community members who may require this service, including residents who are new to town, parents, and anyone who has self-referred or referred others to the program.

Current Status

The number of residents requiring this service is increasing -

- Coolgardie service 40 residents
- Kambalda service 60 residents
- Widgiemooltha and Rural Properties are also being contacted to access this program

The above residents are called weekly, fortnightly, or monthly depending on their request.

The project is proving to be time consuming for staff due to the increased loneliness experienced by this demographic of the community. There is also an increased requirement for assistance with digital technology. As an example, an average call is approximately 30 to 45 minutes in duration.

Meals on Wheels Program

The Shire of Coolgardie has identified a need in the community for the establishment of a meal service to vulnerable members of our community. The beneficiaries will be seniors 70 years and older in Kambalda West and Kambalda East.

The Shire obtained funding support of \$25,000 from Goldfields St Ives to provide seniors (ages 70+) with an estimated eight meals per month over a six-month period.

RangeCon Construction and Civil & Northern Star Resources will prepare the meals for the Coolgardie community which will be delivered to homes once per week.

Activities undertaken to date:

- Coordinated and Implemented in Coolgardie and Kambalda after much investigation
- Correspondence with Dept of Health, CKB, Goldfields Community Care, Amana Living, ESS, Rangecon, Goldfields, Northern Star
- Funding application developed to make this project fully funded other than staff hours - successful
- Produced procedures on safe delivery during COVID19 to vulnerable population
- On-site training of delivery through CKB Meals on Wheels Program

Current Status

The program is ready to launch next week with the following in place:

- ESS has experienced a drop-in staffing due to regional boundary restrictions and cannot deliver as many meals as anticipated. Shire officers have been trained to deliver the meals in Kambalda
- Coolgardie team members have been trained
- EOI's have been developed and issued via Facebook
- Wellness checks include option for MOW program
- Personal telephone calls being made to seniors over 70 years of age to offer program
- Media Release and Facebook Comms Plan completed
- All equipment has been purchased to commence the program
- All forms have been developed to ensure compliance with Health and Safety regulations

Events

Kambalda Swimming Pool Postponement

Once the social gathering restrictions were put in place by the Federal Government the Kambalda Swimming Pool Opening required the following actions to postpone the event:

Actions included to postpone this event included:

- 1) Correspondence to all stakeholders including dignitaries and Ministers
- 2) Media releases, posters and social media posts
- 3) Letters to funding bodies
- 4) Personal calls to stakeholders
- 5) Cancellation of market booth holders, service providers, and entertainment
- 6) Cancellation of purchase orders relating to the opening

ANZAC Day Commemoration

With traditional ANZAC Day services not being held this year due to coronavirus (COVID-19), the Shire of Coolgardie has developed a new, innovative way for the community to pay their respects.

The Department has coordinated the development of video content to be hosted on the Shire's Facebook page will to commemorate ANZAC Day. This has included coordination of the videographer, community member's involvement and promotional activities. The development of a slideshow was also created to accompany a recital of the Australian National Anthem.

Current Status

- Content has been filmed under Direction of the Department
- ABC Goldfields has received content for possible ABC National streaming
- Comms Plan has been completed and being initiated through Facebook
- Media Release completed – Kalgoorlie Miner and ABC News Radio

Infrastructure and Economic Development

Fast-tracking Funding Acquittals

With the slight delay in the completion of Lady Loch Truck Bay, the Director of Economic and Community Development requested an early draw-down on the remaining HSVPP funding which was approved to the value of \$300,000. A final payment will be provided once the project has been signed off.

The Department now has the internal skills to complete complex funding acquittals. The allocation of an additional resource with a strong financial background (Events Coordinator) to this team, the Kambalda Aquatic Facility acquittal was completed and accepted by the Department for payment.

Fast-tracking Infrastructure Projects

The Director is the Project Manager for the Coolgardie Post Office Complex and Ben Prior Park. Since COVID-19 commenced, the following actions have been completed:

Ben Prior Park

- Concept Plan
- Quotation
- Submission of concept plan and discussions with Evolution

Coolgardie Post Office Complex

- Concept Plans
- Specifications for tender
- Building Classification
- Updated Conservation Management Plan
- Site survey (being undertaken this week)
- Fire Separation – Performance requirements (quotation reviewed and consultant engaged)

Lobbying and Responses to Government

The Department has completed the following responses on behalf of the SOC:

- 1) Response to Minister Templeman – SOC COVID-19 Response (2 April 2020)
- 2) Submission to Minister McCormack – Land Transport Infrastructure Projects (8 April 2020)

Human Resources

Reduction of Hours (31 March 30 to 22 April 2020)

- Communications Coordinator – 6 hours/fortnight
- Events Coordinator – 18 hours/fortnight

Training/Seminars Completed

- COVID19 and the Impacts on Tourism
- COVID19 State Emergency Plan
- COVID-19 Infection Control Training (30-minute on-line course) – Director and Events Coordinator

Kambalda Recreation Centre

	Programs	Issues	Rosters	Other changes
1	Customer Service	Reduced hours	9am – 3pm	No face to face customer service
2	Centrelink	No face to face	9am-3pm via phone	Provide alternative contact details
3	Indue Card	No face to face	9am – 3pm via phone	Provide alternative contact details
4	Library services	Not open		Have extended current book hire dates
5	CRC programs	No face to face	9am-3pm	Providing community wellness checks
6				Virtual programs
7				Using Covid Webpage for online programs
8				Working with Events Co-ordinator on other ways to provide programs
9		Staff reduced hours and workdays	9am-3pm, only two staff rostered each day	All Kambalda Rec Staff have been very diverse and accepting of working with this big change and challenging time.
10	Communication	With not always being in the office sometimes things haven't been communicated to everyone		This issue should be resolved with regular staff meetings and reporting to Director Operations

Coolgardie Recreation Centre and CRC activities and programs detailed in Confidential Attachment.

Technical Services

	Programs	Issues	Rosters	Other changes
1	Playground Maintenance	Areas closed, lower requirement	N/A	Signage checked for damage or placement
2	Morning start up	Confined areas in lunchrooms	N/A	Meet together outside rather than indoors to keep social distances
3	Regular cleaning of surfaces	Vehicles and work areas	Twice daily	Staff are utilising sterilizing spray to clean door surfaces and vehicle touch surfaces such as door handles and steering wheels
4	Vehicle use	Reduce confined areas such as utes and trucks	Ongoing	Where possible, only one person per vehicle. Sometimes 2 vehicles are on the same job for two staff.

Visitors Centre

Closure of Museum and Warden Finnerty's from 23rd March

Closure of Visitors Centre from 26th March

All staff working reduced hours, 5.5 hours a day, 2-3 days a week each

Staff using annual leave to make up lost days

Cancellation of 2x Ghost Tours which were due to be held on 13th and 14th March

- Disappointed clients and refunding of tickets purchased and Medium Anthony Grzelka travel, accommodation and administration costs.

Postponement of launch celebration of the "Our Gems" website and app in Coolgardie

Staff working on revitalisation of the upstairs bottle collection

Working on re-creation and update of information of pages for information kiosk

Full stocktake and re-storage of souvenir stock

Clean out of paperwork and shredding of documents

Install of window frosting on archive rooms windows

Replacement of back gate latch

Cancellation of Tourism Awards – No need to create submission

Postponement of all tourism advertising

Attachments:

1. COVI D-19 Reporting Cool CRC and Rec - Attachment [11.1.5.1 - 2 pages]
2. Attachment Social Media Stats Covid-19 [11.1.5.2 - 7 pages]
3. Attachment 1 - SOC Pandemic Response - Covid 19 [11.1.5.3 - 16 pages]

Consultation:

Council
Shire Staff
City of Kalgoorlie – Boulder
City of Karratha

Statutory Environment:

Nil

Policy Implications:

Nil

Financial Implications:

Council resolved at the Ordinary Meeting of Council in March 2020 to re allocate \$750,000 in reserves and borrow \$1 million to assist in dealing with Covid-19. Budget Amendments will be presented to a Special Meeting of Council on 5th May to reflect this along with Rates Strategy Objects and Reasons for advertising

Strategic Implications:**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 the Shire of Coolgardie is well positioned to meet future needs
High quality corporate governance, accountability and compliance

Voting Requirement: Simple Majority

Officer Recommendation:

That Council receive the COVID-19 Update Report for the period 13 March 2020 to 23rd April 2020

COUNCIL RESOLUTION: #63/20

Moved: Councillor, K Lindup

Seconded: Councillor, T Keast

That Council receive the COVID-19 Update Report for the period 13 March 2020 to 23rd April 2020

CARRIED ABSOLUTE MAJORITY 6/0

FACEBOOK

Video Engagement



Video 1
16 March 2020
2270 People Reached
93 Reactions (Likes, Comment and Shares)
502 Engagements



Video 2
20 March 2020
1732 People Reached
84 Reactions (Likes, Comment and Shares)
499 Engagements

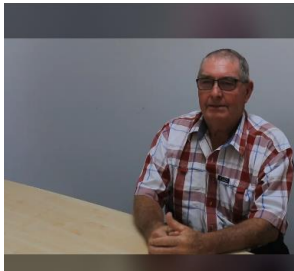


Video 3
24 March 2020
1166 People Reached
48 Reactions (Likes, Comment and Shares)
393 Engagements



Video 4
27 March 2020
1813 People Reached
71 Reactions (Likes, Comment and Shares)
516 Engagements

Shire of Coolgardie
March 31 at 6:57 PM · 🌐



Video 5

31 March 2020

1951 People Reached
78 Reactions (Likes, Comment and Shares)
373 Engagements

Shire of Coolgardie
April 2 at 1:31 PM · 🌐



Video 6

2 April 2020

(Boosted over 2 day period - \$10 cost)
3063 People Reached
53 Reactions (Likes, Comment and Shares)
288 Engagements

Shire of Coolgardie
April 9 at 1:21 PM · 🌐

An Easter message from The Shire President Mr



Video 7

9 April 2020

1088 People Reached
38 Reactions (Likes, Comment and Shares)
176 Engagements

Shire of Coolgardie
April 15 at 2:28 PM · 🌐

COVID19 Infrastructure Impact with Shire President



Video 8

15 April 2020

1533 People Reached
42 Reactions (Likes, Comment and Shares)
340 Engagements

Total		
Reached	Reactions	Engagements
14,616	507	3087

FACEBOOK Post Engagements



14 March 2020 – First Media Release Boosted over 3 Day Period - \$50

6163 People Reached
80 Reactions (Likes, comment and Shares)
981 Engagements



16 March 2020 – Events and Social Gatherings

1489 People Reached
19 Reactions (Likes, comment and Shares)
217 Engagements



16 March 2020 – Aquatic Facility Grand Opening Postponement

2819 People Reached
68 Reactions (Likes, comment and Shares)
413 Engagements



18 March 2020 – Health Update via Media Release

783 People Reached
13 Reactions (Likes, comment and Shares)
98 Engagements



Temporary Closures Announcement

23 March 2020 – Facility Closures

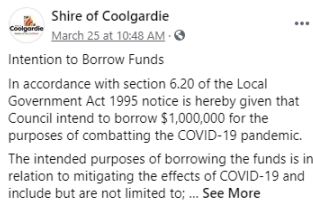
2049 People Reached
58 Reactions (Likes, comment and Shares)
389 Engagements



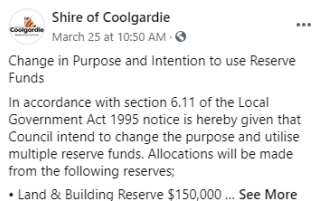
24 March 2020 – Virtual Baby Moves
366 People Reached
3 Reactions (Likes, comment and Shares)
12 Engagements



25 March 2020 – Trash it don't Flush it
Boosted over 13 Day Period - \$63
11,459 People Reached
578 Reactions (Likes, comment and Shares)
506 Engagements



25 March 2020 – Intention to Borrow Funds
819 People Reached
29 Reactions (Likes, comment and Shares)
197 Engagements



25 March 2020 – Change in Purpose of Funds
1121 People Reached
17 Reactions (Likes, comment and Shares)
157 Engagements



25 March 2020 – Virtual Baby Moves
1096 People Reached
15 Reactions (Likes, comment and Shares)
95 Engagements




25 March 2020 – Further Facility Closures

2542 People Reached

14 Reactions (Likes, comment and Shares)

412 Engagements

Temporary Closures Announcement

 Shire of Coolgardie
April 2 at 2:42 PM · 🌐

Notice of Special Meeting

In accordance with Regulation 12 of the Local Government (Administration) Regulations, notice is hereby given that a Special Meeting of Council will be held on Tuesday 7 April 2020, commencing at 5.00pm by electronic means.


For the purpose of... [See More](#)

2 April 2020 – Notice of Special Meeting

502 People Reached

6 Reactions (Likes, comment and Shares)

25 Engagements

 Shire of Coolgardie
April 7 at 5:00 PM · 🌐

⚠️ Road closure - a Police checkpoint has been moved from Bullabulling to Coolgardie to support the closure of Esperance by Premier Mark McGowan.

For more information, refer to the below link from the Goldfields-Esperance District - WA Police Force.

7 April 2020 – Check Points in Place

374 People Reached

8 Reactions (Likes, comment and Shares)

66 Engagements



8 April 2020 – Check Points in Place

1556 People Reached

34 Reactions (Likes, comment and Shares)

183 Engagements



10 April 2020 – Storytime Video

1152 People Reached

66 Reactions (Likes, comment and Shares)

228 Engagements



April 2020 – Storytime Video

1196 People Reached

16 Reactions (Likes, comment and Shares)

108 Engagements

During the first week of the program, over 70 wellness checks were completed in Coolgardie and Kambalda. Over 40% of people contacted requested a weekly call back, and many made recommendations of others in the community who are isolated or at-risk and would benefit from a call.
To apply for the wellness checks program, please visit the Shire's ... See More



20 April 2020 – Wellness Checks

1295 People Reached

102 Reactions (Likes, comment and Shares)

201 Engagements

Launching a Meals On Wheels service to assist Seniors in making the transition into self-isolation until they can put their own support mechanisms in place.
The service will include the delivery of a nutritious meal to those aged 70 years or older within Coolgardie and Kambalda... See More



21 April 2020 – Meals on Wheels

1723 People Reached

128 Reactions (Likes, comment and Shares)

260 Engagements



22 April 2020 – Paying Tribute Online (3 hours since post)

709 People Reached

44 Reactions (Likes, comment and Shares)

67 Engagements

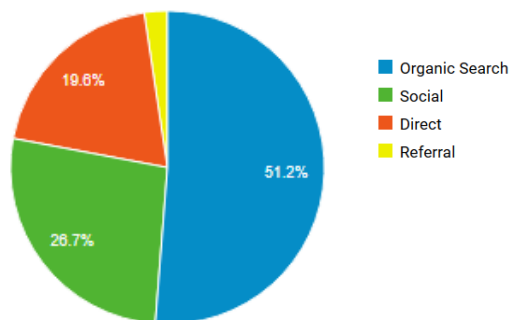
Total		
Reached	Reactions	Engagements
39,213	1298	4615

WEBSITE

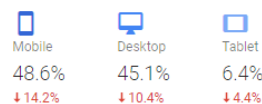
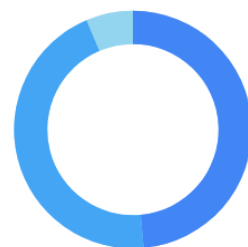
Below figures are from when Covid19 information first posted on 13th March 2020

Users (Site wide)	2937	+ 1819 users
Covid19 Media Release Views	757	+ 111 views
Covid19 Page Views	363	+ 186 views
Average time spent on Covid19 Page	02:37	- 0.16 sec

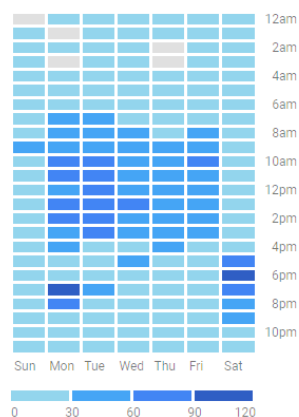
Top Channels



Sessions by device



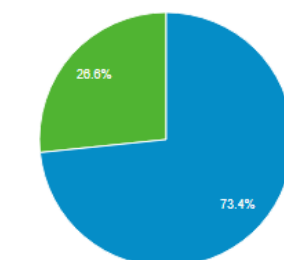
Users by time of day



Mar 13, 2020 - Apr 21, 2020

Mar 13, 2020 - Apr 21, 2020 [VIEW OVERVIEW](#)

New Visitor Returning Visitor





PANDEMIC ACTION PLAN

RAPID RESPONSE



Purpose

The priority of this document is to ensure, wherever possible, the wellbeing of Shire of Coolgardie staff, contractors and the broader community while continuing to service needs of the community during rapidly evolving pandemic events.

This document is designed to enable flexibility and adaptability while at the same time providing a baseline of actions to minimise risk and impact. It is noted that this, or any plan cannot cater for all eventualities.

Key Considerations

Should the Shire of Coolgardie (the Shire) be affected by pandemic(s), its capability to deliver services and amenities will also be impacted.

The Shire will be guided by the WA Health Department's advice and instruction. The WA Health Department has been identified as the primary source of information pertaining to pandemic outbreak in Western Australia.

Structure

This plan addresses issues that may arise during the course of a pandemic outbreak in the Shire, and how the Shire plans to address these to ensure continuity of key services to the community. Some actions will be immediate/once off while others will be continuous/ongoing.

Immediate Actions

These are actions to be undertaken immediately, some actions have an end date while others will be continuous.

Escalation (e.g. Pandemic) Actions

Should this illness escalate or the risk/impact to the Shire, these actions will then be undertaken in addition to or in place of those above. Escalation will be determined/advised by the Shire of Coolgardie CEO in consultation with the Pandemic Response Team.

Abbreviations

SOC – Shire of Coolgardie

DoH – Department of Health

OHS – Occupational Health and Safety



Pandemic Response Team Members

Role	Responsibility	Title
Pandemic Coordinator	To coordinate initial response actions and lead implementation of Pandemic Response Plan	Director of Economic and Community Development
Information/Business Continuity	Ensuring business continuity measures for the Shire	Director of Operations
Media/Communications	To provide single source of outgoing information from the Shire to staff, contractors and the wider community of actions being undertaken by the Shire.	Director of Economic and Community Development Communications Coordinator
Public/Environmental Health	Liaison between the Department of Health and the Shire, ensures compliance with environmental health best practice.	Environmental Health Officer
Workforce Arrangements	Coordinates issues raised by and relating to Shire employees during pandemic outbreak.	Manager of Executive Services
Community Services	Manage the effect of the pandemic on technical service delivery	Director of Operations
Commercial Services	Manage sewage, rangers and hard waste collection.	Commercial Manager
Incident Control	Overseeing OH&S and managing specific OH&S incidents	Manager of Executive Services



Action Plan

The Action Plan below outlines the identified issues and subsequent actions, should the Shire of Coolgardie (the Shire) be affected by a pandemic(s), its capability to deliver services and amenities will also be impacted.

The Shire will be guided by the WA Health Department's advice and instruction. The WA Health Department has been identified as the primary source of information pertaining to pandemic outbreak in Western Australia.

Shire Events and Programs

*Developed week of 16 March 2020

** Updated 23 March 2020

Issue	Action	Responsible Officer	Current Actions in Place
Mitigating exposure to staff and community members	Right of entry provisions and signage	Place Managers Kambalda and Coolgardie	Authorisation of CEO for staff to refuse right of entry – signage in CRCs and other facilities*
Potential transmission	<ul style="list-style-type: none">• Hand hygiene practises• Posters and signage		Items moved to enable social distancing**
Fear of equipment being contaminated	Decontaminating equipment between uses		Decision to restrict programs to under 20 maximum*
Contamination at event/program	End of day cleaning		Decision to cancel all programs**
			Implemented with appropriate cleaning materials*
			Cleaning three times a day*
			Decision to cancel all programs**

Issue	Action	Responsible Officer	Current Actions in Place
Organisers or contractors withdraw	Cancel event/program		<p>As at, 20 March 2020 – the following organisations have withdrawn services from Coolgardie:</p> <ul style="list-style-type: none"> • Coolgardie Youth Club have suspended the Friday night Youth Club and holiday program until further notice • Coolgardie Police have cancelled the Blue Light Disco scheduled for 9 April 2020 • Centre care Youth Division – cancelled Wednesday after school programs until further notice • Bega Youth Division – cancelled all afterschool activities until further notice • Parenting Connection WA – cancelled all Monday fortnightly parenting sessions



Issue	Action	Responsible Officer	Current Actions in Place
			<ul style="list-style-type: none"> Bright minds are providing me with an alternative option for face-to-face delivery of services in the Shire facilities
Unable to get volunteers and staff to participate in delivery	Review alternate staffing opportunities		In progress – 23.3.2020
Staff exposed to infection	Officer to isolate and participants to be contacted	Manager of Executive Services	Monitoring
Community dissatisfaction	Public communications/notification	Director of Economic and Community Development	Implementing comms plan for cancelled events and programs*
Community lack of confidence in event public health compliance	<p>Ensure SOC is following best practice and DoH advice and guidelines</p> <p>Communicate SOC decisions promptly and clearly to community, explaining reason for decision</p>	<p>Place Managers Kambalda and Coolgardie</p> <p>Director of Economic and Community Development</p>	<p>Implemented protocols for Councillors and staff*</p> <p>Implemented comms plan for COVID-19 SOC response*</p> <p>Implement closure comms plan**</p>
People sharing equipment (gym)	Increased cleaning protocols	Place Managers Kambalda and Coolgardie	<p>Gym closed on Health mandate – 23.3.2020</p> <p>Include in closure comms plan**</p>
Attendees to Shire facilities	<p>Public awareness and following DoH advice</p> <p>Follow SOC directives regarding public events, gatherings and programs</p>	Place Managers Kambalda and Coolgardie	<ul style="list-style-type: none"> Staff provision and explanation of COVID-19 Advice for Public Gatherings*

Issue	Action	Responsible Officer	Current Actions in Place
			<ul style="list-style-type: none"> Private functions cancelled by community members (23.3.2020)
Administration	Reviewing current safety procedures and internal processes		Ongoing
CRC and Recreation Officers delivery of events and programs	Increased awareness of advice issued by DoH		Events and programs cancellation in progress – 23.3.2020
Food Production	<ul style="list-style-type: none"> Review requirement for masks to be worn, review escalation Adhering to food safety program Staff monitoring 		No food provision to public – 23.3.2020

Hygiene

Issue	Action	Responsible Officer	Current Actions in Place
Syringe collection unable to be completed resulting in public health issue	Alternative staff to be redeployed	Commercial Manager	Alternative trained staff in place for collection*
Insufficient products internally to support increased personal hygiene requirements/education	<ul style="list-style-type: none"> Out of cycle order for hand soap Review source of supply of products Monitor supply 	Manager of Executive Services	Ordered – 18/3/2020



Theft of essential hygiene products from public venues	<ul style="list-style-type: none"> • Essential stock on view only • Regular checks/audits 	Place Managers Kambalda and Coolgardie	Implemented*
Staff unwilling to enter facilities	Adhere to advice from DoH	Manager of Executive Services	CEO memo to all staff distributed on 17 March 2020*
Additional cleaning required	<ul style="list-style-type: none"> • Staff to be responsible for workstation cleaning • Prioritisation of work area cleaning • Review use of communal areas for food preparation • No sharing of common mugs, glasses, cutlery etc. 	Executive Team	Implemented*
Staff not adhering to recommended hygiene practices	<p>Increased messaging to staff on hygiene and cough etiquette</p> <p>Apply disciplinary procedures.</p>	Manager of Executive Services	CEO memo to all staff distributed on 17 March 2020*
High risk/immuno compromised staff/workgroups (Over 65's etc)	<ul style="list-style-type: none"> • Hygiene practices • Cough etiquette • Stay home if unwell • Keeping workplace clean/disinfected • Medical advice required, should be sought by employee 	Manager of Executive Services	CEO memo to all staff distributed on 17 March 2020*



Communications

Issue	Action	Responsible Officer	Current Actions in Place
Accurate and timely information to community	<ul style="list-style-type: none"> DoH updates to be posted on SOC website and social media Hard Copies to be posted on public notice boards Generic information on reducing transmission of Covid-19 to be displayed at all Shire facilities Display informative videos on TVs in SOC facilities 	Communications Coordinator	Actioned – 16 March 2020: <ul style="list-style-type: none"> Dedicated page on website for COVID-19 Regular Shire President videos Social media updates as per WA Health and changes to Shire operations WA Health posters on COVID in facilities Facilities to run videos on televisions
Accurate Information to Staff	<ul style="list-style-type: none"> DoH updates to be emailed to all staff Hard Copies to be posted on staff notice boards and in common areas Briefing sessions between working group and Executive team 	Communications Coordinator	Actioned – 16 March 2020: <ul style="list-style-type: none"> Dedicated page on staff intranet for COVID-19 which includes staff protocol and CEO memo WA Health posters on COVID in facilities Briefing sessions – twice a week between working group and Executive team



Front Line

Issue	Action	Responsible Officer	Current Actions in Place
Public enquiries (general)	<ul style="list-style-type: none"> Focus on remote/digital customer service Fact sheets available in information stands Adapt phone to reflect COIVD-19 connection to DoH 	<p>Director of Economic and Community Development</p> <p>Place Managers Kambalda and Coolgardie</p>	<ul style="list-style-type: none"> Remote/digital customer services being progressed – quote received Phone message will be implemented on request of CEO
Mitigating exposure to staff and community members	<ul style="list-style-type: none"> Right of entry/signage Proactive communication Extension of loan terms available Consider frequency of workshops/seminars 	<p>Place Managers Kambalda and Coolgardie</p>	<ul style="list-style-type: none"> Authorisation of CEO for staff to refuse right of entry – signage in CRCs and other facilities* Place Managers considering library loan terms* Social media comms schedule being implemented Cancellation of workshops and seminars being evaluated
Public use of materials/books	<ul style="list-style-type: none"> Ongoing use of spray disinfectant Disposable glove use 	<p>Place Managers Kambalda and Coolgardie</p>	<ul style="list-style-type: none"> Place Managers considering library loan terms* Placed Managers – extend library book loan for two months Comms Plan to include State library information with video



Workforce

Issue	Action	Responsible Officer	Current Actions in Place
Travel Policy for Staff	Restricted non-essential travel (domestic or international)	Chief Executive Officer	CEO Memo issued on 17 March 2020
Sick staff (CAS)	Duty of Care for staff not to attend work sick	Manager of Executive Services	CEO Memo issued on 17 March 2020
Sick staff (PERM)	<ul style="list-style-type: none"> Duty of Care for staff not to attend work sick Determine provisions/conditions Determine travel advice/policy <p>Concerned staff to contact Manager of Executive Services</p>	Manager of Executive Services	CEO Memo issued on 17 March 2020
Workload prioritisation	Consultation with staff on workload for next three months	Manager of Executive Services	Executive Meeting – 23.3.2020 Ongoing



Swimming Pools

Issue	Action	Responsible Officer	Current Actions in Place
Mitigating exposure to staff and community members	<ul style="list-style-type: none"> • Right of entry/signage • WA Health regulations and code of practice posted • Monitor and adhere to regulations • Toilets and handrails being cleaned every hour • Department of Health escalation re: public gatherings/social distancing 	Manager of Aquatic Facilities	<p>In progress.</p> <p>Under 20 people maximum entry to Coolgardie Pool to accommodate 1.5m distance rule</p>
Swimming Pool closed	Adherence to LIWA, and WA Health		<p>As at 23 March 2020, LIWA and WA Health advised that Aquatic facilities that are not connected to any other facility (i.e. Recreation or community hall) can remain open.</p> <p>Currently, three school swimming lessons are scheduled until 9 April 2020 when the Coolgardie pool will close.</p>
Public misconceptions about pool contamination risk	Refer to WA Health	Communications Coordinator	WA Health information provided



Waste Facilities

Issue	Action	Responsible Officer	Current Actions in Place
Cleanaway Contract staffing issue	<ul style="list-style-type: none"> Review/check their business continuity plan Consider alternative contractors (Avon) Check contract conditions Backup drivers (currently 4 FTE drivers employed) Suspend nonessential services <p>Bare minimum 2 drivers required for rubbish collections</p>	Commercial Manager	Cleanaway pandemic plan received*
Tip unable to be operated by contractor(s)	<ul style="list-style-type: none"> Limited supervised tipping (SOC staff if required) "Free tipping" <p>Shire staff upskilled</p>		Ongoing
Transmission during general course of duties	<ul style="list-style-type: none"> Preventative measures in place (gloves/PPE) Limit toolbox meetings and interactions 		Gloves provided to all staff for collection of tip passes*
Service unable to be provided	<ul style="list-style-type: none"> Community disposal required and Shire staff to landfill to monitor dumping Remote monitoring available at tip (CCTV) 		Ongoing



Sewer Facilities

Issue	Action	Responsible Officer	Current Actions in Place
Staff unable to attend work due to illness	<ul style="list-style-type: none"> 1 staff member required minimum Staff work in isolation to prevent cross contamination 	Commercial Manager	<ul style="list-style-type: none"> TAPS providing leave coverage**
Contractor unable to provide assistance	<ul style="list-style-type: none"> Contract plumbing Business continuity plan reviewed Remote monitoring <p>SOC staff to operate contractor's equipment</p>		<ul style="list-style-type: none"> TAPS COVID-19 Plan viewed No impact on sewage system from COVID-19
Staff contaminated by sewerage	<ul style="list-style-type: none"> OHS Procedures Hand sanitisers – priority allocation 		Coronavirus does not live/survive in sewers
Asset Maintenance capabilities compromised/ Plant failure	Divert to Lagoon 2		Approve supplier/technical expert
Day to day blockages	Community education – general “reminders to reinforce not to flush un-flushables”	Communications Coordinator	Include in Comms Plan



Rangers Facilities

Issue	Action	Responsible Officer	Current Actions in Place
Public access to depot	<ul style="list-style-type: none"> Screen people before accessing depots No access for anyone displaying illness 	Ranger	Ongoing
Collection of animals (no public access to depot)	<ul style="list-style-type: none"> If collection required – utilise a drop crate for public to collect themselves Payments to be conducted over phone 		Ongoing Payment module to be implemented
Ranger response to jobs	<ul style="list-style-type: none"> Only high priority jobs to be responded to – Dog attacks, dogs wandering, injured animals, others as deemed appropriate Rangers to take appropriate measures if required to attend a residence 		Ongoing



General

Issue	Action	Responsible Officer	Current Actions in Place
Museum and Warden Finnertys	WA Health advice	Director of Operations	Closure to be announced 23.2.2020
Playground – risk of contamination	Closure	Director of Operations	Signage required – research wording, laminated and given to Place Managers
Water fountains contamination risk	<ul style="list-style-type: none"> Community education Regular cleaning 	Place Managers - Kambalda and Coolgardie	<ul style="list-style-type: none"> Cleaning three times/day Signage required
Potential funding available	Record keeping/costs profiling	Finance Consultant	<ul style="list-style-type: none"> Completed Staff utilising cost centre for time and expenditure
IT Services Business Continuity and Connectivity	Increase capacity to facilitate video-conferencing	Communications Coordinator	In progress

Shire of Coolgardie

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E: mail@coolgardie.wa.gov.au

www.coolgardie.wa.gov.au



11.1.6 List of Payments - March 2020

Location:	Nil
Applicant:	Nil
File Reference:	Nil
Disclosure of Interest:	Nil
Date:	21 April 2020
Author:	Senior Finance Officer, Nav Kaur

Summary:

For council to receive the list of accounts for March 2020.

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 March include Acorp Construction Pty Ltd - Kambalda Swimming Pool Upgrade Progress Claim 10; Roadtech Constructions - Tender 06/19 Construction of Road Train Parking Bay at GEH & Lady Loch Road Progress Claim and Total Asphalt – Durkin Road works.

Attachments:

1. March 2020 List of Payments. [11.1.6.1 - 9 pages]

Consultation:

Nil

Statutory Environment:

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

Policy Implications:

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

Financial Implications:

Nil

Strategic Implications:**Accountable and Effective Leaders**

High quality corporate governance, accountability and compliance
Maintain integrated strategic and operational plans

Voting Requirement: Simple Majority

Officer Recommendation:

That Council receive listing (attached) of accounts paid during the month of March 2020 by the Chief Executive Officer under delegated authority of Council.

1. Municipal accounts totalling \$1,834,352.41 Municipal vouchers EFT18292 – EFT18445, cheques 52322 - 52327, and direct payments made during the month of March 2020.
2. Trust payments totalling \$1791.06 on cheques 2267 - 2270 for the month of March 2020.
3. Credit card payments totalling \$16210.47 for the month of March 2020.

COUNCIL RESOLUTION: #64/20

Moved: Councillor, T Rathbone

Seconded: Councillor, E Winter

That Council receive listing (attached) of accounts paid during the month of March 2020 by the Chief Executive Officer under delegated authority of Council.

