



SHIRE OF COOLGARDIE

MINUTES

OF THE

ORDINARY COUNCIL MEETING

28 August 2018

6.00pm

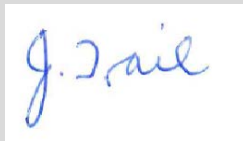
Kambalda

SHIRE OF COOLGARDIE

NOTICE OF ORDINARY MEETING OF COUNCIL

Dear Elected Member

The next Ordinary Meeting of the Shire of Coolgardie will be held on Tuesday 28 August 2018 in the Recreation Centre, Barnes Drive, Kambalda commencing at 6:00pm.



JAMES TRAIL
CHIEF EXECUTIVE OFFICER

ORDINARY COUNCIL MEETING

28 August 2018

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

The dates, times and locations of the Ordinary Council Meetings for 2018 are listed hereunder. This month's meeting is highlighted.

Tuesday	24 January 2018	6.00pm	Coolgardie
Tuesday	27 February 2018	6.00pm	Kambalda
Tuesday	27 March 2018	6.00pm	Coolgardie
Tuesday	24 April 2018	6.00pm	Kambalda
Tuesday	22 May 2018	6.00pm	Coolgardie
Tuesday	26 June 2018	6.00pm	Kambalda
Tuesday	24 July 2018	6.00pm	Coolgardie
Tuesday	28 August 2018	6.00pm	Kambalda
Tuesday	25 September 2018	6.00pm	Coolgardie
Tuesday	23 October 2018	6.00pm	Kambalda
Tuesday	27 November 2018	6.00pm	Coolgardie
Tuesday	18 December 2018	6.00pm	Kambalda

James Trail
Chief Executive Officer

DISCLAIMER

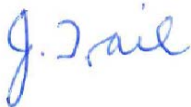
INFORMATION FOR PUBLIC ATTENDING COUNCIL MEETINGS

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 fifteen (15) minutes prior to the commencement of the meeting. A summary of each question and response is included in the Minutes.

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

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

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

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

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

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

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

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

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

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

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

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

Local Government (Administration) Regulations 1996

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

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

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

Reg 6 (1) The minimum time to be allocated for the asking of and responding to questions raised by members of the public at ordinary meetings of councils and meetings referred to in regulation 5 is fifteen (15) minutes.

- (2) Once all the questions raised by members of the public have been asked and responded to at a meeting referred to in sub regulation (1), nothing in these regulations prevents the unused part of the minimum question time period from being used for other matters.

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

Local Government (Administration) Regulations 1996

Reg 7 (1) Procedures for the asking of and responding to questions raised by members of the public at a meeting referred to in regulation 6 (1) are to be determined:

- (a) by the person presiding at the meeting; or
- (b) in the case where the majority of members of the council or committee present at the meeting disagree with the person presiding, by the majority of members,

having regard to the requirements of sub regulations (2) and (3).

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

10. Public Inspection of Unconfirmed Minutes (Reg 13)

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

NOTE:

10.3 Unopposed Business

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

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1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

Shire President, M Cullen declared the meeting open at 6.02pm and welcomed 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, Betty Logan
Councillor, Norm Karafilis
Councillor, Eugen Winter

MEMBERS OF STAFF:

Chief Executive Officer, James Trail
Manager Recreation & Community Development, Laura Dwyer

APOLOGIES:

Manager of Administration, Rebecca Horan

MEMBERS OF THE PUBLIC:

Jan McLeod, Widgiemooltha
Billie Ingham, Kambalda

APPROVED LEAVE OF ABSENCE:

Nil

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*

Councillor, Norm Karafilis Item 11.1.9 Page 82 Reason Known to Applicant

4 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5 PUBLIC QUESTION TIME

Jan McLeod – Widgiemooltha

- 1) **Is the Shire able to charge maintenance and capital contributions on their roads as this was a concern and a reason for the withdrawal of the policies at the June meeting?**
The withdrawal of the policies was due to the policies not aligning with Main Roads and the wording within the policies allows for Council to charge the haulage campaigns for maintenance and capital contributions.
- 2) **The rates at the June meeting were 4c per tonne per kilometer for capital upgrade and 3c per tonne per kilometer for maintenance as the 1/3rd contribution was applied. Now that the rate has returned to 12c and 9c respectively, will the 1/3rd contribution still be applied?**
No. The rates listed are not correct. The statewide rate was adopted by WALGA and the State. The changes to the policy has meant the rates have been reduced to what the 1/3rd amount would be.
- 3) **What is the status of the Shire Community Chest Fund?**
The original fund was the Community Assistance Fund. There has been \$70,000 allocated to try and attract in the budget for the Community Chest Fund.
- 4) **Is it appropriate to be a consideration of this policy and if it is please give reasons.**
In relation to the Haulage Policy the wording for the funds to be allocated to the Community Chest created confusion. Fund that are now received for each road are being allocated to the expenditure accounts for maintaining each road.
- 5) **Can Widgiemooltha townsite be excluded from 2.4 of Policy 035 as the proposed routes do not pass any of the 4 houses in Kingswood Street and this will allow haulage without any restrictions? (ie Monday to Friday, daylight hours)**
This question will be taken on notice whilst technical staff investigate the townsite boundaries which will determine the restrictions as per the policy in place.
- 6) **It was stated in the reply to Question 4 at July's Council Meeting that the Shire Staff had spoken to the residents. I was not aware of any meetings. Did they proceed? Will the residents be able to have a meeting? Will submissions be acceptable? Page 44 of the Agenda – plans have been completed- hence can the public comment on these plans as they weren't finalized when three Councillors and the CEO visited Widgiemooltha on August 13 2018.**
Plans have been completed for some time as per Council Resolution #028/18 on page 44 of this months Agenda. In March or April of this year the plans had been completed, but the survey of the road has not yet been pegged. With regard to submissions from the public for comment on the realignment of roads, this is not a normal practice of local governments as this is an operational function of technical services.

6 APPLICATIONS FOR LEAVE OF ABSENCE

COUNCIL RESOLUTION: #151/18

Moved: Councillor, K Lindup
Seconded: Councillor, T Rathbone

That Council Approve Councillor, Sheryl Botting leave for 19 October 2018 until 1 November 2018.

CARRIED ABSOLUTE MAJORITY 7/0

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

7.1 Ordinary Council Meeting 24 July 2018

OFFICER RECOMMENDATION:

That the minutes of the Ordinary Meeting of Council of 24 July 2018 be confirmed as a true and accurate record.

COUNCIL RESOLUTION: #152/18

Moved: Councillor, E Winter
Seconded: Councillor, K Lindup

That the minutes of the Ordinary Meeting of Council of 24 July 2018 be confirmed as a true and accurate record.

CARRIED ABSOLUTE MAJORITY 7/0

7.2 Special Meeting of Council 14 August 2018

OFFICER RECOMMENDATION:

That the minutes of the Special Meeting of Council of 14 August 2018 be confirmed as a true and accurate record.

COUNCIL RESOLUTION: #153/18

Moved: Councillor, S Botting
Seconded: Councillor, E Winter

That the minutes of the Special Meeting of Council 14 August 2018 be confirmed as a true and accurate record.

CARRIED ABSOLUTE MAJORITY 7/0

8 ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

8.1 *President's Report August 2018*

Council adopted the 2018/19 year Budget at a Special meeting of Council on 14th August. This years budget builds on the Service Level Review adopted by Council last year, which concentrates on core services, organisational efficiencies and an extensive array of community initiatives and renewal and maintenance of the Shires many assets.

Significant savings made during the past year have enabled transfer of funds to reserve accounts, increased expenditure on Shire road networks with a zero increase in the rate in the \$ or minimum rates, all of which Council is proud to bring down a very financially responsible budget.

An extensive list of further budget information is available for residents and ratepayers within the Budget and Rates information pamphlet included with all rates notices sent out last week. On behalf of all Councillors, I would like to thank and congratulate our CEO and all of the Shire Staff for the work and effort everyone contributed during the compilation of this year's budget, one which will stand our Shire in good stead for the future.

The Shire consultants undertaking our waste site report, Strategen have advised they received approval from DWER to undertake the drilling of ground water monitoring wells at both the Kambalda and Coolgardie tip sites. Whilst on site they will also be collecting samples of material from the various stockpiles of waste in Kambalda for further testing to identify the levels of contamination that may be in this material. Once these reports are finalised Shire staff will be in a position to work on a strategy to resolve these ongoing issues at our waste sites.

Black Spot funded intersection works on Bayley Street Coolgardie have commenced last week. The work on both intersections on either side of town are expected to be completed late September and are creating quite a lot of interest from our local residents. Other road projects coming up in the near future are the Kambalda Tip road intersection, Binneringie - Esperance Highway intersection and the Cave Hill road realignment near Widgiemooltha.