- 1. Municipal accounts totalling \$1,834,352.41 Municipal vouchers EFT18292 – EFT18445, cheques 52322 - 52327, and direct payments made during the month of March 2020.**
- 2. Trust payments totalling \$1791.06 on cheques 2267 - 2270 for the month of March 2020.**
- 3. Credit card payments totalling \$16210.47 for the month of March 2020.**

CARRIED ABSOLUTE MAJORITY 6/0

Shire of Coolgardie
Payments by Delegated Authority
1st March 2020 to 31st March 2020

Chq	Date	Name	Description	Amount
52322	19-Mar-20	Synergy	Grouped Electricity Charge 05 Dec 19 to 05 Feb 20	\$ 44,690.17
52323	19-Mar-20	Target Kalgoorlie	Aiwa Micro DVD Hifi System AMA-150	\$ 99.00
52324	19-Mar-20	Telstra	Grouped Landlines 05 Mar - 04 Apr 20	\$ 5,948.19
52325	19-Mar-20	Water Corporation	Annual Water Trade Waste Charges	\$ 415.65
52326	23-Mar-20	Mlc Navigator Retirement Plan	Superannuation Payment to Mr Malcolm Cullen	\$ 5,700.00
52327	26-Mar-20	Water Corporation	Water Usage at 11 Goodenia Ct Kambalda West	\$ 237.67
				<u>\$ 57,090.68</u>

Shire of Coolgardie
Payments by Delegated Authority
1st March 2020 to 31st March 2020

Chq/EFT	Date	Name	Description	Amount
2267	04-Mar-20	Building And Energy Department Of Mines, Industry Regulation And Safety	Levy Collected For The Bsl For The Month Of February 2020	\$ 488.16
2268	04-Mar-20	Shire Of Coolgardie	Comission Collection Fees For The Month Of February 2020	\$ 10.00
2269	31-Mar-20	Public Transport Authority Of Western Australia	Transwa Tickets January 2020	\$ 1,056.39
2270	31-Mar-20	Shire Of Coolgardie	Transwa January 2020 Commission	\$ 236.51
				<u>\$1,791.06</u>

Shire of Coolgardie
Payments by Delegated Authority
1st March 2020 to 31st March 2020

EFT	Date	Name	Description	Amount
EFT18292	04-Mar-20	Lash N Blinq	Coolgardie Pool Contract Pool Operator, 12.02.2020-25.02.2020	\$ 9,685.45
EFT18293	05-Mar-20	Core Business Australia	Building Asset Management And Condition Review, Claim 2	\$ 28,893.29
EFT18294	06-Mar-20	Goldfields Toyota	Replacement Admin Vehicle -Rav 4 Rav 4, 2Wd.	\$ 35,745.67
EFT18295	06-Mar-20	Geoffrey Harcombe	Environmental Health Consultancy Service, Extension Of Contract, 25.01.2020-28.02.2020	\$ 3,116.91
EFT18296	10-Mar-20	Aapl Kalgoorlie	Repair Of 1 X Reticulation Pump For Coolgardie Oval (Include Labour & Materials)	\$ 1,149.50
EFT18297	10-Mar-20	Acms Nominees Pty Ltd T/As Body Cooler	Body Cooler Neck Wrap - 204 - Yellow Boomerang	\$ 154.00
EFT18298	10-Mar-20	Arrowmiss Couriers	Freight Charge To Deliver Baileys Fertiliser (5 Pallets) Kalgoorlie Blend" From Perth To Kambalda Depot. Price Would Be \$126 Plus Fuel Levy/Con Note Fee & Gst. Per Pallet. (Assuming \$126 + \$50 Fuel Levy/Con Note + 10% = \$193.60 P/Pallet)."	\$ 922.10
EFT18299	10-Mar-20	Australian Services Union	Payroll Deductions	\$ 25.90
EFT18300	10-Mar-20	Bp Australia Limited	February 2020 Monthly Bp Fuel Charges	\$ 6,729.90
EFT18301	10-Mar-20	Bungarra Electrical Services	Please Diagnose & Repair Electrical Issues At Coolgardie Works Depot On Ladyloch Road As Per Estimate Received On 12/02/2020	\$ 316.00
EFT18302	10-Mar-20	Bunnings Buildings Supplies	Supplies For Events	\$ 828.62
EFT18303	10-Mar-20	Bright Minds Therapy Pty Ltd	Occupational Therapy Sessions - School Bases Contracted Hours	\$ 2,695.00
EFT18304	10-Mar-20	Cabcharge	Cabcharges February 2020	\$ 184.09
EFT18305	10-Mar-20	Caltex Australia	February 2020 Monthly Fuel Charges	\$ 6,150.49
EFT18306	10-Mar-20	Central Regional Tafe	Mitchell Dzelebdzic To Attend Safety Rep Course 9-13Th March 2020	\$ 3,230.00
EFT18307	10-Mar-20	Covs Parts Pty Ltd Trading As Gpc Asia Pacific Pty Ltd	Ac130 , Oil Filter ,	\$ 92.45
EFT18308	10-Mar-20	Civic Legal	Professional Fees, Audit Letter	\$ 198.00
EFT18309	10-Mar-20	Cleanaway Pty Ltd	Hours Travel Time From Kalgoorlie To Kambalda @ 180.00 Per Hour ,	\$ 1,397.00
EFT18310	10-Mar-20	Eagle Petroleum (Wa) Pty Ltd	4496005 , Fuchs 5W/30 Super Syn F Eco-Dt .	\$ 484.00
EFT18311	10-Mar-20	Eco Springs	Eco Springs Water Cooler Annual Fee - Kambalda Rec Office	\$ 600.00
EFT18312	10-Mar-20	Football West Limited	Miniroos Kickoff Program Kambalda And Coolgardie 75 Registered Participants	\$ 6,000.00
EFT18313	10-Mar-20	Francesca Lefante, Milbridge	Site Visits And Associated Work As Per Tender 08/17.	\$ 14,052.50
EFT18314	10-Mar-20	Genco Civil Pty Ltd	Genco - Cement Stabilising Durkin Rd (600M X 10M) As Per Tender 09/17 (Council Res#220/17)	\$ 85,320.00
EFT18315	10-Mar-20	Goldfields Locksmiths	Repairs To - Exterior Glass Door Facing Squash Courts Double Doors In Community Activity Room Facing Stadium Ladies Toilet Door At Harry Steinhauer Clubrooms	\$ 324.62
EFT18316	10-Mar-20	Goldfields Record Storage	Monthly Records Storage January 2019	\$ 99.12
EFT18317	10-Mar-20	Goldfields Toyota	17801-25020 , Element .	\$ 260.99
EFT18318	10-Mar-20	Goldfields Valuation Services Pty Ltd	Request For Valuations A1072 - Lot 1269(10) Solanum Street Kambalda West (Harring. Mark Anthony) - Ct 2091/568 A3685 - Lot 116 (70) Woodward Street Coolgardie (Delfs. (The Estate Of) John Mathew William)	\$ 2,200.00
EFT18319	10-Mar-20	Goldline	3 X Boxes Livi Essential Premium Facial Tissue	\$ 1,361.19
EFT18320	10-Mar-20	Goodnews Newsagency	Monthly Newspapers For Kambalda Office, February 2020	\$ 197.00
EFT18321	10-Mar-20	Goldfields Canvas	Restitch Shade Sails & Repair X 4 Quote #Qu0428	\$ 440.00
EFT18323	10-Mar-20	High Standard Systems	Service Visit To Connect With The Titan Security System Replaced The Usb Serial Converter	\$ 975.94
EFT18324	10-Mar-20	Jason William Cleeland	Replace Hws As Per Quote ; Qu-0091	\$ 1,298.00
EFT18325	10-Mar-20	Kal Engineering Consultants	Simon De Been - Project Management Tender (Refer Tender 06/19 - Council Resolution # 178/19) Construction Of Lady Loch Truck Bay. Minuted Meeting X 1, Site Inspections X 4 Review Of Compliance Documentation And Travel. 18 Hours @ \$170 Ph	\$ 3,788.40
EFT18326	10-Mar-20	Kalgoorlie Boulder Visitor Centre Inc	Kbvc Holiday Planner 2020/2021 Advertising Coolgardie Full Page, Kambalda Full Page	\$ 6,000.00
EFT18327	10-Mar-20	Kambalda East Deli	Briefing Session 11Th Feb Finger Food + Delivery	\$ 143.00
EFT18328	10-Mar-20	Kmart Australia	Pingo Various Prizes	\$ 928.00
EFT18329	10-Mar-20	Kambalda Tilt Tray & Transport	Removal & Disposal Of A/V - Kambalda	\$ 120.00
EFT18330	10-Mar-20	Lg Corporate Solutions Pty Ltd	Provision Of Financial Services Not Specified In Tender 04/18	\$ 14,894.00
EFT18331	10-Mar-20	Lo-Go Appointments	Rates Services, Week Ending 03 August 2019	\$ 7,546.65
EFT18332	10-Mar-20	Logic Enterprises Pty Ltd T/A Logic Health	Medical And Drug Screen For Shanyn Reed	\$ 950.00
EFT18333	10-Mar-20	M & A Tree Lopping	Trim Trees Around Coolgardie Town Site As Per Western Power Work	\$ 9,405.00
EFT18334	10-Mar-20	Malcolm Raymond Cullen	Mileage Claims For Numerous Meetings, 703Km	\$ 779.34
EFT18335	10-Mar-20	Market Creations	Design And Setup Of 4 X Entry Statement Concepts	\$ 2,382.67
EFT18336	10-Mar-20	Mcleods Barristers And Solicitors	Governance Advice	\$ 995.78
EFT18337	10-Mar-20	Mister Signs	Signs For The Shire Offices And Community Recreation Centres S	\$ 1,107.70

Shire of Coolgardie
Payments by Delegated Authority
1st March 2020 to 31st March 2020

EFT	Date	Name	Description	Amount
EFT18338	10-Mar-20	Modus Compliance Pty Ltd	Undertake Inspection And Issue A Certification Of Construction Compliance (Ccc) And Occupancy Permit (Op) For The Kambalda Pool.	\$ 1,933.80
EFT18339	10-Mar-20	Mine Ag Fleet Hire	Hamm Roller Hire, February 2020	\$ 1,842.50
EFT18340	10-Mar-20	Office National Kalgoorlie	Coolgardie Pool Cleaning Supplies	\$ 116.21
EFT18341	10-Mar-20	Pool Robotic Perth	Kambalda Pool Large Vacuum Service And Parts And Repairs	\$ 3,774.60
EFT18342	10-Mar-20	Pryce Mining Services Pty Ltd	Kambalda Pool Large Vacuum Service And Parts And Repairs	\$ 1,063.70
EFT18343	10-Mar-20	Paywise	Testing And Tagging Plug Rod Testing For The Current Quarter - Kambalda Depot. Includes Tradesman & Replacement Light Switch	\$ 994.10
EFT18344	10-Mar-20	Ravim Rbc	Payroll Deductions	\$ 10,428.00
EFT18345	10-Mar-20	Ray White Kambalda	Service Delivery Reviews, February Visit. Aligning Kpi'S, Org Review, Service Level Reviews	\$ 486.20
EFT18346	10-Mar-20	Red Dot	Management Fees For Salmon Gum Well Aged Units	\$ 199.19
EFT18347	10-Mar-20	Rsa Works	Prizes For The Coolgardie Pingo	\$ 12,039.50
EFT18348	10-Mar-20	Red Desert Cooling Pty Ltd	Site Visits And Associated Work As Per Tender	\$ 1,589.50
EFT18349	10-Mar-20	Snap Kalgoorlie	Checked Over System - Hp Switch Had Tripped On Both Stages - Reset And Checked All Pressures And Current Draw For Compressors And Motors - All Okay - Monitored For 45 Minutes - All Okay * Noticed There Was A Fault On Ac 8 For The Gym As Well - Hp Switch Had Tripped For Stage 1 - Reset And Checked All Pressures And Current Draw - All Okay	\$ 112.20
EFT18350	10-Mar-20	Taps Industries Pty Ltd	Coolgardie Gala Proposal 30 A3 Brochures, Printed Colour 2 Sides And Folded To A4	\$ 880.00
EFT18351	10-Mar-20	Total Asphalt & Total Traffic Management Pty Ltd	Quote #11755 - Works For February 2020 Work Carried Out At Rv Dump	\$ 224,234.45
EFT18352	10-Mar-20	Tourism Council Wa	Point & Sewer Pond	\$ 800.00
EFT18353	10-Mar-20	Tracey Rathbone	Durkin Rd. Supply And Spray 98/2 (4800M2) - Quote#380Rg19	\$ 675.00
EFT18354	10-Mar-20	Tribe Perth	2019/20 - \$350	\$ 119.00
EFT18355	10-Mar-20	Uniqco International Pty Ltd	Reimbursement For Councillor Training. Diploma Of Local Government	\$ 7,194.00
EFT18356	10-Mar-20	Wattleup Tractors	Rod Franklin Accommodation - 19Th-20Th February 2020	\$ 212.65
EFT18357	10-Mar-20	Westrac Pty Ltd	Plant & Vehicle Shared Service Fee For March 2020	\$ 566.03
EFT18358	10-Mar-20	Woolworths Group Limited	Bearing Shield , Tx-410-464-052 .	\$ 399.04
EFT18359	10-Mar-20	Yeti'S Records Management Consultancy	515-3968 , Deo-Uls 15W/40 .	\$ 1,650.00
EFT18360	10-Mar-20	Zion Real Estate (Rental)	Prizes For The Coolgardie Pingo	\$ 762.46
EFT18361	12-Mar-20	Raymond John Davies	Records Management Services Until 31 June 2020	\$ 6,000.00
EFT18362	12-Mar-20	Roadtech Constructions	Accommodation Rental Fees For The Migrant Workers Initiative For Unit 2/35 Sylvester Street Coolgardie.	\$ 225,798.34
EFT18363	12-Mar-20	Australian Services Union	Purchase Of 2Nd Hand Solar Lighting Tower. To Be Used At Coolgardie	\$ 25.90
EFT18364	12-Mar-20	Paywise	Refer Tender 06/19 - Council Res#178/19 (Construction Of Road Train Parking Bay At Geh & Ladyloch Rd - As Per Scope Of Works).	\$ 994.10
EFT18365	19-Mar-20	Ampac Debt Recovery (Wa) Pty Ltd	Payroll Deductions	\$ 8,050.13
EFT18366	19-Mar-20	Amy Graziadeli	Debt Recovery Feb 20	\$ 129.00
EFT18367	19-Mar-20	Arrowmiss Couriers	Reimbursement For Uniform Items	\$ 258.50
EFT18368	19-Mar-20	Australian Taxation Office	Kambalda And Coolgardie Pool Chemical Supplies Freight Cn 194683	\$ 3,000.00
EFT18369	19-Mar-20	Bibby - Willow Trust T/A Kambalda Household Maintenance	Bas Adjustment For Oct 19	\$ 60.50
EFT18370	19-Mar-20	Bunnings Buildings Supplies	Deliver 1 X 240L Domestic Bin To 16 Redwood St, Kamb. Original Bin (Serial #509755 Has Been Reported As Stolen.	\$ 767.58
EFT18371	19-Mar-20	Central Regional Tafe	Industrial Vacuum, Leaf Blower, And Cleaning Supplies	\$ 1,815.00
EFT18372	19-Mar-20	Chemcentre	Meghan Kent To Attend Safety Rep Training 2020	\$ 290.40
EFT18373	19-Mar-20	Coastal Midwest Transport Pty Ltd	2020.	\$ 532.06
EFT18374	19-Mar-20	Core Business Australia	(Coolgardie Wa 6429)	\$ 30,890.24
EFT18375	19-Mar-20	Covs Parts Pty Ltd Trading As Gpc Asia Pacific Pty Ltd	Provision Of Project Management Services For Kambalda Swimming Pool Upgrade	\$ 8.95
EFT18376	19-Mar-20	Catherine Brooking	Trt560-4 , Triton V Belt	\$ 906.85
EFT18377	19-Mar-20	Christopher Scott	Reimbursement For Coolgardie Kiosk Drinks & Icy Poles	\$ 170.00
EFT18378	19-Mar-20	Department Of Fire & Emergency Services	Reimbursement For Medical Fees	\$ 72,854.56
EFT18379	19-Mar-20	Diamond Networks Pty Ltd	2019/20 Esl Qtr 3 Contribution	\$ 2,563.00
EFT18380	19-Mar-20	Dormakaba Australia Pty Ltd	1 X Nanrong Airinjector (\$1050+Gst = \$1155) & 1 Nanrong Wave Maker (\$1280 +Gst = \$1408)	\$ 126.50
EFT18381	19-Mar-20	Ess Kambalda Village	Carry Out Planned Periodic Inspections To Automatic Doors At Kcfr Mar 20	\$ 202.00
EFT18382	19-Mar-20	Francesca Lefante, Milbridge	Kambalda Youth Night Friday 14Th February 2020	\$ 15,702.50
EFT18383	19-Mar-20	Goldfields Printing Company Pty Ltd	Site Visits And Associated Work As Per Tender 08/17.	\$ 429.00
EFT18384	19-Mar-20	Goldfields Record Storage	20 Book (Shire Of Coolgardie 'Invoice For Refuse Sites) \$390 + Gst"	\$ 307.22
EFT18385	19-Mar-20	Goldfields Canvas	Monthly Records Storage February 2019	\$ 300.00
			200M X Vb Cord For Shade Sails	

Shire of Coolgardie
Payments by Delegated Authority
1st March 2020 to 31st March 2020

EFT	Date	Name	Description	Amount
EFT18386	19-Mar-20	Harvey Norman Kalgoorlie	Logitech Bluetooth Audio Adapter	\$ 48.00
EFT18387	19-Mar-20	It Vision	Altus Payroll Onsite Training	\$ 1,475.98
EFT18388	19-Mar-20	Kmart Australia	Seniors Christmas Luncheon Thursday 28 November Christmas Baubles - Mineral Colours	\$ 105.00
EFT18389	19-Mar-20	Lo-Go Appointments	Rates Services We 7 Mar 20	\$ 4,541.40
EFT18390	19-Mar-20	Logic Enterprises Pty Ltd T/A Logic Health	Pre-Employment Medical And Instant Drug Screen For Corina Morgan	\$ 510.00
EFT18391	19-Mar-20	Lucy Karafilis	Reimbursement For Uniform	\$ 159.97
EFT18392	19-Mar-20	Lash N Blinq	Coolgardie Pool Contract Pool Operator 27 Feb To 10 Mar 20	\$ 12,497.87
EFT18393	19-Mar-20	M & A Tree Lopping	Kambalda Pool Tree Removal	\$ 14,850.00
EFT18394	19-Mar-20	Market Creations	Telethon Initial Event Planning Inclusive Of A Workshop	\$ 11,280.84
EFT18395	19-Mar-20	Mister Signs	Kambalda Pool Signage, New Branding Logo	\$ 711.60
EFT18396	19-Mar-20	Neverfail Springwater Ltd	Springwater For The Kambalda Office Mar 20	\$ 83.45
EFT18397	19-Mar-20	Nowlan Grading	6 Day Grader Hire (@ 8Hrs P/Day) @ \$165 P/Hr (Plus Gst). Float Hire - Float Shire Roller To Site Coolgardie North Rd (Slk30-Slk60) Approx \$500.	\$ 9,262.00
EFT18398	19-Mar-20	Office National Kalgoorlie	Kambalda Pool Supplies	\$ 1,191.62
EFT18399	19-Mar-20	Orliavit Pty Ltd Trading As Harvey Norman Av/lt Superstore Kalgoorlie	Ipad Pro, Pencil And Cover - Mandy Dawes	\$ 2,366.00
EFT18400	19-Mar-20	Poolshop Online Pty Ltd	Coolgardie Pool Chemical Supplies	\$ 2,163.84
EFT18401	19-Mar-20	Resources Trading Hub	Please Supply Harness Replacements As Per Quote 58019	\$ 88.00
EFT18402	19-Mar-20	Red Desert Cooling Pty Ltd	Kambalda Pool Flat Air Cons	\$ 957.00
EFT18403	19-Mar-20	State Law Publisher	Gazetted Of Local Laws In The Government Gazette	\$ 7,338.15
EFT18404	19-Mar-20	Steven Tweedie	Ongoing Governance Advice Feb 20	\$ 481.25
EFT18405	19-Mar-20	Taps Industries Pty Ltd	Quote #11755 - Works For February 2020	\$ 23,199.00
EFT18406	19-Mar-20	Tourism Council Wa	Gwn7 Tourism Awards Nomination Fee	\$ 150.00
EFT18407	19-Mar-20	Waterman Irrigation Pty Ltd	Remote Access Operational Costs On Automated Waste Water Retic System @ Coolgardie Park, Oval & Pond (01/01/20 - 30/06/20)	\$ 1,154.45
EFT18408	19-Mar-20	Western Diagnostics	Drug And Alcohol Testing Across The Shire - February 2020	\$ 2,941.62
EFT18409	19-Mar-20	Wholesale Promotions Warehouse Pty Ltd	Promotional Items	\$ 2,818.86
EFT18410	19-Mar-20	Woolworths Group Limited	Crc Food For Events	\$ 302.05
EFT18411	23-Mar-20	Australian Taxation Office	February Bas 2020	\$ 2,739.00
EFT18412	23-Mar-20	Kathryn Ann Lindup	March 2020 Councillor Payments	\$ 4,926.25
EFT18413	23-Mar-20	Malcolm Raymond Cullen	March 2020 Couoncillor Payments	\$ 9,647.75
EFT18414	23-Mar-20	Marion Eugen Winter	March 2020 Councillor Payments	\$ 4,926.25
EFT18415	23-Mar-20	Norman John Karafilis	March 2020 Councillor Payments	\$ 4,926.25
EFT18416	23-Mar-20	Sherryl Leanne Botting	March 2020 Councillor Payments	\$ 4,926.25
EFT18417	23-Mar-20	Tammee Louise Keast	March 2020 Councillor Payments	\$ 4,926.25
EFT18418	23-Mar-20	Tracey Rathbone	March 2020 Councillor Payments	\$ 6,976.25
EFT18419	26-Mar-20	3E Advantage Pty Ltd	Printer Services February 2020	\$ 5,641.62
EFT18420	26-Mar-20	Acorp Construction Pty Ltd	Kambalda Swimming Pool Upgrade, As Per Tender 01/19 Resolution # 039/19 Ongoing	\$ 633,955.45
EFT18421	26-Mar-20	Air Liquide	Monthly Gas Bottle Hire And Usage - Kambalda Depot, Rec Centre And Pool February 2020	\$ 71.46
EFT18422	26-Mar-20	Australia Post	Postal Charges February 2020, Yearly Po Box Charge	\$ 879.97
EFT18423	26-Mar-20	Bunnings Buildings Supplies	30 X Kids Size Gloves - Clean Up Australia Day	\$ 25.55
EFT18424	26-Mar-20	Boothey Family Morans Store	Supply And Delivery Of Bottled Gas	\$ 1,901.56
EFT18425	26-Mar-20	Bright Minds Therapy Pty Ltd	Occupational Therapy 05, 12, 17 March 2020	\$ 6,435.00
EFT18426	26-Mar-20	Core Business Australia	Proposal To Prepare An Asset Management Improvement Strategy And Asset Management Plan	\$ 16,391.10
EFT18427	26-Mar-20	Foxtel Management Pty Ltd Foxtel	Foxtel At Kambalda Gym March 2020	\$ 105.00
EFT18428	26-Mar-20	Francesca Lefante, Milbridge	Site Visits And Associated Work As Per Tender 08/17.	\$ 7,246.25
EFT18429	26-Mar-20	Goldline	Bucket Mop Ringer Contractor Red 15Lt	\$ 44.59
EFT18430	26-Mar-20	Geoffrey Harcombe	Environmental Health Consultancy Service, Extension Of Contract	\$ 2,660.00
EFT18431	26-Mar-20	Hicks Homes & Carpentry Pty Ltd	Supply Labour To Construct & Install 4 Forpark Byron Shelters At Various Locations In Kambalda	\$ 5,808.00
EFT18432	26-Mar-20	Jbs & G Australia Pty Ltd	Coolgardie Landfill Fee For February 2020	\$ 561.00
EFT18433	26-Mar-20	Lg Corporate Solutions Pty Ltd	Intergrated Planning 3 To 7 Feb 2020	\$ 6,138.00
EFT18434	26-Mar-20	Little Industries	Supply & Deliver Gravel To Durkin Road - 600 Tonne As Per Tender 06/18 (Council Resolution #193/18)	\$ 15,311.11
EFT18435	26-Mar-20	Market Creations	Office 365	\$ 4,279.65
EFT18436	26-Mar-20	Mcleods Barristers And Solicitors	Review Of Lease, Coolgardie Public Building	\$ 1,936.47
EFT18437	26-Mar-20	Office National Kalgoorlie	Paper Towel Dispenser & Paper Towel	\$ 65.15
EFT18438	26-Mar-20	Orliavit Pty Ltd Trading As Harvey Norman Av/lt Superstore Kalgoorlie	Ariston 80Cm Upr Cooker Dnx	\$ 2,896.90
EFT18439	26-Mar-20	Pryce Mining Services Pty Ltd	Call Out To The Nickeltown Flounders Clubroom At Kambalda East To Inspect And Replace Rcd And Motion Sensors Plus Labour	\$ 1,227.55
EFT18440	26-Mar-20	Resources Trading Hub	Starpick1500, Barrier Mesh (1M X 50M), Cable Tie Black (300X4Mm Pk100)	\$ 137.50

Shire of Coolgardie
Payments by Delegated Authority
1st March 2020 to 31st March 2020

EFT	Date	Name	Description	Amount
EFT18441	26-Mar-20	Talis Consultants	Please Provide Project Management For Binneringie Road Junction Upgrade As Per Requested By Shire Auditors	\$ 8,918.28
EFT18442	26-Mar-20	Tribe Perth	Rod Franklin Accommodation - 19Th-20Th February 2020 (Repayment As First Was Wrong Bank Account)	\$ 119.00
EFT18443	26-Mar-20	Wormald Fire Systems	Routine Inspection And Maintenance Of Fire Alarm System 2019/2020 At Kambalda Recreation Facility Jan To Feb 2020	\$ 390.64
EFT18444	27-Mar-20	Australian Services Union	Payroll Deductions	\$ 25.90
EFT18445	27-Mar-20	Paywise	Payroll Deductions	\$ 994.10
				<u>\$ 1,777,261.73</u>

Shire of Coolgardie
Payments by Delegated Authority
1st March 2020 to 31st March 2020

Chq/EFT	Date	Name	Description	Amount
DD6797.1	10-Mar-20	Wa Local Government Superannuation	Payroll deductions	\$ 11,692.89
DD6797.2	10-Mar-20	Hostplus	Superannuation contributions	\$ 227.47
DD6797.3	10-Mar-20	Mlc Masterkey Super Fundamentals	Superannuation contributions	\$ 176.64
DD6797.4	10-Mar-20	North Superannuation	Superannuation contributions	\$ 297.38
DD6797.5	10-Mar-20	Mercer Super Trust	Superannuation contributions	\$ 529.81
DD6797.6	10-Mar-20	Bt Super For Life - Savings Account	Superannuation contributions	\$ 913.51
DD6797.7	10-Mar-20	Nowlan Superannuation Fund Pty Ltd	Superannuation contributions	\$ 388.48
DD6797.8	10-Mar-20	Amp Signaturesuper	Superannuation contributions	\$ 221.95
DD6797.9	10-Mar-20	Tasplan Super	Superannuation contributions	\$ 247.64
DD6819.1	24-Mar-20	Wa Local Government Superannuation	Payroll deductions	\$ 12,767.51
DD6819.2	24-Mar-20	Hostplus	Superannuation contributions	\$ 223.41
DD6819.3	24-Mar-20	Mlc Masterkey Super Fundamentals	Superannuation contributions	\$ 201.87
DD6819.4	24-Mar-20	North Superannuation	Superannuation contributions	\$ 297.38
DD6819.5	24-Mar-20	Mercer Super Trust	Superannuation contributions	\$ 529.81
DD6819.6	24-Mar-20	Bt Super For Life - Savings Account	Superannuation contributions	\$ 913.51
DD6819.7	24-Mar-20	Nowlan Superannuation Fund Pty Ltd	Superannuation contributions	\$ 358.52
DD6819.8	24-Mar-20	Amp Signaturesuper	Superannuation contributions	\$ 222.05
DD6819.9	24-Mar-20	Tasplan Super	Superannuation contributions	\$ 241.47
DD6797.10	10-Mar-20	Australian Super	Superannuation contributions	\$ 1,350.87
DD6797.11	10-Mar-20	First Choice Employer Super	Superannuation contributions	\$ 221.77
DD6797.12	10-Mar-20	Rest Superannuation	Superannuation contributions	\$ 179.73
DD6797.13	10-Mar-20	Mlc Super Fund (Plum Super)	Superannuation contributions	\$ 216.77
DD6819.10	24-Mar-20	Australian Super	Superannuation contributions	\$ 1,351.62
DD6819.11	24-Mar-20	First Choice Employer Super	Superannuation contributions	\$ 222.38
DD6819.12	24-Mar-20	Rest Superannuation	Superannuation contributions	\$ 182.04
DD6819.13	24-Mar-20	Mlc Super Fund (Plum Super)	Superannuation contributions	\$ 67.62
				<u>\$34,244.10</u>

Shire of Coolgardie
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1st March 2020 to 31st March 2020

Reference	Date	Description	Value	Card
	30-Mar-20	Australian Local Gov Deakin (Refund)	-\$ 1,364.00	855
	30-Mar-20	Australian Local Gov Deakin (Refund)	-\$ 1,364.00	855
	25-Mar-20	Virgin Austr7951510507289 Brisbane (Refund)	-\$ 104.00	855
	23-Mar-20	Starlink Wwv 256.91 Usd 13.40 Aud	\$ 459.90	855
	23-Mar-20	Jbhifi.Com.Au USB & Chargers	\$ 499.99	855
	20-Mar-20	Dropbox*Mzq6Y2725Tdw Subscription	\$ 19.25	855
	17-Mar-20	SurveyMonkey Dublin Subscription	\$ 296.64	855
	16-Mar-20	Virgin Aust 7951510511317 Spring Hill	\$ 185.00	855
	16-Mar-20	Virgin Aust 7951510511250 Spring Hill	\$ 185.00	855
	16-Mar-20	503399Flightcentre.Com Brisbane (Andrew Mann)	\$ 914.52	855
	16-Mar-20	Virgin Aust 7951510507331 Spring Hill	\$ 58.00	855
	13-Mar-20	Virgin Aust 7951510489833 Spring Hill	\$ 11.00	855
	13-Mar-20	Virgin Aust 7952163270833 Spring Hill	\$ 1,078.00	855
	16-Mar-20	Virgin Aust 7951510507289 Spring Hill	\$ 104.00	855
	16-Mar-20	Australian Local Gov Deakin	\$ 1,364.00	855
	16-Mar-20	Australian Local Gov Deakin	\$ 1,364.00	855
	12-Mar-20	Ibis Styles Kalgoorlie Kalgoorlie Francesca Lefante	\$ 314.03	855
	12-Mar-20	Dropbox Npzwq3M36Bx Db.Tt/Cchelp	\$ 2,039.40	855
	12-Mar-20	Virgin Aust 7952163244851 James Trail	\$ 499.00	855
	12-Mar-20	Virgin Aust 7951510474903 James Trail	\$ 5.11	855
	12-Mar-20	Virgin Aust 7951510475875 James Trail	\$ 11.00	855
	12-Mar-20	Virgin Aust 7952163246537 James Trail	\$ 1,078.00	855
	12-Mar-20	Virgin Aust 7951510475265 James Trail	\$ 11.00	855
	12-Mar-20	Virgin Aust 7952163245444 James Trail	\$ 1,419.36	855
	11-Mar-20	Civeo Pty Ltd Kambalda East (Mark Weller)	\$ 264.42	855
	11-Mar-20	Civeo Pty Ltd Kambalda East (Nic Tynan)	\$ 132.21	855
	11-Mar-20	Civeo Pty Ltd Kambalda East (Bruce Lorimer)	\$ 396.63	855
	10-Mar-20	Xero Au Inv-11654227 Hawthorn	\$ 50.00	855
	09-Mar-20	Zoom.Aud 8887999666	\$ 216.20	855
	09-Mar-20	Live Taxi Australia West Melbourne	\$ 47.36	855
	09-Mar-20	Gm Cabs Pty Ltd Mascot	\$ 34.91	855
	06-Mar-20	Ibis Styles East Perth Fd East Perth	\$ 129.00	855
	06-Mar-20	Civeo Pty Ltd Kambalda East	\$ 793.26	855
	05-Mar-20	Set Isletme Tur.Yat. Istanbul 324.82 Try 2.47 Aud	\$ 84.96	855
	04-Mar-20	Holiday Inn Otel Istanbul 651.78 Try 4.92 Aud	\$ 168.96	855
	03-Mar-20	Set Isletme Tur.Yat. Istanbul 323.35 Try 2.44 Aud	\$ 83.64	855
	03-Mar-20	Qantas Airways Ltd (Ec Mascot	\$ 69.00	855
	03-Mar-20	Swan Taxis 13 13 30 Victoria Park	\$ 22.05	855
	02-Mar-20	Ingot Hotel Perth Belmont	\$ 49.59	855
	02-Mar-20	Ingot Hotel Perth Belmont	\$ 140.67	855
	02-Mar-20	City Of Kalgoorlie - B Kalgoorlie	\$ 50.00	855
	30-Mar-20	Western Power Perth	\$ 421.72	6806
	30-Mar-20	Department Of Transpor Perth	\$ 42.95	6806
	27-Mar-20	Wa Country Health Se Bunbury	\$ 310.00	6806
	26-Mar-20	Nexway Nanterre	\$ 734.18	6806
	24-Mar-20	Duchess Medical Pract Busselton	\$ 145.00	6806
	23-Mar-20	Local Government Mana East Perth (Refund)	\$ 70.00	6806
	23-Mar-20	Local Government Mana East Perth	-\$ 70.00	6806
	23-Mar-20	Clinical Laboratories Osborne Park	\$ 35.00	6806
	20-Mar-20	The Butterfly Foundati Crows Nest (Refund)	-\$ 100.00	6806
	19-Mar-20	Crazysalesau Springvale	\$ 999.68	6806
	16-Mar-20	Woolworths 4329 Kambalda East	\$ 390.52	6806
	12-Mar-20	Ibis Styles Kalgoorlie Kalgoorlie	\$ 157.02	6806
	12-Mar-20	Bp Kambalda 6233 Kambalda	\$ 64.00	6806
	09-Mar-20	Local Government Mana East Perth	-\$ 70.00	6806
	06-Mar-20	Local Government Mana East Perth	\$ 70.00	6806
	03-Mar-20	Online Safety System Thornton	\$ 49.50	6806
	31-Mar-20	Harvey Norman Av/lt Kalgoorlie	\$ 69.95	9332
	30-Mar-20	Facebook 46E5Zrsgx2 Fb.Me/Ads	\$ 33.99	9332
	26-Mar-20	Wanewsdti Osborne Park	\$ 28.00	9332
	23-Mar-20	Virgin Aust 7951510559424 Spring Hill	\$ 5.84	9332
	23-Mar-20	Virgin Aust 7952163410552 Spring Hill	\$ 570.00	9332
	19-Mar-20	Facebook Pcubdrjhx2 Fb.Me/Ads	\$ 33.99	9332
	13-Mar-20	Red Rooster Kalgrie Kalgoorlie	\$ 26.02	9332
	10-Mar-20	Muzz Buzz Kalgoorlie Kalgoorlie	\$ 11.00	9332
	09-Mar-20	Office National Kalgoo Kalgoorlie	\$ 25.90	9332
	09-Mar-20	Zoom.Aud 8887999666	\$ 23.78	9332
	23-Mar-20	Bp Kambalda 6233 Kambalda	\$ 247.51	9340
	11-Mar-20	Woolworths 4329 Kambalda East	\$ 10.00	9340
	10-Mar-20	Bunnings 435000 Kalgoorlie	\$ 34.87	9340
	04-Mar-20	Bunnings 435000 Kalgoorlie	\$ 22.99	9340
			\$ 16,210.47	
	27-Mar-20	PAYMENT - THANK YOU	-\$ 22,620.86	

Mar-20

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

Commissions	
Costs	
Total Paid to Ampac	\$ 8,050.13

MINING

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

Costs	\$ -
Total Paid to Ampac	\$ 8,050.13

11.1.7 Post Office Complex

Location:	Coolgardie
Applicant:	Nil
File Reference:	Nil
Disclosure of Interest:	Nil
Date:	17 April 2020
Author:	Director of Economics and Community Development, Mia Hicks

Summary:

Council endorsement is sought for the Coolgardie Post Office Complex (Coolgardie Economic and Innovation Hub) concept plans (Ref. SK.23 – Proposed FFL and SK 22 – Proposed GFL) and authorisation is requested for the Chief Executive Officer to initiate the tender process for the refurbishment works.

Background:

The Shire of Coolgardie has secured government funding support for the redevelopment of the Coolgardie Post Office from various sources. To date, the following amounts have been secured towards this project with Funding Agreements in place:

- 1) Lotterywest - \$233,500 (Cultural and Community Hub – Ground Floor)
- 2) Department of Industry, Science, Energy and Resources - Building Better Regions Funding - \$916,100
- 3) State Government - Regional Economic Development Grants Program - \$100,000

Funding has been received to revitalise areas of the Post Office Complex for the purposes of community, visitor and economic transactions. This includes the development of:

- 1) an Aboriginal Training Organisation Office Space
- 2) Public Gallery and Function Area including interpretation features of the Gaolyard
- 3) Outdoor Shelter and BBQ area
- 4) Cultural and Community Hub and Collaborative Business Incubator
- 5) New Visitor Centre and pop-up retail areas
- 6) Refurbished retail space

Comment:

This project is part of a long-term plan for the upgrade of the Coolgardie townsite for the benefit of tourism, economic development including stimulation of business opportunities and community amenities.

Concept Plans

The concept plan incorporates: -

- Upgrades to the internal areas of the building (except for the existing tenanted Post Office, tenanted residence and vacant Sergeants Quarters residence).
- New services, data, communication, heating, and cooling

- Compliant mobility access, including the provision of a lift
- Improved rear outdoor spaces that link and connect to the range of internal uses
- Internal fit-out for community, cultural, visitor and retail activities
- Drainage and roofing repairs
- External streetscape works
- Potential repair/replacement of rear veranda (as part of future works dependant on funding).

The concept plans reflect a refinement of the design elements that formed part of the grant submission, reflect current building occupancy requirements and enhance the heritage significance of the building.

The specifications associated with the concept plans have been completed, except for the fire solutions, which are being finalised for inclusion in the tender documents.

Cost – Quantity Surveyor costs

The Shire of Coolgardie is awaiting receipt of the final Quantity Survey on the revised concept plans and fire separation report for inclusion in the tender documentation. This information is to be provided to the Shire by 30 April 2020.

Tender

CORE Business Australia have been engaged to prepare the Tender documentation on behalf of the Shire through a public tendering process.

The tender is proposed to be a Design and Construct Tender and will include the following documentation: -

- 1) Concept Plans;
- 2) Specifications for tender;
- 3) Building Classification;
- 4) Heritage Council comments;
- 5) Updated Conservation Management Plan;
- 6) Site survey; and
- 7) Fire Separation – Performance requirements.

The tender documents, datasheet and evaluation criteria will be reviewed by the Shire once received from CORE Business Australia.

Heritage & Planning Approvals.

The Shire is also working to obtain the necessary approvals (Heritage and Planning) as follows:-

- the Conservation Management Plan has been as been updated and referred to the Heritage Council for comment
- Preliminary discussions have occurred on the concept plans with the Heritage Council

Land Tenure

The Department of Planning, Lands, and Heritage has provided advice on relation to the final stages of for the transfer of Management Order from the Minister for Works to the Shire of Coolgardie for Reserve 2446 (lots 580-582).

Summary

The concept plans and specifications have been consistent with the funding parameters and heritage requirements. The project is ready to commence to tender process to satisfy the agreed timelines from State and Federal government funding bodies.

Attachments:

1. S K.23 Proposed FFL Plan Attachment [11.1.7.1 - 1 page]
2. S K.22 Proposed GFL Plan [11.1.7.2 - 1 page]

Consultation:

Shire Staff
Goldfields-Esperance Development Commission
Building Better Regions Staff
Lotterywest Staff
CORE Business Australia
H&H Architects
Modus Compliance
Heritage Council
Department of Planning, Lands and Heritage
Francesca Lefante, Planning Consultant

Statutory Environment:

Planning and Development Act

Chief Executive Officer has delegated Authority under Delegation 1.11 Tenders for Goods and Services to call tenders in accordance with Local Government (Functions and General)

Regulations R 11(1)

11. When tenders have to be publicly invited

- (1) Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$150 000 unless sub regulation (2) states otherwise.
- (2) states otherwise.

Policy Implications:

Procurement Requirements are in accordance with Procurement Policy 03.

Financial Implications:

A key component of this project is budget control and adhering to the funding limits and set in the grant proposals. The Shire of Coolgardie has achieved \$1,249,600 in funding towards this project. Final costings will be provided to Council following recommendation of preferred tenderer to Council.

Strategic Implications:

Effective management of infrastructure, heritage and environment

Encouraging cultural and historical community projects and activities
Maintaining and renewing infrastructure and building assets
Supporting and encouraging local and regional tourism

Voting Requirement: Simple Majority

Officer Recommendation:

That Council, ENDORSES the Coolgardie Post Office Complex (Coolgardie Economic and Innovation Hub) concept plans (Ref. SK.23 – Proposed FFL and SK 22 – Proposed GFL) located on Lot 580-582 & Reserve 2446, Bayley Street, Coolgardie.