The CEO and I hosted St John staff during a visit to the Shire on the 15th August, following the Shire signing an MOU with St John, they have appointed a fulltime staff member to work on the proposal to investigate the preferred options of providing medical services in Kambalda. The purpose of their visit was to look at the existing medical centre, housing facilities as well as talking with current WACHS managers and staff with a view to providing the Shire a report on their proposed model of medical service provision within the next month.

The Coolgardie Visitor Centre staff have been rewarded for their work and effort in promoting tourism in the Shire and specifically Coolgardie when it was announced they had made the finals of the 2018 GWN Top Tourism Town finals. Our staff will be travelling to Perth for the awards presentations with three other finalists on September 5th, with the prize of \$10,000 worth of advertising on GWN7. On behalf of Councillors and all Staff I wish them a great night and take out the top honours.

Meetings and Workshops attended this period:

- Draft Budget workshop 26th July
- LG conference in Perth August 2 - 5th, which included Regional Road Group annual meeting, visit to St John Perth office to discuss medical services in Shire, meeting with Shane MacDermott and Francesca Lefante re planning developments and GVROC workshop to discuss executive officer position.
- CEO and I met with Evolution Mining MD and COO in Kalgoorlie during Diggers and Dealers conference to discuss economic development within the Shire.
- Community meeting in Kambalda to inform residents on progress of the Kambalda swimming pool report as well as future Waste transfer station proposal in Kambalda.
- CDC trial working group meeting in Coolgardie.
- CEO and I met with Mick Murtagh, Kambalda Skysports Skydiving group to discuss a lease agreement for them to utilise the Kambalda Airport.
- Teleconference meeting with CEO, Deputy President, Davyd and Philip Hooper on August 17th to discuss options for future economic development in Kambalda.
- Meeting with representatives of Prime Minister and Cabinet in Coolgardie to discuss future operations of the Community Development Programme 23rd August.

Malcolm Cullen
Shire President

9 PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Nil

10 REPORTS OF COMMITTEES

Agenda Reference:	10.1
Subject:	Terms of Reference
Location:	Nil
Applicant:	Nil
File Reference:	NAM6061
Disclosure of Interest:	Nil
Date:	20 June 2018
Author:	Consultant, Martin Whitely

Summary:

This report recommends that the Council notes the draft document to be tabled for further discussion at the next Audit Committee Meeting.

Background:

Section 7.1A of the Local Government Act requires local governments to establish Audit Committee of 3 or more persons. It is a condition of the Local Government Act 1995 that the Chief Executive Officer is not to be a member of the Audit Committee.

The purpose of the Audit Committee is to oversee the allocation of the local government's finances and resources including, but not limited to, such functions as the appointment of an auditor, receiving the annual financial report and reviewing the auditor's report.

Comment:

It is common practice for many smaller local authorities to appoint Full Council as the representatives to the Audit Committee and historically this has been the case for the Shire of Coolgardie.

Other responsibilities of the Audit Committee outlined with the Regulations include;

- (c) the enhancement of the credibility and objectivity of internal and external financial reporting;
- (d) effective management of financial and other risks and the protection of Council assets;
- (e) compliance with laws and regulations as well as use of best practice guidelines relative to audit, risk management, internal control and legislative compliance;
- (f) the coordination of the internal audit function with the external audit; and
- (g) the provision of an effective means of communication between the external auditor, internal auditor, the CEO and Council.

The draft Terms of Reference are prepared following the review of many Terms of Reference of Audit Committees of other local governments and the draft is consistent with the Local Government Operational Guidelines Number 09 – Audit in Local Government: The appointment, functions and responsibilities of Audit Committees (attached).

Attachments:

- (c) Draft Audit Committee Terms of Reference [11.1.9.1]
- (d) DLGC LG Operational Guideline 9 [11.1.9.2]

Consultation:

James Trail, Chief Executive Officer

Statutory Environment:

Local Government (Audit) Regulations 1996

Local Government (Administration) Regulations 1996

Local Government Act 1995

Division 1A — Audit committee

7.1A. Audit committee

- (1) A local government is to establish an audit committee of 3 or more persons to exercise the powers and discharge the duties conferred on it.
- (2) The members of the audit committee of a local government are to be appointed* by the local government and at least 3 of the members, and the majority of the members, are to be council members.
** Absolute majority required.*
- (3) A CEO is not to be a member of an audit committee and may not nominate a person to be a member of an audit committee or have a person to represent the CEO as a member of an audit committee.
- (4) An employee is not to be a member of an audit committee.

Policy Implications:

Nil

Financial Implications:

There are no financial implications relating to this item

Strategic Implications:**Solutions focussed and customer oriented organisation**

Attraction, development and retention of a productive and effective workforce

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

Effective communication and engagement processes

High quality corporate governance, accountability and compliance.

Voting Requirement: Simple Majority**Officer Recommendation:**

That Council;

- 1. Notes the Draft Terms of Reference for the Audit Committee, and
- 2. Recommends that the Draft Terms of Reference be tabled for further discussion at the next Audit Committee Meeting on 10 July 2018, and
- 3. That the final Terms of Reference document is tabled for endorsement at the July Ordinary Council Meeting

COUNCIL RESOLUTION: #104/18

Moved: Councillor, B Logan
Seconded: Councillor, T Rathbone

That Council;

1. Notes the Draft Terms of Reference for the Audit Committee, and
2. Recommends that the Draft Terms of Reference be tabled for further discussion at the next Audit Committee Meeting on 10 July 2018, and
3. That the final Terms of Reference document is tabled for endorsement at the July Ordinary Council Meeting

CARRIED ABSOLUTE MAJORITY 4/0

COMMITTEE RECOMMENDATION:

That the Audit Committee

- (a) Notes the Terms of Reference for the Audit Committee, and Notes and accepts the Terms of Reference for the Audit Committee, and
- (b) That the final Terms of Reference document be tabled for endorsement at the July Ordinary Council Meeting

COMMITTEE RECOMMENDATION: #133/18

Moved: Councillor, S Botting
Seconded: Councillor, K Lindup

That the Audit Committee

- (a) Notes the Terms of Reference for the Audit Committee as amended, and Notes and accepts the Terms of Reference for the Audit Committee, and
- (b) That the final Terms of Reference document be tabled for endorsement at the August Ordinary Council Meeting

CARRIED ABSOLUTE MAJORITY 6/0

COUNCIL RESOLUTION: #154/18

Moved: Councillor, N Karafilis
Seconded: Councillor, S Botting

That Council accept Committee Recommendation #133/18

CARRIED ABSOLUTE MAJORITY 7/0

Agenda Reference	10.2
Subject:	Financial Management Review
Location:	Shire of Coolgardie
Applicant:	Nil
File Reference:	NAM
Disclosure of Interest:	NIL
Date:	06 July 2018
Author:	Chief Executive Officer, James Trail

Summary:

For Audit Committee to accept the Financial Management Review for the period ending April 2018.

Background:

The Local Government Act 1995 and associated regulations requires the Chief Executive Officer to review the appropriateness and effectiveness of the Shire's financial systems. This review is to be undertaken no less than once in every four financial years, with the outcomes of the review to be reported to the Council. Council have resolved that this be carried out on an annual basis for the next two years.

Comment:

The financial management review includes the performance of assurance procedures designed to test the financial management system and report to the CEO on the appropriateness and effectiveness of the control environment within, as required by Financial Management Regulation 5(2)(c).

Scope

The examination covered the period 1 July 2017 to 30 April 2018. Moore Stephens examined the following financial systems and procedures of the Shire:

- (d) Bank Reconciliations and Petty Cash
- (e) Trust Funds
- (f) Receipts and Receivables
- (g) Rates
- (h) Fees and Charges
- (i) Purchases, Payments and Payables (Including Purchase Orders)
- (j) Payroll
- (k) Credit Card Procedures
- (l) Fixed Assets (Including Acquisition and Disposal of Property)
- (m) Cost and Administration Overhead Allocations
- (n) Minutes and Meetings
- (o) Financial Reports
- (p) Budget
- (q) Plan for the Future
- (r) Registers (Including Annual & Primary Return)

- (s) Delegations
- (t) Audit Committee
- (u) Insurance
- (v) Storage of Documents/Record Keeping
- (w) General Compliance Issues and Other Matters

Moore Stephens did not necessarily examine compliance with provisions of the Act or Regulations, which were not financial in nature. That is, Parts 2, 4, 8 and 9 of the Act, some provisions of Parts 3 and 5 as well as most regulations (apart from the Financial Management Regulations), which did not impact on the areas examined above.

Overview of Findings

As referred to in Part 1.0 of this report, a summary of our findings and detailed observations may be found in Parts 3.0 and 4.0 on the following pages.

Addressing the issues highlighted will help to ensure the controls and procedures established are not compromised in the future and the integrity of the financial management system is maintained.

Of the areas examined there were areas that were noted for improvement, (please see the management report attached). In addition, the no compliance or high-risk matters that were identified are being addressed and extra internal controls have been put in place to ensure that moving forward by April 2019 all "Significant and moderate" ratings should be addressed.