COUNCIL RESOLUTION: #65/20

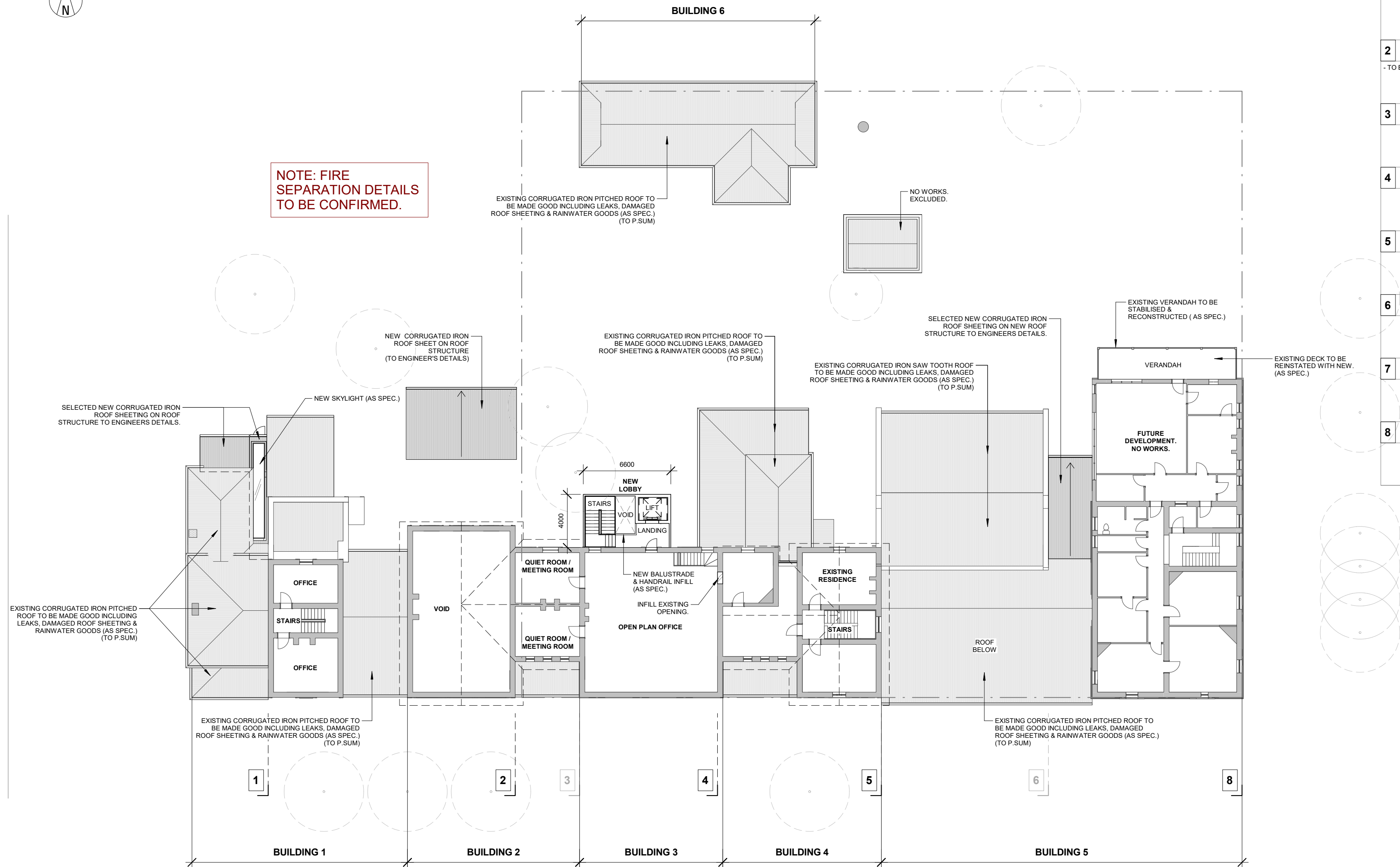
Moved: Councillor, S Botting
Seconded: Councillor, T Keast

That Council, ENDORSES the Coolgardie Post Office Complex (Coolgardie Economic and Innovation Hub) concept plans (Ref. SK.23 – Proposed FFL and SK 22 – Proposed GFL) located on Lot 580-582 & Reserve 2446, Bayley Street, Coolgardie.

CARRIED ABSOLUTE MAJORITY 6/0

**LEGEND - PROJECT No.**

1	INDIGENOUS ORGANISATION
2	PUBLIC GALLERY & FUNCTION SPACE - TO BE RETAINED & REFURBISHED
3	TENANCY.
4	COMMUNITY CENTRE WITH KITCHEN
5	EXISTING RESIDENCE TO REMAIN
6	NEW VISITOR & RETAIL CENTRE
7	POST OFFICE
8	FUTURE DEVELOPMENT

**PROPOSED FIRST FLOOR PLAN**

1 : 200

PROJECT NAME: COOLGARDIE POST OFFICE COMPLEX
PROJECT ADDRESS: 56 BAYLEY ST, COOLGARDIE, WA
CLIENT NAME: SHIRE OF COOLGARDIE
JOB NUMBER: 8128-19

SCALE: 1 : 200 @ A2
DATE: 22/04/2020 1:47:36 PM

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08 9842 5558

SKETCH ISSUE:

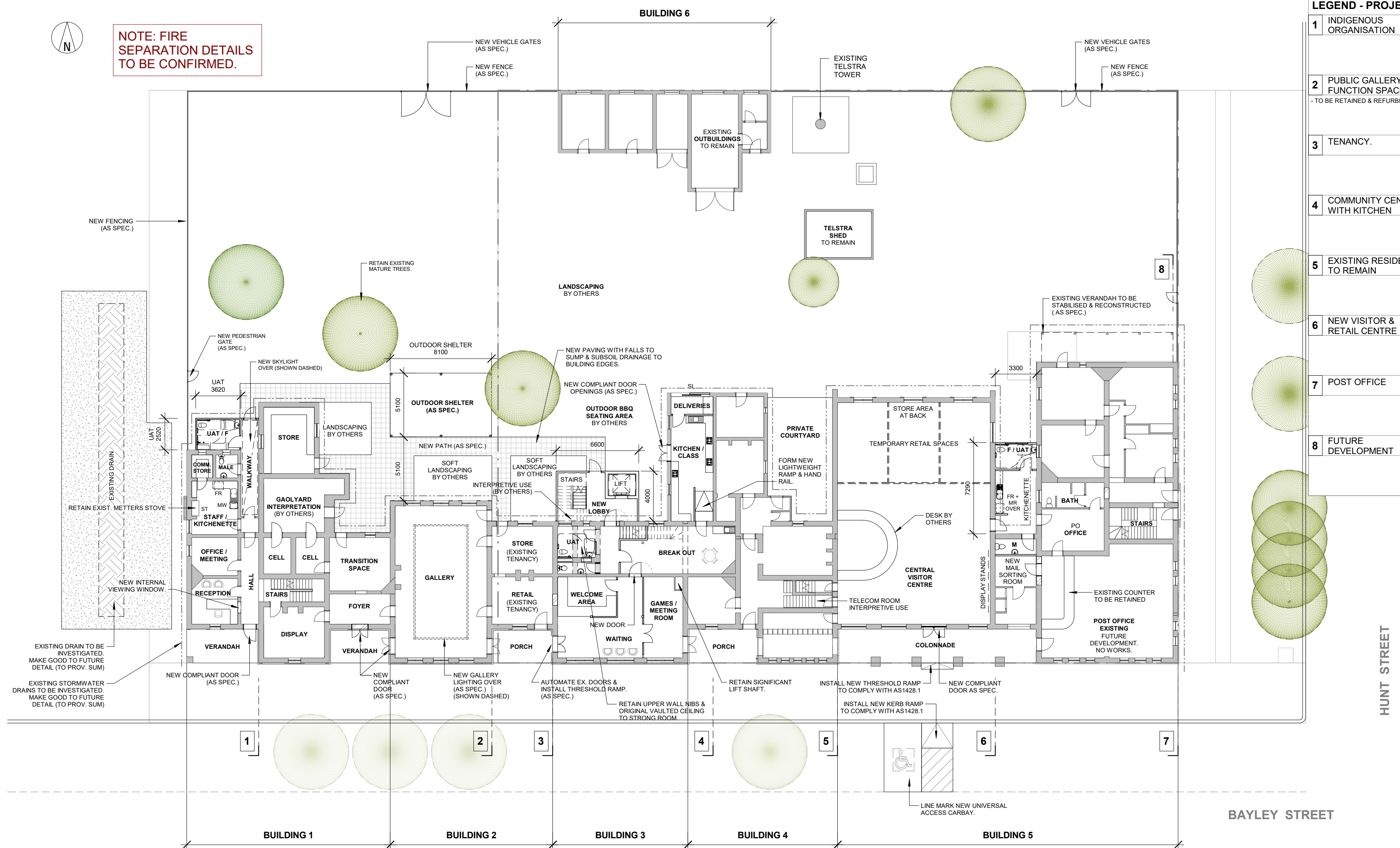
DWG No: **SK.23**



NOTE: FIRE SEPARATION DETAILS TO BE CONFIRMED.

LEGEND - PROJECT No.

- | | |
|---|---|
| 1 | INDIGENOUS ORGANISATION |
| 2 | PUBLIC GALLERY & FUNCTION SPACE
- TO BE RETAINED & REFURBISHED |
| 3 | TENANCY. |
| 4 | COMMUNITY CENTRE WITH KITCHEN |
| 5 | EXISTING RESIDENCE TO REMAIN |
| 6 | NEW VISITOR & RETAIL CENTRE |
| 7 | POST OFFICE |
| 8 | FUTURE DEVELOPMENT |



PROPOSED GROUND FLOOR PLAN
1 : 200

PROJECT NAME: COOLGARDIE POST OFFICE COMPLEX
PROJECT ADDRESS: 56 BAYLEY ST, COOLGARDIE, WA
CLIENT NAME: SHIRE OF COOLGARDIE
JOB NUMBER: 8128-19

SCALE: 1 : 200 @ A2
DATE: 22/04/2020 1:41:43 PM

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SKETCH ISSUE:

DWG No: SK.22

11.1.8 Ben Prior Park

Location:	Coolgardie
Applicant:	Nil
File Reference:	Nil
Disclosure of Interest:	Nil
Date:	20 April 2020
Author:	Director of Economic and Community Development, Mia Hicks

Summary:

Council endorsement is sought for the Ben Prior Park Concept Plan to facilitate Council Officers to progress to the implementation of the project. The concept plan meets the objectives of Council and the purpose of the Park with proposed elements meeting budget allocations.

Background:

In July 2019, the Shire of Coolgardie and Evolution Mining signed a Memorandum of Understanding for the refurbishment of Ben Prior Park. The Shire of Coolgardie is the principal organisation responsible for the delivery of the Ben Prior Park project. The Shire has committed a financial contribution of \$30,000 (2019/20 Budget) plus in-kind contributions including interpretation and curation of the items through collaboration with stakeholders.

Evolution Mining committed \$178,000 (plus \$10,000 contingency) in funding to support the re-development of Ben Prior Park. The company will also provide in-kind support throughout the project including movement of items via crane.

Comment:

This project is part of a long-term plan for the upgrade of the Coolgardie townsite for the benefit of tourism and community amenities.

On 28 May 2020, Council agreed to commence the restoration of Ben Prior park with a contribution of \$30,000 from the Shire of Coolgardie (COUNCIL RESOLUTION: #099/19).

Since this time, Shire Officers have:

- 1) curated and interpreted all equipment items on site with local historical advisors
- 2) delivered two community consultation workshops to obtain feedback on Park features – attended by 80+ residents
- 3) achieved indicative costings

Concept Plan

The concept plan includes the establishment of pathways, a nature playground, gazebos, park benches, security lighting and cameras, development of interpretation areas (mining, farming etc), and restoration of museum items such as the bank and statues.

During the community consultation phase, the relocation of the Jack Cairns Shack from its existing location was requested. The existing camp was investigated, and it was identified that several complications would arise from its re-location including the following: condition of the camp, location of the camp on a mining lease and classification as a historical place.

As such, the development of a replica of the Jack Cairns Shack within Ben Prior Park would create an opportunity for the community and tourists to view and interact with a facility that is safe and highlights the historical element of prospecting. It is intended that the replica construction is included in Stage 1 or Stage 2 of the redevelopment depending on costings.

The Ben Prior Park Concept plan brings together the elements that stakeholders deemed essential to the project and Shire Officers are ready to execute the project as soon as possible, giving consideration to COVID-19 restrictions.

Attachments:

1. Ben Prior Park - Concept Plan - REV A 003 [11.1.8.1 - 1 page]

Consultation:

Shire Staff
Victor Churchill Dale
Evolution Mining staff
Nature Play WA
Francesca Lefante, Planning Consultant

Statutory Environment:

Planning and Development Act

Chief Executive Officer has delegated Authority under Delegation 1.11 Tenders for Goods and Services to call tenders in accordance with Local Government (Functions and General)

Regulations R 11(1)

11. When tenders have to be publicly invited

(1) Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$150 000 unless sub regulation (2) states otherwise.

Policy Implications:

Procurement Requirements are in accordance with Procurement Policy 03.

Financial Implications:

Initial estimates indicate that the project can be delivered within the funding and budget allocations in the 2019/20 Budget of \$200,000.

Strategic Implications:

Effective management of infrastructure, heritage and environment

Encouraging cultural and historical community projects and activities
Facilitating the preservation of heritage sites and buildings
Supporting and encouraging local and regional tourism

Voting Requirement: Simple Majority

Officer Recommendation:

That Council, ENDORSE the Concept Plan for Ben Prior Park, Bayley Street, Coolgardie
(Reference - Ben Prior Park - Concept Plan - REV A003)

COUNCIL RESOLUTION: #66/20

Moved: Councillor, T Rathbone

Seconded: Councillor, T Keast

**That Council, ENDORSE the Concept Plan for Ben Prior Park, Bayley Street, Coolgardie
(Reference - Ben Prior Park - Concept Plan - REV A003)**

Tammee Keast left electronic meeting 6.35pm

**CARRIED ABSOLUTE MAJORITY 5/0
Tammmee Keast absent**

Tammmee Keast returned to electronic meeting 6.39pm

11.1.9 Coolgardie Tip – Reserve R3497, Lot 501 Coolgardie

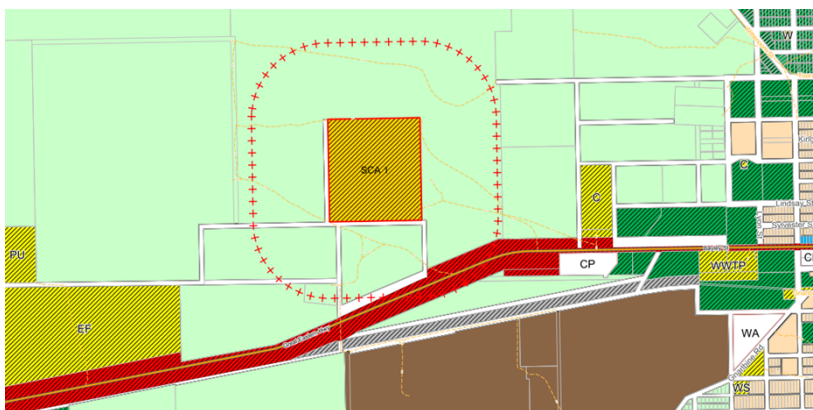
Location:	Reserve R3497, Lot 501, Coolgardie
Applicant:	Nil
File Reference:	Nil
Disclosure of Interest:	Nil
Date:	21 April 2020
Author:	Francesca Lefante Consultant Town Planner

Summary:

To support changes to the provision of the reserve to include power to lease for a period of up to 21 years.

Background:

Reserve R3497, Coolgardie is reserve Public Purpose – Rubbish Tip under Shire of Coolgardie Local Planning Scheme No 5. It has been vested in the Shire of Coolgardie since 1962 for the purpose of sanitation and rubbish disposal.



Comment:

The Shire's has focus and commitment to facilitating infrastructure and services that meet the social and economic needs of the community.

The Shire is current undertaking strategic investigations on the expansion and infrastructure improvements on the Coolgardie Tip to facilitate economically and environmentally sustainable management of local and regional waste.

Significant national focus is the Australian government's impending ban (commencing 1 July 2020) on the export of recyclable items (rubber, plastic, and glass) overseas. The impact of the ban is that local government will have to find alternate solutions to waste management. Without the appropriate infrastructure in place it has the potential to impose significant costs to the local community

The Coolgardie Tip site Reserve R3497 has been vested in the Shire of Coolgardie since 1962 for the purpose of sanitation and rubbish disposal.

The Shires Local Planning Strategy endorsed by the Department of Planning and Development the inclusion of power to lease into this reserve meets the following strategic actions: -

- (c) Examine the opportunity for the local government to gain control of Unallocated Crown Land where it is excess to government requirements. If so, it may be advantageous for the Council to acquire these properties for future uses as determined by the Council.
- (d) Initiate the process to secure long term (21 year) leases for the existing area in the Coolgardie townsite

Whilst the current expansion activities are within the parameters of the reserve vesting, it is considered prudent to continue actions that establish the tenure terms that best align with the Shires Strategic and future objectives. The benefits to the community are progressing sustainable waste management solutions, improving the financial position, and generating local employment opportunities

The inclusion of power to lease into Reserve R3497 Lot 501 Coolgardie in accordance with the provisions of the Land Administration Act 1997, is consistent with the range of actions being undertaken to the expansion and infrastructure improvements on the Coolgardie Tip.

Council have the following options

- (c) Option 1 – Support the request to include power to lease.
- (d) Option 2 – Not support to inclusion

Attachments:

Nil

Consultation:

Chief Executive Officer

DPLH

Council

Statutory Environment:

- (5) Local Government Act 1995 3.54 Reserves under control of a Local Government
- (6) Land Administration Act 1997
- (7) Parks and Reserves Act

Policy Implications:

Nil

Financial Implications:

Nil

Strategic Implications:

Accountable and Effective Leaders

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

Developing strong partnerships with stakeholders for the benefit of our community

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

High quality corporate governance, accountability and compliance

Effective management of infrastructure, heritage and environment

Ensuring that waste management practices are compliant

Maintaining and renewing infrastructure and building assets

Voting Requirement: Simple Majority

Officer Recommendation:

That Council,

1. INITIATES Reserve 3497 Lot 501 Coolgardie Management order change inclusive of leasing authority for a period of 21 years to facilitate infrastructure improvements and development consistent with the reserve vesting and scheme provisions.
2. REQUESTS Minister for Lands to include power to lease within Reserve R3497 Lot 501, Coolgardie, in accordance with the provisions of the Land Administration Act 1997.

COUNCIL RESOLUTION: #67/20

Moved: Councillor, S Botting

Seconded: Councillor, T Rathbone

That Council,

1. **INITIATES Reserve 3497 Lot 501 Coolgardie Management order change inclusive of leasing authority for a period of 21 years to facilitate infrastructure improvements and development consistent with the reserve vesting and scheme provisions.**
2. **REQUESTS Minister for Lands to include power to lease within Reserve R3497 Lot 501, Coolgardie, in accordance with the provisions of the Land Administration Act 1997.**

CARRIED ABSOLUTE MAJORITY 6/0

11.1.10 Financial Activity Statements for period ending 31 March 2020

Location:	Nil
Applicant:	Nil
File Reference:	NAM5822
Disclosure of Interest:	Nil
Date:	21 April 2020
Author:	Martin Whitely, Consultant

Summary:

This report recommends that the Monthly Statement of Financial Activity report for the period ending 31 March 2020 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 March 2020, loan repayments, and reserve account status.

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

Attachments:

1. Management Report - March 2020 [11.1.10.1 - 2 pages]
2. Monthly Financial Report - March 2020 [11.1.10.2 - 29 pages]

Consultation:

James Trail, Chief Executive Officer
Nav Kaur, Senior Finance Officer

Statutory Environment:

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

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

(1A) In this regulation —

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

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

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

Policy Implications:

Nil

Financial Implications:

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

Strategic Implications:

Accountable and Effective Leaders

High quality corporate governance, accountability and compliance

Maintain integrated strategic and operational plans

Voting Requirement: Simple Majority

Officer Recommendation:

That Council,

That the Monthly Financial Activity Statement for the period 1 July 2019 to 31 March 2020 be received

COUNCIL RESOLUTION: #68/20

Moved: Councillor, T Rathbone

Seconded: Councillor, E Winter

That Council,

That the Monthly Financial Activity Statement for the period 1 July 2019 to 31 March 2020 be received

CARRIED ABSOLUTE MAJORITY 6/0

Shire of Coolgardie
Management Report for the period ended 31 March 2020

PENDING / OUTSTANDING ITEMS

Topic	Matter Raised	Date Identified	Explanation	Action Required	Priority	Status	Comment	Projected Completion
Bank Reconciliations	Reconciliation	April 2019	During the compilation of previous Monthly financial Statements it was noted that the Municipal bank account did not reconcile.	All bank accounts are to be reconciled at the end of each month with a nil balance	HIGH	Ongoing	Reconciliations are now completed on a regular basis and the bank reconciliation is being, however there was a small discrepancy of \$90.93 for the Municipal account that was written off in March 2020. Not material, but given the issues raised in the past it needs to be monitored closely.	May 2020
GRS Facility	Transactions held in Trust	August 2019	All transactions are being maintained as part of the trust module. Refer to recent paper released from OAG on the treatment for accounting for trust funds	Separate accounting module to be maintained for GRS facility transactions	HIGH	Pending	Reconciliation still in the process of being completed. Reconciliation impacts on debtors & trust reconciliations as well. Transactions need to be transferred to a standalone accounting software package such as Reckon or MYOB.	May 2020
Debtors	Negative Balances	August 2019	There are still some negative debtors balances	Investigate the existing negative balances	MEDIUM	Pending	Debtor balances being reviewed regularly and most balances will be cleared once GRS Reconciliation is finalised.	May 2020
Trust	Funds held in trust	June 2019	Position paper released by OAG on the treatment of accounting for trust funds	Remove any items not required to be held in trust	HIGH	Pending	Funds transferred to Municipal Bank account once 2019/20 transactions reconciled.	May 2020

ITEMS COMPLETED / CLOSED

Topic	Matter Raised	Date Identified	Explanation	Action Required	Priority	Status	Comment	Projected Completion
Assets	Capitalisation	June 2019	FM Reg 17A(5) requires the capitalisation of assets under \$5,000	All assets under \$5,000 now require to be capitalised	HIGH	Closed / Ongoing	A table of assets by class will be completed and sent to auditors prior to finalisation of write off required. Transactions required to be completed for 18/19 Annual Financial Statements	Oct 2019
Balance Sheet Reconciliations	Various	May 2019	Not all balance sheet accounts are being regularly reconciled	All balance sheet accounts to be reconciled monthly	MEDIUM	Closed / Ongoing	Balance sheet reconciliations will be completed every month as part of the normal month end process as part of the Shire's continued monthly reporting practises	Oct 2019
Asset Reconciliations	Disposals & Acquisitions	August 2019	Disposals and Acquisitions not processed in Synergy	Process asset transactions in Synergy & reconcile back to GL	MEDIUM	Pending / Ongoing	Assets purchased and disposed during the month have not been processed in Synergy.	Oct 2019
Financial Management Review	Various	May 2019	The recently completed FMR highlighted some areas that will require to be addressed.	Implement an Action Plan for addressing the matters raised in the FMR.	HIGH	Pending	Implemented as part of the month end checklist	Dec 2019

SHIRE OF COOLGARDIE

MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the Period Ended 31 March 2020

LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 MARCH 2020**

INFORMATION

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 20 April 2020
Prepared by: Martin Whitely
Reviewed by: Nav Kaur

BASIS OF PREPARATION

REPORT PURPOSE

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996*, Regulation 34. Note: The statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

BASIS OF ACCOUNTING

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities and to the extent they are not inconsistent with the *Local Government Act 1995* and accompanying regulations), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 1995* and accompanying regulations. 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 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.

THE LOCAL GOVERNMENT REPORTING ENTITY

All Funds through which the Council controls resources to carry on its functions have been included in this statement. In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated. All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 13.

SIGNIFICANT ACCOUNTING POLICES

GOODS AND SERVICES TAX

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

CRITICAL ACCOUNTING ESTIMATES

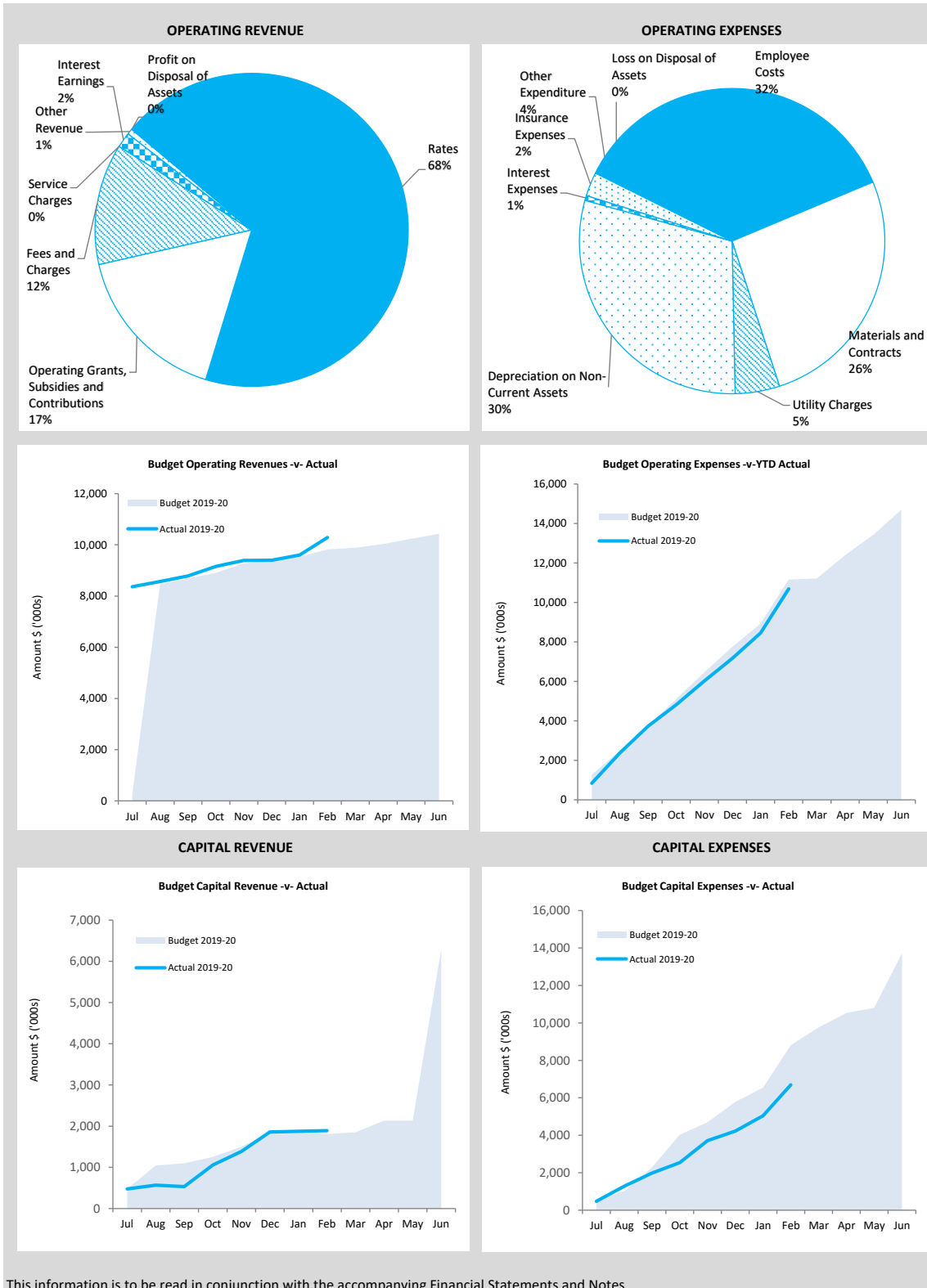
The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions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

ROUNDING OFF FIGURES

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

**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 MARCH 2020**

SUMMARY GRAPHS



**KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 MARCH 2020**

STATUTORY REPORTING PROGRAMS

Shire operations as disclosed in these financial statements encompass the following service orientated activities/programs.

GOVERNANCE	ACTIVITIES
To provide a decision making process for the efficient allocation of scarce resources.	Administration and operation of facilities and services to members of council; other costs that relate to the tasks of assisting elected members and ratepayers on matters which do not concern specific Council services
GENERAL PURPOSE FUNDING	
To collect revenue to allow for the provision of services.	Rates, general purpose government grants and interest revenue.
LAW, ORDER, PUBLIC SAFETY	
To provide services to help ensure a safer community.	Fire prevention, animal control and safety.
HEALTH	
To provide services to help ensure a safer community.	Food quality, pest control and meat inspections.
EDUCATION AND WELFARE	
To meet the needs of the community in these areas.	Includes education programs, youth based activities and resources centres. Care of families and the aged and disabled activities and resources centres.
HOUSING	
Provide housing services required by the community	Maintenance of staff, aged and rental housing.
COMMUNITY AMENITIES	
Provide services required by the community.	Rubbish collection services, landfill maintenance, effluent disposal, town site storm water drainage control and maintenance, administration of the Town Planning Scheme and maintenance of cemeteries.
RECREATION AND CULTURE	
To establish and manage efficiently, infrastructure and resources which will help the social well being of the community.	Maintenance of halls, the aquatic centres, recreation centres and various reserves, operation of library, support of arts and community festivals. Also matters relating to heritage.
TRANSPORT	
To provide effective and efficient transport services to the community.	Construction and maintenance of streets, road and footpaths, cleaning and lighting of streets, roads and footpaths, traffic signs and depot maintenance.
ECONOMIC SERVICES	
To help promote the Shire and improve its economic wellbeing.	The regulation and provision of tourism, area promotion, building control, noxious weeds.
OTHER PROPERTY AND SERVICES	
To provide effective and efficient administration, works operations and plant and fleet services.	Private works operations, plant repairs and operational costs. Administration overheads.

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020**

STATUTORY REPORTING PROGRAMS

	Ref Note	Amended Budget	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Opening Funding Surplus / (Deficit)	1(c)	5,382,767	\$ 5,787,599	\$ 5,787,599	\$ 5,382,767	\$ (404,832)	% (6.99%)	
Revenue from operating activities								
Governance		7,547	22,000	7,047	7,863	816	11.58%	
General Purpose Funding - Rates	6	7,150,490	7,150,490	7,035,365	7,031,311	(4,054)	(0.06%)	
General Purpose Funding - Other		505,620	610,030	472,750	488,093	15,343	3.25%	
Law, Order and Public Safety		79,300	34,300	71,975	71,313	(662)	(0.92%)	
Health		3,000	3,000	2,250	1,952	(298)	(13.24%)	
Education and Welfare		222,304	222,304	168,004	224,707	56,703	33.75%	▲
Housing		103,681	113,681	82,261	71,913	(10,348)	(12.58%)	▼
Community Amenities		1,045,323	1,042,665	1,012,258	1,015,466	3,208	0.32%	
Recreation and Culture		152,000	298,000	67,125	110,360	43,235	64.41%	▲
Transport		621,161	524,996	583,508	942,316	358,808	61.49%	▲
Economic Services		345,042	331,742	261,559	310,669	49,110	18.78%	▲
Other Property and Services		78,711	58,710	55,402	10,706	(44,696)	(80.68%)	▼
		10,314,179	10,411,918	9,819,504	10,286,669	467,165		
Expenditure from operating activities								
Governance		(1,738,207)	(1,833,407)	(1,395,752)	(1,409,300)	(13,548)	(0.97%)	
General Purpose Funding		(404,767)	(384,767)	(263,196)	(270,343)	(7,147)	(2.72%)	
Law, Order and Public Safety		(456,626)	(429,626)	(368,493)	(374,302)	(5,809)	(1.58%)	
Health		(588,078)	(480,198)	(421,458)	(370,155)	51,303	12.17%	▲
Education and Welfare		(356,561)	(366,561)	(277,322)	(257,595)	19,727	7.11%	
Housing		(324,485)	(360,485)	(188,355)	(192,685)	(4,330)	(2.30%)	
Community Amenities		(1,675,482)	(1,680,482)	(1,317,069)	(1,253,236)	63,833	4.85%	
Recreation and Culture		(3,183,481)	(3,320,481)	(2,436,836)	(2,356,060)	80,776	3.31%	
Transport		(4,430,763)	(4,612,011)	(3,348,155)	(3,273,468)	74,687	2.23%	
Economic Services		(1,403,807)	(1,178,807)	(998,454)	(923,901)	74,553	7.47%	
Other Property and Services		(299,000)	(45,000)	(148,716)	(8,899)	139,817	94.02%	▲
		(14,861,257)	(14,691,825)	(11,163,806)	(10,689,944)	473,862		
Non-cash amounts excluded from operating activities	1(a)	4,235,461	4,235,461	3,237,471	2,939,076	(298,395)	(9.22%)	
Amount attributable to operating activities		(311,617)	(44,446)	1,893,169	2,535,801	642,632		
Investing Activities								
Proceeds from non-operating grants, subsidies and contributions	12(b)	5,047,283	6,288,074	1,810,178	1,890,971	80,793	4.46%	
Proceeds from disposal of assets	7	291,364	291,364	78,268	78,268	0	0.00%	
Purchase of property, plant and equipment	8	(11,394,094)	(13,710,113)	(8,817,594)	(6,693,209)	2,124,386	24.09%	▲
Amount attributable to investing activities		(6,055,447)	(7,130,675)	(6,929,149)	(4,723,970)	2,205,179		
Financing Activities								
Proceeds from self supporting loans		326,000	484,453	352,346	0	(352,346)	(100.00%)	▼
Transfer from Reserves	10	1,664,132	1,942,863	0	0	0	0.00%	
Repayment of Debentures	9	(700,151)	(700,151)	(528,567)	(528,567)	0	0.00%	
Transfer to Reserves	10	(305,684)	(339,645)	0	0	0	0.00%	
Amount attributable to financing activities		984,297	1,387,520	(176,221)	(528,567)	(352,346)		
Closing Funding Surplus / (Deficit)	1(c)	0	0	575,398	2,666,031			

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold. Refer to Note 2 for an threshold. Refer to Note 15 for an explanation of the reasons for the variance.
The material variance adopted by Council for the 2019-20 year is \$10,000 or 10.00% whichever is the greater.
This statement is to be read in conjunction with the accompanying Financial Statements and notes.

**KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 MARCH 2020**

REVENUE

RATES

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

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

PROFIT ON ASSET DISPOSAL

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

FEES AND CHARGES

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

SERVICE CHARGES

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

INTEREST EARNINGS

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

OTHER REVENUE / INCOME

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

NATURE OR TYPE DESCRIPTIONS

EXPENSES

EMPLOYEE COSTS

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

MATERIALS AND CONTRACTS

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

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

INSURANCE

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

LOSS ON ASSET DISPOSAL

Loss on the disposal of fixed assets.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

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

OTHER EXPENDITURE

Statutory fees, taxes, provision for bad debts, member's fees or State taxes. Donations and subsidies made to community groups.

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020**

BY NATURE OR TYPE

	Ref Note	Amended Budget	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	\$	%	
Opening Funding Surplus / (Deficit)	1(c)	5,382,767	5,787,599	5,787,599	5,382,767	(404,832)	(6.99%)	
Revenue from operating activities								
Rates	6	7,060,490	7,150,490	7,035,365	7,031,311	(4,054)	(0.06%)	
Operating grants, subsidies and contributions	12(a)	1,459,285	1,377,027	1,162,047	1,717,968	555,921	47.84%	▲
Fees and charges		1,480,607	1,583,651	1,363,728	1,287,821	(75,907)	(5.57%)	
Interest earnings		208,750	208,750	156,442	160,801	4,359	2.79%	
Other revenue		70,547	57,500	67,422	59,709	(7,713)	(11.44%)	
Profit on disposal of assets	7	34,500	34,500	34,500	29,059	(5,441)	(15.77%)	
		10,314,179	10,411,918	9,819,504	10,286,669	467,165		▲
Expenditure from operating activities								
Employee costs		(4,618,660)	(4,575,660)	(3,535,983)	(3,452,353)	83,630	2.37%	▲
Materials and contracts		(4,132,555)	(4,292,923)	(3,037,544)	(2,810,407)	227,137	7.48%	▲
Utility charges		(619,340)	(586,840)	(441,326)	(503,750)	(62,424)	(14.14%)	
Depreciation on non-current assets		(4,327,961)	(4,182,961)	(3,245,971)	(3,166,269)	79,702	2.46%	▲
Interest expenses		(100,519)	(100,519)	(72,910)	(56,193)	16,717	22.93%	▲
Insurance expenses		(299,653)	(274,653)	(298,403)	(269,766)	28,637	9.60%	▲
Other expenditure		(653,569)	(591,269)	(505,669)	(413,238)	92,431	18.28%	▲
Loss on disposal of assets	7	(109,000)	(87,000)	(26,000)	(17,968)	8,032	30.89%	
		(14,861,257)	(14,691,825)	(11,163,806)	(10,689,944)	473,862		▲
Non-cash amounts excluded from operating activities	1(a)	4,235,461	4,235,461	3,237,471	2,939,076	(298,395)	(9.22%)	
Amount attributable to operating activities		(311,617)	(44,446)	1,893,169	2,535,801	642,632		▲
Investing activities								
Non-operating grants, subsidies and contributions	12(b)	5,047,283	6,288,074	1,810,178	1,890,971	80,793	4.46%	▲
Proceeds from disposal of assets	7	291,364	291,364	78,268	78,268	0	0.00%	
Payments for property, plant and equipment	8	(11,394,094)	(13,710,113)	(8,817,594)	(6,693,209)	2,124,386	(24.09%)	▲
Amount attributable to investing activities		(6,055,447)	(7,130,675)	(6,929,149)	(4,723,970)	2,205,179		▲
Financing Activities								
Transfer from reserves	10	1,664,132	1,942,863	0	0	0	0.00%	
Proceeds from self-supporting loans		326,000	484,453	352,346	0	(352,346)	(100.00%)	
Repayment of debentures	9	(700,151)	(700,151)	(528,567)	(528,567)	0	0.00%	
Transfer to reserves	10	(305,684)	(339,645)	0	0	0	0.00%	
Amount attributable to financing activities		984,297	1,387,520	(176,221)	(528,567)	(352,346)		
Closing Funding Surplus / (Deficit)	1(c)	0	0	575,398	2,666,031			

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold.
Refer to Note 15 for an explanation of the reasons for the variance.
This statement is to be read in conjunction with the accompanying Financial Statements and Notes.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020**

**NOTE 1
STATEMENT OF FINANCIAL ACTIVITY INFORMATION**

(a) Non-cash items excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with Financial Management Regulation 32.

Notes	Adopted Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities	\$	\$	\$
Adjustments to operating activities			
Less: Profit on asset disposals	(34,500)	(34,500)	(29,059)
Movement in accrued interest on long term borrowings			(21,073)
Movement in employee benefit provisions (current)			(195,029)
Add: Loss on asset disposals	87,000	26,000	17,968
Add: Depreciation on assets	4,182,961	3,245,971	3,166,269
Total non-cash items excluded from operating activities	4,235,461	3,237,471	2,939,076

(b) Adjustments to net current assets in the Statement of Financial Activity

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation 32* to agree to the surplus/(deficit) after imposition of general rates.

	Last Year Closing 30 Jun 2019	This Year Opening 01 Jul 2019	This Time Last Year 01 Apr 2019	Year to Date 31 Mar 2020
Adjustments to net current assets				
Less: Reserves - restricted cash	10 (3,267,088)	(3,267,090)	(3,895,469)	(3,267,088)
Less: Accrued Interest on Long Term Borrowings	21,073	0		8,941
Less: Accrued Salaries & Wages	113,673	0		0
Add: Borrowings	9 700,151	697,871	(2,280)	171,584
Add: Provisions - employee	11 232,379	238,493	238,493	142,081
Total adjustments to net current assets	(2,199,812)	(2,330,726)	(3,659,256)	(2,944,482)

(c) Net current assets used in the Statement of Financial Activity

Current assets					
Cash and cash equivalents	2	8,034,399	7,819,414	6,129,816	3,974,026
Rates receivables	3	1,330,212	1,279,715	1,707,677	1,840,982
Receivables	3	530,785	530,785	380,047	349,044
Other current assets	4	9,298	8,426	56,723	9,298
Less: Current liabilities					
Payables	5	(1,381,885)	(583,651)	(48,966)	(249,176)
Borrowings	9	(700,151)	(697,871)	2,280	(171,584)
Contract liabilities	11	(7,700)	0	0	0
Provisions	11	(232,379)	(238,493)	(238,493)	(142,081)
Less: Total adjustments to net current assets	1(c)	(2,199,812)	(2,330,726)	(3,659,256)	(2,944,482)
Closing Funding Surplus / (Deficit)		5,382,767	5,787,599	4,329,828	2,666,031

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 Council's operational cycle.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020

OPERATING ACTIVITIES
NOTE 2
CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted	Restricted	Trust	Total YTD Actual	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Cash on hand								
Municipal Bank Account	Cash and cash equivalents	978,293			978,293	ANZ	0.05%	N/A
Kambalda Administration Office Petty Cash	Cash and cash equivalents	1,212			1,212	N/A	0.00%	N/A
ANZ Term Deposit	Cash and cash equivalents	0	2,994,521		2,994,521	ANZ	0.93%	10/04/2020
Total		979,505	2,994,521	0	3,974,026			
Comprising								
Cash and cash equivalents		979,505	2,994,521	0	3,974,026			
Financial assets at amortised cost		0	0	0	0			
		979,505	2,994,521	0	3,974,026			

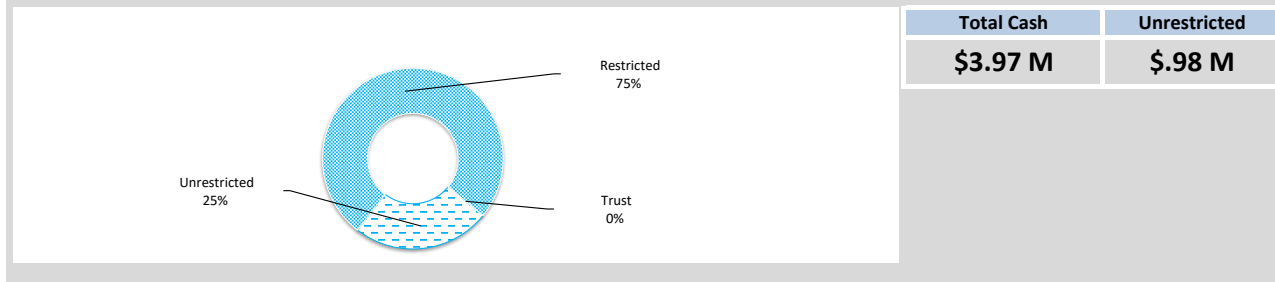
KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments 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 and bank overdrafts. Bank overdrafts are reported as short term borrowings 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 4 - Other assets.



Total Cash	Unrestricted
\$3.97 M	\$.98 M

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020**

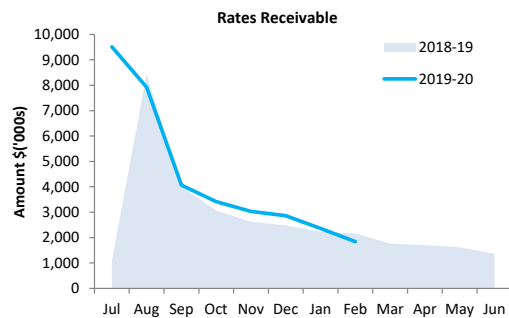
**OPERATING ACTIVITIES
NOTE 3
RECEIVABLES**

Rates Receivable	30 June 2019	31 Mar 20
	\$	\$
Opening Arrears Previous Years	1,362,392	1,330,212
Levied this year	6,682,397	7,031,311
Less - Collections to date	(6,714,577)	(6,520,541)
Equals Current Outstanding	1,330,212	1,840,982
Net Rates Collectable	1,330,212	1,840,982
% Collected	83.5%	78%

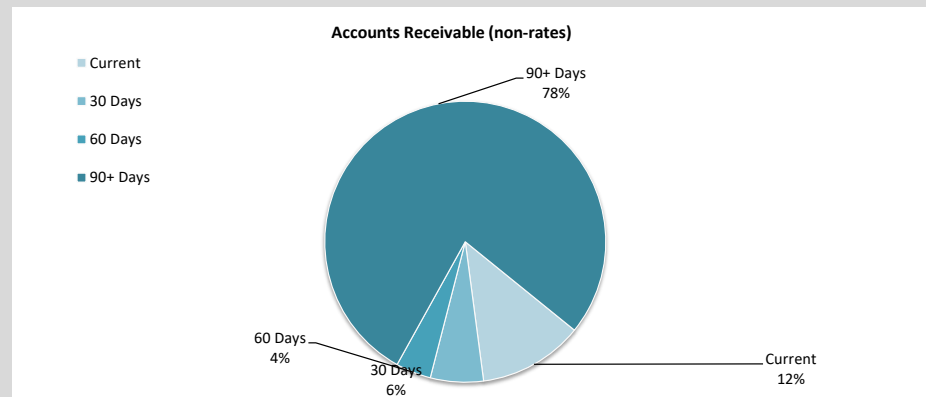
Receivables - General	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - General	(940)	70,285	35,483	23,593	452,496	580,917
Percentage	-0.2%	12.1%	6.1%	4.1%	77.9%	
Balance per Trial Balance						
Sundry receivable						580,917
GST receivable						153,513
Allowance for impairment of receivables						(153,077)
Prepayments						(244,573)
Emergency Services Levy						(15,862)
Pensioner Rebates						28,126
Total Receivables General Outstanding						349,044
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. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.



Collected	Rates Due
78%	\$1,840,982



Debtors Due
\$349,044
Over 30 Days
88%
Over 90 Days
77.9%

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020

OPERATING ACTIVITIES
NOTE 4
OTHER CURRENT ASSETS

	Opening Balance 1 July 2019	Asset Increase	Asset Reduction	Closing Balance 31 March 2020
Other Current Assets	\$	\$	\$	\$
Inventory				
Museum Memorabilia & Giftware	9,298			9,298
Total Other Current assets				9,298
Amounts shown above include GST (where applicable)				

KEY INFORMATION

Other financial assets at amortised cost

The Shire 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.

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.

Land held for resale

Land held for development and resale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development.

Borrowing costs and holding charges incurred after development is completed are expensed.

Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed onto the buyer at this point.

Land held for resale is classified as current except where it is held as non-current based on the Council's intentions to release for sale.

CONTRACT ASSETS

A contract asset is the right to consideration in exchange for goods or services the entity has transferred to a customer when that right is conditioned on something other than the passage of time.

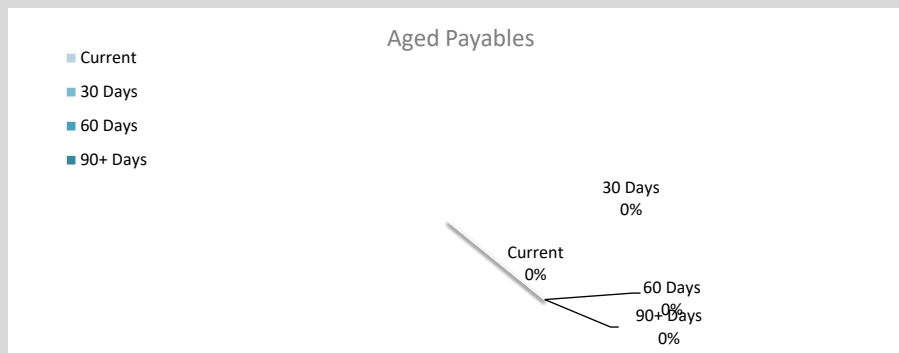
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020

OPERATING ACTIVITIES
NOTE 5
Payables

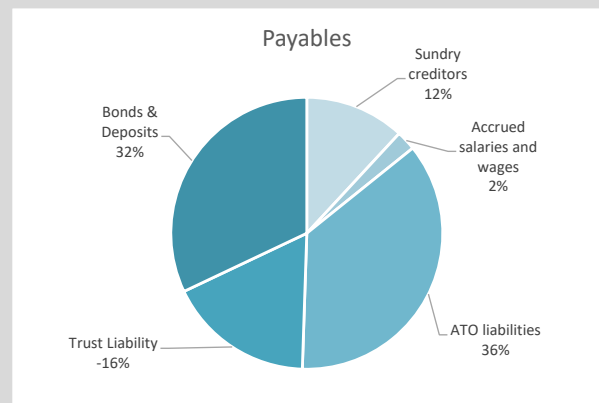
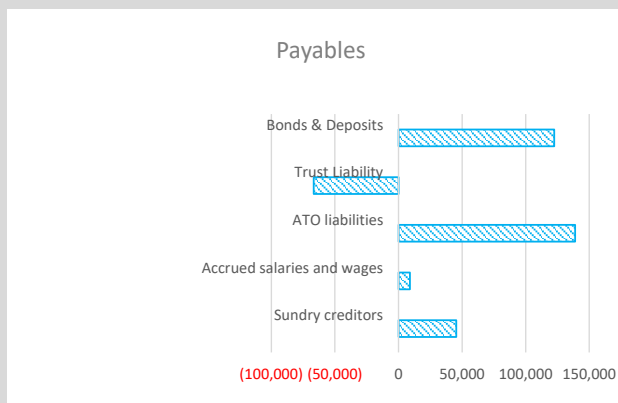
Payables - General	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - General	0	0	0	0	0	0
Percentage	0%	0%	0%	0%	0%	
Balance per Trial Balance						
Sundry creditors						45,491
Accrued salaries and wages						8,941
ATO liabilities						138,890
Trust Liability						(66,721)
Bonds & Deposits						122,575
Total Payables General Outstanding						249,176
Amounts shown above include GST (where applicable)						

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire 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.



Creditors Due
\$249,176
Over 30 Days
0%
Over 90 Days
0%



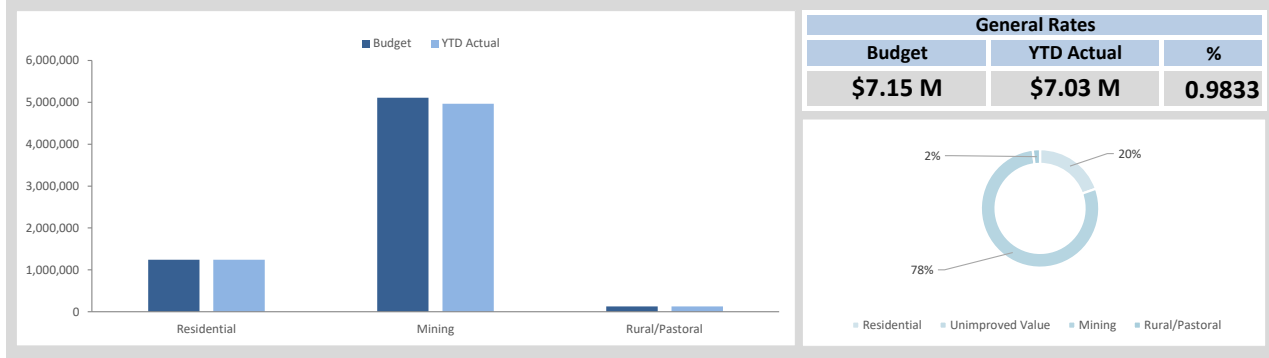
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020

OPERATING ACTIVITIES
NOTE 6
RATE REVENUE

General Rate Revenue	Budget							YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE				\$	\$	\$	\$	\$	\$	\$	\$
Differential General Rate											
Gross Rental Value											
Residential	0.076107	1,135	16,317,541	1,241,879	0	0	1,241,879	1,241,879	0	0	1,241,879
Unimproved Value											
Mining	0.22044	1,159	22,636,584	4,989,895	120,000	0	5,109,896	4,989,895	(27,369)	2,840	4,965,367
Rural/Pastoral	0.11051	29	1,134,784	125,408	0	0	125,408	125,408	0	0	125,408
Sub-Total		2,323	40,088,910	6,357,183	120,000	0	6,477,183	6,357,183	(27,369)	2,840	6,332,654
Minimum Payment	Minimum \$										
Gross Rental Value											
Residential	708	656	4,185,895	464,448			464,448	464,448			464,448
Unimproved Value											
Mining	437	559	598,076	244,283			244,283	244,283			244,283
Rural/Pastoral	684	14	13,500	9,576			9,576	9,576			9,576
Sub-Total		1,229	4,797,470	718,307	0	0	718,307	718,307	0	0	718,307
Concession							(45,000)				(19,650)
Amount from General Rates							7,150,490				7,031,311
Total General Rates							7,150,490				7,031,311

KEY INFORMATION

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

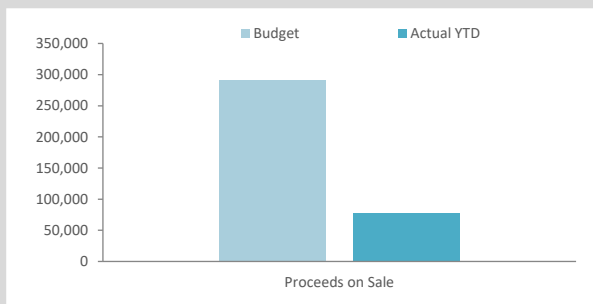


NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020

OPERATING ACTIVITIES
NOTE 7
DISPOSAL OF ASSETS

Asset Ref.	Asset Description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
Buildings									
LB167	3 Spinifex Street, Kambalda	129,000	90,000	0	(39,000)	0	0	0	0
LB172	11 Sturt Pea Crescent, Kambalda	134,000	90,000	0	(44,000)	0	0	0	0
Plant and equipment									
Transport									
HV021	P216 - Cat 930H Loader	37,091	59,091	22,000	0	0	0	0	0
LV038	P306 - Holden Cruze	2,909	5,909	3,000	0	1,920	5,850	3,930	0
LV041	P323 - Holden Evoke	8,000	10,000	2,000	0	5,198	8,775	3,577	0
LV042	P324 - Holden Evoke	7,500	10,000	2,500	0	4,857	7,800	2,943	0
LV043	P327 - Holden Evoke	8,000	10,000	2,000	0	5,394	7,800	2,406	0
LV048	P337 - Ford Ranger	12,000	15,000	3,000	0	8,031	16,575	8,544	0
LV036	P301 - Mitsubishi Utility	5,364	1,364	0	(4,000)	3,706	6,338	2,631	0
HV007	P214 - Mitsubishi Tip Truck	0	0	0	0	6,045	7,800	1,755	0
PE205	P332 - Self Levelling Planner	0	0	0	0	20,888	4,655	0	(16,233)
HV015	P230 - Hino Dutro 6500	0	0	0	0	11,137	12,675	1,538	0
		343,864	291,364	34,500	(87,000)	67,177	78,268	27,324	(16,233)

KEY INFORMATION



Proceeds on Sale		
Annual Budget	YTD Actual	%
\$291,364	\$78,268	27%

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020

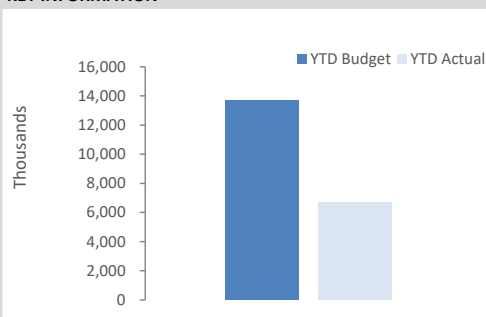
INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS

Capital Acquisitions	Amended Budget	Adopted Original Budget	YTD Budget	YTD Actual	YTD Actual Variance
		\$	\$	\$	\$
Land & Buildings	2,840,786	4,108,209	1,415,786	100,852	1,314,934
Furniture and equipment	52,500	42,500	52,500	9,243	43,257
Plant and equipment	208,181	458,636	208,181	226,411	(18,230)
Infrastructure - Roads	1,526,853	2,778,768	1,526,853	1,225,064	301,790
Infrastructure - Footpaths	80,000	100,000	0	11,608	(11,608)
Infrastructure - Drainage	85,000	91,000	11,000	35,337	(24,337)
Infrastructure - Parks & Ovals	280,000	460,000	0	32,995	(32,995)
Infrastructure - Sewerage	20,000	55,000	20,000	0	20,000
Infrastructure - Other Infrastructure	6,300,774	5,616,000	5,583,274	5,051,699	531,575
Capital Expenditure Totals	11,394,094	13,710,113	8,817,594	6,693,209	2,124,386
Capital Acquisitions Funded By:					
		\$	\$	\$	\$
Capital grants and contributions	5,047,283	6,288,074	1,810,178	1,890,971	80,793
Other (Disposals & C/Fwd)	291,364	291,364	78,268	78,268	0
Cash Backed Reserves					
IT & Communications Reserve		80,000		0	0
Road Reserve	118,499	118,499	0	0	0
Infrastructure Reserve	576,724	500,000	0	0	0
Recreation Reserve	250,000	250,000	0	0	0
Plant Reserve	80,909	377,364	0	0	0
Landfill Reserve	218,000	268,000	0	0	0
Environmental Reserve	300,000	300,000	0	0	0
Aerodrome Reserve	40,000	129,000	0	0	0
Contribution - operations	4,471,315	5,107,812	6,929,149	4,723,970	(2,205,179)
Capital Funding Total	11,394,094	13,710,113	8,817,594	6,693,209	(2,124,386)

SIGNIFICANT ACCOUNTING POLICIES

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

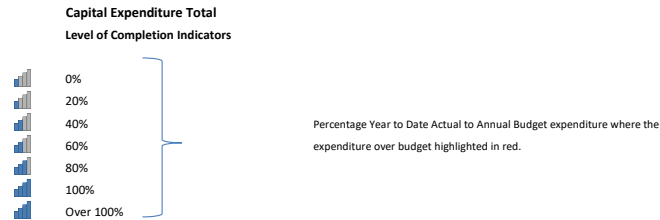
KEY INFORMATION



Acquisitions	Annual Budget	YTD Actual	% Spent
	\$13.71 M	\$6.69 M	49%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$6.29 M	\$1.89 M	30%

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020

INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS (CONTINUED)

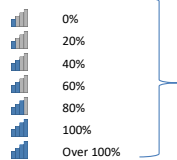


% of Completion	Level of completion indicator, please see table at the end of this note for further detail.		Amended Budget	Adopted Original Budget	YTD Budget	YTD Actual	Variance (Under)/Over
		Account Description					
		Land & Buildings					
	<div><div></div><div></div><div></div><div></div><div></div></div>	C13056 St John's Primary Health Alliance	1,000,000	1,000,000	0	0	0
	<div><div></div><div></div><div></div><div></div><div></div></div>	C11154 Kcrf - Court Lighting	10,000	10,000	10,000	0	10,000
	<div><div></div><div></div><div></div><div></div><div></div></div>	C11032 Coolgardie Recreation Centre	0	15,500	0	0	0
	<div><div></div><div></div><div></div><div></div><div></div></div>	C11152 Ccrf - Security Cameras	6,000	6,000	6,000	0	6,000
63%	<div><div></div><div></div><div></div><div></div><div></div></div>	C12044 Kambalda Depot Upgrade	14,284	14,284	14,284	9,045	5,239
100%	<div><div></div><div></div><div></div><div></div><div></div></div>	C12045 Coolgardie Depot Upgrade	60,502	62,425	60,502	60,502	0
	<div><div></div><div></div><div></div><div></div><div></div></div>	C11040 Kambalda Pool Kiosk	0	0	0	5,200	(5,200)
	<div><div></div><div></div><div></div><div></div><div></div></div>	C08009 Coolgardie Montana Seniors Village	0	1,200,000	0	0	0
1%	<div><div></div><div></div><div></div><div></div><div></div></div>	C13039 Coolgardie Cultural & Community Hub	1,700,000	1,700,000	1,275,000	15,485	1,259,515
	<div><div></div><div></div><div></div><div></div><div></div></div>	C13015 Horse Blocks Subdivision	0	0	0	525	(525)
20%	<div><div></div><div></div><div></div><div></div><div></div></div>	C13051 Industrial Subdivision	50,000	100,000	50,000	10,094	39,906
7%	<div><div></div><div></div><div></div><div></div><div></div></div>	Total Land & Buildings	2,840,786	4,108,209	1,415,786	100,852	1,314,934
		Furniture & Equipment					
	<div><div></div><div></div><div></div><div></div><div></div></div>	C04003 IT Upgrades And Replacements	30,000	20,000	30,000	0	30,000
44%	<div><div></div><div></div><div></div><div></div><div></div></div>	C11033 Gym Equipment Coolgardie	10,000	10,000	10,000	4,419	5,581
	<div><div></div><div></div><div></div><div></div><div></div></div>	C11061 Kambalda Recreation F&E	0	0	0	32	(32)
96%	<div><div></div><div></div><div></div><div></div><div></div></div>	C13043 Visitor Centre Air Conditioning	5,000	5,000	5,000	4,792	208
	<div><div></div><div></div><div></div><div></div><div></div></div>	C13054 Block Mount Story Boards	7,500	7,500	7,500	0	7,500
18%	<div><div></div><div></div><div></div><div></div><div></div></div>	Total Furniture & Equipment	52,500	42,500	52,500	9,243	43,257
		Plant & Equipment					
88%	<div><div></div><div></div><div></div><div></div><div></div></div>	C12013 P301 - Mitsubishi Utility	40,909	40,909	40,909	36,063	4,846
188%	<div><div></div><div></div><div></div><div></div><div></div></div>	C12026 P337 - Ford Ranger	46,818	46,818	46,818	87,917	(41,099)
100%	<div><div></div><div></div><div></div><div></div><div></div></div>	C12033 P323 - Holden Evoke	31,818	31,818	31,818	31,947	(129)
102%	<div><div></div><div></div><div></div><div></div><div></div></div>	C12035 P324 - Holden Evoke	31,818	31,818	31,818	32,537	(719)
	<div><div></div><div></div><div></div><div></div><div></div></div>	C12069 P327 - Holden Evoke	34,091	34,091	34,091	0	34,091
	<div><div></div><div></div><div></div><div></div><div></div></div>	C12056 P216 - Loader	0	250,455	0	0	0
141%	<div><div></div><div></div><div></div><div></div><div></div></div>	C13052 P306 - Holden Cruze	22,727	22,727	22,727	31,947	(9,220)
	<div><div></div><div></div><div></div><div></div><div></div></div>	C12070 Solar Lighting Tower	0	0	0	6,000	(6,000)
109%	<div><div></div><div></div><div></div><div></div><div></div></div>	Total Plant & Equipment	208,181	458,636	208,181	226,411	(18,230)
		Infrastructure - Roads					
102%	<div><div></div><div></div><div></div><div></div><div></div></div>	R000 Renewal - Various Roads	66,172	66,172	66,172	67,500	(1,328)
100%	<div><div></div><div></div><div></div><div></div><div></div></div>	R002 Coolgardie North Road Construction	585,054	700,000	585,054	585,045	9
	<div><div></div><div></div><div></div><div></div><div></div></div>	R011 Binneringie Road Construction	169,836	169,836	169,836	0	169,836
100%	<div><div></div><div></div><div></div><div></div><div></div></div>	R011A Binneringie Road Intersection	53,031	950,000	53,031	53,031	0
	<div><div></div><div></div><div></div><div></div><div></div></div>	R017 Melaleuca Street	12,332	12,332	12,332	0	12,332
13%	<div><div></div><div></div><div></div><div></div><div></div></div>	R024 Sylvester Street	80,000	150,000	80,000	10,428	69,572
119%	<div><div></div><div></div><div></div><div></div><div></div></div>	R026 Shaw Street	28,990	28,990	28,990	34,497	(5,507)
96%	<div><div></div><div></div><div></div><div></div><div></div></div>	R036 Jobson Street	101,935	101,935	101,935	97,747	4,188
	<div><div></div><div></div><div></div><div></div><div></div></div>	R039 Jobson Street	0	0	0	149,140	(149,140)
	<div><div></div><div></div><div></div><div></div><div></div></div>	R052 Jaurdi Hills Road	169,836	169,836	169,836	0	169,836
104%	<div><div></div><div></div><div></div><div></div><div></div></div>	R068 Jasper Road	33,750	33,750	33,750	35,222	(1,472)
	<div><div></div><div></div><div></div><div></div><div></div></div>	R071 Melaleuca Road	0	0	0	16,895	(16,895)
110%	<div><div></div><div></div><div></div><div></div><div></div></div>	R073 Solanum Street	28,955	28,955	28,955	31,938	(2,983)
113%	<div><div></div><div></div><div></div><div></div><div></div></div>	R081 Pittosporum Street	29,900	29,900	29,900	33,910	(4,010)
99%	<div><div></div><div></div><div></div><div></div><div></div></div>	R092 Spinifex Street	39,573	39,573	39,573	38,992	581
118%	<div><div></div><div></div><div></div><div></div><div></div></div>	R097 Myoporium Street	11,280	11,280	11,280	13,271	(1,991)
95%	<div><div></div><div></div><div></div><div></div><div></div></div>	R107 Goodenia Court	31,260	31,260	31,260	29,611	1,649
35%	<div><div></div><div></div><div></div><div></div><div></div></div>	R155 Cave Hill Road	80,000	250,000	80,000	27,838	52,162
	<div><div></div><div></div><div></div><div></div><div></div></div>	R053 Ladyloch Road Construction	4,950	4,950	4,950	0	4,950
80%	<div><div></div><div></div><div></div><div></div><div></div></div>	Total Infrastructure - Roads	1,526,853	2,778,768	1,526,853	1,225,064	301,790
		Infrastructure - Footpaths					
	<div><div></div><div></div><div></div><div></div><div></div></div>	RF001 Footpath Construction - Renewal	80,000	100,000	0	11,608	(11,608)
	<div><div></div><div></div><div></div><div></div><div></div></div>	Total Infrastructure - Footpaths	80,000	100,000	0	11,608	(11,608)

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020

INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS (CONTINUED)

Capital Expenditure Total
Level of Completion Indicators



Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

% of
Completion

Level of completion indicator, please see table at the end of this note for further detail.

	Account Description	Amended Budget	Adopted Original Budget	YTD Budget	YTD Actual	Variance (Under)/Over
Infrastructure - Drainage						
	C13055 Coolgardie Recreation Centre Box Drainage	11,000	11,000	11,000	0	11,000
	RD001 Drainage Construction - Renewal	74,000	80,000	0	35,337	(35,337)
321%	Total Infrastructure - Drainage	85,000	91,000	11,000	35,337	(24,337)
Infrastructure - Sewerage						
	C10007 Coolgardie Sewerage - Water Re-Use System	0	35,000	0	0	0
	C10015 Sewerage Fencing	20,000	20,000	20,000	0	20,000
	Total Infrastructure - Sewerage	20,000	55,000	20,000	0	20,000
Infrastructure - Parks & Ovals						
	C11130 Kambalda Entry Statement	10,000	10,000	0	0	0
	C11131 Playground Renewal	80,000	80,000	0	32,375	(32,375)
	C11134 Coolgardie Water Park	10,000	20,000	0	451	(451)
	C11135 Ben Prior Park	180,000	200,000	0	0	0
	C1204 West Oval Reticulation	0	150,000	0	0	0
	C13030 Coolgardie Gorge Surrounds	0	0	0	169	(169)
	Total Infrastructure - Parks & Ovals	280,000	460,000	0	32,995	(32,995)
Infrastructure - Other Infrastructure						
	C05004 Kambalda Dog Pound	20,000	20,000	20,000	0	20,000
	C10009 Coolgardie Cemetery Project	20,000	20,000	20,000	0	20,000
88%	C11014 Kambalda Pool Refurbishment	4,225,774	3,500,000	4,225,774	3,706,258	519,516
	C11018 Kambalda Pool - Remedial Works	0	100,000	0	45,224	(45,224)
	C12901 Kambalda Airport Development	0	81,000	0	0	0
126%	C13028 Coolgardie Transit Park	1,470,000	1,200,000	870,000	1,096,148	(226,148)
	C13040 Other Infrastructure	0	0	0	1,527	(1,527)
13%	C13053 Christmas Decorations	10,000	20,000	10,000	1,300	8,700
33%	RS004 Kambalda Refuse Site - Siteworks	300,000	300,000	187,500	61,474	126,026
23%	RS005 Coolgardie Refuse Site	80,000	150,000	75,000	17,110	57,890
	RS007 Refuse Site Surveillance Cameras	25,000	25,000	25,000	0	25,000
82%	TS01 Kambalda Transfer Station	150,000	200,000	150,000	122,658	27,342
90%	Total Infrastructure - Other Infrastructure	6,300,774	5,616,000	5,583,274	5,051,699	531,575
76%	Grand Total	11,394,094	13,710,113	8,817,594	6,693,209	2,124,386

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020**

**FINANCING ACTIVITIES
NOTE 9
BORROWINGS**

Repayments - Borrowings

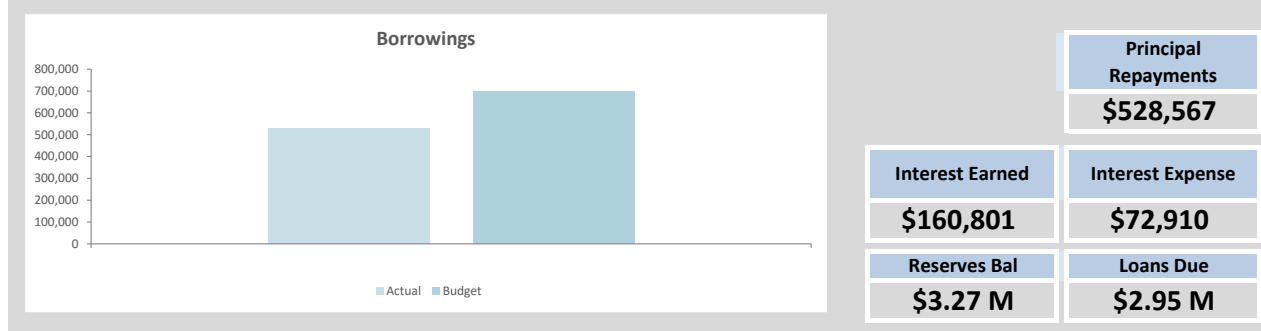
Information on Borrowings Particulars	1 July 2019	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Recreation and culture									
Loan 112 - Coolgardie Aquatic Facilities	205,643	0	0	9,384	19,011	196,260	186,632	9,354	9,354
Loan 114 - Kambalda Aquatic Facilities	1,905,000	0	0	129,016	172,489	1,775,984	1,732,511	40,308	53,276
Economic services									
Loan 113 - Coolgardie Post Office	416,817	0	0	37,821	37,821	378,996	378,996	12,254	24,265
	2,527,460	0	0	176,221	229,322	2,351,239	2,298,139	61,916	86,895
Self Supporting Loans									
Transport									
Loan 115 - Binneringie Road	950,000	0	0	352,346	470,829	597,654	479,171	10,994	13,624
	950,000	0	0	352,346	470,829	597,654	479,171	10,994	13,624
Total	3,477,460	0	0	528,567	700,151	2,948,893	2,777,310	72,910	100,519
Current borrowings	700,151					171,584			
Non-current borrowings	2,777,309					2,777,309			
	3,477,460					2,948,893			

All debenture repayments were financed by general purpose revenue.

Self Supporting Loans are financed by repayments from third parties.