The Management Report for the financial period ending 31st May 2018 has been attached. As detailed in the report many issues raised in the FMR for period ending April 2018 have been dealt with, controls put in place, improvements made and/or process established. Furthermore, the samples chosen were during a period when it was acknowledged that a change was needed in functional ownership of finance and compliance. The impact of this has been clearly seen from March 2018 onwards.

Additional Comments Auditor

The credit card reconciliations/statements that we reviewed were not signed by the cardholder and therefore not endorsed, this point does not reference transactions but rather the monthly statements. The statements we looked at were for August 2017, October 2017, December 2017 and January 2018, in all instances they were not signed. The reconciliations/statements were signed by an independent reviewer but not by the cardholder.

Referring to a statutory declaration form that would be signed in the absence of a tax receipt or tax invoice for purchases made with credit cards.

Attachments:

- (6) Management Report Final - June 2018 [5.1.2.1]
- (7) 11.2.4 Attachment 1 Copy of 2016 FMR final Review 14-12-17 [5.1.2.2]
- (8) 11.2.4 - Financial Review June 2017 [5.1.2.3]

Consultation:

Chief Executive Officer
Shire Auditor
Shire Staff
Shire Consultant

Statutory Environment:

Local Government Act 1995: Division 4 – General Financial Provisions

Local Government (Financial Management) Regulations 1996: Part 2 – 5(2)c – Financial Management Review.

Policy Implications:

Nil

Financial Implications:

Resource requirements are in accordance with existing budgetary allocation.

Strategic Implications:**Solutions focussed and customer oriented organisation**

Attraction, development and retention of a productive and effective workforce

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

Effective communication and engagement processes

High quality corporate governance, accountability and compliance.

Voting Requirement: Simple Majority

Officer Recommendation:

That the Audit Committee

- Accepts the Financial Management Review Shire of Coolgardie June 2018.
- Recommends the Council receive the Financial Management Review Shire of Coolgardie June 2018.
- Recommends the Council receive management comments on the Financial Management Review Shire Coolgardie June 2018 at the Ordinary Meeting of Council in August 2018.

COMMITTEE RECOMMENDATION: #134/18

Moved: Councillor, S Botting

Seconded: Councillor, T Rathbone

That the Audit Committee

1. Accepts the Financial Management Review Shire of Coolgardie June 2018.
2. Recommends the Council receive the Financial Management Review Shire of Coolgardie June 2018.
3. Recommends the Council receive management comments and actions on the Financial Management Review Shire Coolgardie June 2018 at the Ordinary Meeting of Council in September 2018.

CARRIED ABSOLUTE MAJORITY 6/0

COUNCIL RESOLUTION: #155/18

Moved: Councillor, K Lindup

Seconded: Councillor, T Rathbone

That Council accept the Committee Recommendation #134/18

CARRIED ABSOLUTE MAJORITY 7/0

Agenda Reference: 10.3

Subject: Regulation 17 Review

Location: Coolgardie

Applicant: Nil

File Reference: NAM

Disclosure of Interest: Nil

Date: 5 July 2018

Author: Chief Executive Officer, James Trail

Summary:

Audit Committee Note and receive the update on Audit Regulation 17 and note the proposal for the provision of Audit Regulation 17 Risk Management Review Shire of Coolgardie January 2018

Background:

The last two performance reviews of the CEO have identified Risk Management as an area of concern and lack of progress. In discussions between the CEO and councillor's it was agreed to engage external assistance. Furthermore, Audit Regulation 17 requires the CEO to review the appropriateness and effectiveness of their risk management, internal controls and legislative compliance procedures at least once every two calendar years. This has not been done to the level of detail previously as the proposal presented by Moore Stephens

Comment:

Audit Regulation 17

Audit Regulation 17 requires the CEO to review the appropriateness and effectiveness of their risk management, internal controls and legislative compliance procedures at least once every two calendar years. The results of the review are to be reported by the CEO to the Audit Committee. The Audit Committee is required to review the CEO's report and then report to the Council. The report from the Audit Committee to the Council is required to have attached a copy of the CEO's report to the Audit Committee.

The Shire engaged Moore Stephens to provide the following services:

- A high-level review of the risk management systems policies, procedures and plans in place at the Shire;
- Evaluate the financial internal control systems and procedures at the Shire;
- Evaluate the operational internal control systems and procedures at the Shire;
- Assess systems and processes for maintaining legislative compliance;
- Develop a 'gap analysis' of any improvements identified during the review; and
- Prepare a report of matters identified during the review to assist the Chief Executive Officer to assess the appropriateness and effectiveness of the relevant systems and procedures in accordance with Local Government Audit Regulation 17.

To undertake this work Moore Stephens will apply the following methodology:

- Identify the extent of commitment and mandate to Risk Management principles;
- Establish an appropriate framework for each review component (risk management, legislative compliance and internal controls) after considering the overall context in which the review occurs;
- Assess the three appropriate frameworks against the current frameworks;
- Assess the implementation of the current frameworks;
- Assess the degree of monitoring of the current frameworks and their effectiveness;
- Assess the gaps (if any) between the current framework and the identified appropriate framework and document improvements; and
- Report on the appropriateness and where possible, the effectiveness of current systems and procedures.

Moore Stephens consider the review as much more than a compliance exercise and seek to identify sound practices and confirm their effectiveness as well as offer practical assistance to rectify any weaknesses identified.

Anne Cheng from Moore Stephens undertook the risk audit on the 27th June to 29th June. In a teleconference between Anne Cheng, Manager Administration Services Rebecca Horan and CEO on the 29th June, Anne was complimentary of the assistance provided by staff and explained that she had not found any areas of real concern.

A draft report is expected by the end of July early August.

Attachments:

- 044 Risk Management [5.1.3.1]
- Coolgardie Reg 17 Information Request [5.1.3.2]
- Shire of Coolgardie - Audit Reg 17 Review January 2018 Proposal [5.1.3.3]

Consultation:

Anne Cheng – Moore Stephens
Shire Staff

Statutory Implications:

Regulation 16 – Functions of Audit Committee

Regulations 16(a) and 16(b) in relation to the Audit Committee providing assistance to the local government remain unchanged. A new section 16(c) has been inserted and states as follows:

16 Audit committee, functions of an audit committee –

(c) is to review a report given to it by the CEO under regulation 17(3) (the CEO's report) and is to –

(i) report to the council the results of that review; and

(ii) give a copy of the CEO's report to the council.

Regulation 17 – CEO to review certain systems and procedures

A new regulation 17 has been inserted and states as follows:

17 CEO to review certain systems and procedures

(1) The CEO is to review the appropriateness and effectiveness of a local government's systems and procedures in relation to –

(a) risk management; and

(b) internal controls; and

(c) legislative compliance.

(2) The review may relate to any or all of the matters referred to in sub regulation (1)(a), (b) and (c), but each of those matters is to be the subject of a review at least once every 2 calendar years.

(3) The CEO is to report to the audit committee the results of that review.

Policy Implications:

Policy 044 – Risk Management

Financial Implications:

The 2017/2018 Annual Budget had an allowance of \$11,000 for the Risk Audit. A further \$10,000 will be included in the 2018/2019 Budget for the completion of the audit

Strategic Implications:

Solutions focussed and customer-oriented organisation

Attraction, development and retention of a productive and effective workforce

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

Effective communication and engagement processes

High quality corporate governance, accountability and compliance.

Voting Requirement: Simple Majority

Officer Recommendation:

That the Audit Committee,

1. Note and receive the update on Audit Regulation 17
2. Note the proposal for the provision of Audit Regulation 17 Risk Management Review Shire of Coolgardie January 2018

COMMITTEE RECOMMENDATION: #135/18

Moved: Councillor, T Rathbone

Seconded: Councillor, K Lindup

That the Audit Committee,

- 1) Note and receive the update on Audit Regulation 17
- 2) Note the proposal for the provision of Audit Regulation 17 Risk Management Review Shire of Coolgardie January 2018

CARRIED ABSOLUTE MAJORITY 6/0

COUNCIL RESOLUTION: #156/18

Moved: Councillor, T Rathbone

Seconded: Councillor, B Logan

That Council accept the Committee Recommendation #135/18

CARRIED ABSOLUTE MAJORITY 7/0

Agenda Reference	10.4
Subject:	List of Credit Card Payments
Location:	Nil
Applicant:	Nil
File Reference:	NAM6078
Disclosure of Interest:	James Trail has a financial interest in this item. In accordance with section 5.70(2) of the Local Government Act 1995, I declare a financial interest in the agenda item 5.3 List of credit card payments. The interest is in relation to CEO credit card vouchers.
Date:	5 July 2018
Author:	Senior Finance Officer, Jade Tarasinski
Summary:	For the Audit Committee to receive the list of credit card payments from 1 st December 2017 to 30 th June 2018 for the Chief Executive Officer.
Background:	The Local Government (Financial Management) Regulations 1996, Regulation 13(3)(b) requires that Council receive a list of credit cards paid in the month, and that this be recorded in the minutes. Council has delegated to the Chief Executive Officer that authority to make these payments from Municipal and Trust Funds.
Comment:	The schedule of payments made under delegated authority as summarised below and recommended to be received by the audit committee, has been checked and is supported by vouchers and invoices which have been duly certified as to the receipt of goods and provision of services, and verification of prices and costings. It is deemed prudent that all Chief Executive Officer credit card vouchers now be presented to the Audit Committee for consideration and recommendation to Council. This is particularly the case given the authorisation required for the Chief Executive Officer credit card.
Attachments:	1) Credit Card Attachment Audit Committee July 2018 [5.1.4.1]
Consultation:	Nil
Statutory Environment:	Local Government (Financial Management) Regulations 1996, Regulation 13 – Lists of Accounts.
Policy Implications:	

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

Financial Implications:

Nil

Strategic Implications:

Solutions focussed and customer oriented organisation

Attraction, development and retention of a productive and effective workforce

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

Effective communication and engagement processes

High quality corporate governance, accountability and compliance.