KEY INFORMATION

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



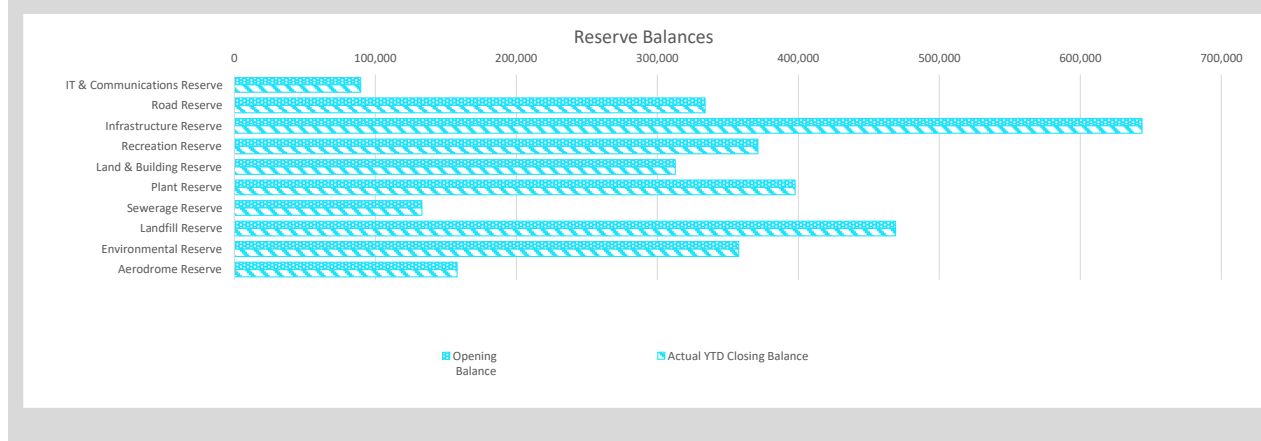
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020

OPERATING ACTIVITIES
NOTE 10
CASH RESERVES

Cash Backed Reserve

Reserve Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
IT & Communications Reserve	89,654	0	0	0	0	(80,000)	0	9,654	89,654
Road Reserve	333,857	0	0	0	0	(118,499)	0	215,358	333,857
Infrastructure Reserve	643,861	0	0	188,281	0	(576,724)	0	255,418	643,861
Recreation Reserve	371,418	0	0	0	0	(250,000)	0	121,418	371,418
Land & Building Reserve	312,769	0	0	0	0	0	0	312,769	312,769
Plant Reserve	397,697	0	0	77,403	0	(80,909)	0	394,191	397,697
Sewerage Reserve	133,125	0	0	40,000	0	0	0	173,125	133,125
Landfill Reserve	468,981	0	0	0	0	(218,000)	0	250,981	468,981
Environmental Reserve	357,726	0	0	0	0	(300,000)	0	57,726	357,726
Aerodrome Reserve	158,000	0	0	0	0	(40,000)	0	118,000	158,000
	3,267,088	0	0	305,684	0	(1,664,132)	0	1,908,640	3,267,088

KEY INFORMATION



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020**

**OPERATING ACTIVITIES
NOTE 11
OTHER CURRENT LIABILITIES**

	Note	Opening Balance 1 July 2019	Liability Increase	Liability Reduction	Closing Balance 31 March 2020
Other Current Liabilities		\$	\$	\$	\$
Provisions					
Annual leave		155,308	0	0	109,440
Contract Liabilities					
Lease liability		0	0	0	0

Amounts shown above include GST (where applicable)

A breakdown of contract liabilities and associated movements is provided on the following pages at 11(a) and 11(b)

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 BENEFITS

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 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.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020

NOTE 12(a)

OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent Operating Grant, Subsidies and Contributions Liability					Unspent Operating Grants, Subsidies and Contributions Revenue					
	Liability 1-Jul	Increase in Liability	Liability Reduction (As revenue)	Liability 30-Jun	Current Liability 30-Jun	Adopted Budget Revenue	YTD Budget	Annual Budget	Budget Variations	Expected	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Operating Grants and Subsidies											
Governance											
Donations & Contributions	0	0	0		0	0	0	0	0	0	2,315
Donations & Contributions										0	1,075
General purpose funding											
Grants Commission - General Purpose	0	0	0		0	266,277	199,708	261,870	4,407	266,277	196,154
Law, order, public safety											
DFES Operating Grants	0	0	0		0	16,500	13,375	16,500	0	16,500	13,195
Education and welfare											
Kambalda CRC	0	0	0		0	106,200	79,650	106,200	0	106,200	107,696
Kambalda Centrelink	0	0	0		0	5,104	5,104	5,104	0	5,104	5,104
Coolgardie CRC	0	0	0		0	102,000	76,500	102,000	0	102,000	103,244
Reimbursements	0	0	0		0	0	0	0	0	0	418
Transport											
Regional Road Group	0	0	0		0	0	0	0	0	0	124,511
Main Roads Direct Grant	0	0	0		0	120,000	124,511	124,511	(4,511)	120,000	124,511
Grants Commission - Road Component	0	0	0		0	245,996	184,497	237,650	8,346	245,996	178,486
Economic services											
Cashless Card Scheme	0	0	0		0	240,000	180,000	240,000	0	240,000	246,760
	0	0	0	0	0	1,102,077	863,345	1,093,835	8,242	1,102,077	1,103,469
Operating Contributions											
Community Chest	0	0	0		0	20,000	0	0	20,000	20,000	0
Various Reimbursements	0	0	0		0	0	0	0	0	0	300
Donations Received	0	0	0		0	2,000	1,500	2,000	0	2,000	0
General purpose funding											
Reimbursements - Rates Recovery	0	0	0		0	80,000	60,000	60,000	20,000	80,000	78,468
Reimbursements - Rates Recovery	0	0	0		0	0	0	0	0	0	(273)
Various funding	0	0	0		0	3,000	12,250	13,000	(10,000)	3,000	15,000
Various reimbursements	0	0	0		0	1,800	1,350	1,800	0	1,800	416
Diesel Rebates	0	0	0		0	18,000	13,500	18,000	0	18,000	15,330
Education and welfare											
Kambalda CRC - Various Reimbursements	0	0	0		0	0	0	0	0	0	1,276
Community amenities											
Staff Vehicle Contributions	0	0	0		0	6,240	4,800	6,240	0	6,240	3,600
Recreation and culture											
Various Club Reimbursements	0	0	0		0	3,000	2,000	3,000	0	3,000	1,275
Kambalda Recreations Centre Reimbursements	0	0	0		0	1,500	1,500	1,500	0	1,500	0
Coolgardie Pool - Activities Grant	0	0	0		0	0	0	0	0	0	2,000
Coolgardie Pool - Other Income	0	0	0		0	0	0	0	0	0	82
Kambalda Pool - Donations	0	0	0		0	0	500	500	(500)	0	455
Transport											
Haulage Campaign Funds	0	0	0		0	120,000	190,000	220,000	(100,000)	120,000	489,076
Street Lighting Subsidy	0	0	0		0	4,500	0	4,500	0	4,500	0
Ausim Mines haulage refund	0	0	0		0	0	0	0	0	0	(3,600)
Donations Received	0	0	0		0	1,200	900	1,200	0	1,200	582
Other property and services											
Staff Vehicle Contributions	0	0	0		0	6,240	4,800	6,240	0	6,240	2,618
Gvroc Reimbursements	0	0	0		0	7,470	5,602	27,470	(20,000)	7,470	7,784
Workers Compensation Reimbursements	0	0	0		0	0	0	0	0	0	110
	0	0	0	0	0	274,950	298,702	365,450	(90,500)	274,950	614,499
TOTALS	0	0	0	0	0	1,377,027	1,162,047	1,459,285	(82,258)	1,377,027	1,717,968

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020

NOTE 12(b)
NON-OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent Non Operating Grants, Subsidies and Contributions Liability					Non Operating Grants, Subsidies and Contributions Revenue					
	Liability 1-Jul	Increase in Liability	Liability Reduction (As revenue)	Liability 30-Jun	Current Liability 30-Jun	Adopted Budget Revenue	YTD Budget	Annual Budget	Budget Variations	Expected	YTD Revenue Actual (b)
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Non-Operating Grants and Subsidies											
Health											
St John's Primary Health Alliance	0	0	0		0	1,000,000	0	1,000,000	0	1,000,000	0
Housing											
Coolgardie Montana Seniors Village	0	0	0		0	1,200,000	0	0	1,200,000	1,200,000	0
Recreation and culture											
CSRFF - Kambalda Swimming Pool	0	0	0		0	525,000	350,000	525,000	0	525,000	350,000
AusSport - Kambalda Swimming Pool	0	0	0		0	287,823	230,258	287,823	0	287,823	296,461
Goldfields - Kambalda Swimming Pool	0	0	0		0	200,000	0	200,000	0	200,000	181,818
Community Event	0	0	0		0	50,000	0	0	50,000	50,000	0
Transport											
Regional Road Group	0	0	0		0	614,115	491,292	614,115	0	614,115	399,025
Roads to Recovery	0	0	0		0	317,975	168,197	327,184	(9,209)	317,975	327,184
National Black Spot	0	0	0		0	0	0	0	0	0	6,737
Economic services											
Lotterywest - Post Office Complex	0	0	0		0	233,500	0	233,500	0	233,500	104,320
Building Better Regions - Post Office Complex	0	0	0		0	912,491	570,431	912,491	0	912,491	208,400
HSVPP Department of Transport - Coolgardie Truck Stop	0	0	0		0	510,000	0	510,000	0	510,000	0
Department of Transport (State) - Coolgardie Truck Stop	0	0	0		0	260,000	0	260,000	0	260,000	0
Evolution - Ben Prior Park	0	0	0		0	177,170	0	177,170	0	177,170	0
	0	0	0	0	0	6,288,074	1,810,178	5,047,283	1,240,791	6,288,074	1,873,945
Non-Operating Contributions											
Transport											
Mining Contributions - Lithgo	0	0	0		0	0	0	0	0	0	17,025
	0	0	0	0	0	0	0	0	0	0	17,025
Total Non-operating grants, subsidies and contributions	0	0	0	0	0	6,288,074	1,810,178	5,047,283	1,240,791	6,288,074	1,890,971

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020**

**NOTE 13
TRUST FUND**

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

Description	Opening Balance 1 July 2019	Amount Received	Amount Paid	Closing Balance 31 Mar 2020
	\$	\$	\$	\$
Nomination Deposits	80	0	(80)	0
	80	0	(80)	0

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020**

**NOTE 14
BUDGET AMENDMENTS**

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	Budget Adoption		Opening Surplus				5,787,599
	Actual Opening Surplus per audited financial report					(384,744)	5,402,855
030175	Interim Rates	Proposed	Operating Revenue			(90,000)	5,312,855
030189	Rates Recovery Legal Fees	Proposed	Operating Revenue			(20,000)	5,292,855
030100	Rates Payroll	Proposed	Operating Revenue			(20,000)	5,272,855
030275	FAG's General Purpose Grant	Proposed	Operating Revenue			(4,407)	5,268,448
030279	Other General Purpose Funding	Proposed	Operating Revenue		10,000		5,278,448
040160	Contributions for Community Chest Grant	Proposed	Operating Revenue			(20,000)	5,258,448
040100	Executive Services - Members of Council	Proposed	Operating Expenditure		5,700		5,264,148
040107	Members Functions & Activities	Proposed	Operating Expenditure		20,000		5,284,148
040110	Other Governance Income	Proposed	Operating Expenditure		5,547		5,289,696
040110	Human Resources	Proposed	Operating Expenditure		24,500		5,314,196
040120	Consultancy Governance	Proposed	Operating Expenditure		15,000		5,329,196
040308	Costs associated with legal action	Proposed	Operating Expenditure		30,000		5,359,196
050175	DFES Grants & Contributions	Proposed	Operating Revenue		45,000		5,404,196
050110	Fire Prevention	Proposed	Operating Expenditure			(20,000)	5,384,196
050208	Animal Control	Proposed	Operating Expenditure			(10,000)	5,374,196
050245	Animal Control Depreciation	Proposed	Operating Expenditure	(7,000)			5,374,196
050312	Emergency Services	Proposed	Operating Expenditure		10,000		5,384,196
070113	Health Services	Proposed	Operating Expenditure			(27,880)	5,356,316
070710	COVID-19 Operating Costs	Proposed	Operating Expenditure			(80,000)	5,276,316
080209	Kambalda Resource Centre	Proposed	Operating Expenditure		5,000		5,281,316
080610	Youth Services	Proposed	Operating Expenditure		2,000		5,283,316
080710	Coolgardie Resource Centre	Proposed	Operating Expenditure		3,000		5,286,316
090102	Staff Housing Income	Proposed	Capital Revenue			(10,000)	5,276,316
090298	Coolgardie Montana Seniors Village	Proposed	Capital Revenue			(1,200,000)	4,076,316
090115	Coolgardie Aged Accommodation	Proposed	Capital Revenue		15,000		4,091,316
090118	Kambalda Aged Accommodation	Proposed	Capital Revenue		25,000		4,116,316
090205	Other Housing Operating Costs	Proposed	Capital Revenue			(4,000)	4,112,316
100108	Kambalda Refuse Site Maintenance	Proposed	Operating Revenue		100,000		4,212,316
100174	Household Bin Fees & Charges	Proposed	Operating Revenue		12,969		4,225,284

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
100274	Commercial Bin Fees & Charges	Proposed	Operating Revenue			(2,956)	4,222,328
100374	Sewerage Fees & Charges	Proposed	Operating Revenue			(1,180)	4,221,148
100376	Sewerage Pedestal Income	Proposed	Operating Revenue			(6,175)	4,214,973
100308	Sewerage Operating Costs	Proposed	Operating Revenue			(100,000)	4,114,973
100408	Drainage	Proposed	Operating Expenditure		5,000		4,119,973
100709	Public Conveniences	Proposed	Operating Expenditure	7,500			4,119,973
100745	Other Community Amenities Depreciation	Proposed	Operating Expenditure	(7,500)			4,119,973
110310	Coolgardie Swimming Pool Income	Proposed	Operating Expenditure			1,500	4,121,473
110380	Coolgardie Swimming Pool Grant Income	Proposed	Operating Expenditure			2,000	4,123,473
110300	Coolgardie Swimming Pool	Proposed	Operating Expenditure			(50,000)	4,073,473
110410	Kambalda Swimming Pool Income	Proposed	Operating Expenditure		500		4,073,973
110400	Kambalda Swimming Pool	Proposed	Operating Expenditure		50,000		4,123,973
110508	Coolgardie Parks & Gardens	Proposed	Operating Expenditure		4,000		4,127,973
110515	West Kambalda Parks & Gardens	Proposed	Operating Expenditure			(30,000)	4,097,973
110516	East Kambalda Parks & Gardens	Proposed	Operating Expenditure		20,500		4,118,473
110800	Coolgardie Recreation Centre	Proposed	Operating Expenditure		10,000		4,128,473
110900	Kambalda Recreation Centre Operating	Proposed	Operating Expenditure			(41,500)	4,086,973
110908	Kambalda Recreation Centre Activities	Proposed	Operating Expenditure		10,000		4,096,973
111174	Capital Grants	Proposed	Operating Expenditure			(200,000)	3,896,973
111100	Community Development	Proposed	Operating Expenditure			0	3,896,973
111109	Community Events	Proposed	Operating Expenditure		182,000		4,078,973
111045	TV & Rebroadcasting Depreciation	Proposed	Operating Expenditure	(18,000)			4,078,973
120202	Income - Roads to Recovery	Proposed	Operating Revenue		9,209		4,088,182
120206	Income - Direct Grant	Proposed	Operating Revenue		4,511		4,092,693
120220	FAG's Road Grant	Proposed	Operating Revenue			(8,346)	4,084,347
120275	Income - Haulage Campaign Funds	Proposed	Operating Revenue		100,000		4,184,347
120210	Routine Road Maintenance	Proposed	Operating Expenditure		114,911		4,299,258
120221	Street Cleaning, Verges & Laneways	Proposed	Operating Expenditure		33,000		4,332,258
120377	Profit on Sale of Assets	Proposed	Operating Revenue	(22,000)			4,332,258
120377	Proceeds from Sale of Assets	Proposed	Operating Revenue			(33,961)	4,298,297
120709	Aerodromes	Proposed	Operating Revenue		54,000		4,352,297
130270	Visitors Centre Income	Proposed	Operating Revenue		7,500		4,359,797
130274	Tourism & Area Promotion Income	Proposed	Operating Revenue		5,800		4,365,597
130208	Coolgardie Visitor Centre Operating Costs	Proposed	Operating Expenditure			(6,000)	4,359,597
130208	Coolgardie Visitor Centre Operating Costs	Proposed	Operating Expenditure		6,000		4,365,597

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
130220	Subscriptions & Area Promotion	Proposed	Operating Expenditure		25,000		4,390,597
130320	Building Control	Proposed	Operating Expenditure		30,000		4,420,597
130611	Coolgardie Post Office	Proposed	Operating Expenditure		9,000		4,429,597
130615	Standpipes	Proposed	Operating Expenditure			(2,500)	4,427,097
130617	Other Buildings & Facilities	Proposed	Operating Expenditure			(46,500)	4,380,597
130635	Cleaning Initiative Program	Proposed	Operating Expenditure			(60,000)	4,320,597
130645	Economic Development Depreciation	Proposed	Operating Expenditure	(120,000)			4,320,597
130680	Economic Development	Proposed	Operating Expenditure			(60,000)	4,260,597
040206	Contributions & Reimbursements	Proposed	Operating Expenditure		20,000		4,280,597
040200	Finance/Administration and Associated Costs	Proposed	Operating Expenditure			(77,000)	4,203,597
040215	Cost of Operations	Proposed	Operating Expenditure			(7,000)	4,196,597
140208	Public Works Overheads Related Expenses	Proposed	Operating Expenditure			(180,000)	4,016,597
140305	Insurance	Proposed	Operating Expenditure			(25,000)	3,991,597
140309	Consumables	Proposed	Operating Expenditure			(5,000)	3,986,597
140310	Parts & Repairs	Proposed	Operating Expenditure			(30,000)	3,956,597
140311	Internal Repair Wages	Proposed	Operating Expenditure		70,000		4,026,597
140367	Plant Operation Costs allocated to Works	Proposed	Operating Expenditure			(10,000)	4,016,597
140709	Unclassified Expenses	Proposed	Operating Expenditure		(355,000)		3,661,597
140774	Unclassified Revenue	Proposed	Operating Revenue			355,000	4,016,597
C11032	Coolgardie Recreation Centre	Proposed	Capital Expenditure		15,500		4,032,097
C12045	Coolgardie Depot Upgrade	Proposed	Capital Expenditure		1,923		4,034,020
C08009	Coolgardie Montana Seniors Village	Proposed	Capital Expenditure		1,200,000		5,234,020
C13051	Industrial Subdivision	Proposed	Capital Expenditure		50,000		5,284,020
C04003	IT Upgrades & Replacements	Proposed	Capital Expenditure			(10,000)	5,274,020
C12056	Loader	Proposed	Capital Expenditure		250,455		5,524,475
R024	Sylvester Street	Proposed	Capital Expenditure		70,000		5,594,475
R011A	Binneringie Road Intersection	Proposed	Capital Expenditure		905,077		6,499,552
R002	Coolgardie North Road	Proposed	Capital Expenditure		114,955		6,614,507
R155	Cave Hill Road	Proposed	Capital Expenditure		170,000		6,784,507
R011	Binneringie Road	Proposed	Capital Expenditure		169,836		6,954,343
R039	Durkin Road	Proposed	Capital Expenditure			(169,836)	6,784,507
C11134	Coolgardie Water Park	Proposed	Capital Expenditure		10,000		6,794,507
C11135	Ben Prior Park	Proposed	Capital Expenditure		20,000		6,814,507
C1204	West Oval Reticulation	Proposed	Capital Expenditure		100,000		6,914,507
RF001	Footpath Construction	Proposed	Capital Expenditure		20,000		6,934,507

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
RD001	Drainage Construction	Proposed	Capital Expenditure		6,000		6,940,507
C07071	COVID-19	Proposed	Capital Expenditure			(120,000)	6,820,507
C11014	Kambalda Swimming Pool Refurbishment	Proposed	Capital Expenditure			(725,774)	6,094,733
C11018	Kambalda Swimming Pool Remedial Works	Proposed	Capital Expenditure		100,000		6,194,733
C12091	Kambalda Airport Development	Proposed	Capital Expenditure		81,000		6,275,733
C13028	Coolgardie Transit Park	Proposed	Capital Expenditure			(270,000)	6,005,733
C13053	Christmas Decorations	Proposed	Capital Expenditure		10,000		6,015,733
RS005	Coolgardie Refuse Site	Proposed	Capital Expenditure		70,000		6,085,733
TS01	Kambalda Transfer Station	Proposed	Capital Expenditure		50,000		6,135,733
C10007	Coolgardie Sewerage Re-use Water System	Proposed	Capital Expenditure		35,000		6,170,733
305000	Proceeds from Self Supporting Loan	Proposed	Capital Revenue			(158,453)	6,012,280
721000	Transfer from Plant Reserve - Loader	Proposed	Capital Revenue			(250,455)	5,761,825
721000	Transfer from Plant Reserve - Generator	Proposed	Capital Revenue			(46,000)	5,715,825
723000	Transfer from Landfill Reserve - Kambalda Transfer Stati	Proposed	Capital Revenue			(50,000)	5,665,825
730000	Transfer from Landfill Reserve - Kambalda Transfer Stati	Proposed	Capital Revenue		80,000		5,745,825
735000	Transfer from Aerodrome Reserve - Building, signs, etc	Proposed	Capital Revenue			(35,000)	5,710,825
735000	Transfer from Aerodrome Reserve - AMS Certification	Proposed	Capital Revenue			(54,000)	5,656,825
750000	Transfer from Infrastructure Reserve - Cave Hills Road	Proposed	Capital Revenue			(170,000)	5,486,825
750000	Transfer from Infrastructure Reserve - West Oval Reticul	Proposed	Capital Revenue			(100,000)	5,386,825
750000	Transfer from Infrastructure Reserve - Kambalda Pool	Resolution #224/1	Capital Revenue		97,264		5,484,089
750000	Transfer from Infrastructure Reserve - Kambalda Pool	Resolution #230/1	Capital Revenue		50,000		5,534,089
750000	Transfer from Infrastructure Reserve - COVID-19	Proposed	Capital Revenue		120,000		5,654,089
750000	Transfer from Infrastructure Reserve - Kambalda Pool	Proposed	Capital Revenue		79,460		5,733,549
721000	Transfer to Plant Reserve - Loader	Proposed	Capital Revenue		59,091		5,792,640
721000	Transfer to Plant Reserve - Mitsubishi Tip Truck	Proposed	Capital Revenue			(7,800)	5,784,840
721000	Transfer to Plant Reserve - Self Levelling Planner	Proposed	Capital Revenue			(4,655)	5,780,185
721000	Transfer to Plant Reserve - Hino Dutro	Proposed	Capital Revenue			(12,675)	5,767,510
				(167,000)	4,680,208	(4,700,297)	5,767,510

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020**

**NOTE 15
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 2019-20 year is \$10,000 or 10.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
Revenue from operating activities				
Education and Welfare	56,703	33.75%	▲ Permanent	Refer to Note 14 - Budget Amendments
Housing	(10,348)	(12.58%)	▼ Permanent	Refer to Note 14 - Budget Amendments
Recreation and Culture	43,235	64.41%	▲ Permanent	Refer to Note 14 - Budget Amendments
Transport	358,808	61.49%	▲ Permanent	Refer to Note 14 - Budget Amendments
Economic Services	49,110	18.78%	▲ Permanent	Refer to Note 14 - Budget Amendments
Other Property and Services	(44,696)	(80.68%)	▼ Permanent	Refer to Note 14 - Budget Amendments
Expenditure from operating activities				
Health	51,303	12.17%	▲ Permanent	Refer to Note 14 - Budget Amendments
Other Property and Services	139,817	94.02%	▲ Permanent	Refer to Note 14 - Budget Amendments
Investing Activities				
Capital Acquisitions	2,124,386	24.09%	▲ Permanent	Refer to Note 14 - Budget Amendments
Financing Activities				
Self-Supporting Loan Principal	(352,346)	(100.00%)	▼ Permanent	Refer to Note 14 - Budget Amendments

Can we help?

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Shire Of Coolgardie
Shire Of Coolgardie
1 Irish Mulga DR
Kambalda West WA 6442

ANZ Business Notice Term Deposit Record of Investment

Date 13 Mar 2020

Dear Shire Of Coolgardie

Thank you for investing with Australia and New Zealand Banking Group Limited (ANZ). This record outlines your investment details.

Deposit type:

Account number:

Amount invested:

Date lodged:

At interest rate of:

For the investment term of:

Maturing on:

ANZ Business Notice Term Deposit

9101-97877

\$2,994,521.05

11 Mar 2020

0.93%p.a.

30 Days

10 Apr 2020

Instruction for disbursement of principal and interest:

Principal to be: Credited to this account

Interest to be: Credited to this account

Interest frequency: At maturity

Please note:

- Interest is calculated based on the opening balance of your account. Interest is not compounded.
- If you request the early withdrawal or transfer of all or part of your funds in an ANZ Business Notice Term Deposit, ANZ does not have to disburse your funds for 31 calendar days. If the 31st day falls on a non-business day, your funds will be disbursed the next business day. If the maturity date falls due prior to the expiry of the 31 day notice period, your funds will be disbursed on the maturity date if this is a business day or the next business day if the maturity date is a non-business day. An administration fee and interest rate reduction may apply. Please refer to the ANZ Business Transaction Accounts Terms and Conditions.
- If you have told us to reinvest your ANZ Business Notice Term Deposit upon maturity, the interest rate applied upon reinvestment may be lower or higher than the interest rate on your maturing ANZ Business Notice Term Deposit. Please contact us upon maturity to obtain details of current interest rates and any special offers.
- You must advise ANZ prior to or upon maturity if you do not require reinvestment or if you wish to vary the investment amount or term. Just remember we need to hear from you within seven days starting on 10 Apr 2020 or we won't be able to make any changes.
- Government duties, taxes and charges (where applicable) will be deducted from interest payments.
- The information contained in this letter is accurate as of the date of issue of the letter.

For further information, please visit an ANZ branch, call us on 1800 801 485 or contact your Relationship Manager.

Please keep this notice for taxation purposes.

SHIRE OF COOLGARDIE
RECORD No.
OFFICER
16 MAR 2020
FILE No.
ACTION DATE

11.1.11 Request for Relief from Local Government Rates on Exploration Tenements Due to Covid-19

Location:	Shire Coolgardie
Applicant:	Association of Mining and Exploration Companies
File Reference:	Nil
Disclosure of Interest:	Nil
Date:	22 April 2020
Author:	Chief Executive Officer, James Trail

Summary:

That Council, Informs the Association of Mining and Exploration Companies (AMEC) that whilst we understand their predicament during the period of the COVID-19 Pandemic:

1. Council is not in a position to review its rates income for the 2019/2020 financial year; and
2. Council will review its rating processes for all rating properties as part of the 2020/2021 budget deliberation process, however this will most probably be in the form of a zero rates increase rather than a rate reduction.

Background:

Council is in receipt of correspondence from the Association of Mining and Exploration Companies (AMEC) requesting consideration to provide temporary relief on local government rates on exploration tenements.

The annual budget process includes the levying of rates which form a substantial part of the Shires income for the year, providing a balanced budget and thus enabling Council to undertake its works and services and provide various facilities and amenities for the community.

The rates levied for the Exploration Mining Tenements in 2019/2020 are \$199,200.

Comment:

During the COVID-19 Pandemic Local Governments (LGAs) throughout the State are being asked to carry a heavy burden in the social and economic fabrics of our communities during this crisis. We are being directed to “freeze” increases in household rates and fees & charges, which will result in significant reductions in income, while at the same time being asked to undertake additional requirements in the fight against the pandemic that will incur much higher levels of expenditure. LGAs are being implored to gainfully employ their staff for as long as possible and to engage them into areas of community support which in most cases is not in their individual areas of expertise. They are also being requested to bring forward capital works programs to stimulate the economy, which may require significant borrowings that they cannot afford to repay, effectively making them insolvent.

Given this situation, the Goldfields Esperance Voluntary Regional Organisation of Council (GVROC) at its meeting held on Friday 20th March 2020, discussed ways that may alleviate this financial burden whilst still assisting in the response to this economic and health crisis, and all the LGAs were

unanimous in agreeing on the need for some form of a financial economic stimulus package for regional and remote LGAs from the Federal and State Governments.

Many LGAs have also called for a stimulus package or relief of varying kinds but the type of relief and support varies for each area. Unfortunately both the Federal and State Governments have been avoiding the possibility of providing any financial support to LGs to assist. It appears that the request from AMEC is aligned with the State and Federal Government message as detailed above.

It is not feasible to expect Council to provide immediate rate relief as the 2019/20 Financial Year is well underway and actions have or are being initiated in accordance with the adopted budget. The best possible option is to consider any rate relief as part of the 2020/2021 budget process, and this will most probably be in the form of a zero rates increase rather than a rate reduction.

As can be seen from earlier in the report, the rates levied for this type of property was to the value of \$199,200 in 2019/2020 and to expect Council to reduce its annual rate income by this or a subsidised amount in 2020/2021 is difficult to envisage, especially when Council is endeavouring to meet the requests from the State and Federal Governments, and other areas of Council revenue streams from its business activities, ie Community Resource Centre, Library, and Recreation fees, etc. have been dramatically reduced due to the COVID-19 Pandemic.

It is being recommended that Council informs the AMEC that whilst we understand their predicament Council is not in a position to review its rates income for the 2019/2020 financial year, and any consideration to the rating of property, whether it be Exploration Mining Tenements, or other, will be undertaken as part of the 2020/2021 budget deliberation process.

Attachments:

1. 0331 Letter to Coolgardie Shire re rate relief due to covid 19 [11.1.11.1 - 3 pages]

Consultation:

Regional CEO's
WALGA

Statutory Environment:

Local Government Act 1995

Section 2.7(2) – Provides that Council is to oversee the allocation of local government finances and resources and to determine the local government policies.

Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district.

Section 6.2 - Provides for Council's Annual Budget process including the levying of Rates and Fees & Charges.

Policy Implications:

Council policies are taken into consideration during the annual budget process

Financial Implications:

The recommendation of this report has no immediate financial implications for Council, however will impact on the 2020/2021 budget process.

Strategic Implications:
Accountable and Effective Leaders

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

Voting Requirement: Simple Majority

Officer Recommendation:

That Council, Informs the Association of Mining and Exploration Companies (AMEC) that whilst we understand their predicament during the period of the COVID-19 Pandemic:

1. Council is not in a position to review its rates income for the 2019/2020 financial year; and
2. Council will review its rating processes for all rating properties as part of the 2020/2021 budget deliberation process, however this will most probably be in the form of a zero rates increase rather than a rate reduction.

COUNCIL RESOLUTION: #69/20

Moved: Councillor, T Keast

Seconded: Councillor, K Lindup

That Council, Informs the Association of Mining and Exploration Companies (AMEC) that whilst we understand their predicament during the period of the COVID-19 Pandemic:

- 1. Council is not in a position to review its rates income for the 2019/2020 financial year; and**
- 2. Council will review its rating processes for all rating properties as part of the 2020/2021 budget deliberation process, however this will most probably be in the form of a zero rates increase rather than a rate reduction.**

CARRIED ABSOLUTE MAJORITY 6/0

31 March 2020



Mr James Trail
Chief Executive Officer
Shire of Coolgardie
PO Box 138
KAMBALDA WA 6442

By email: ceo@coolgardie.wa.gov.au

Dear Mr Trail

Request for relief from local government rates on exploration tenements due to COVID-19

- Request for temporary relief on local government rates on exploration tenements
- Exploration companies' ability to raise capital to support ongoing operations in the next 6-12 months will be severely restricted
- There will be significantly reduced exploration investment on ground in the coming year
- Without relief from cost pressures, redundancies and company failure will occur in some cases, meaning companies may not be there to pay rates in future years.

The Association of Mining and Exploration Companies (AMEC) is the national industry body for hundreds of mining and mineral exploration companies throughout Australia. The vast majority of our members invest, explore and mine in Western Australia.

The human impact of COVID-19, and the safety of those in our industry is the number one priority for AMEC and its members. Each of our member companies is systematically implementing operational plans to help reduce the spread of COVID-19. Substantial resources are being allocated to ensure employees and companies are prepared, and we are working hard to ensure all our employees are practicing social and physical distancing.

At the same time, the broader impact of COVID-19 continues to extend into the economy and the financial markets and is increasing the financial pressures and constraints on our member companies.

The four major costs for a mineral exploration company are:

- Mining tenement rental fees - paid to State Government
- Rates - paid to Local Government
- Staff & Office
- Exploration Expenditure



Association of Mining and Exploration Companies
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Two of these payments are voluntary and two are not. In an environment where there is simply not the money to pay all four, difficult decisions have to be made, and regrettably our companies will be faced with little choice but to reduce or stop exploration and / or stand down staff.

The BDO *Explorer Quarterly Cash Update: December 2019* reported on the quarterly cash position of 651 ASX listed mineral exploration companies. The amount of cash a mineral exploration company has available allows it to keep the lights on, pay staff, pay the bills and with the remainder, explore and hopefully make a discovery. These companies are the small businesses without a source of revenue, that live on capital raised on the ASX and from private equity to explore for opportunities.

The BDO report reinforces the recent lack of listings of mineral exploration companies on the Australian Securities Exchange (ASX), a common pathway for raising investment capital. So far in 2020, there has been a single mineral exploration company listed on the ASX⁷. Last year there were five, and in 2018, 35 listed. While 2018 now sounds comparatively large, in 2011, 71 listed and in the halcyon days of 2006, 126 companies listed.

Small Australian mineral exploration companies were already facing increasingly difficult financial markets, but with the COVID-19 crisis, will have little to no opportunity for capital raising for at least six months. Already some companies have informed me that they are reducing staff or moving to payment in shares in lieu of cash to maintain liquidity.

As COVID-19 weighs on the market, AMEC is growing increasingly concerned for the future of smaller mineral exploration companies that need to raise funds to survive. The BDO report stated that 40% of ASX listed mineral exploration companies reported less than \$1 million cash at bank in the December 2019 Appendix 5B reports⁸.

While this may seem a lot of money, most of this must be spent on overheads this year.

Research conducted by AMEC of publicly listed information – ASX disclosures - showed that the average mineral exploration company in Australia spends approximately \$1.5m a year on holding costs / overheads (fees, rates & staff) before undertaking any exploration.

Over 70% of mineral discoveries in the last fifty years have been made by these small mineral exploration companies. While doing so they create jobs, opportunities and economic stimulus in remote and regional parts of Australia.

It is for these reasons we ask that you provide relief on local government rates in the coming rating year. This pause on payments is in line with the latest advice from the Commonwealth Government that suggests COVID-19 will disrupt normal operations until at least October 2020.

This would allow companies to repurpose rating expenditure to sustain internal operations, and keep staff employed.

⁷ Castile Resources listed on 12 February 2020:

<https://www.asx.com.au/asxpdf/20200212/pdf/44f12cs3p45bk5.pdf>

⁸ <https://www.bdo.com.au/en-au/insights/natural-resources/publications/explorer-quarterly-cash-update-december-2019>



I understand the significant impact that COVID-19 will be having for the local government sector. Increasing service levels to support the community in a time of crisis, combined with an expectation for frozen or lower rates will be extremely challenging to manage.

However, on behalf of our member companies, I must advise that without some cost relief from State and local government, many of our members may simply not be around to pay rates and fees again next year. We need your assistance.

This is a critical issue for AMEC's members, and I would welcome a conversation with you or your staff about ensuring the ongoing operations of mineral exploration during this time.

Please feel able to call me on 0477 399 130.

Yours sincerely



Warren Pearce

Chief Executive Officer



11.1.12 Loan Refinance

Location:	Shire Coolgardie
Applicant:	Shire Coolgardie
File Reference:	Nil
Disclosure of Interest:	Nil
Date:	24 April 2020
Author:	Chief Executive Officer, James Trail

Summary:

That Council endorse the suggestion from Western Australian Treasury Corporation (WATC) to refinance Loan 115 for a period of 10 years.

Background:

At the Ordinary Meeting of Council on 17 December 2019 Council resolved;

COUNCIL RESOLUTION: #273/19

Moved: Councillor, N Karafilis

Seconded: Councillor, T Rathbone

That Council,

1. Resolve to change the purpose of Loan 115 Binneringie Road for \$950,000 to Kambalda Swimming Pool
2. Receive the submission
3. Adopt an amendment to the Budget to increase account 110486 job number C11014 Kambalda Pool Refurbishment by \$808,000 from \$3,500,000 to \$4,308,000
4. Adopt an amendment to the 2019/2020 Budget to decrease account 512013 job number R011A Binneringie Road Intersection by \$808,000 from \$950,000 to \$142,000

CARRIED ABSOLUTE MAJORITY 7/0

Furthermore, Council at the Ordinary Meeting of Council on the 24th March 2020 resolved.

COUNCIL RESOLUTION: # 46/20

Moved: Councillor, T Rathbone

Seconded: Councillor, S Botting

That Council.

1. Approve making application for an amount of \$1,000,000 to be borrowed for the purposes of combatting the COVID-19 pandemic, and
2. Note that the intended purposes of the funding in relation to mitigating the effects of CV-19 include but not limited to.
 - Additional unbudgeted employee costs, including, potentially the need to recruit additional permanent or temporary/casual employees to undertake additional functions,

to cover for current employees on extended sick leave or carer's leave due to COVID19

- Additional insurance expenditure due to COVID-19
- Additional equipment costs to ensure the Shire can respond to a variety of issues and scenarios
- Potential need to support ongoing community services, functions, and facilities
- Stockpiling larger quantities of goods than normally would be required
- Provision of generators and fuel tanks for operations
- Provision of additional funding to ST JOHN's for integrated medical services

3. Agree to a 5-year fixed rate term for the amount borrowed, and advise the Western Australia Treasury Corporation of the Shire's intention to borrow funds, and

4. In accordance with section 6.20 of the Local Government Act 1995 gives one month's notice of the Shire's intention to borrow \$1,000,000 for the purposes of combatting COVID-19, and

5. Instruct the CEO to advocate for changes in current legislation to allow funds to be borrowed

6. That the CEO prepare a Report for Council consideration in April 2020 recommending a procedure for determining what funds are to be applied to CV-19 mitigation purposes, and how. Such procedures should address what delegations the CEO may need and what roles Council will have in determining such matters.

7. That the CEO advise the Shire's Auditor of this decision and actions to be taken.

CARRIED ABSOLUTE MAJORITY 7/0

Comment:

The Shire of Coolgardie CEO and Shire President met with the WATC to discuss the borrowing of \$1 million on the 23rd April 2020. As an outcome of the discussions it was suggested that the Shire consider the refinancing of loan 115 as per Resolution #273/19 for 10 years. This would be consistent with Loan 114 Kambalda Aquatic Facilities. In doing so the Shire would free up cashflow of in excess of \$400,000 in 2020/2021 and have a positive impact on the Shire's financial ratios. Furthermore, it would significantly reduce the Shire's debt portfolio and have a positive impact on the Shire's debt service ratio.

The WATC spoke to the Department of Local Government in regard to the approach above and the latest changes to regulations in regard to the purpose of loans.

The amendments to the Local Government (Financial Management) Regulations 1996 state.

Reg 20(3)A local government is not required to give local public notice of a proposal to exercise a power to borrow where each of the following conditions is satisfied —

- (a) a decision to exercise the power is made while there is in force a state of emergency declaration applying to the district, or part of the district, of the local government.
- (b) the local government considers that the borrowing is required to address a need arising from the hazard, or from the impact or consequences of the hazard, to which the state of emergency declaration relates.
- (c) the decision and the reasons for it are recorded in the minutes of the meeting at which the decision is made.

Reg 21 A local government is not required to give local public notice of a proposed change of use of money borrowed —

- (c) where each of the following conditions is satisfied —

- (i) a decision to change the use of the money is made while there is in force a state of emergency declaration applying to the district, or part of the district, of the local government;
- (ii) the local government considers that the change of use is required to address a need arising from the hazard, or from the impact or consequences of the hazard, to which the state of emergency declaration relates;
- (iii) the decision and the reasons for it are recorded in the minutes of the meeting at which the decision is made.

Given the changes to the regulations the Shire can proceed with refinancing Loan 115 for 10 years. In doing so it will be consistent with the terms and conditions for Loan 114 Kambalda Aquatic Facilities and significantly free up in excess of \$400,000 in cashflow for the 2020/21 Financial Year. Consequently, this will assist the Shire staff in managing cashflow due to Covid-19. The estimated annual cost for Loan 115 would be \$72,000 per annum.

Attachments:

Nil

Consultation:

WATC

Director Operations

Shire President

Shire Finance Consultant

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.*

6.20. Power to borrow

- (1) Subject to this Act, a local government may —
 - (a) borrow or re-borrow money; or
 - (b) obtain credit; or
 - (c) arrange for financial accommodation to be extended to the local government in ways additional to or other than borrowing money or obtaining credit,

to enable the local government to perform the functions and exercise the powers conferred on it under this Act or any other written law.

- (2) Where, in any financial year, a local government proposes to exercise a power under subsection (1) (**power to borrow**) and details of that proposal have not been included in the annual budget for that financial year —
 - (a) unless the proposal is of a prescribed kind, the local government must give one month's local public notice of the proposal; and

- (b) the resolution to exercise that power is to be by absolute majority.

Local Government (Financial Management) Regulations 1996

20. When local public notice not required for exercise of power to borrow (Act s. 6.20(2)(a))

- (1) A local government is not required to give local public notice of a proposal to exercise a power to borrow when the power is to be exercised to re-finance a loan or to continue other financial accommodation (whether with the same or another bank or financial institution) except where the re-financing or continuation is a major variation.

- (2) In this regulation —

major variation means a variation in the terms of a loan or other financial accommodation which is —

- (a) a capitalisation of interest accruals; or
- (b) an increase in the term of the loan or other financial accommodation;

re-finance in relation to a loan or other financial accommodation (the **existing loan**), means to borrow an amount (the **new loan**) which is, at the date of the new loan —

- (a) equal to the principal amount owing on the existing loan; or
- (b) not more than \$5 000 more or less than the principal amount owing on the existing loan, for the principal purpose of paying out the existing loan or preserving the credit originally provided by the existing loan.

21. When local public notice not required for change of use of borrowed money (Act s. 6.20(4)(b))

A local government is not required to give local public notice of a proposed change of use of money borrowed where the amount to be used for a purpose other than the purpose for which it was borrowed —

- (a) does not exceed \$5 000 in a financial year; or
- (b) where the money proposed to be borrowed by the local government is to be used

to meet expenditure authorised by the mayor or president under section 6.8(1)(c).