Voting Requirement: Simple Majority

Officer Recommendation:

That the Audit Committee,

- 1) Receive listing (attached) of credit card invoices totaling \$63,971.57 paid from 1st December 2017 to 30th June 2018 by the Chief Executive Officer under delegated authority of Council.
- 2) Recommend the Council receive the listing of credit card invoices totaling \$63,971.57 paid from the period 1st December 2017 to 30th June 2018 by the Chief Executive Officer under delegated authority
- 3) Recommend to Council the Shire President authorise the credit card vouchers totaling \$63,971.57 paid from the period 1st December 2017 to 30th June 2018 by the Chief Executive Officer under delegated authority

COMMITTEE RECOMMENDATION: #136/18

Moved: Councillor, S Botting

Seconded: Councillor, T Rathbone

That the Audit Committee,

1. Receive listing (attached) of credit card invoices totaling \$63,971.57 paid from 1st December 2017 to 30th June 2018 by the Chief Executive Officer under delegated authority of Council.
2. Recommend the Council receive the listing of credit card invoices totaling \$63,971.57 paid from the period 1st December 2017 to 30th June 2018 by the Chief Executive Officer under delegated authority
3. Recommend to Council the Shire President authorise the credit card vouchers totaling \$63,971.57 paid from the period 1st December 2017 to 30th June 2018 by the Chief Executive Officer under delegated authority

CARRIED ABSOLUTE MAJORITY 6/0

COUNCIL RESOLUTION: #157/18

Moved: Councillor, T Rathbone

Seconded: Councillor, E Winter

That Council accept the Committee Recommendation #136/18

CARRIED ABSOLUTE MAJORITY 7/0

Agenda Reference 10.5

Subject: Meeting with Shire of Coolgardie Auditors

Location: Shire of Coolgardie

Applicant: Nil

File Reference: NAM

Disclosure of Interest: Nil

Date: 30 July 2018

Author: Chief Executive Officer James Trail

Summary:

To hold discussions with Council's auditor, Mr Wen Shien Chai from Moore Stephens.

Background:

On appointment of the Audit Committee, it was given responsibility for meeting with the Auditor of the local government at least once in every year, pursuant to Section 7.12A (2) of the *Local Government Act, 1995*.

The Local Government Act does not require the Audit Committee to meet in person with the Auditor but may engage through a telephone link which has been arranged to allow Councillors on the Audit Committee to pose questions and receive answers on the annual financial reports.

Comment:

The Audit Committee has not met with the Shire auditor to discuss or raise any issues with the 2016/2017 Audit. Furthermore, with the Shire having undertaken two FMR Reviews and with the advent of auditor general taking over responsibly of audits into the future, the meeting provides opportunity to raise any questions/issues with the Shire Auditor

This is a requirement under the Local Government Act, so failing to meet with the auditor would be a contravention of the Act.

Attachments:

2018 Audit Strategy Memorandum Coolgardie [5.1.5.1]

Consultation:

Shire Auditor
Shire Staff
Council

Statutory Environment:

The meeting with the Auditor is required under Section 7.12A - Duties of local government with respect to audits, which states:

(1) A local government is to do everything in its power to —

(a) assist the auditor of the local government to conduct an audit and carry out his or her other

duties under this Act in respect of the local government; and
(b) ensure that audits are conducted successfully and expeditiously.
(2) Without limiting the generality of subsection (1), a local government is to meet with the auditor of the local government at least once in every year.

Policy Implications:

Nil

Financial Implications:

There are no financial implications with this report

Strategic Implications:

Solutions focussed and customer-oriented organisation

Attraction, development and retention of a productive and effective workforce

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

Effective communication and engagement processes

High quality corporate governance, accountability and compliance.

Voting Requirement: Simple Majority

Officer Recommendation:

That Council note,

1. *The meeting between the Audit Committee and the Auditor satisfies the requirement of Section 7.12(A) of the Local Government Act, 1995.*
2. *The verbal report by the Shire Auditor Mr Wen Shien Chai from Moore Stephens be noted and received.*

COMMITTEE RECOMMENDATION: #137/18

Moved: Councillor, K Lindup

Seconded: Councillor, B Logan

That Council note,

1. *The meeting between the Audit Committee and the Auditor satisfies the requirement of Section 7.12(A) of the Local Government Act, 1995.*
2. *The verbal report by the Shire Auditor Mr Wen Shien Chai from Moore Stephens be noted and received.*

CARRIED ABSOLUTE MAJORITY 6/0

COUNCIL RESOLUTION: #158/18

Moved: Councillor, K Lindup

Seconded: Councillor, S Botting

That Council accept Committee Recommendation #137/18

CARRIED ABSOLUTE MAJORITY 7/0

11 REPORTS OF OFFICERS

11.1 CHIEF EXECUTIVE OFFICER

11.1.1 Monthly Activity Report

Location: Nil

Applicant: Nil

File Reference: NAM

Disclosure of Interest: The author has no financial interest

Date: 21 August 2018

Author: Chief Executive Officer, James Trail

Summary:

For Council to receive the monthly activity report for July 2018.

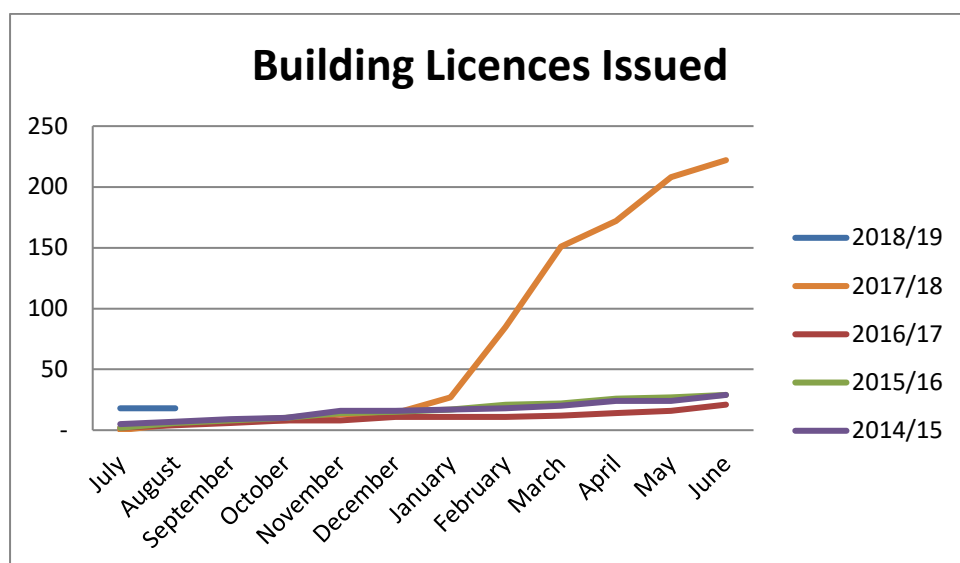
Background:

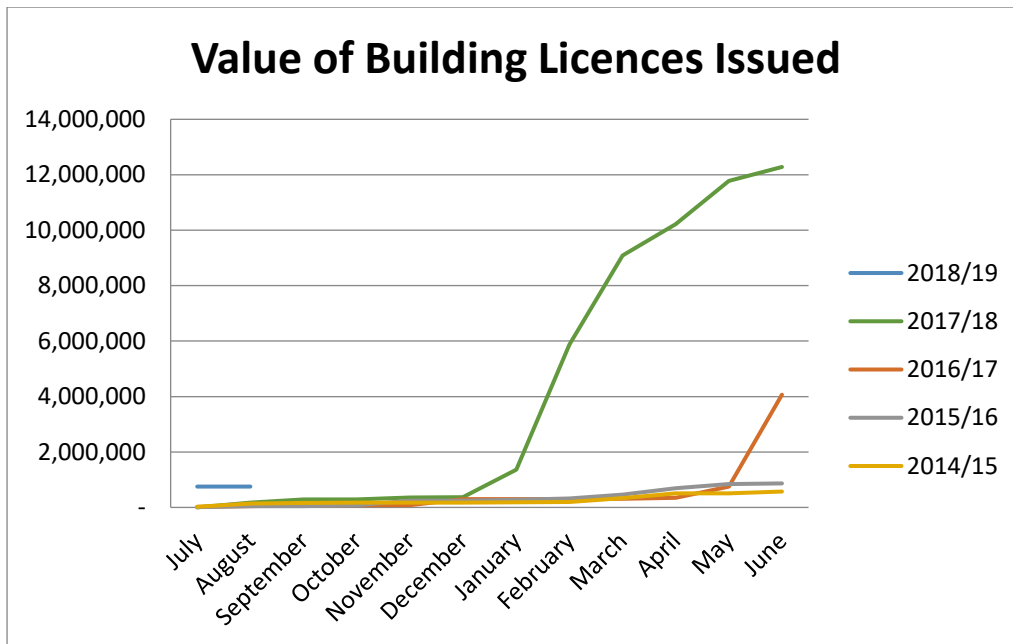
This report is to provide Council information on the activity of various Council services and facilities.

Comment:

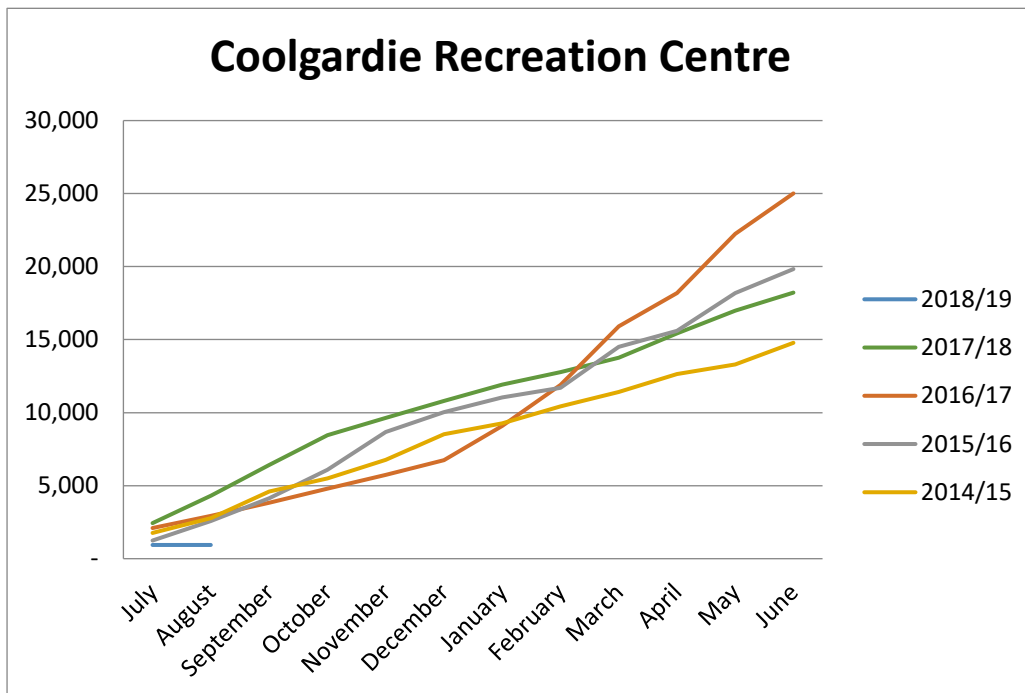
Given it is only the first month of the new financial year data is very limited.