State Emergency Act 2005

56. Minister may make state of emergency declaration

- (1) The Minister may, in writing, declare that a state of emergency exists in the whole or in any area or areas of the State.
- (2) The Minister must not make a declaration under this section unless the Minister —
 - (a) has considered the advice of the State Emergency Coordinator; and
 - (b) is satisfied that an emergency has occurred, is occurring or is imminent; and
 - (c) is satisfied that extraordinary measures are required to prevent or minimise —
 - (i) loss of life, prejudice to the safety, or harm to the health, of persons or animals; or
 - (ii) destruction of, or damage to, property; or
 - (iii) destruction of, or damage to, any part of the environment.
- (3) A declaration under this section is to include —

- (a) the time when, and date on which, the declaration is made; and
 - (b) the area of the State to which it applies.
- (4) The making of a state of emergency declaration does not prevent the making of further state of emergency declarations in relation to the same or a different emergency.

POLICY IMPLICATIONS:

Policy Number 24 Loans

Legislative Reference: Surveillance Devices Act 1998, State Records Act 2000

Relates to: Delegation NA Sub Delegation NA

Policy Objective:

This policy provides guidelines in respect of the utilisation of loan facilities to fund the acquisition, construction or renewal of assets. Recognition of this policy will ensure that a consistent methodology is adopted when considering loans as a potential funding source.

Policy Scope:

As part of its strategic planning and Long Term Financial Planning processes, the Council will consider how significant projects are to be funded. The use of loan facilities may be an appropriate, or even a preferred option, in respect of specific capital projects. However, in order to ensure that financial prudence is demonstrated when deliberating the utilisation of loan facilities in preference to other funding options, consideration of the guidelines as detailed in this policy must form part of any associated decision making process.

Policy Statement

The Council is committed to demonstrating financial responsibility in its utilisation of loan facilities to fund specific capital projects. It is also acknowledged that the funding of identified projects via loan facilities can assist in addressing intergenerational equity issues. Additionally, any proposal to utilise loan facilities as a funding source should always be considered against several predetermined criteria. This policy provides an overview of the associated criteria to be considered as part of any decision making process to utilise loan facilities.

1. Self - Supporting Loans

The policy content does not apply to self-supporting loan facilities as the purpose of such facilities is distinct from the Shire's own funding requirements - see Policy 60.

2. Guidelines

The following guidelines are to be considered as part of any proposal to utilise loan facilities:

- Loans are not to be utilised to fund operating expenditure
- Loans are not to be utilised to fund capital expenditure of a recurrent nature (e.g. road resurfacing and associated works or plant replacement unless funding becomes available via Federal / State or other additional grants that enables the Shire to bridge gaps in Asset Management Plans that could maximise leveraging opportunities.
- A demonstrable economic benefit must be evident to support the use of loan facilities, as opposed to saving for the asset acquisition, construction or renewal. Priority for loan funding will be given to projects that will deliver greater community benefit and secondly generate revenue to offset associated loan repayments or can be funded from contributing

revenue streams other than General Rates. These revenue streams may include specified area rates, service charges and fees and charges.

- The term of any loan facility is not to exceed the economic life of the asset.
- The repayment method for a loan facility will be via principal and interest repayments. Interest only payments or capitalisation can be considered where a financial benefit can be demonstrated; and the nature of the asset being funded is consistent with this methodology. As an example, a property acquisition / subdivision where the impact on the rate base is lesser during the initial phases and the full debt can be acquitted from the disposal of the land under development.
- In considering the utilisation of loan facilities, the Shire's capacity to repay must be assessed, with regard given to associated debt service coverage ratio which is to result in the Shire having a ratio above 3.0.

Financial Implications:

The recommendation has a positive impact on the financial cash flow of the Shire in both 2019/20 and 2020/21.

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

Voting Requirement: Absolute Majority

Officer Recommendation:

That Council,

1. Endorse the suggestion from Western Australian Treasury Corporation (WATC) to refinance Loan 115 for a period of 10 years
2. Note the meeting held between the WATC and the Chief Executive Officer and Shire President to discuss loan borrowings on the 23rd April 2020.
3. Authorise the Chief Executive Officer to sign relevant documentation required by the Western Australian Treasury Corporation to refinance Loan 115 for a period of 10 years.

COUNCIL RESOLUTION: #70/20

Moved: Councillor, T Rathbone

Seconded: Councillor, T Keast

That Council,

Accept the amended recommendation.

CARRIED ABSOLUTE MAJORITY 6/0

COUNCIL RESOLUTION: #71/20

Moved: Councillor, T Rathbone

Seconded: Councillor, E Winter

Amended Officer Recommendation:

That Council,

- Advise Western Australian Treasury Corporation (WATC) that the Shire withdraws loan application for \$1,000,000 for 5 years
- In accordance with section 6.20 (3) of the Local Government Act 1995 resolves to change the purpose of Loan 115
- In accordance with section 6.20 (3) of the Local Government Act 1995 resolves to Refinance Loan 115 for the purpose of assisting with cash flows for combatting the COVID-19 Pandemic
- In accordance with regulation 20(3)A of the Local Government (Financial Management) Regulations 1996 as amended exercises the power not to give local public notice of the proposal to refinance Loan 115 given;
 - The state of emergency declaration for the district for the COVID-19 Pandemic and;
 - The borrowing is necessary to address the impact and consequences on cash flows for combatting the COVID-19 Pandemic
- Note the meeting held between the WATC and the Chief Executive Officer and Shire President to discuss loan borrowings on the 23rd April 2020 where the WATC suggested Council consider refinancing Loan 115 for the purpose of assisting with cash flows for combatting the COVID-19 Pandemic
- Authorise the Chief Executive Officer to sign relevant documentation required by the Western Australian Treasury Corporation to refinance Loan 115 for a period of 10 years.
- Request that summarised details of the refinance of Loan 115 be included in the body of report item 11.1.12.

Following the discussions between the WATC, CEO and Shire President it was recommended to the Council that the Shire no longer proceed with its application for a loan of \$1 million for the purpose of combatting COVID-19.

Market valuation of loan 115 refinancing on the 11 May 2020.

Capital	Accrued Interest	Premium	Total
\$597,654.34	\$2,652.60	\$4,302.31	\$604,609.25

The indicative valuation is based on interest rate for the 22 April 2020

Shire would refinance Capital and Premium only \$601,956.65

Cash Flow Summary – further details in excel attachment

	New 10 year loan	Loan 115	Cash Flow Benefit
11 May 2020	-\$601,956.65 (cap & premium loan 115)	\$121,113.29	\$118,483.61 (assumes interest is paid at refinance)
11 Aug 2020	\$17,348.03	\$121,967.92	\$104,619.89
11 Nov 2020	\$17,311.88	\$121,748.76	\$104,436.88
11 Feb 2020	\$17,287.19	\$121,537.87	\$104,250.68
11 May 2020	\$17,230.18	\$121,319.12	\$104,088.94
			\$535,880.00

CARRIED ABSOLUTE MAJORITY 6/0

Council acknowledges Ms Jan McLeod made submissions.

11.1.13 Coolgardie Tip Site Proposal Australian Venture Consultants

Location:	Shire Coolgardie
Applicant:	Nil
File Reference:	Nil
Disclosure of Interest:	Nil
Date:	24 April 2020
Author:	Chief Executive Officer, James Trail

Summary:

That Council, note the Chief Executive Officer has dealt with this matter in accordance with changes made to Procurement Policy 03 under a state of emergency declared by the State Government at the Special Meeting of Council on 7th April 2020 when dealing with expenditure between \$100,000 and \$150,000.

Background:

Council resolved at the Ordinary Meeting in March 2019;

COUNCIL RESOLUTION: # 36/20

Moved: Councillor, T Rathbone

Seconded: Councillor, E Winter

That Council, lay the item on table

The Shire of Coolgardie currently operates two waste management facilities located at Kambalda and Coolgardie. The existing Kambalda landfill site contains lead contaminated waste and is currently the subject of an assessment by the Department of Water and Environmental Regulation. Shire staff are awaiting a decision from Department of Water and Environmental Regulation which is imminent.

Following workshops with Australian Venture Consultants Pty Ltd, Council has identified the Coolgardie Tip as a strategic opportunity. Shire staff and Council have spoken and met with Australian Venture Consultants Pty Ltd re the licensing of the Coolgardie Tip Site. Proposals have been prepared and provided for consideration.

Over the past two years, AVC has undertaken significant infrastructure assessment work across the wider Goldfields Region. This has included:

- An extensive assessment of hard and soft infrastructure, infrastructure usage and infrastructure investment opportunities across the Wiluna, Laverton, Leonora, Ngaanyatjaraku, Coolgardie, Kalgoorlie-Boulder, Dundas, Menzies, Ravensthorpe and Esperance Local Government Areas¹;
- A detailed socio-economic impact assessment on the Shires of Esperance, Ravensthorpe and Jerramungup and City of Albany of four resources projects operating in the Shire of Ravensthorpe and Esperance undertaken for a consortium of industry, local governments and

the Western Australian Government, led by the Goldfields-Esperance Development Commission²; and

- A preliminary assessment of the feasibility and options for an expansion of the existing Coolgardie Waste Management Facility³.

With respect to the work undertaken by AVC on the Coolgardie Waste Management Facility, an update on the analysis was provided to the Shire of Coolgardie Council on 15th January 2020⁴. Noting assumptions made in this analysis and specific remaining gaps in the analysis, based on this analysis and additional information attained by the Shire from other sources, the Shire decided to proceed with an expanded project scope designed to determine and progressively prosecute a project plan to develop the Proposed Facility.

AVC has been asked by the Shire to provide it with a proposal to:

- Develop a project plan for the Proposed Facility;
- Continue to provide business analysis to support decision making by the Shire as the project plan is prosecuted; and
- Project manage the prosecution of the project plan.

Comment:

Proposal

AVC proposes to be engaged by the Shire under the following terms:

1. AVC will be engaged by the Shire to undertake the tasks detailed in Table 1 below in accordance with the approximate time line set out in Figure 1 below (collectively, the 'Project Plan').
2. AVC will maintain a timesheet recording specific activities undertaken by AVC, which will form the basis of a monthly invoice for time spent undertaking tasks set out in the Project Plan
3. For the purpose of clarity, the Shire will only be liable to AVC for actual hours incurred by AVC.
4. The Shire may terminate AVC's engagement at any time at its sole discretion by advising AVC of termination in writing.
5. AVC acknowledges that the full scope of operations and therefore design of the Proposed Facility is subject to change as the Shire continues to assess opportunities. The Shire may amend the scope of the Project Plan at any time by advising AVC in writing.
6. The Shire acknowledges that as the design, approvals and business case development process progresses, new opportunities and challenges may arise that require modification to the Project Plan. If this eventuates, AVC may seek the approval of the Shire to modify the Project Plan and the Shire may accept such modifications at its sole discretion.
7. In the event that the Shire terminates AVC, the Shire will only be liable for any unpaid accrued time or pre-approved expenses at the time of termination.
8. AVC may not incur any additional expenses (e.g. travel, advice, etc.) without prior consent from the Shire. Where additional expenses have been approved by the Shire, the Shire will be liable to reimburse those expenses upon presentation of tax invoice and supporting evidentiary documentation from AVC.
9. Responsibility for contracting and remunerating any third parties (such as Strategen, engineers or other advisors) will be the sole responsibility of the Shire. However, the Shire may seek AVC's advice and assistance with selecting, contracting and managing third parties. For clarity, AVC is not required to sub-contract any third-party for the purposes of delivering on its

obligations under the service agreement, with all required third-party service provision being contracted directly with the Shire.

10. AVC will not be responsible for, or bear any liability whatsoever for decisions made by the Shire whether made on the basis of advice provided to AVC or otherwise.

Attachments:

Nil

Consultation:

Council

Shire Staff

Statutory Environment:

Local Government (Functions and General) Regulations 1996

Policy Implications:

Procurement Policy 03

Amended Council Policy Manual as it relates to Procurement (and CEO will amend the CEO Management Policy accordingly) to provide authority for the CEO and Directors of Economic and Community Development and of Operations and Commercial Manager to be able to override some of the provisions.

Amended Council Policy 03 (which is required to comply with Reg 11A of Local Government (Functions and General) Regulations 1996 by maintaining the current Policy monetary thresholds but providing authority for the CEO and Directors of Operations and Economic and Community Development and Commercial Manager to override the provisions where a State of Emergency has been declared.

Financial Implications:

Allocation has been made in the 2019/2020 annual Budget Review for external contractors for the Coolgardie Tip to undertake feasibility studies. Staff are of the opinion that a transfer should be made though from the Waste Reserve specifically for this piece of work.

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

Voting Requirement: Simple Majority

Officer Recommendation:

That Council, note the Chief Executive Officer has dealt with this matter in accordance with changes made to Procurement Policy 03 under a state of emergence declared by the State Government at the Special Meeting of Council on 7th April 2020 when dealing with expenditure between \$100,000 and \$150,000.

COUNCIL RESOLUTION: #72/20

**Moved: Councillor, T Rathbone
Seconded: Councillor, K Lindup**

That Council, note the Chief Executive Officer has dealt with this matter in accordance with changes made to Procurement Policy 03 under a state of emergence declared by the State Government at the Special Meeting of Council on 7th April 2020 when dealing with expenditure between \$100,000 and \$150,000.

CARRIED ABSOLUTE MAJORITY 6/0

11.1.14 Activity Report March 2020

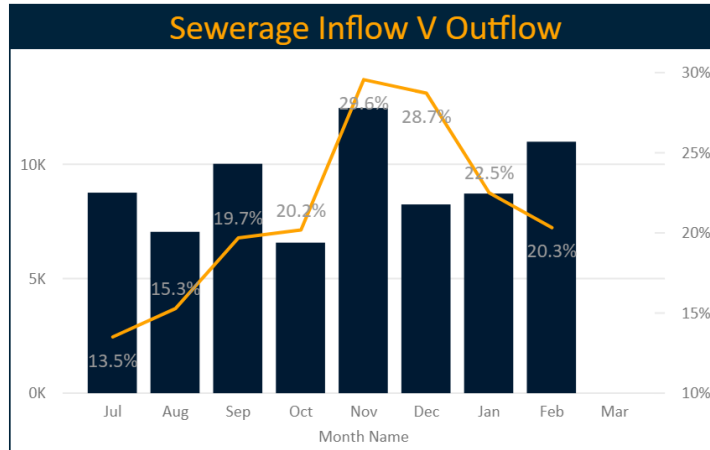
Attachments:

1. Activity Report March 2020 [11.1.14.1 - 6 pages]



Waste and Sewerage Summary YTD

Shire of Coolgardie



YTD Inflow

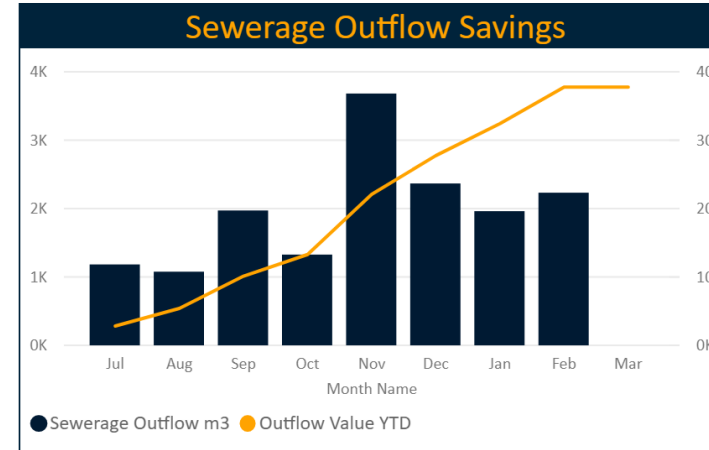
72,797

YTD Outflow %

21.7%

YTD Net Inflow

56,995



YTD Outflow

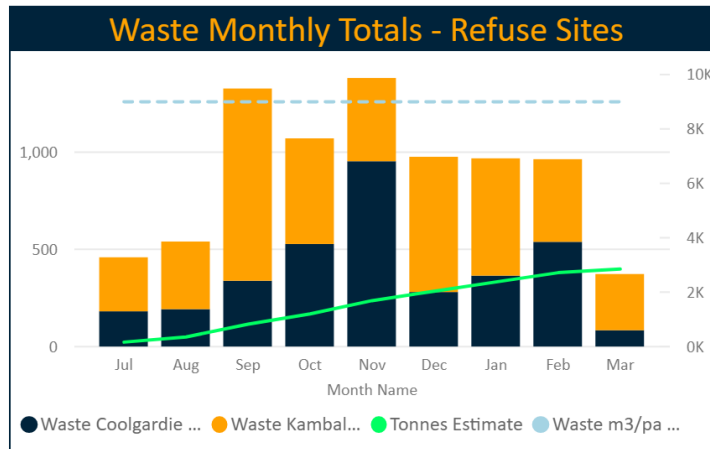
15,802 kL

YTD \$ Savings

\$37,767

Last YTD Savings

\$29,765



YTD m3

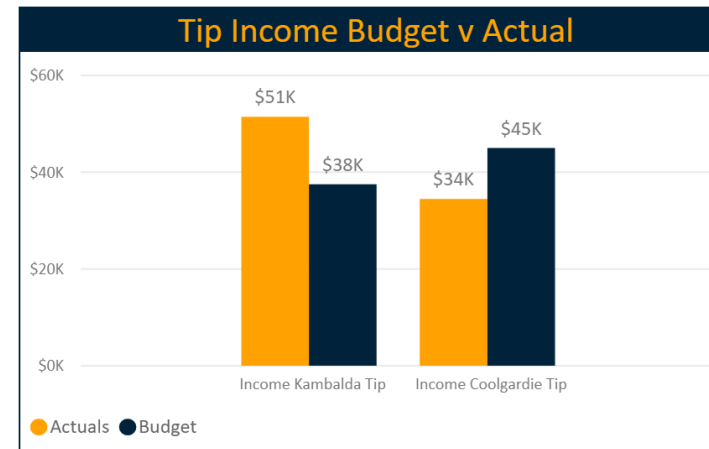
8,065

YTD Tonnes

2,848

Remaining

6,152



Total YTD Budget

\$37,500

Total YTD Actual

\$85,910

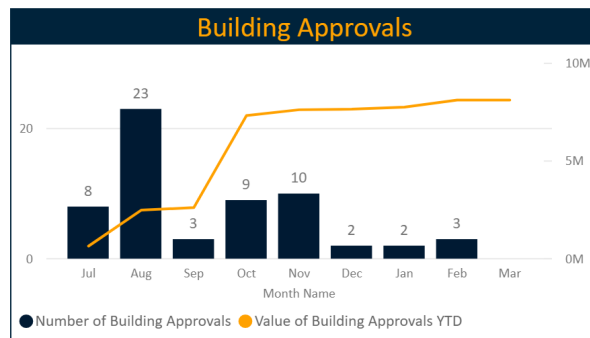
% Budget

104%



Regulatory Summary YTD

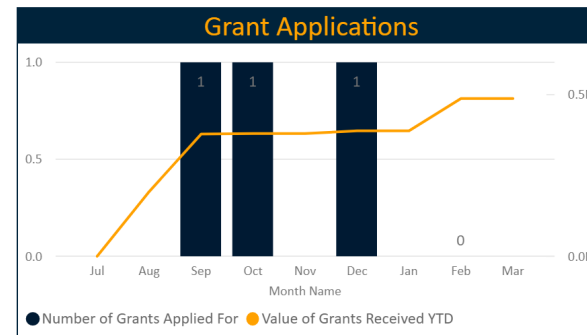
Shire of Coolgardie



YTD Approvals
\$8,121K

YTD # Applications
60

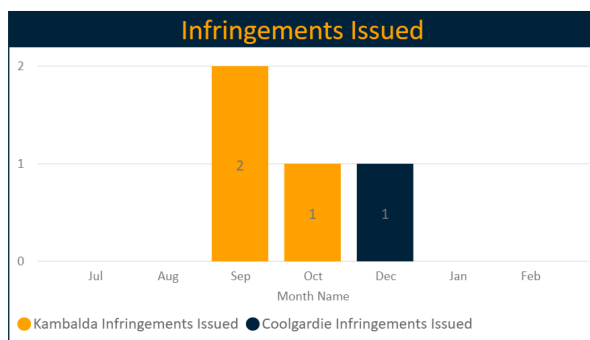
\$/Application
\$135,347



YTD Received
\$488K

YTD # Applications
3

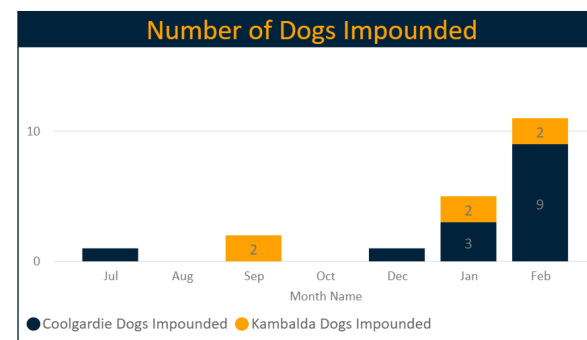
\$/Application
\$162,713



YTD Total
4

YTD LY
4

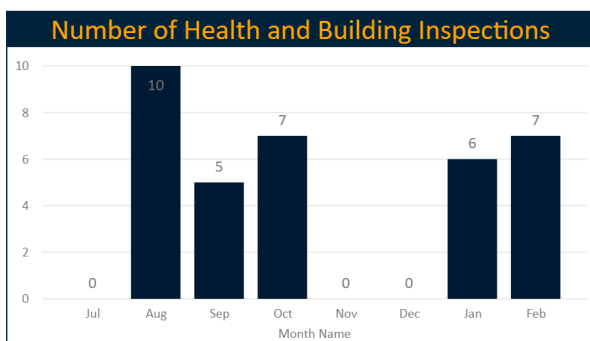
YTD LY
0.00%



Total YTD
20

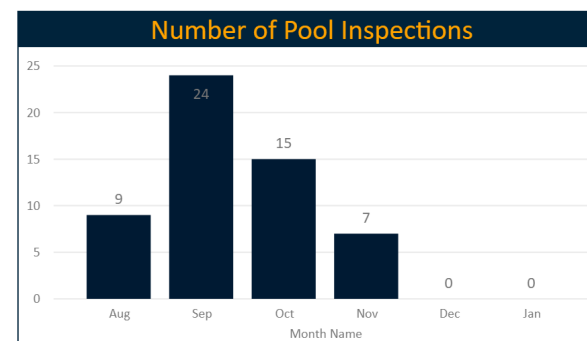
Last YTD Actual
21

% Change
1



YTD Total
35

YTD Total
30



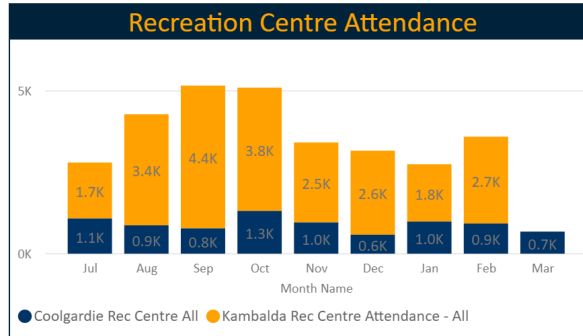
Total YTD
55

Last YTD Actual
0



Regulatory Summary YTD

Shire of Coolgardie



Average Income

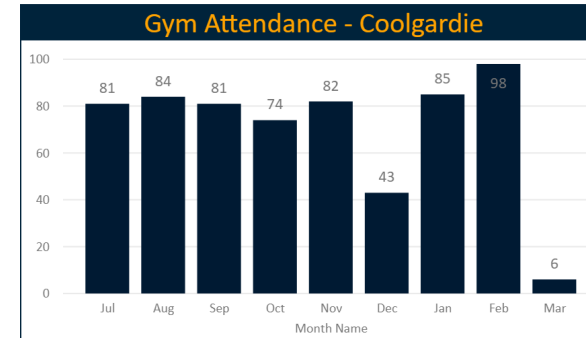
\$2.09

Average Spend

(\$37.46)

Profit/Loss

(\$35.38)



Average Income

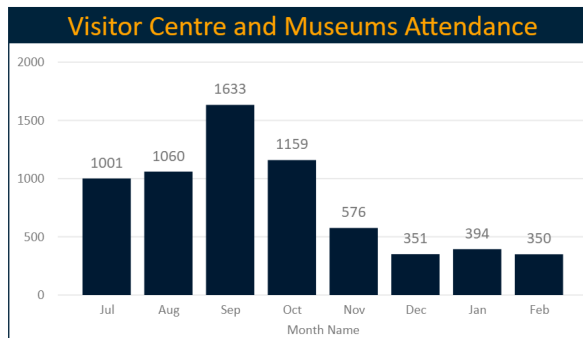
\$53.43

Average Spend

(\$22.88)

Profit/Loss

\$30.55



Average Income

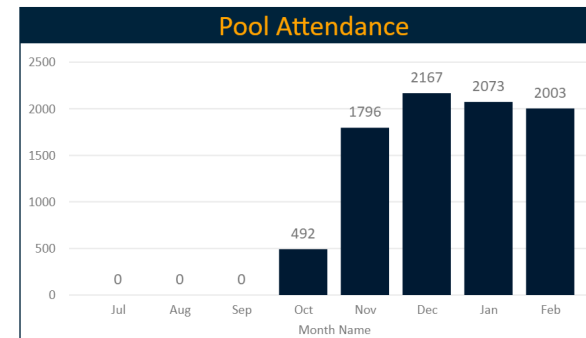
\$17.84

Average Spend

(\$10.39)

Profit/Loss

\$7.44



Average Income

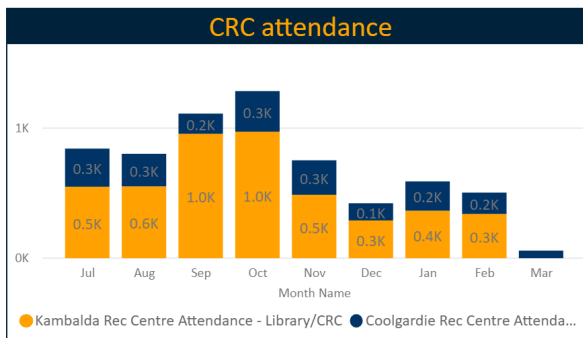
\$0.74

Average Spend

(\$33.53)

Profit/Loss

(\$32.79)



Average Income

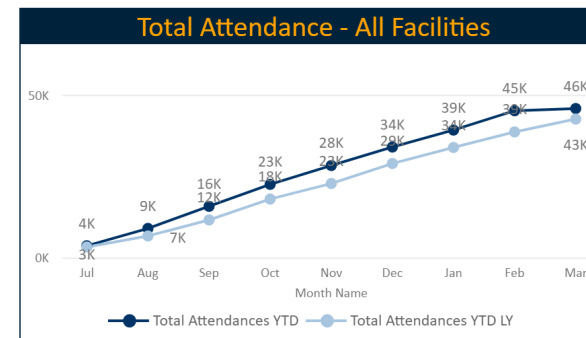
\$25.99

Average Spend

(\$33.53)

Profit/Loss

(\$32.79)



Average Income

\$6.78

Average Spend

(\$27.39)

Profit/Loss

(\$20.61)



Projected Expenditure FY19-20

Shire of Coolgardie

Service	Actuals YTD	Current Budget FY	Current Budget YTD	Forecast	Forecast to FY Bud Variance	Forecast var %
	73,071	79,892	59,919	53,098	26,794	-28.8%
Administration Allocation	905,526	1,143,653	857,740	619,612	524,040	-44.0%
Aged Accommodation	28,906	94,993	72,533	6,445	88,548	-172.4%
Airports	68,068	124,916	117,724	60,875	64,041	-85.1%
Animal Control	76,083	74,394	57,436	59,125	15,269	-16.4%
Cashless Card	32,016	42,607	32,775	22,183	20,424	-48.8%
Cemetery	17,064	23,715	17,786	11,135	12,580	-54.7%
Clubs	15,426	31,100	25,908	10,234	20,866	-101.2%
Community Development	111,591	378,119	336,918	70,390	307,729	-201.4%
Council Housing	109,050	126,267	95,404	78,188	48,079	-34.4%
CRC Coolgardie	74,612	114,083	87,748	48,276	65,807	-65.2%
CRC Kambalda	67,809	104,450	80,379	43,738	60,712	-66.1%
Depots and Street Lighting	156,708	217,360	162,674	102,023	115,337	-54.6%
Development Control	101,241	162,952	122,463	60,752	102,200	-72.1%
Drainage	72,821	97,854	77,601	52,567	45,287	-48.7%
Economic Development	298,979	444,450	337,769	192,298	252,152	-62.2%
Emergency Services	49,982	86,854	66,724	29,852	57,002	-81.3%
Environmental Health	14,312	25,796	25,166	13,682	12,114	-81.1%
Finance and Admin	944,379	1,066,523	856,776	734,631	331,892	-28.8%
Fire Prevention	75,107	67,161	59,925	67,871	-710	0.9%
Footpath Maintenance	73,852	108,855	81,641	46,638	62,216	-61.6%
Governance	1,159,623	1,512,360	1,193,934	841,196	671,164	-45.4%
GVROC Facility	1,031	0	0	1,031	-1,031	100.0%
Haulage Campaign	6,418	13,624	10,994	3,789	9,835	-108.7%
Health	35,623	53,378	41,994	24,239	29,138	-62.0%
Human Resources	244,019	321,047	260,768	183,740	137,307	-45.1%
IT	272,568	354,706	280,579	198,441	156,264	-45.1%
Law and Order	79,882	101,359	77,890	56,413	44,946	-43.5%
Look Out	17,200	24,625	18,844	11,419	13,206	-57.5%
Maintenance	2,294,931	3,550,445	2,651,524	1,396,010	2,154,435	-67.5%
Medical Services	191,282	313,636	275,877	153,523	160,112	-69.9%
Miscellaneous	2,600	14,826	11,120	-1,107	15,933	-252.7%
Parks	742,941	1,021,953	767,668	488,655	533,298	-53.5%
Plant and Fleet	569,026	959,911	727,334	336,449	623,462	-77.8%
Pools Coolgardie	202,229	225,771	178,255	154,713	71,058	-28.5%
Pools Kambalda	83,803	242,993	187,065	27,874	215,119	-154.0%
Total	10,241,149	14,657,323	11,210,600	6,759,926	7,897,397	-57.6%



Projected Expenditure FY19-20

Shire of Coolgardie

Service	Current Budget FY	Current Budget YTD	Forecast	Forecast to FY Bud Variance	Forecast var %
Governance	352,031	271,282	219,494	132,537	-34.8%
Waste	324,434	250,819	134,502	189,932	-67.4%
Public Works Overheads	328,040	245,510	194,461	133,578	-37.2%
Finance and Admin	295,026	226,744	202,232	92,794	-27.4%
Economic Development	212,569	163,514	98,111	114,458	-58.3%
Tourism and Museums	210,691	162,044	110,927	99,764	-47.9%
Rec Centres Kambalda	206,639	158,770	140,004	66,635	-28.3%
Parks	174,250	132,931	108,777	65,474	-34.2%
Maintenance	168,974	124,235	82,268	86,705	-50.5%
Community Development	158,237	121,721	53,941	104,296	-82.1%
Verges	136,668	102,539	75,488	61,180	-42.6%
Pools Coolgardie	128,862	99,991	96,959	31,903	-20.6%
Plant and Fleet	115,403	87,937	48,123	67,280	-65.3%
Pools Kambalda	102,238	77,291	-15,877	118,115	-347.2%
Rec Centres Coolgardie	92,148	70,778	29,819	62,328	-85.9%
Law and Order	88,908	68,391	43,312	45,596	-54.1%
Rates and General Purpose Funding	84,271	64,824	19,935	64,337	-109.4%
CRC Coolgardie	79,986	61,528	40,197	39,789	-51.6%
CRC Kambalda	74,397	57,229	41,350	33,048	-43.7%
Emergency Services	72,364	55,665	23,628	48,736	-85.5%
Records	68,142	52,417	37,545	30,597	-44.3%
Human Resources	61,482	46,727	82,235	-20,754	18.6%
Animal Control	60,448	46,493	46,911	13,537	-18.1%
Youth Services	57,148	43,943	29,280	27,867	-50.0%
Cashless Card	38,944	29,957	20,113	18,831	-49.4%
Footpath Maintenance	35,616	26,712	15,630	19,986	-59.8%
Sewerage	34,000	26,154	15,041	18,959	-61.7%
Airports	23,578	18,137	16,834	6,744	-24.3%
Drainage	21,827	17,508	9,454	12,373	-68.4%
Trees	23,031	17,274	6,589	16,443	-90.8%
Health	20,157	15,459	10,594	9,564	-47.8%
Development Control	11,838	9,106	6,479	5,360	-44.9%
Public Amenities	11,148	8,575	26,333	-15,185	48.2%
Cemetery	10,257	7,693	3,693	6,565	-74.4%
Look Out	9,612	7,247	5,327	4,285	-42.6%
Total	3,923,943	3,001,150	2,111,778	1,812,165	-45.8%

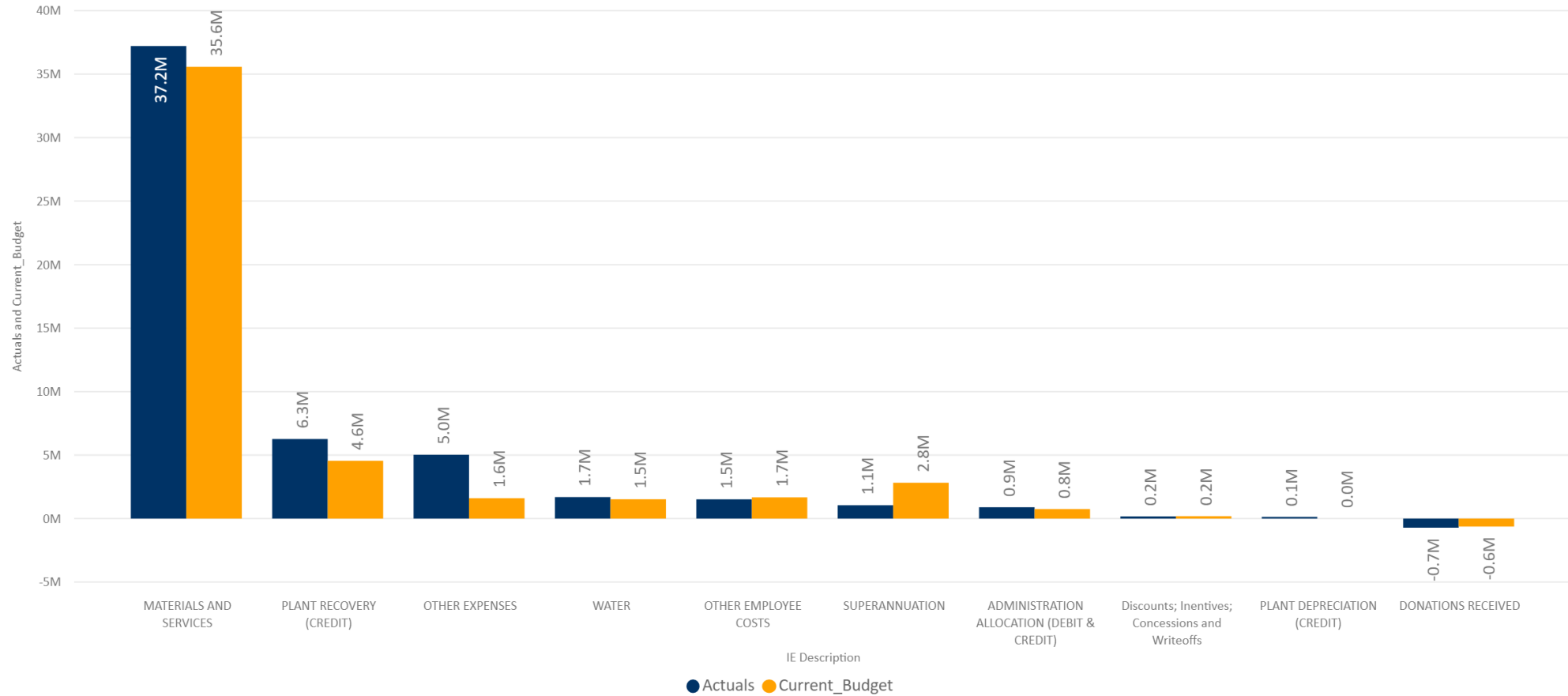


Summary by Income / Expense Code

Shire of Coolgardie

FY16-17

Actuals and Current_Budget by IE Description



11.1.15 Outstanding Resolutions March 2020

Attachments:

1. Outstanding Resolutions March 2020 Final [11.1.15.1 - 26 pages]

Governance

DATE	RES. No.	ACTION REQUIRED	
Ordinary Council Meeting 26 April 2016			
26 April 16	068/16	<p><u>COUNCIL RESOLUTION: # 068/16</u></p> <p>That Council</p> <ol style="list-style-type: none">1. Authorise the Chief Executive Officer or his delegate to negotiate an agreement between Goldfields Masonic Homes Inc and the Shire of Coolgardie for the sale of the six units, known as Montana Homes for a total of \$30,000.00 (being \$5,000.00 per unit), <i>with Masonic Homes Inc to provide a written commitment to construct an additional two units subject to <u>Grant funding availability</u>.</i>2. Advise the Minister for Lands of their support for the transfer of the Management Order over Reserve 35500, Lot 2126 of the units known as Montana Homes, 1, 3, 5, 7, 9, 11 Hunt Street Coolgardie to Goldfields Masonic Homes Inc3. Advertise the proposed disposal of Reserve 35500, Lot 2126 to Goldfields Masonic Homes Inc. in accordance with Section 3.58 of the Local Government Act 1995.4. Authorise the President and Chief Executive Officer to affix the Common Seal and sign the associated contract documents.	<p>In Progress.</p> <p>There have been two meetings held in July and August 2019. Masonic Homes have indicated that they would like to progress with the project. They will issue a written commitment for the construction of additional units based on a demand analysis and grant funding availability. SOC Officers are assisting Masonic Homes with the demand analysis. A report will be presented to Council when further correspondence has been received.</p>

Ordinary Council Meeting 28 November 2017			
28 Nov 17	262/17	<u>COUNCIL RESOLUTION: # 262/17</u> That Council: <ol style="list-style-type: none"> 1. SUPPORTS investigations into the partnership arrangements to provide government housing within Kambalda 2. APPROVES undertaking investigations on the delivery of Government Housing within the townsite of Kambalda which comprise the following: - <ol style="list-style-type: none"> a. Agreement terms the timeframe b. Site identification c. Costs associated with the construction of the three houses d. Land Tenure options, costs and benefits e. Preliminary small lot subdivision design, costs, timeframe 3. AUTHORISES the Chief Executive Officer to undertake investigations on the potential of developing a small lot subdivision (up to 10 lots). 	In Progress Staff working with DOH.
27 Feb 18	017/18	<u>COUNCIL RESOLUTION: # 017/18</u> That Council: <ol style="list-style-type: none"> 5. SUPPORT the finalisation of the closure of Tindals Road, Coolgardie pursuant to Section 58 of the <i>Land Administration Act 1997</i>, comprising the <ol style="list-style-type: none"> a. Release of road reserve from the Southern Section of the intersection of Tindals Road and the Mine Bypass Road in accordance with Council Plan 12-056 Ladyloch Road Preliminary Plan. b. All costs associated with advertising and survey as part of the disposal to be borne by Focus Minerals Pty Ltd. c. That Council indemnifies the Minister for Lands against any costs or compensation claims arising from the dissolution of land, Tindals Roads, within the Shire of Coolgardie, on the plan approved by the Chief Executive Officer. 6. ADVISES the Department of Lands that the Shire of Coolgardie is pursuing the re-dedication of the land referred to as the former Londonderry Road in accordance with Section 56 of the <i>Land Administration Act 1997</i>. 	In progress Request being processed by DPLH. Road survey details, location co-ordinates.