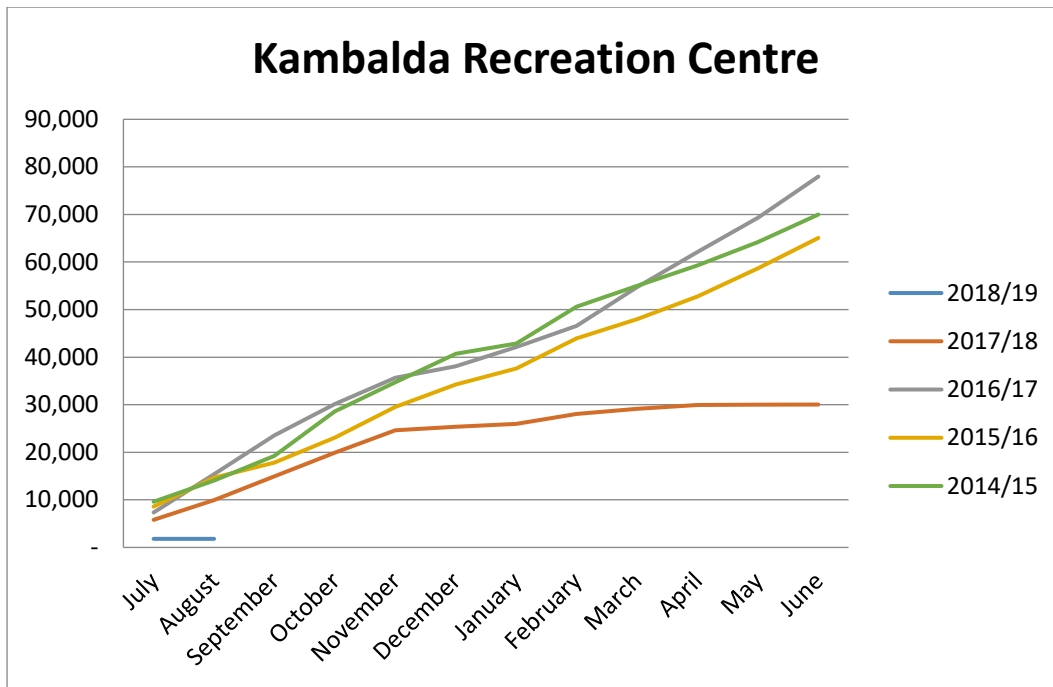
Data



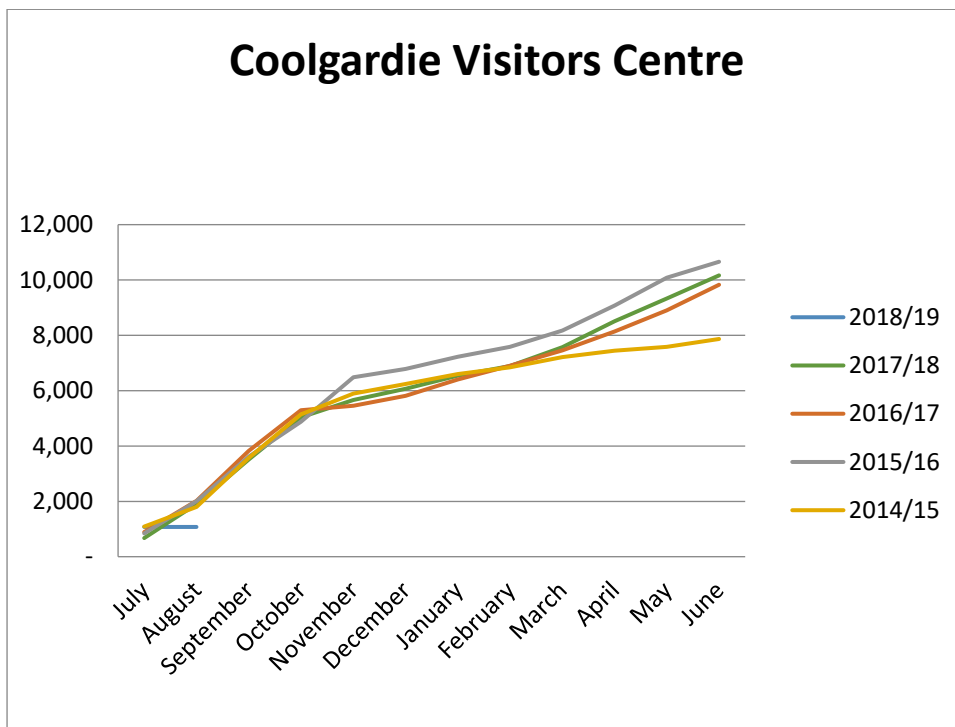


Recreation Services

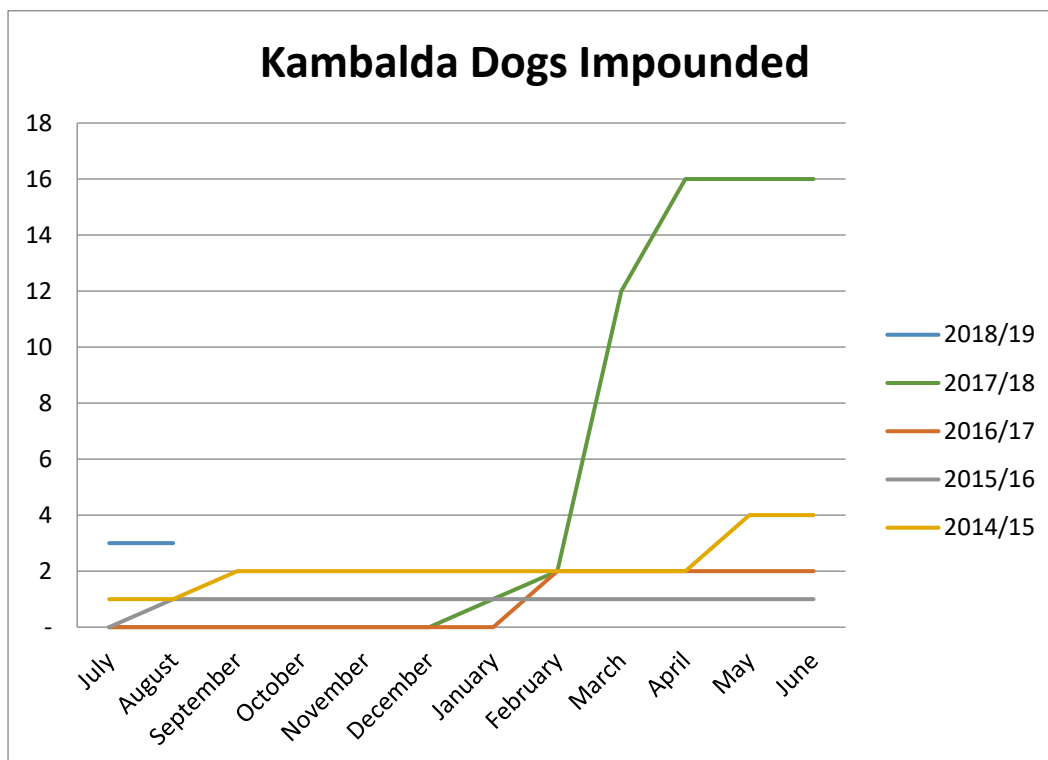
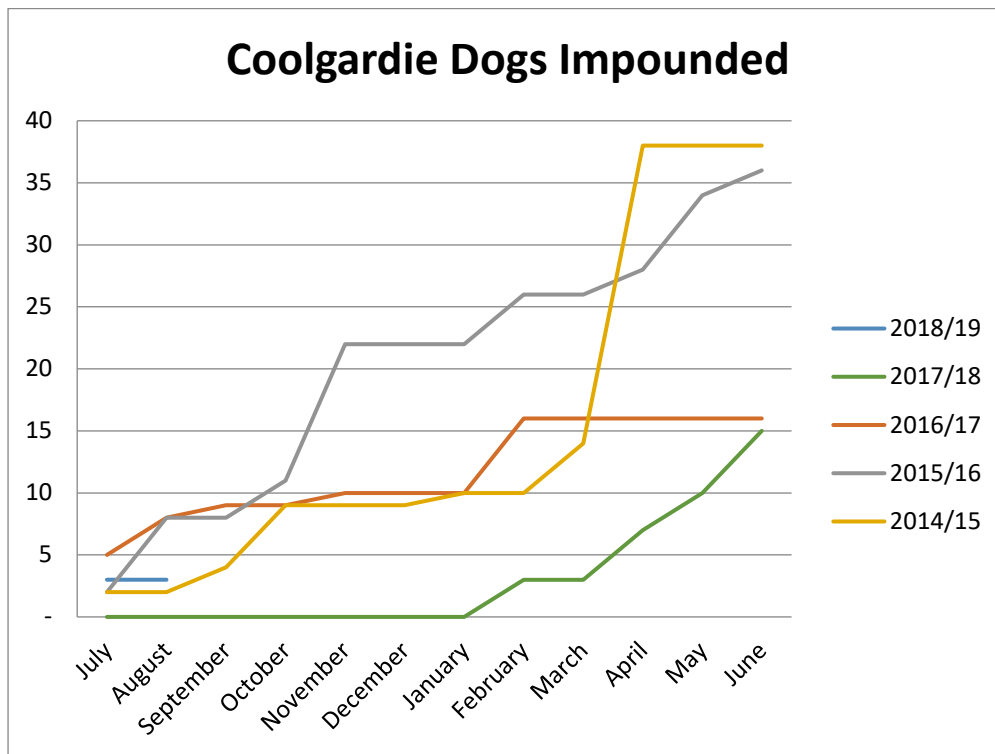




Community Services



Ranger Services



Governance

DATE	RES. No.	ACTION REQUIRED	
Ordinary Council Meeting 27 January 2015			
27 Jan 15	013/15	<u>COUNCIL RESOLUTION: # 013/15</u> That Council disposes of the property at Lot 101 (No. 68) Serpentine Rd, Kambalda East by public tender.	Completed agent appointment August 2018 – Refer Separate Agenda Item
Ordinary Council Meeting 24 March 2015			
24 March 15	051/15	<u>COUNCIL RESOLUTION: # 051/15</u> That Council resolve to – 1) Instruct the Chief Executive Officer or his nominated representative to pursue vesting of a reserve over Vacant Crown Land and Lot 117 as indicated on the attached plan for the purpose of Motorised Sports, and on completion of the process to report to Council for Direction 2) Indemnify the Department of Regional Development and Lands against any cost or compensating claims arising from the taking process.	Close Out – Finalised Matter Deferred refer separate agenda item
Ordinary Council Meeting Minutes 28 July 2015			
28 July 15	137/15	<u>COUNCIL RESOLUTION: # 137/15</u> That Council resolve to – 1) Instruct the Chief Executive Officer or his nominated representative to pursue vesting of a reserve over Vacant Crown Land as indicated on the attached plan for the purpose of Rifle Club, and on completion of the process to report to Council for Direction 2) Indemnify the Department of Regional Development and Lands against any cost or compensating claims arising from the taking process.	Close Out – Finalised Matter Deferred refer separate agenda item
Ordinary Council Meeting 26 April 2016			
26 April 16	068/16	<u>COUNCIL RESOLUTION: # 068/16</u> That Council 3. Authorise the Chief Executive Officer or his delegate to negotiate an agreement between	In Progress. Meeting to be held with Montana

		<p>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></p> <p>4. Advise the Minister for Lands of their support for the transfer of the Management Order over Reserve 35500, Lot 2126 of the units known as Montana Homes, 1, 3, 5, 7, 9, 11 Hunt Street Coolgardie to Goldfields Masonic Homes Inc</p> <p>5. 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.</p> <p>6. Authorise the President and Chief Executive Officer to affix the Common Seal and sign the associated contract documents.</p>	Homes in August 2018.
Ordinary Meeting of Council 25 October 2016			
25 Oct 16	289/16	<p><u>COUNCIL RESOLUTION: # 289/16</u></p> <p>That Council defer Agenda item 11.3.3 (change of tenure for Shire reserve) presented in the October 2016 Ordinary Meeting of Council until the February Ordinary Meeting of Council. At this time future information and updates will be provided as to the status of this land purpose issue</p>	<p>In progress. Post Office Reserve.</p> <p>Ongoing discussions with site owner DOF</p>
Ordinary Council Meeting 28 March 2017			
28 March 17	084/17	<p><u>COUNCIL RESOLUTION: # 084/17</u></p> <p>1. That Council authorise the CEO to negotiate a new lease for the portion of three (3) rooms and the shared reception area at the Kambalda Health Centre, 2 Gumnut Place, Kambalda. <i>"Description: Portion of the premises known as the Kambalda Health Centre and comprising exclusive use of offices 8, 9 and 24 together with shared use of reception area 26 and non-exclusive use of common areas. Exclusive use area is approximately 43.1 sqm.</i></p> <p>2. That the lease agreement is brought back to Council for final adoption</p>	<p>Closed out – finalised</p> <p>Cessation of negotiations – applicant withdrawal</p> <p>Separate action on securing service provide being undertaken</p>