27 Feb 18	018/18	<p><u>COUNCIL RESOLUTION: # 018/18</u></p> <p>That Council:</p> <ol style="list-style-type: none"> 1) ENDORSES the dedication of the realigned subject road (currently referred to as the realigned Lady Loch Road) pursuant to Section 56 of the <i>Land Administration Act 1997</i> as shown on the attached Plans. 2) ENDORSES submission to the Minister pursuant to Section 56 of the <i>Land Administration Act 1997</i> for the dedication of the realigned Lady Loach Road, comprising: - <ol style="list-style-type: none"> a. Location sketch map of the proposed road b. agrees in writing to cover the costs associated with the preparation of survey documentation to create the road reserve. c. Provides contact details of the applicants nominated Surveyor. 3) AUTHORISES the Chief Executive Officer to prepare the survey plans and documentation associated with the road dedication of the realigned Lady Loch Road with costs to be borne by the Shire of Coolgardie. 	<p>In Progress</p> <p>Request being processed by DPLH.</p> <p>Road survey details, location co-ordinates</p>
27 Feb 18	028/18	<p><u>COUNCIL RESOLUTION: # 028/18</u></p> <p>That Council:</p> <ul style="list-style-type: none"> • SUPPORT the realignment of Cave Hill Road, Widgiemooltha subject to the written support from the affected Mining Tenement lease holders. • ENDORSE the dedication of the realigned section of Cave Hill Road pursuant to Section 56 of the <i>Land Administration Act 1997</i> as shown on the attached Plans • AUTHORISES the preparation of a legal agreement between the Shire of Coolgardie and Mincor Resources in relation costs to facilitate, construct and maintain the realigned Cave Hill Road comprising: - <ul style="list-style-type: none"> ○ Costs for the preparation and execution of the legal agreement by the Shires lawyers; ○ Survey and documentation costs associated the road dedication costs. ○ Construction costs for the realigned portion of the Road to the Shire and Main Roads requirements. 	<p>In Progress –</p> <p>Allocation made in 2019/2020 Budget for construction</p> <p>Dedication and title in final stage</p> <p>Clearing permit issued. November clearing was done</p> <p>Some more works proposed to be undertaken in 2020</p>

		<ul style="list-style-type: none"> ○ Maintenance contribution costs associated with the use of the road as a haul road for the mining activities. • REQUIRES the draft legal agreement for the dedication of portion of Cave Hill Road, Widgiemooltha to be referred back to a further Council meeting for endorsement prior to signing of the document on behalf of the Shire of Coolgardie. 	
27 March 18	057/18	<p><u>COUNCIL RESOLUTION: #057/18</u></p> <p>That Council resolves the following action in relation to the disposal of Lot 311 and 83 (No 44) Bayley Street, Coolgardie.</p> <p>1. RESOLVES to cancel the contract for sale of No 44 Bayley Street, Coolgardie with Mr Donald Ottey.</p> <p>2. RETAIN the funds associated with the contract between Mr Ottey and the Shire of Coolgardie and instruct Goldfields Settlement to return the balance to Mr Ottey.</p> <p>3. AUTHORISE the taking of possession of Lot 311 and 83 No 44 Bayley Street Coolgardie (A1241) for non-payment of rates in accordance with the provisions of Section 6.64 of <i>the Local Government Act 1995</i></p> <p>4. RESOLVES to dispose of the land at Lot 311 and 83 No 44 Bayley Street Coolgardie for non-payment of rates in accordance with the provisions of Section 6.64 of <i>the Local Government Act 1995</i> by way of: -</p> <p>a) Issuing Form 4 notice for the payment of outstanding rates in accordance with (Sch 6.3 clause 1(2)(a) Financial Reg 74 & 75)</p> <p>b) Advertise the sale of the property by giving State-wide public notice of the sale (Form 5)</p> <p>c) Selling the land by public auction or by private treaty if having been offered for sale by public auction, it has not sold.</p>	<p>In Progress –</p> <p>FORM 4 prepared pending finalisation of possession</p> <p>FORM 5 prepared pending finalisation of possession</p>
27 March 18	058/18	<p><u>COUNCIL RESOLUTION: #058/18</u></p> <p>That Council, AUTHORISE pursuant to Section 6.64 and Schedule 6.3 of the Local Government Act 1995, where all reasonable efforts to locate the owners of the properties listed proceed to:</p> <p>1. Take possession of the 90 properties listed in Attachment 1 & 2 and give notice in the prescribed Form to the owners of the land for non-payment of rates.</p> <p>2. Sell the land, listed in Attachment 2 (12 Properties) for rates unpaid for three or more years and recover from the proceeds of the sale the outstanding balance.</p>	<p>In Progress –</p> <p>Update report to be provided to May Council Meeting</p>

Ordinary Council Meeting 24 April 2018

24 April 18	079/18	<p><u>COUNCIL RESOLUTION: #079/18</u></p> <p>That Council,</p> <p>1. RESOLVES that portion of Lot 888 (No15) Santalum Street, Kambalda, as shown on the attached plan, is surplus to Shire of Coolgardie requirements by virtue of: -</p> <ol style="list-style-type: none"> 1. Its separated from the depot activities by a fence since 1984 at handover of the land from Western Mining Corporation. 2. The land has never been used for Shire purposes 3. The land contains a workshop in use by the adjoining landowner. <p>2. INITIATES the process to dispose of portion of Lot 888 (No 15) Santalum Street, Kambalda West as shown of the attached plan, in accordance with section 3.58 of the Local Government Act 1995 by Private Treaty by giving Local Public Notice with the following details: -</p> <ol style="list-style-type: none"> (1) Description of the property (2) Details of the disposition (3) Names of all parties (4) Price (5) Market valuation (which is not older than 6 months) (6) Invite submission (7) Council consideration of submission <p>3. AUTHORISES the Chief Executive Officer to: -</p> <ol style="list-style-type: none"> 1. Obtain a Market valuation for the portion of Lot 888 (No 15) Santalum Street, Kambalda West as shown on the attached plan. 2. Prepare subdivision survey documentation. <p>REQUIRES a further report on the outcome of the investigations and discussions with the applicant prior to commencing Local Public Notice.</p>	<p>In Progress – Valuation received</p> <p>Valuation obtained.</p> <p>Meeting with adjoining landowner</p> <p>Written to landowner on costs waiting response</p>
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Ordinary Council Meeting 23 October 2018			
23 Oct 2018	213/18	<u>COUNCIL RESOLUTION: # 213/18</u> That Council, 1. recognize the name Kambalda exists. 2. request the historical significance of the Kambalda town site be recognized and evaluated to be included within the Shire of Coolgardie tourism strategy.	In Progress Shire Officers are working with Market Creations to obtain recommendations.
Ordinary Council Meeting 27 November 2018			
27 Nov 2018	231/18	<u>COUNCIL RESOLUTION: #231/18</u> That Council, 2. INITATES Amendment No 2 to Local Planning Scheme No 5 to rezone land from Rural to Industrial. 3. CONSIDERS Amendment No1 to Local Planning Scheme No 5 to be 'standard' under the provisions of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> . 4. PREPARES the Scheme Amendment report and documentation. 4. REFERS to Scheme Amendment to the EPA in accordance for assessment in accordance with Regulation Section 81 of the Planning and Development Act 2005. 5. AUTHORISES the public advertising of the proposal upon receipt of EPA advice regarding environmental assessment being received, and the incorporation.	In Progress. Discussion with DPLH officer, comments received. Currently advertising Update report was provided to Council in February 2020 Awaiting response from agencies

Ordinary Council Meeting 18 December 2018			
18 Dec 2018	267/18	<u>COUNCIL RESOLUTION: #267/18</u> That Council, <ol style="list-style-type: none"> 1. Authorises the clean-up of the material 2. Request the Chief Executive Officer write to the landowner / leaseholder to seek a cost contribution for the asbestos material disposal. 3. Request the Chief Executive Officer negotiate with the landowner / leaseholder the possibility of entering into an agreement for the future management of illegal dumping on the landowner / leaseholder land. 	In Progress Meeting held with Gold Fields St Ives on site with contractor Proposal to undertake works being prepared. Some works have already been undertaken to clear waste Quote received to undertake works. To be discussed with Council.
Ordinary Council Meeting 26 February 2019			
26 Feb	022/19	<u>COUNCIL RESOLUTION: # 022/19</u> Moved: Councillor, B Logan Seconded: Councillor, T Rathbone That Council, <ol style="list-style-type: none"> 1. SUPPORTS the proposed subdivision layout for Lot 555 Jobson Road, Coolgardie as shown on the attached plan. 2. AUTHORISED the submission of a subdivision application for Lot 555 Jobson Road, Coolgardie to the Western Australian Planning Commission (WAPC). <p style="text-align: right;">CARRIED ABSOLUTE MAJORITY 7/0</p>	In Progress Application submitted to WAPC, WAPC undertaking assessment and referral to agencies

Ordinary Council Meeting – Confidential Item 26 February 2019			
26 Feb	026/19	<p><u>COUNCIL RESOLUTION: # 026/19</u></p> <p>Moved: Councillor, T Rathbone Seconded: Councillor, B Logan</p> <p>That Council: -</p> <ol style="list-style-type: none"> 1. Approves the disposal of Lot 8259, 3 Spinifex Street, Kambalda West in accordance with Section 3.58 of the Local Government Act by public listing. 2. Funds received from the sale of the property be placed in the Infrastructure Renewal Reserve Account. 3. Requests that the CEO sets a reserve price of the property as discussed. 4. Agree to amend Council Resolution 226/18, point 1 to: <ul style="list-style-type: none"> - o Approves the disposal of Lot 707, 11 Sturt Pea Crescent, Kambalda West in accordance with section 3.58 of the Local Government Act by public listing. <p style="text-align: right;">CARRIED ABSOLUTE MAJORITY 7/0</p>	<p>In Progress</p> <p>Quotations being sought for listing of properties</p> <p>Propose to review early in New Year to sell properties</p> <p>Valuations being sourced as well as costings to sell properties</p>
30 April	056/19	<p><u>COUNCIL RESOLUTION: #056/19</u></p> <p>Moved: Councillor, N Karafilis Seconded: Councillor, T Rathbone</p> <p>That Council,</p> <ol style="list-style-type: none"> 1. Endorse the proposal from Australian Venture Consultants Pty Ltd 2. Authorise the Chief Executive Officer to issue a purchase order for \$44,000 ex GST to Australian Venture Consultants Pty Ltd to undertake work up to and including Decision Point 3. Request Chief Executive Officer to provide updated progress report at the June Ordinary Meeting of Council <p style="text-align: right;">CARRIED ABSOLUTE MAJORITY 6/0</p>	<p>Completed.</p> <p>Australian Venture Consultants been engaged</p> <p>Workshop held in Coolgardie on 18th June 2019.</p> <p>Meetings currently taking place with key stakeholders</p> <p>Progressed to proposal for Class 3 Facility</p>

30 April	061/19	<p><u>COUNCIL RESOLUTION: #061/19</u></p> <p>Moved: Councillor, K Lindup Seconded: Councillor, T Rathbone</p> <p>That Council,</p> <ol style="list-style-type: none"> 1. Request the information \$504,366 was transferred from the Airport Reserve to the Environmental Improvement Reserve in July 2013 be included in the body of agenda item 11.1.6 Kambalda Airstrip 2. In Accordance with Section 6.11 (2) give one month's local public notice of the proposed use of funds from the Environmental Improvement Reserve Account for improvements to the Kambalda Airstrip 3. Authorise transfer of \$123,000 from the Environmental Improvement Reserve Account 728000 to A1202 Kambalda Airport Operating 4. Authorise transfer of \$35,000 from the Environmental Improvement Reserve Account 728000 to A1202 Kambalda Airport Operating to C12900 Airport Upgrade to fund Terminal/building, signs and grounds repair and maintenance 5. Authorise transfer of \$46,000 from Plant reserve Account 721000 to C12900 Airport Upgrade to fund Electrical work and generator 6. Authorise the Increase of Budget for job number A1202 Kambalda Airport Operating from \$17,607 to \$140,607 7. Authorise the Increase of Budget for job number C12900 Airport Upgrade from \$0 to \$81,000 8. Endorse the quotation from Aerodrome Management Services Pty Ltd for \$54,000 ex GST (Confidential Attachment 1) and authorise the Chief Executive Officer to issue a purchase order for \$54,000 ex GST 9. Endorse the quote from Pryce Brothers for \$45,985 ex GST (Confidential Attachment 2) and authorise the Chief Executive Officer to issue a purchase order for \$45,985 ex GST 10. Request the Chief Executive Officer investigate all possible options for tree lopping and pruning and bring a report to May 2019 Ordinary Meeting of Council 11. Request the Chief Executive Officer seek further expressions of interest to utilise the Kambalda Airstrip <p style="text-align: right;">CARRIED ABSOLUTE MAJORITY 6/0</p>	<p>In Progress. Order issued to AMS.</p> <p>Works commenced on airport access road and runway strips. Completed 18/11/2019.</p> <p>AMS met with Shire staff to undertake certification. CASA currently assessing certification</p> <p>Training scheduled for week commencing 22nd July 2019 has been completed</p> <p>Allocations included in 2019/2020 Budget as per resolution</p> <p>Completed</p>
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28 May	077/19	<u>COUNCIL RESOLUTION: #077/19</u>	In Progress
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	<p>Moved: Councillor, K Lindup Seconded: Councillor, E Winter</p> <p>That Council: -</p> <p>1. INITATES Amendment No 3 to Local Planning Scheme No 5 to add the following additional uses to Special Use zones are follows: -</p> <table><tr><th>Site</th><th>Current Uses</th><th>Additional Uses</th></tr><tr><td>Lot 37 Great Eastern Highway, Coolgardie</td><td>Caravan Park</td><td>Office, bulky goods showroom Motor Vehicle, boat or caravan sales, motor vehicle repair and motor vehicle washdown</td></tr><tr><td>Lot 6 Great Eastern Highway, Coolgardie</td><td>Caravan Park</td><td>Office, bulky goods, showroom, Motor Vehicle, boat or caravan sales, motor vehicle repair and motor vehicle washdown</td></tr></table> <p>2. CONSIDERS Amendment No1 to Local Planning Scheme No 5 to be 'standard' under the provisions of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>.</p> <p>3. PREPARES the Scheme Amendment report and documentation.</p> <p>4. REFERS to Scheme Amendment to the EPA in accordance for assessment in accordance with Regulation Section 81 of the Planning and Development Act 2005.</p> <p>5. AUTHORISES the public advertising of the proposal upon receipt of EPA advice regarding environmental assessment being received, and the incorporation.</p> <p>CARRIED ABSOLUTE MAJORITY 7/0</p>	Site	Current Uses	Additional Uses	Lot 37 Great Eastern Highway, Coolgardie	Caravan Park	Office, bulky goods showroom Motor Vehicle, boat or caravan sales, motor vehicle repair and motor vehicle washdown	Lot 6 Great Eastern Highway, Coolgardie	Caravan Park	Office, bulky goods, showroom, Motor Vehicle, boat or caravan sales, motor vehicle repair and motor vehicle washdown	<p>Proposal being advertised</p> <p>Up date to February Council Meeting following close of submission period provided</p> <p>Awaiting decisions from State Agencies</p>
Site	Current Uses	Additional Uses									
Lot 37 Great Eastern Highway, Coolgardie	Caravan Park	Office, bulky goods showroom Motor Vehicle, boat or caravan sales, motor vehicle repair and motor vehicle washdown									
Lot 6 Great Eastern Highway, Coolgardie	Caravan Park	Office, bulky goods, showroom, Motor Vehicle, boat or caravan sales, motor vehicle repair and motor vehicle washdown									

28 May	078/19	<p><u>COUNCIL RESOLUTION: #078/19</u></p> <p>Moved: Councillor, T Rathbone Seconded: Councillor, N Karafilis</p> <p>That Council: -</p> <ol style="list-style-type: none"> 1. SUPPORTS the transfer of the management order Lots 581 & 582 – Reserve- R2446 – Coolgardie Post Office and adjoining park to the Shire of Coolgardie: - <ol style="list-style-type: none"> a. For the purpose of community, recreation and tourism purposes, b. With the power to lease for a period of 21 years. 2. SUPPORTS the transfer of the management order over Lot 311 Reserve – R4311 – Water Reserve to the Shire of Coolgardie <ol style="list-style-type: none"> a. for the purpose of water supply and recreation purposes b. With the power to lease for a period of 21 years. 3. That officers PURSUE further investigations to transfer a management order a portion of the R2446 comprising part of lot 586 to the Shire of Coolgardie for civic and community purposes. <p>CARRIED ABSOLUTE MAJORITY 7/0</p>	<p>In Progress</p> <p>In for dealing</p> <p>Completed. New management order issued.</p>
25 June	103/19	<p><u>COUNCIL RESOLUTION: #103/19</u></p> <p>Moved: Councillor, K Lindup Seconded: Councillor, T Rathbone</p> <p>That Council SUPPORTS the transfer of the management order over 'Portion' Reserve 2446 being Lots 580, 581 and 582 on DP67244 - Coolgardie Post Office and adjoining park to the Shire of Coolgardie: -</p> <ol style="list-style-type: none"> 1. For the purpose of community, recreation and tourism purposes, 2. With the power to lease for a period of 21 years. <p>CARRIED SIMPLE MAJORITY 6/0</p>	<p>In Progress</p> <p>At Landgate for new title.</p>

27 August	170/19	<p><u>COUNCIL RESOLUTION: #170/19</u></p> <p>Moved: Councillor, N Karafilis Seconded: Councillor, K Lindup</p> <p>That Council support One Tree Community Services planned upgrade to the outside space which occupies portion of the Kambalda Community Recreation Facility on the following conditions:-</p> <ul style="list-style-type: none"> • Any costs associated with the upgrade are the responsibility of One Tree Community Services. • Final plans need to be signed off by the Chief Executive Officer prior to any works commencing • If One Tree Community Services were to depart the space, Council does not expect them to reinstate the area back to its original state. • Any equipment that is currently in the space and is to be removed remains the property of the Shire of Coolgardie. <p style="text-align: right;">CARRIED ABSOLUTE MAJORITY 4/0</p>	In Progress
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25 February	05/20	<p><u>COUNCIL RESOLUTION: #05/20</u></p> <p>Moved: Councillor, T Rathbone Seconded: Councillor, N Karafilis</p> <p>That Council:</p> <ol style="list-style-type: none"> 1. Receive the Golden Quest Discovery Trail Association Inc report. 2. In principle, support the allocation and contribution of \$11,500.00 from the 2019/2020 budget for GQDTA Inc membership. 3. Endorse the appointment of Cr Botting as the acting delegate for the SOC on the GQDTA Inc board, and appoint Cr Lindup as the proxy delegate. 4. Request a report be provided to council including but not limited to evidence of the GQDTA Inc adopted and endorsed: <ol style="list-style-type: none"> 1. Transition from GTNA to GQDTA Inc, 2. GQDTA Inc Constitution, 3. GQDTA Inc Terms of Reference, 4. GQDTA Inc Memorandum of Understanding, 5. 2018/2019 Audit, 6. Minute of the ordinary meeting of November 2019, and 7. Current financial status/report. 	In Progress
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		<p>to be bought back to council for further consideration at the March 2020 Ordinary Meeting of Council.</p> <p>5. Request that the CEO advise the GQDTA Inc in writing of the in principle support from the SOC for membership in the 2019/2020 financial year.</p> <p>6. Request that the CEO provide a progress update on investigations made into the SOC Tourism Strategy at the briefing session in April.</p> <p>CARRIED ABSOLUTE MAJORITY 7/0</p>	
25 February	06/20	<p><u>COUNCIL RESOLUTION: #06/20</u></p> <p>Moved: {mover} Seconded: {seconder}</p> <p>That Council,</p> <p>. APPROVES the proposed draft Local Planning Policies - Sea Containers' as contained in the Attachment 1</p> <p>. AUTHORISE public advertising of the draft policy for public comment for a minimum period of 21 days in accordance with deemed clause 4 of the Planning and Development (Local Planning Schemes) Regulations 2015.</p> <p>CARRIED ABSOLUTE MAJORITY 6/1</p>	In Progress
25 February	07/20	<p><u>COUNCIL RESOLUTION: #07/20</u></p> <p>Moved: Councillor, K Lindup Seconded: Councillor, T Keast</p> <p>That Council,</p> <p>APPROVES a Community Group User Agreement with JUDUMUL for use of Coolgardie Bowling Club and grounds located on Reserve R41891 located on corner of Sylvester Street and Lefroy Street, Coolgardie, for the following terms</p> <p>Purpose: Cultural activities and events Term: 1 year Extension terms: Nil Annual Occupation Fee: \$400 Outgoings water, power, gas, telephone Insurances Public Liability and building content insurance Sub-leasing permitted for community uses Maintenance building: As per the attached schedule Maintenance grounds: Mowing, weeding, watering and light pruning</p>	In Progress

		CARRIED ABSOLUTE MAJORITY 7/0	
25 February	08/20	<p><u>COUNCIL RESOLUTION: #08/20</u></p> <p>Moved: Councillor, S Botting Seconded: Councillor, N Karafilis</p> <p>That Council, APPROVES a Community Group User Agreement with the Coolgardie Community Men's Shed Incorporated for use of Old Railway Station Good Shed, located on Reserve R34988 Woodward Street, Coolgardie, in accordance with the following terms and conditions:-</p> <p>Purpose: Club Activities Term: 2 year Extension terms: Nil Annual Occupation Fee: \$400 Outgoings water, power, gas, telephone Insurances Public Liability and building content insurance Sub-leasing permitted for community uses Maintenance: As per the attached schedule</p> <p>CARRIED ABSOLUTE MAJORITY 7/0</p>	In Progress
25 February	09/20	<p><u>COUNCIL RESOLUTION: #09/20</u></p> <p>Moved: Councillor, T Keast Seconded: Councillor, T Rathbone</p> <p>That Council, APPROVES a Community Group User Agreement with the Barefoot Bands for use of a portion of the Old? Railway Station Building, located on Reserve R34988 Woodward Street, Coolgardie, under the following terms:</p> <p>Purpose: Music Recording, teaching and mentoring. Term: 1 year Extension terms: Nil Annual Occupation Fee: \$400 Outgoings water, power, gas, telephone Insurances Public Liability and building content insurance Sub-leasing permitted for community uses Maintenance: As per the attached schedule</p> <p>CARRIED ABSOLUTE MAJORITY 7/0</p>	In Progress

25 February	16/20	<p><u>COUNCIL RESOLUTION: #16/20</u></p> <p>Moved: Councillor, T Rathbone Seconded: Councillor, T Keast</p> <p>That Council, SUPPORT the realignment of Jaurdi Hills Road, Coolgardie subject to the written support from the affected Mining Tenement lease holders.</p> <p>ENDORSE the dedication of the realigned section of Jaurdi Hills Road pursuant to Section 56 of the <i>Land Administration Act 1997</i> as shown on the attached Plans.</p> <p>AUTHORISES the preparation of a legal agreement between the Shire of Coolgardie and Beacon Minerals in relation costs to facilitate, construct and maintain the realigned Jaurdi Hills Road comprising: -</p> <ul style="list-style-type: none"> a) Costs for the preparation and execution of the legal agreement by the Shires lawyers; b) Survey and documentation costs associated the road dedication costs. c) Construction costs for the realigned portion of the Road to the Shire requirements.? d) Maintenance contribution costs associated with the use of the road as a haul road for the mining activities. <p>Requires that the prepared legal agreement between SOC and Beacon Minerals for the realign,emt of Jaurdi Hill Road, Coolgardie, be referred back to a further council meeting for endorsement prior to the CEO entering into the legal agreement. CARRIED ABSOLUTE MAJORITY 7/0</p>	In Progress
25 February	19/20	<p><u>COUNCIL RESOLUTION: #19/20</u></p> <p>Moved: Councillor, T Keast Seconded: Councillor, T Rathbone</p> <p>That Council, Approve the disposal of property, Assessment A1072 in accordance with the provisions of Section 6.64(1)(b) of the <i>Local Government Act 1995</i> to recover outstanding rates and charges, which are in arrears for a period of excess of three (3) years.</p> <p>CARRIED ABSOLUTE MAJORITY 7/0</p>	In Progress

25 February	20/20	<p><u>COUNCIL RESOLUTION: #20/20</u></p> <p>Moved: Councillor, K Lindup Seconded: Councillor, T Rathbone</p> <p>That Council, Approve the disposal of property, Assessment A3685 in accordance with the provisions of Section 6.64(1)(b) of the <i>Local Government Act 1995</i> to recover outstanding rates and charges, which are in arrears for a period of excess of three (3) years.</p> <p style="text-align: center;">CARRIED ABSOLUTE MAJORITY 7/0</p>	In Progress
25 February	21/20	<p><u>COUNCIL RESOLUTION: #21/20</u></p> <p>Moved: Councillor, N Karafilis Seconded: Councillor, S Botting</p> <p>That Council, Approve the disposal of property, Assessment A852 in accordance with the provisions of Section 6.64(1)(b) of the <i>Local Government Act 1995</i> to recover outstanding rates and charges, which are in arrears for a period of excess of three (3) years.</p> <p style="text-align: center;">CARRIED ABSOLUTE MAJORITY 7/0</p>	In Progress
24 March	32/20	<p><u>COUNCIL RESOLUTION: #32/20</u></p> <p>Moved: Councillor, N Karafilis Seconded: Councillor, T Rathbone</p> <p>That Council,</p> <ol style="list-style-type: none"> 1. APPROVES the location and design of the Kambalda St John Sub-Centre in Kambalda West on Lot 101 Barnes Drive, Kambalda West. 2. APPROVES the leasing of portion of Lot 1 Barnes Drive, Kambalda West to the St John Ambulance Sub-Centre for a period of 10 years plus a further 10 years term, including the following terms and conditions: - <ol style="list-style-type: none"> a. Purpose: Ambulance Shed. b. Term: 10 years c. Extension terms: 10 years d. Annual Occupation Fee: \$1 per annum e. Outgoings water, power, gas, telephone f. Insurances Public Liability and building content insurance g. Sub-leasing permitted 3. AUTHORISES the affixation of the seal to the lease. <p style="text-align: center;">CARRIED ABSOLUTE MAJORITY 7/0</p>	In Progress

24 March	33/20	<p><u>COUNCIL RESOLUTION: # 33/20</u></p> <p>Moved: Councillor, N Karafilis Seconded: Councillor, E Winter That Council,</p> <ol style="list-style-type: none"> 1. APPROVES the assignment of the lease on Lot 101, Deposited Plan 57904, Barnes Drive, Kambalda West to Umer as shown on the attached plan and comprising an area of approximately 61 sqm in accordance with all current terms and conditions 2. AUTHORISES the affixation of the seal to the lease. <p style="text-align: right;">CARRIED ABSOLUTE MAJORITY 7/0</p>	In Progress
24 March	34/20	<p><u>COUNCIL RESOLUTION: # 34/20</u></p> <p>Moved: Councillor, T Rathbone Seconded: Councillor, T Keast That Council,</p> <ol style="list-style-type: none"> 1. Makes an allocation of \$80,000 (as tabled in the budget review) is transferred from the IT & communications Reserve for normal operating costs associated with COVID-19, and 2. Makes an allocation of \$120,000 (as tabled in the budget review) is transferred from the Infrastructure Reserve for any capital costs associated with COVID-19, and 3. In accordance with section 6.11 of the Local Government Act 1995 gives one month's public notice of the intention to change the purpose of the IT & Communications Reserve, and 4. Gives a minimum of one month's public notice of the intention to utilise the Infrastructure Reserve 5. Approve the Budget Review for the period ended 31 January 2020 carried out in accordance with the Local Government Financial Management Regulations 1995 Section 33A. 6. Approve the amendments to the adopted budget as outlined in "Note 5 – Budget Amendments" in the 2019/20 Budget Review document. 7. Forward a copy of the budget review to the Department of Local Government, Sport & Cultural Industries within 30 days of endorsement, and 8. That administration staff make the required budget amendments within the chart of accounts to reflect those changes adopted in "Note 5 – Budget Amendments" within the 2019/20 Budget Review document. <p style="text-align: right;">CARRIED ABSOLUTE MAJORITY 7/0</p>	In Progress

24 March	35/20	<p><u>COUNCIL RESOLUTION: # 35/20</u></p> <p>Moved: Councillor, K Lindup Seconded: Councillor, T Rathbone</p> <p>That Council,</p> <ol style="list-style-type: none"> 1. Endorse the proposal from Strategen JBS&G 2. Authorise the Chief Executive Officer to issue a purchase order for \$41,050 plus GST to Strategen JBS&G <p style="text-align: right;">CARRIED ABSOLUTE MAJORITY 7/0</p>	<p>Completed</p> <p>Purchase Order Issued</p>
24 March	37/20	<p><u>COUNCIL RESOLUTION: # 37/20</u></p> <p>Moved: Councillor, T Keast Seconded: Councillor, T Rathbone</p> <p>That Council,</p> <ol style="list-style-type: none"> 1. RECEIVE the information contained in this report: <ol style="list-style-type: none"> a) Manager Technical Services contractual services in place until 30 June 2020. b) Advertise for the MTS position for commencement July 2020. c) If no suitable candidates purpose Tender of Service through the WALGA Preferred Panel. 2. ENDORSE the action of the CEO to engage the services of Core Business on receipt of one proposal for \$119,680 inclusive GST 3. That Council does not designate the position Manager Technical Services as a Senior Employee pursuant to s5.37 of the Local Government Act 1995 <p style="text-align: right;">CARRIED ABSOLUTE MAJORITY 7/0</p>	<p>In Progress</p>
24 March	40/20	<p><u>COUNCIL RESOLUTION: # 40/20</u></p> <p>Moved: Councillor, N Karafilis Seconded: Councillor, T Rathbone</p> <p>That Council, Endorse the following: -</p> <ol style="list-style-type: none"> 1. Support the DFES decision to appoint a Bushfire Risk Planning Co-ordinator (BRPC) and place this position in our Shire accommodation and provide office space to perform this function. 	<p>In Progress</p> <p>Meeting to be held week commencing 27th April</p>

		<p>2. Allow senior management to work with the Bushfire Risk Planning Co-ordinator (BRPC) in developing a Bush Fire Strategy.</p> <p style="text-align: right;">CARRIED ABSOLUTE MAJORITY 7/0</p>	
24 March	41/20	<p>COUNCIL RESOLUTION: # 41/20</p> <p>Moved: Councillor, T Rathbone Seconded: Councillor, E Winter</p> <p>That Council, In accordance with Policy 044 Haulage Campaigns, endorse the proposal from Habrok (Geko Pit) Pty Ltd to use Jaurdi Hills, Coolgardie North and Carins Roads for a haulage campaign comprising of 1,100,000 tonnes on the basis that;</p> <ol style="list-style-type: none"> 1. The junction of Jaurdi Hills and Sand Pit road is realigned in accordance with specification approved by the Chief Executive Officer to ensure a complying and safe junction for both heavy and light vehicles. 2. A road audit every 3 months is undertaken by Shire staff with Habrok (Geko Pit) Pty Ltd and Rivet Mining Services. 3. The haulage route will continue to be maintained consisting of ongoing watering to ensure dust is suppressed and the road surface is maintained 4. A Maintenance Contribution at {resolution}.04 per tonne per km at 1,100,000 tonnes over 9.2km, \$445,280 (inc GST) and attributed to Account/Job #11202750 (Limited Cartage Campaign). 5. A Capital Contribution at {resolution}.07 per tonne per km at 1,100,000 tonnes over 7.67km, \$649,649 (inc GST) and attributed to Account/Job #11202750 (Limited Cartage Campaign). 6. Habrok (Geko Pit) Pty Ltd pay a 25% of contribution prior to campaign starting. 7. Authorise the Chief Executive Officer to issue CA07 Letters of Approvals for a period of 3 months once 25% payment received and cleared in the Shire bank account 8. Authorise the Chief Executive Officer to issue CA07 Letters of Approvals for the period of the campaign in accordance with (5) above. <p style="text-align: right;">CARRIED ABSOLUTE MAJORITY 7/0</p>	<p>In Progress</p> <p>Intersection nearly completed</p>

24 March	42/20	<p><u>COUNCIL RESOLUTION: # 42/20</u></p> <p>Moved: Councillor, T Rathbone Seconded: Councillor, S Botting</p> <p>That Council,</p> <ol style="list-style-type: none"> Endorses the proposal from Salt Lake Mining Resources to utilise 1.5 km of Durkin Road for a six (6) month haulage campaign from 01/04/2020 to 30/09/2020 comprising of up to 45,000 tonnes per month (320kt per the period) in accordance with Policy 044 Haulage Campaigns and Policy 045 Heavy Vehicles Conditions for use on Shire Roads. Request a capital contribution of \$36960 inc GST to Account 11202750 – 170. <p style="text-align: right;">CARRIED ABSOLUTE MAJORITY 7/0</p>	<p>Completed</p> <p>Haulage Money Paid</p>
24 March	45/20	<p><u>COUNCIL RESOLUTION: # 45/20</u></p> <p>Moved: Councillor, T Keast Seconded: Councillor, K Lindup</p> <p>That Council;</p> <ol style="list-style-type: none"> Note that the intended purposes of the funding in relation to mitigating the effects of CV-19 include but not limited to; <ul style="list-style-type: none"> • Additional unbudgeted employee costs, including, potentially the need to recruit additional permanent or temporary/casual employees to undertake additional functions, to cover for current employees on extended sick leave or carer's leave due to COVID19 • Additional insurance expenditure due to COVID-19 • Additional equipment costs to ensure the Shire can respond to a variety of issues and scenarios • Potential need to support ongoing community services, functions and facilities • Stockpiling larger quantities of goods than normally would be required • Provision of generators and fuel tanks for operations • Provision of additional funding to ST JOHN's for integrated medical services Make the following allocations from the respective reserves to the COVID-19 Reserve for the purpose of meeting any emergency expenditure associated with COVID-19; <ul style="list-style-type: none"> • Land & Building Reserve \$150,000 • Plant Reserve \$150,000 • Landfill Reserve \$150,000 • Community & Recreation Reserve \$100,000 	<p>In Progress</p> <p>Change of Purpose Advertised</p> <p>One Submission received to date from Jan McLeod</p>

		<ul style="list-style-type: none"> • Aerodrome Reserve \$100,000 • Infrastructure Renewal Reserve \$100,000 <p>3. In accordance with section 6.11 of the Local Government Act 1995 gives one month's public notice of the intention to change the purpose of the IT & Communications Reserve to COVID-19 Reserve to quarantine these funds to meet any costs associated with COVID-19.</p> <p>4. Any funds, unused in 2. above be returned to the Infrastructure Renewal Reserve Account at an appropriate time;</p> <p>5. That the CEO prepare a Report for Council consideration in April 2020 recommending a procedure for determining what funds are to be applied to CV-19 mitigation purposes, and how. Such procedures should address what delegations the CEO may need and what roles Council will have in determining such matters.</p> <p>6. That the CEO advise the Shire's Auditor of this decision and actions to be taken</p> <p style="text-align: right;">CARRIED ABSOLUTE MAJORITY 7/0</p>	
24 March	46/20	<p><u>COUNCIL RESOLUTION: # 46/20</u></p> <p>Moved: Councillor, T Rathbone Seconded: Councillor, S Botting</p> <p>That Council;</p> <ol style="list-style-type: none"> 1. Approve making application for an amount of \$1,000,000 to be borrowed for the purposes of combatting the COVID-19 pandemic, and 2. Note that the intended purposes of the funding in relation to mitigating the effects of CV-19 include but not limited to; <ul style="list-style-type: none"> • Additional unbudgeted employee costs, including, potentially the need to recruit additional permanent or temporary/casual employees to undertake additional functions, to cover for current employees on extended sick leave or carer's leave due to COVID19 • Additional insurance expenditure due to COVID-19 • Additional equipment costs to ensure the Shire can respond to a variety of issues and scenarios • Potential need to support ongoing community services, functions and facilities • Stockpiling larger quantities of goods than normally would be required 	<p>In Progress</p> <p>Change of Purpose Advertised</p> <p>One Submission received to date from Jan McLeod</p>

		<ul style="list-style-type: none"> • Provision of generators and fuel tanks for operations • Provision of additional funding to ST JOHN's for integrated medical services <p>3. Agree to a 5 year fixed rate term for the amount borrowed, and advise the Western Australia Treasury Corporation of the Shire's intention to borrow funds, and</p> <p>4. In accordance with section 6.20 of the Local Government Act 1995 gives one month's notice of the Shire's intention to borrow \$1,000,000 for the purposes of combatting COVID-19, and</p> <p>5. Instruct the CEO to advocate for changes in current legislation to allow funds to be borrowed</p> <p>6. That the CEO prepare a Report for Council consideration in April 2020 recommending a procedure for determining what funds are to be applied to CV-19 mitigation purposes, and how. Such procedures should address what delegations the CEO may need and what roles Council will have in determining such matters.</p> <p>7. That the CEO advise the Shire's Auditor of this decision and actions to be taken.</p> <p style="text-align: right;">CARRIED ABSOLUTE MAJORITY 7/0</p>	
24 March	47/20	<p><u>COUNCIL RESOLUTION: # 47/20</u></p> <p>Moved: Councillor, N Karafilis Seconded: Councillor, S Botting</p> <p>That Council, due to unknown economic circumstances over the next few months, not impose detailed parameters and assumptions in the construction of the 2020/21 budget and that the CEO be instructed to prepare a prudent draft budget for consideration by Council as per the timetable detailed in the report.</p> <p style="text-align: right;">CARRIED ABSOLUTE MAJORITY 7/0</p>	In Progress

24 March	50/20	<p><u>COUNCIL RESOLUTION: #50/20</u></p> <p>Moved: Councillor, T Rathbone Seconded: Councillor, T Keast</p> <p>That Council,</p> <ol style="list-style-type: none"> 1. Note the Pandemic Action Plan and COVID-19 Update 2. Request the CEO to provide an update on actions taken in regards to the Pandemic Action Plan and COVID-19 Update <p style="text-align: right;">CARRIED ABSOLUTE MAJORITY 7/0</p>	<p>In Progress</p> <p>Report provided to April Council Meeting</p>
7 April	53/20	<p><u>COUNCIL RESOLUTION: #53/20</u></p> <p>Moved: Councillor, T Rathbone Seconded: Councillor, N Karafilis</p> <p>That in relation to electronic meetings of Council and Committees that Council:</p> <ol style="list-style-type: none"> 1. Note that given the declaration of a State of Emergency that it is open for Council and Committee meetings to be held by electronic means: 2. Note the electronic means by which meetings are to be held include by telephone, video conference or other instantaneous communication, as determined by the Shire President, who MUST consult the CEO before a determination is made. 3. Directs the CEO to ensure, so far as is practical and possible, to give notice of an electronic meeting on the local government website, as the first preference, and any other means of communicating with members of the public that are available and appropriate. 4. Determine that the Council or Committees will comply with the requirement to make the unconfirmed minutes of the meeting available for public inspection to satisfy the requirement for meetings to be open (where required to do so), as a first preference and that the CEO be authorised to make arrangements, where possible and practicable for the council or committee meetings to be publicly broadcast on a website (using either audio only or video/audio) or otherwise be accessible to the public. 5. Determine that where Council or Committee meetings are to be conducted electronically that questions by members of the public may be submitted by email, lodged in writing at the local government offices or via website interaction in person (where such opportunity exists and is available). Questions may be asked in person, at the local government offices, only by arrangement with the CEO prior to the meeting and where website interaction is available. 	<p>Completed</p>

		<p>6. The Presiding Member of the Council or Committee meeting has absolute discretion to determine whether at all, and in what form, a question from a member of the public is to be answered. If the Presiding Member declines to answer the question from a member of the public, the CEO will use best possible endeavours to provide an answer in writing within 5 business days of the meetings and such answer shall be incorporated in to the minutes of the meeting, as though it were asked at an ordinary meeting which was not conducted by electronic means.</p> <p>7. Determine that a notice paper, agenda, report or other document may be tabled at the meeting, or produced by the local government or a committee for presentation at the meeting, in any manner determined by the council or committee, including by electronic means and made available to members of the council or committee, or for inspection by members of the public, in any manner determined by the council or committee, including by electronic means.</p> <p>8. Adopt these provisions as amendments to Council Policy 10 and retitle the Policy – Council and Committee Meetings and Electronic Meetings</p> <p style="text-align: right;">CARRIED ABSOLUTE MAJORITY 7/0</p>	
7 April	54/20	<p><u>COUNCIL RESOLUTION: #54/20</u></p> <p>Moved: Councillor, N Karafilis Seconded: Councillor, T Keast</p> <ol style="list-style-type: none"> 1. That Council revoke, by absolute majority, Council Policy 03 Procurement Policy and adopt, by absolute majority, the revised Council Policy 03 Procurement Policy as described at Attachment 1 2. That Council note that the CEO will amend the CEO Management Policy 19 to reflect these changes. 3. That Council revoke, by absolute majority, Delegation 1.11 Tenders for Goods and Services and adopt, by absolute majority, the revised Delegation 1.11 Tenders for Goods and Services as described at Attachment 1 4. That Council note that the CEO will amend Sub Delegation 1.11a Tenders for Goods and Services to reflect the delegations made to the CEO, including relevant conditions and limits. 5. That Council revoke, by absolute majority, Delegation 1.15 Incurring Liability and Payments from Municipal and Trust Funds and adopt, by absolute majority, the revised Delegation 1.15 Incurring Liability and Payments from Municipal and Trust Funds 6. That Council note that the CEO will amend Sub Delegation 1.15a Incurring Liability and Payments from Municipal and 	In Progress

		<p>Trust Funds to reflect the delegations made to the CEO, including relevant conditions and limits.</p> <p>7. That Council note the CEO's advice that impending amendments to the Local Government (Functions and General) Regulations 1996 are likely to raise the threshold at which tenders must be called and determined (either by Council or the CEO under delegation) from \$150,000 to \$250,000. The CEO is directed to consider whether the Council Policies, Delegations and Sub Delegations, as reviewed and amended, may need to be further reviewed by Council and the CEO, and if so, to bring a further report to Council for consideration and determination.</p> <p style="text-align: right;">CARRIED ABSOLUTE MAJORITY 7/0</p>	
7 April	55/20	<p>COUNCIL RESOLUTION: #55/20</p> <p>1. APPROVES relief and outgoing relief to various Shire commercial tenants and community groups for an initial period of 6 months, subject to:-</p> <ul style="list-style-type: none"> a. Further reviews be undertaken on a case by case basis. b. The assessment including the restrictions on the operations of the <p>2. business/group as a result of Covid-19Delegates authority to the CEO (and notes that the CEO will sub delegate in similar terms to the Directors) to determine applications from Council commercial tenants and not for profit groups seeking a waiver of rent, fees and charges Council properties effected by Covid-19</p> <p style="text-align: right;">CARRIED ABSOLUTE MAJORITY 7/0</p>	In Progress

11.2 Technical Services

11.2.1 Request to Renew Haulage Campaign - Northern Star

Location: Kambalda

Applicant: Northern Star Resources – Haulage Campaign

File Reference: NAM8095

Disclosure of Interest: Nil

Date: 20 April 2020

Author: Engineering Administration Officer, Mel Nowlan

Summary:

For Council to consider the renewal of an existing haulage campaign by Northern Star Resources Limited (the Principle) for their haulage contractor (MLG OZ Pty Ltd) to cart approximately 90,000 tonnes from Kundana Mine Site to FMR Greenfields Mill utilising 10.6kms of Coolgardie North Road and 3.0kms of Carins Road from 01 May to 30 June 2020.

Background:

As per Council's Policy #044 (Haulage Campaigns) - Long Term Campaign: where a cartage campaign exceeds 25,000 tonnes or 100 return trips in any annual period, or more than six return trips in any week or part thereof; the Principle Goldfields St Ives needs to apply to the Shire of Coolgardie for use of the Shire of Coolgardie road network.

At the Ordinary Council meeting held 24 September 2019 Council resolved;

COUNCIL RESOLUTION: #191/19

Moved: Councillor, N Karafilis
Seconded: Councillor, S Botting

That Council,

In accordance with Policy 034 Haulage Campaigns, endorse the proposal from Northern Star Limited Resources to utilise 13.6kms of Coolgardie Shire Road Network (10.6kms Coolgardie North Road, 3kms Carins Road) for a haulage campaign from 01/10/2019 to 31/12/2019 comprising of 110,000 tonnes for the following contribution on the provision the haulage route will continue to be maintained consisting of ongoing watering to ensure dust is suppressed and the road surface is maintained;

1. Maintenance Contribution at {resolution}.04 per tonne per km at 110,000 tonnes over 13.6km \$65,824.00 (inc GST) to Account/Job #11202750 (Limited Cartage Campaign).

CARRIED ABSOLUTE MAJORITY 5/0

All haulage activities undertaken will be in accordance with Council Policy #044 (Haulage Campaigns) which applies to haulage campaigns within the Shire of Coolgardie. All haulage campaigns should be

read in conjunction with the Shire's Policy #045 (Heavy Vehicles Conditions for use of Shire Roads). The purpose of both policies aims to ensure safe use on Shire roads by long term haulage campaign users.

Comment:

A map of the route has been included in earlier applications. Northern Star Resources Limited have advised previously that they wish to extend the campaign during 2019/2020 on a quarter by quarter basis.

Northern Star Resources Ltd have submitted a completed CA07 Application Form and haulage map – attached.

Confirmation has been received from MLG Oz PL (Mr V Fisher) seeking approval for RAV network classification of Tri-Drive 5.3 - which is appropriate as per Main Road WA Mapping Tool. Based on actual deterioration cost, the following contribution would be applicable –

Capital Contribution of \$0.07 per tonne per km at 90,000 tonnes over 13.6km \$94,248 (inc GST)
Maintenance Contribution at \$0.04 per tonne per km at 90,000 tonnes over 13.6km \$53,856.00 (inc GST)

Northern Star Resources Ltd have advised that MLG will continue to maintain the proposed haulage route consisting of ongoing watering to ensure dust is suppressed and the road surface is maintained in a sealed stated. Grading will be carried out on an ongoing basis to ensure a smooth-running surface.

Attachments:

1. NS R- FMR haulage route map [11.2.1.1 - 1 page]
2. SOC - C A 07 Application - NSR May 2020 [11.2.1.2 - 7 pages]

Consultation

MLG Oz Pty Ltd

Vic Simpson - Northern Star Resources Ltd (Kalgoorlie)

Statutory Environment:

Road Traffic Act 1974 Section 85

Local Government Act 1995, Section 3.5

Policy Implications:

Policy #044 – Haulage Campaigns

Policy #045 – Heavy Vehicles Conditions for use on Shire Roads

Financial Implications:

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

Strategic Implications:

Accountable and Effective Leaders

Developing strong partnerships with stakeholders for the benefit of our community

Effective management of infrastructure, heritage and environment

Maintaining and renewing infrastructure and building assets

Voting Requirement: Simple Majority

Officer Recommendation:

That Council,

In accordance with Policy 044 Haulage Campaigns, endorse the proposal from Northern Star Limited Resources to utilise 13.6kms of Coolgardie Shire Road Network (10.6kms Coolgardie North Road and 3kms Carins Road) for a haulage campaign from 01/05/2020 to 30/06/2020 comprising of 90,000 tonnes for the following contribution on the provision the haulage route will continue to be maintained consisting of ongoing watering to ensure dust is suppressed and the road surface is maintained;

1. Maintenance Contribution at \$0.04 per tonne per km at 90,000 tonnes over 13.6km \$53,856.00 (inc GST) to Account/Job #11202750 (Limited Cartage Campaign).

COUNCIL RESOLUTION: #73/20

Moved: Councillor, S Botting

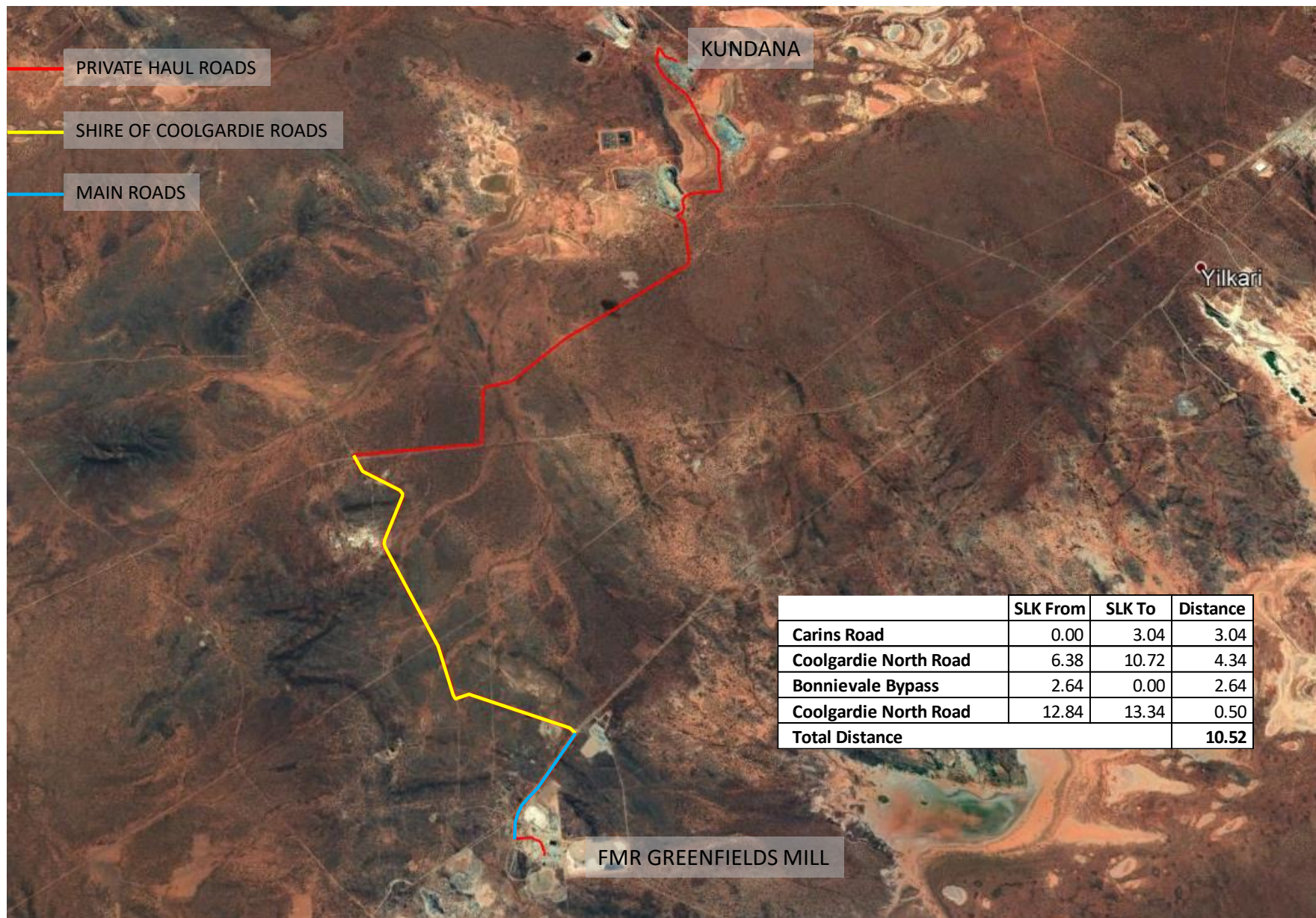
Seconded: Councillor, K Lindup

That Council,

In accordance with Policy 044 Haulage Campaigns, endorse the proposal from Northern Star Limited Resources to utilise 13.6kms of Coolgardie Shire Road Network (10.6kms Coolgardie North Road and 3kms Carins Road) for a haulage campaign from 01/05/2020 to 30/06/2020 comprising of 90,000 tonnes for the following contribution on the provision the haulage route will continue to be maintained consisting of ongoing watering to ensure dust is suppressed and the road surface is maintained;

1. Maintenance Contribution at {resolution}.04 per tonne per km at 90,000 tonnes over 13.6km \$53,856.00 (inc GST) to Account/Job #11202750 (Limited Cartage Campaign).

CARRIED ABSOLUTE MAJORITY 6/0





APPLICATION FORM

Restricted Access Vehicle/ CA07

Application for approval to operate RAV on road/s under control of the Shire of Coolgardie.

Application should be read in conjunction with Shire of Coolgardie Policy 044 (Haulage Campaigns) and Policy 045 (Heavy Vehicles Conditions for use on Shire Roads).

Applicants will receive a determination from the Shire.

If approved, the determination will constitute a letter of authority to comply with a CA07 condition on a Restricted Access Vehicle (RAV).

Please tick Application Type

Fees are subject to revision.

- ☐ **TYPE 1:** Short Term Campaign. Where a cartage campaign does not exceed 25,000 tonnes or 100 return trips in any annual period, the operator needs to apply to the Shire of Coolgardie for use of the Shire of Coolgardie road network. The CEO has authority to deal with Short Term Campaigns.
- ☒ **TYPE 2:** Long Term Campaign. Where a cartage campaign exceeds 25,000 tonnes or 100 return trips in any annual period, or more than six return trips in any week or part thereof; the operator needs to apply to the Shire of Coolgardie for use of the Shire of Coolgardie road network. The decision on Long Term Campaigns will be made by the Council subject to an agreement between the Operator and the Shire.

Heavy Vehicle Cost Recovery Contribution: In consideration of the use of Shire Roads, the Shire will request either:

- \$0.07 (07 cents) as a capital contribution per tonne per kilometre travelled on Shire of Coolgardie Road Networks from the operator
- \$0.04 (04 cents) as a maintenance contribution per tonne per kilometre travelled on Shire of Coolgardie Road Networks from the operator

Applicant: Northern Star Resources						
	rate	Tonnes	Km	Contribution	GST	Total inc GST
Capital	\$0.07			\$	\$	\$
Maintenance	\$0.04	90,000	10.52	\$ 37,872	\$ 3,782.20	\$ 41,659.20

Applicant Details (Applicant is the Owner of the mine)

Name of Applicant	Northern Star Resources
Organisation	Northern Star Resources
Postal Address	PO Box 1662 KALGOORLIE WA 6433

Applicant Contact Person	Name: Vic Simpson Position: Mining Manager - Kalgoorlie Operations
Contact details	Phone: 0421 477 613 Email: vsimpson@nsrltd.com

Details of Haulage Proposal

Proposed Route

Origin:	Kundana
Destination:	FMR Greenfields Mill
Route: <i>Attach map and include all roads in Shire of Coolgardie – include SLKs to be travelled on each road within network</i>	See attached map. Using Shire roads Coolgardie North Road and Carins Road
Total Kilometres (one way in Shire of Coolgardie origin to destination)	10.52km on Shire roads

Shire Roads – RAV Network Status

Include information for all roads in the Shire of Coolgardie that are the subject of this application.

RAV Network Status Shire Roads	Shire Road	Current RAV network status
<i>Please state the current Main Roads RAV network classification of the road or indicate if the road is not on the network.</i>	Coolgardie North Road	TD 5.3
	Carins Road	TD 5.3

Vehicle Type

RAV Vehicle Class	TD 5.3
Truck & Trailer Combination Details	Prime mover towing 3 1/2 trailer combination
GCM (tonnes)	171.5
Payload (tonnes)	105
Concessional Loading Requested (CLBPS) EG Tandem Drive Concessional Levels 1-3 or Tri Drive Concessional Levels 1-3	<input type="checkbox"/> NO

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Haulage Task Details

Total number of truck movements per 24 hour period:	LOADED: Number <u>23</u>Direction UNLOADED: Number <u>23</u>Direction
Number of trucks in use	4
Number of shifts per 24 hrs	2
Estimated total loaded truck movements per month	690
Material to be transported	Rock - Ore for processing
Estimated total tonnes per campaign material transported •	Estimated total tonnes per annum material transported • 90,000 tonnes

Duration of RAV access

Estimated commencement date of haulage task:	10/05/2020
Estimated completion date of haulage task:	30/06/2020

Details of Haulage Company

Provide details of the haulage company/ies that will operate under this approval. Attach a separate list of vehicle registration numbers (Prime-Movers only; trailer registration not necessary).	MLG Oz Pty Ltd
--	----------------

Documents and Other Relevant Information

Documents Attached	<input checked="" type="checkbox"/> Map <input type="checkbox"/> Engineering specifications <input type="checkbox"/> Safety management plan <input type="checkbox"/> Community benefit proposal <input type="checkbox"/> Other (provide details)
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Other Relevant Information	
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DECLARATION/SIGNATURE

I, Victor George Simpson of 7 Wortley Street, Kalgoorlie
hereby make application for a letter of authority for operation of Restricted Access Vehicles on RAV
network roads in the Shire of Coolgardie to comply with the CA07 condition of a valid RAV approval held by
me. I confirm that the details in this application are correct.

Signed: 

Date: 21/04/2020

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Restricted Access Vehicle/ CA07 DETERMINATION

Name & organisation of Applicant	
Name of Haulage Company	
Road/s in Shire of Coolgardie	

☐ **APPROVED** – Letter of Authority Granted

Shire of Coolgardie Office

Council Resolution Number: ☐ Not applicable – less than 25,000t

Signed Director of Operations: Date:

Approval **COMMENCES** on (date):

Approval **EXPIRES** on (date):

(not valid without Council Resolution number and signature of DO)

The Shire of Coolgardie has APPROVED this application for the period stated within. The operator must adhere to all conditions imposed by Main Roads WA and the following additional CONDITIONS imposed by the Shire of Coolgardie:

- 1.
- 2.
- 3.
- 4.

This approval, if validated with a Council Resolution number and signature of the Director of Operation of the Shire of Coolgardie, constitutes a **letter of authority** in compliance with the CA07 requirement of a valid RAV approval.

☐ **DECLINED**

Shire of Coolgardie Office

The Shire of Coolgardie has DECLINED to approve this application.

Council Resolution Number:

Signed Director of Operations: Date:

Date

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Information for Applicant

	TYPE 1	TYPE 2
Processing time	Allow 7 – 14 days. Payment must be receipted by the Shire before CA07 Letters of Approval will be issued.	Allow 7 – 30 days (may be longer depending on Council meeting dates and road condition). <ul style="list-style-type: none"> Will depend on condition of road and extent of haulage task. Allow <i>minimum 6 months</i> if legal agreement & major road upgrades required. Payment must be receipted by the Shire before CA07 Letters of Approval will be issued.
Formal decision of council required	No	Yes - Council Resolution Number required
Legal agreement required	Generally no	Generally yes (construct and/or maintain and/or user pays road use)

- Legal agreements – applicants may need to enter into one or more agreements with the Shire:
 - Construct and/or maintain: if the haulage proposal is for a class of RAV that is greater than the current RAV network classification of the road, and/or the road is not in a condition suitable for the haulage task, the applicant will be required to upgrade and maintain the road at the cost of the applicant.
 - Road Use (Restricted Vehicle Haulage): applications will be considered on their merits but as a general rule will be required for a haulage task that is for greater than 25,000 tonne per annum.
- Operation of a restricted access vehicle on any road in the Shire of Coolgardie constitutes an offence under the Road Traffic (Vehicle Standards) Regulations 2002 unless:
 - The road is on a classified RAV network route approved by Main Roads; and
 - The RAV is of a class that is authorised for operation on the relevant network; and
 - The operator holds a valid approval issued by Main Roads WA and a valid letter of authority from the local government to comply with a CA07 condition.

Process and Additional Information

Occasionally applicants may be required to provide additional information. This will depend on a range of variable factors particularly the condition and classification of the road relative to the duration, class of vehicle and annual tonnage of the haulage task. The applicant is responsible for all costs. Costs may include engineering fees, legal fees and staff time.

Process

- Applicant submits proposal (Restricted Access Vehicle/ CA07 Application Form)
- Shire requests further relevant information / retains consulting engineer at applicant's cost to review proposal
- Application submitted to council with recommendation for in-principle approval
- Terms and conditions are negotiated:
 - Scope of capital works to prepare the road (the Pre Work) for the haulage task
 - Scope of ongoing maintenance
 - Community benefit
 - Engineering sign off
 - Legal agreements drafted (construct and/or maintain, and/or RAV access)

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5. Final recommendation to council
6. Legal agreements signed and sealed
7. Applicant completes Pre Work
8. Main Roads and Shire assess
9. If approved, Shire issues CA07 Letter of Authority
10. Applicant can commence haulage in accordance with CA07 and/or legal agreement.

Engineering Assessment

In the first instance, applicants should contact Main Roads Heavy Vehicles Operations Branch to obtain MRWA document "Guidelines for Assessing the Suitability of Routes for Restricted Access Vehicles"

Some applications may require a detailed engineering assessment of the current road, and the upgrades required relevant to the haulage task.

This assessment should be presented as a Technical Report to include all relevant matters, such as:

- Horizontal and vertical alignment relative to Design Vehicle and Design Speed
- Earthworks required – note any requirement to widen, raise, re-sheet, re-align to accommodate horizontal, vertical design
- Road Pavement - note design width, surfacing, elevation relative to natural surface
- Pavement design – based on MRWA Road Note 9
- Bitumen Surfacing – per MRWA Specification
- Drainage assessment including table drains, offshoot drains, floodways and culverts. Nominal Design ARI 10 years.
- Intersections – detail swept path analysis and GIVE WAY / STOP control assessment
- Stock Grids – note existing width relative to Road Design width and also existing condition / proposed improvements
- Gravel and water supply for road improvements – determine supplies of suitable material and carting details
- Clearing permits required for any road widening and for sourcing road building materials
- Signs, Lines and Guideposts
- Safety management plan including Traffic Management Plan for construction phase.

It is necessary to have a LEGAL AGREEMENT with the Shire before carrying out ANY work, testing or modification to any road under the control of the Shire of Coolgardie including the road reserve.

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11.2.2 Footpath Funding for Reconstruction to Floodway Stringybark and Kambalda West School

Location:	Kambalda
Applicant:	Nil
File Reference:	Nil
Disclosure of Interest:	Nil
Date:	21 April 2020
Author:	Silvio Brenzi – Manager Technical Services

Summary:

The existing pathway between Stringybark and the Kambalda West School at the intersection of Needlewood street crosses over a substantial floodway zone.

The Manager of Technical Services investigated options and included these in a briefing report to Council which was then reviewed and a further report to Council was requested so that a decision could be made in particular to the second option provided in the briefing report.

Background:

The two options prepared in the briefing report are detailed below.

These two options provide different outcomes and are directly related to costs and overall usability. The current site has an aged culvert system that is no longer coping with water flows and is degraded to an unsafe condition. Therefore, one of the options should be considered for implementation to continue safe pedestrian access to the school site from this section of town.

Photographs showing the area are attached.

OPTION 1. Cement stabilised path.

This would require some minimal earthworks to create an acceptable approach and exit angle to the lower section crossing the creek line where flooding occurs. This work can be carried out by shire staff and equipment. Contractors would then install using specialised equipment, the cement stabilised gravel across the floodway. It would be required to construct a floodway approximately 50meters long x 6 meters wide – 300m². The Shire of Coolgardie currently has a tendered price of \$23.75 pm² for cement stabilising.

This will allow water to flow across the path during heavy rain events without any restrictions and allow removal of any debris after an event. Signage would need to be installed at each side of the floodway to inform users of how to utilise the path if water is present.

Cost: Internal works: \$3,500.00
Contractor: \$7,125.00
Signage : \$ 600.00

Total \$11,225.00

OPTION 2. Culvert construction.

Preliminary earthworks would be carried out by shire staff to allow access to and ease of installation to the contractor.

Precast concrete pipe sections would be purchased, and on-site concrete formwork and installation is required to stabilise the pipe sections either round or box sections.

A design needs to be drawn and engineered to meet standards applicable to these types of crossings. The crossing would be 4 meters x 20 meters. The dimensions for option 2 are smaller as the engineered section is higher from the base of the creek floor due to pipe/box sections and does not require approach and exit ramps.

Investigations through local contractors and suppliers in Kalgoorlie have indicated prices higher than option 1.

Although option 2 provides some additional advantage in that light rainfall events will allow a dry crossing, heavy events will still not be able to be managed and closure will still occur.

Cost : Internal works : \$ 3,500.00
Contractor : \$50,000.00 or greater
Signage : \$ 600.00

Total \$54,100.00 (min).

Comment:

Detailed designs and fixed quotations will need to be sought. The above listed options are based on unit rates and give an indication for Council to approve funding allocation in the 2020/21 annual budget.

It should be noted that none of these options will provide complete access across the floodway during heavy rain events. Option 2 however will increase usability of the path by increasing the height above static water levels and flooding levels during heavy rainfall events.

Signage at either side of the pathway will give clear direction to users of the pathway during times of water crossing the pathway.

Attachments:

1. Existing 1 [11.2.2.1 - 1 page]
2. Existing 3 [11.2.2.2 - 1 page]
3. Existing 2 [11.2.2.3 - 1 page]
4. Proposed Design 1 [11.2.2.4 - 1 page]
5. Proposed Design 2 [11.2.2.5 - 1 page]
6. Indicative Designs [11.2.2.6 - 2 pages]

Consultation:

Council

Statutory Environment:

Local Government Act 1995

Policy Implications:

As per Policy Number 19 – Purchasing – Policy Procedure

Financial Implications:

Allocation of \$54,100.00 in the 2020/21 annual budget

Strategic Implications:

Effective management of infrastructure, heritage and environment
Maintaining and renewing infrastructure and building assets

Voting Requirement: Absolute Majority

Officer Recommendation:

That Council, endorse option 2, detailed above and allocate \$54,100.00 in the 20/21 annual budget.

COUNCIL RESOLUTION: #74/20

Moved: Councillor, T Rathbone

Seconded: Councillor, T Keast

That Council, endorse option 2, detailed above and allocate \$54,100.00 in the 20/21 annual budget.

CARRIED ABSOLUTE MAJORITY 6/0

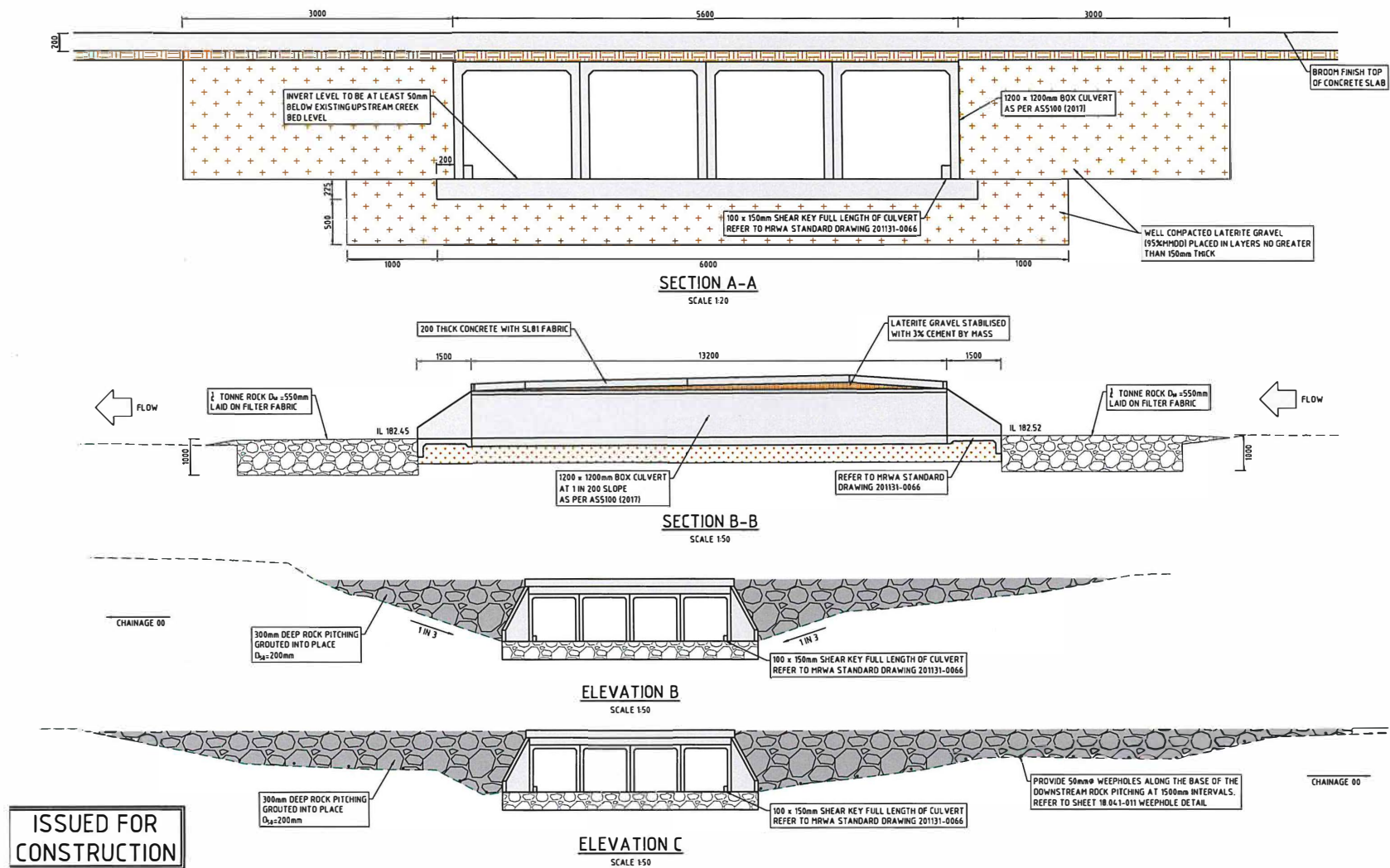




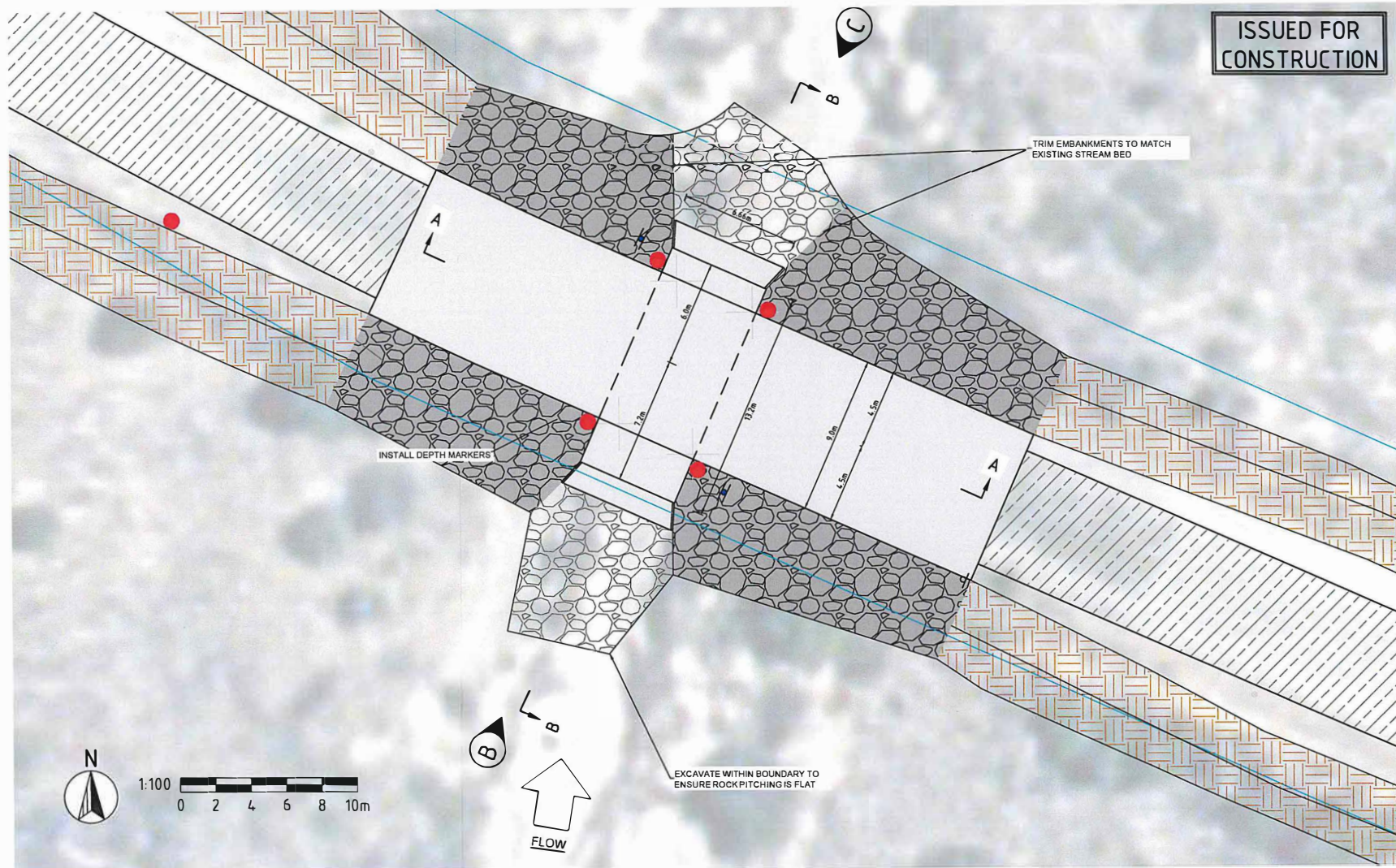








ISSUED FOR
CONSTRUCTION



11.3 Recreation and Community Services

Nil

12 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN
Nil

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

13.1 *Elected Members*
Nil

13.2 *Council Officers*
Nil

14 CONFIDENTIAL ITEMS

15 CLOSURE OF MEETING

Shire President, M Cullen declared the meeting closed at 07:00 pm and thanked all for their attendance.