Ordinary Council Meeting 26 April 2017			
26 April 17	105/17	<p><u>COUNCIL RESOLUTION: # 105/17</u></p> <ol style="list-style-type: none"> 1. That Council request the CEO to investigate options for the lease of land to the Kambalda subcentre branch 2. That Council request all relevant stakeholders be consulted as part of the process <p>That Council request following those discussions that the CEO write to the minister to lease the appropriate reserve giving the Shire the power to lease to the Kambalda Sub Centre branch of St Johns Ambulance.</p>	In progress – placed on hold to include in discussions with St Johns on medical services.
Ordinary Council Meeting 26 September 2017			
26 Sep 2017	212/17	<p><u>COUNCIL RESOLUTION # 212/17</u></p> <p>That Council</p> <ol style="list-style-type: none"> 1. Authorise the Chief Executive Officer to negotiate a Lease between the Shire of Coolgardie and the Coolgardie Men's Shed for the premises known as the Old Railway Station Goods Shed near the Coolgardie Railway Station for a minimum of five years with an annual rental of \$400.00 plus GST per annum plus C.P.I increase. 2. Authorise the Chief Executive Officer and the Shire President to execute the lease agreement in accordance with Standing Orders Local Law 2000 Section 19.1 subject to there being no significant variations from the lease document, and that all relevant costs have been paid. 	<p>Closed out – finalised</p> <p>Cessation of negotiations – applicant withdrawal from project</p>
26 Sep 2017	214/17	<p><u>COUNCIL RESOLUTION: # 214/17</u></p> <p>That Council:</p> <ol style="list-style-type: none"> 1. Initiate reserve purpose change to arial landing ground and access (airport) 2. Advise the Office of Transport Security and CASA of the Shire of the above action. 3. Request the CEO contact the sky diving group regarding the use of the reserve 	<p>Completed – Request with DPLH</p> <p>Separate Action occurring in relation use of the airport</p>
Ordinary Council Meeting 24 October 2017			

24 Oct 2017	230/17	<p><u>COUNCIL RESOLUTION: # 230/17</u></p> <p>Authorise the Chief Executive Officer and the Shire President to execute the lease agreement in accordance with Standing Orders Local Law 2000 Section 19.1 subject to there being no significant variations from the lease document and approve the application of the common seal of the Shire of Coolgardie for the lease document.</p>	<p>Closed out – finalised</p> <p>Cessation of negotiations – Jupiter Health ceased services – 27th July 2018</p>
Special Council Meeting 14 November 2017			
14 Nov 2017	238/17	<p><u>COUNCIL RESOLUTION: # 238/17</u></p> <p>That Council:</p> <ol style="list-style-type: none"> 1. Endorse the proposed Amended Miscellaneous Licence 15/373 for pipeline and road from Mincor Resources within the Widgiemooltha Townsite with the inclusion of the proposed endorsement and conditions detailed below: <ul style="list-style-type: none"> • Endorsement: The grant of this lease does not include any private land referred to in Section 29(2) of the Mining Act 1978 except that below 30 meters from the natural surface of the land. • Conditions <ul style="list-style-type: none"> ○ Access to the surface of land within Widgiemooltha townsite for mining purposes being subject to the approval of the local Authority or relevant reserve vestee, and mining activities within the first 100 metres below the surface of the land being limited to such exploration activities as may be approved by the Director, Environment, DMIRS. ○ A Haulage permit is required to be obtained from the Shire of Coolgardie for the use of Kingswood Street; ○ Upgrading to the road junctions is to be upgraded where the proposal haulage road connects to Kingwood Street to the satisfaction of the Shire of Coolgardie. 2. Endorse the proposed Miscellaneous Licence 15/374 for a pipeline and road from Mincor Resources within the Widgiemooltha Townsite with the inclusion of the proposed endorsement and conditions detailed below: <ul style="list-style-type: none"> • Endorsement: The grant of this lease does not include any private land referred to in Section 29(2) of the Mining Act 1978 except that below 30 meters from the natural surface of the land. • Condition: 	<p>Haulage campaign with Mincor being discussed. Short term access has been approved by MRWA with long term access being discussed at intersection of Kingswood Street and the Highway.</p>

		<ul style="list-style-type: none"> ○ Access to the surface of land within Widgiemooltha townsite for mining purposes being subject to the approval of the local Authority or relevant reserve vestee, and mining activities within the first 100 metres below the surface of the land being limited to such exploration activities as may be approved by the Director, Environment, DMIRS. ○ A Haulage permit is to be obtained from the Shire of Coolgardie for the use of Kingswood Street and Cave Hill Road. ○ Road Junction upgrades to T Junction standards are required where the proposal haulage road connects to Kingwood Street and Cave Hill Road. 	
Ordinary Council Meeting 28 November 2017			
28 Nov 17	252/17	<p><u>COUNCIL RESOLUTION: # 252/17</u></p> <p>For Council to consider One Tree Community Services request to replace the current outside play area at the leased portion of the Kambalda Community Recreation Facility known as the day-care facility with natural open space themed play equipment, with the following conditions</p> <ol style="list-style-type: none"> 1. One Tree Community Services seeks CEO approval of the final version of play equipment and natural open space before submitting funding applications. <p>One Tree adhere to the following conditions as per the current lease that is in place with the Shire of Coolgardie</p> <ol style="list-style-type: none"> 2. One Tree Community Services must not make any Alterations to the Area without the prior written approval from the Shire which shall be provided in its sole discretion and in which case its decision shall be final. 3. In the event of any Alterations being made by One Tree Community Services: <ol style="list-style-type: none"> a) Such Alterations will be at the sole cost of One Tree Community Services; b) Such Alterations (including any fixtures or fittings affixed to the Area) will become the property of the Shire; and 	<p>Shire staff to meet with One Tree to determine whether they wish to proceed. Update report to be provide by end of September</p>

		c) One Tree will reinstate the Area at its sole cost if the Shire reasonably requires it	
28 Nov 17	262/17	<p><u>COUNCIL RESOLUTION: # 262/17</u></p> <p>That Council:</p> <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). 	<p>In Progress</p> <p>December 2017 – Met with DOH.</p> <p>16 May 2018 – CEO discussion with Dept on housing stock.</p> <p>Further meetings August/September 2018.</p>
28 Nov 17	263/17	<p><u>COUNCIL RESOLUTION: # 263/17</u></p> <p>That Council</p> <ul style="list-style-type: none"> • Approves the disposal of Lot 101 No 68 Serpentine Road, Kambalda East in accordance with section 3.58 of the Local Government Act by Public Auction. • Authorises the CEO to appoint a suitably qualified person to undertake the auction, associated marketing and sale of land process. 	<p>Completed</p> <p>Refer Separate agenda item</p>
13 December 2017 Audit Committee Meeting			
13 Dec 2017	276/17	<p><u>AUDIT COMMITTEE RECOMMENDATION: # 276/17</u></p> <p>That the Audit Committee:</p> <ol style="list-style-type: none"> 1. Accepts the Annual Financial Statements for the period ending 30 June 2017, Independent Auditor's Report and Management Report for the Year Ended 30 June 2017 2. Recommends the Council adopt the Annual Financial Statements for the period ending 30 June 2017. 3. Recommends the Council receive the Management Report for the Year Ended 30 June 2017 4. Recommends to Council the Chief Executive Officer prepare an action report on the matters raised in the Management Report for the year ended 30 June 2017 to 	Completed

		<p>be presented to the Council at the February 2018 Ordinary Meeting of Council</p> <p>5. Recommend to Council that the action report be forwarded to the Minister in accordance with s 7.12A (4) of the Local Government Act 1995.</p>	
Ordinary Council Meeting 27 February 2018			
27 Feb 18	016/18	<p><u>COUNCIL RESOLUTION: # 016/18</u></p> <p>That Council APPROVES the proposed caravan hire and sales use at Lot 90 No 37 Bayley Street, Coolgardie, as shown on plans dated 5 February 2018 subject to the following conditions:</p> <ol style="list-style-type: none"> 1. All development must be carried out in accordance with the approved plans. 2. This approval is for sale, storage and hire of caravans and cleaning only. No human habitation/occupation permanently or temporarily is permitted on site. 3. Major repairs must not be carried out on-site. Minor servicing and small repairs, adjustments and cleaning that generates easily contained liquid waste may be carried out on site. 4. All wash-down areas must be constructed of hardstand, bunded and graded for suitable containment and disposal of materials for the duration of the development. 5. All wash-down areas to comply with environmental standard, including where applicable Unauthorised Discharge Regulations 2004 at all times. 6. The parking area is required to be constructed, surfaced, drained and marked out to the satisfaction of the Chief Executive Officer 7. All stormwater generated by the development must be contained and disposed of on-site to the satisfaction of the Chief Executive Officer. 8. The disposal of wastewater on-site must be approved by the Shire to the satisfaction of the Chief Executive Officer. The applicant should liaise with the Shires Health Services. 9. Bin storage areas to be screened from view from Bayley Street 	<p>Completed</p> <p>Planning Approval Issued</p>

		<p>10. The development must be supplied with a potable drinking water supply and sanitation facilities that meets Australian Standards.</p> <p>11. Noise sources on the development to comply with the Environmental Protection (Noise) Regulations 1997, particularly in relation to surrounding residential premises.</p> <p>12. Landscaping areas within the street setback to be planted and maintained with established trees and shrubs.</p>	
27 Feb 18	017/18	<p><u>COUNCIL RESOLUTION: # 017/18</u></p> <p>That Council:</p> <ol style="list-style-type: none"> 1. 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 Minster 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. 2. ADVISES the Department of Lands that the Shire of Coolgardie is pursuing the re-dedication of the land referred to as the former Londonderry Road in accordance with Section 56 of the <i>Land Administration Act 1997</i>. 	<p>In progress</p> <p>Request being processed by DPLH. Infrastructure agency information requested.</p>
27 Feb 18	018/18	<p><u>COUNCIL RESOLUTION: # 018/18</u></p> <p>That Council:</p> <ol style="list-style-type: none"> 1) ENDORSES the dedication of the realigned subject road (currently referred to as the realigned Lady Loch Road) pursuant to Section 56 of the <i>Land Administration Act 1997</i> as shown on the attached Plans. 2) ENDORSES submission to the Minister pursuant to Section 56 of the <i>Land Administration Act 1997</i> for the dedication of the realigned Lady Loach Road, comprising: - 	<p>In Progress</p> <p>Request being processed by DPLH.</p>

		<ul 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. <p>3) AUTHORISES the Chief Executive Officer to prepare the survey plans and documentation associated with the road dedication of the realigned Lady Loch Road with costs to be borne by the Shire of Coolgardie.</p>	
27 Feb 18	019/18	<p><u>COUNCIL RESOLUTION: # 019/18</u></p> <p>That Council:</p> <ul style="list-style-type: none"> 1) SUPPORT the realignment of Binneringie Road and the intersection upgrades at Coolgardie Esperance Highway, Widgiemooltha as shown on attached plans (ref MRWA Plan Ref 7796-C-600 & 7796-C-601). 2) ENDORSE the dedication of the realigned section of Binneringie Road pursuant to Section 56 of the <i>Land Administration Act 1997</i> as shown on the attached Plans (ref MRWA Plans Ref Ref 7796-C-600 & 7796-C-601). 3) AUTHORISES the preparation of a legal agreement between the Shire of Coolgardie and Tawana in relation costs to facilitate, construct and maintain the realigned Binneringie Road comprising: - <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 new intersection and realigned Binneringie Road to the Shire and Main Roads requirements. d. Binneringie Road maintenance costs, comprising financial contribution to the maintenance of the Binneringie Road associated with the use of the road as a haul road for the mining activities. 4) REQUIRES the draft legal agreement for the realignment and dedication of a portion of Binneringie Road, Widgiemooltha to be referred back to a further Council meeting for endorsement prior to signing of the document on behalf of the Shire of Coolgardie. 	<p>In Progress – Revised Intersection drawings are 85% complete.</p> <p>Dedication of Road with DPLH. Flora and fauna survey required</p> <p>Draft legal agreement to be presented to Council in August 2018.</p>

27 Feb 18	028/18	<p><u>COUNCIL RESOLUTION: # 028/18</u></p> <p>That Council:</p> <ol style="list-style-type: none"> 1) SUPPORT the realignment of Cave Hill Road, Widgiemooltha subject to the written support from the affected Mining Tenement lease holders. 2) 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 3) 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: - <ol 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 and Main Roads requirements. d) Maintenance contribution costs associated with the use of the road as a haul road for the mining activities. 4) REQUIRES the draft legal agreement for the dedication of portion of Cave Hill Road, Widgiemooltha to be referred back to a further Council meeting for endorsement prior to signing of the document on behalf of the Shire of Coolgardie. 	<p>In Progress –</p> <p>Road dedication being processed by DPLH.</p> <p>Clearing permit submitted to DWER</p> <p>Scope, design and costings of road completed</p> <p>Temporary access currently via Mt Edwards Intersection.</p> <p>Shire and Mincor in discussions re completion of works.</p>
27 Feb 18	037/18	<p><u>COUNCIL RESOLUTION: # 037/18</u></p> <p>That Council:</p> <ol style="list-style-type: none"> 1. Note the Chief Executive Officers vehicle is more than 5 years old 2. Acknowledge that the policy states “Age of car no older than 5 years”. 3. approves the minor modification to the Use of Council Vehicle Policy Clause 9.3 minimum vehicle standards to include as follows, Age of car no older than 5 years or 150,000kms, whichever the greater level. 4. Review the current Use of Council Vehicle Policy, prior to the CEO Review in April 2018. 	<p>In Progress – discussed with Council and CEO.</p> <p>To be presented to August Council Meeting</p>
Ordinary Council Meeting 27 March 2018			
27 March 18	056/18	<u>COUNCIL RESOLUTION: #056/18</u>	Completed

		<p>That Council,</p> <ol style="list-style-type: none"> 1. SUPPORTS preliminary investigations into development of workers accommodation on Lot 1965 Reserve 46628 Gnarlbine Road Coolgardie was identified as a potentially suitable site. 2. INITIATES reserve purpose change of Reserve 46628 Gnarlbine Road Coolgardie purpose of workers accommodation. 3. INITIATES Reserve 46628 Garlbine Road Coolgardie Management order change inclusive of leasing authority for a period of 21 years to facilitate development of workers accommodation development consistent with the site zoning. 4. AUTHORISES the CEO to sign the Offer to Lease agreement 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> <ol style="list-style-type: none"> 1. RESOLVES to cancel the contract for sale of No 44 Bayley Street, Coolgardie with Mr Donald Ottey. 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. 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> 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: - <ol style="list-style-type: none"> 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) b) Advertise the sale of the property by giving State-wide public notice of the sale (Form 5) c) Selling the land by public auction or by private treaty if having been offered for sale by public auction, it has not sold. 	In Progress
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>	In Progress – Update to be provided at August Council Meeting

		<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>	
27 March 18	059/18	<p><u>COUNCIL RESOLUTION: #059/18</u></p> <p>That Council,</p> <p>1. Approves the disposal of Lot 464 110 Forrest Street Coolgardie in accordance with section 3.58 of the Local Government Act Local Public Notice (Section 3.58 (3) by providing the following details in the public notice:</p> <ul style="list-style-type: none"> • Description of the property • Details of the disposition (as contained in Section 3.58 (4) of the Act which includes • Names of all parties concerned • Price • Market valuation which is not older than 6 months • Invite submissions • Council considering submissions and resolving to proceed. <p>2. Delegate authority to the Chief Executive Officer to negotiate within 10% of the market valuation received for Lot 464, 110 Forrest Street Coolgardie</p>	Completed
Ordinary Council Meeting 24 April 2018			
24 April 18	066/18	<p><u>COUNCIL RESOLUTION: #066/18</u></p> <p>That Council, APPROVES the upgrades to the existing BP Roadhouse at Lot 35 Goldfields Highway, Kambalda East, as shown on plans dated 23 January 2018 and update plans dated 19 March 2018 subject to the following conditions:</p> <ol style="list-style-type: none"> 1. All development to be carried out in accordance with the approved plans. 2. Building permit being obtained prior to the commencement of development. 3. All stormwater generated by the development must be contained and disposed of on-site to the satisfaction of the Shire of Coolgardie. 4. Detailed drainage plans to be submitted to the Shire of Coolgardie. 5. All vehicle parking, trailer parking and loading areas, line marking and hard stand areas shall be designed 	<p>Completed</p> <p>Planning approval issued.</p> <p>Works to commence September 2018</p> <p>Shire looking at options for provisional supply of fuel</p>

		<p>and in accordance with the approved plans and designed, drained, sealed and kerbed in accordance with approved plans to the satisfaction of the Shire of Coolgardie.</p> <ol style="list-style-type: none"> 6. Access and egress crossovers onto Goldfields Highway to be sealed, kerbed, constructed and maintained in accordance with Main Roads requirements. 7. The wash-down area, including petrol and oil separators must be constructed, sealed and contained to the satisfaction of the Shire of Coolgardie and maintained for the duration of the development. 8. All contaminated waste and soils are to be disposed of in accordance with Environmental regulations 9. Adequate precautions and measures to be undertaken to ensure no effluent or contaminated liquids enter the Main Roads WA and Shire of Coolgardie drainage systems. 10. All landscaping to be maintained to the satisfaction of the Shire of Coolgardie Chief Executive Officer, and all landscaping outside the boundary be maintained. 11. The development to be implemented in compliance with the Bushfire Management Plan. 12. Amended plans to be submitted with the building permit showing the location of the culverts as required by Main Roads close to the driveway comprising two running underneath the crossovers and one across the road immediately adjacent to the crossover. These details are to be included in the plans to avoid any damage and to ensure that construction will not adversely affect the drainage. 13. Amended plans to be submitted with the building permit showing location of services in the area such as water, power, etc. should also be included on the plans to avoid damage. 14. A separate formal application for signage approval is required to Main Roads for any signage to be placed in the road reserve. 15. The development shall be substantially commenced within 3 years from the date of this decision. If the development does not substantially commence before expiration of the 3-year period this approval becomes invalid and expires. 	
24 April 18	068/18	<p><u>COUNCIL RESOLUTION: #068/18</u></p> <p>That Council,</p>	In Progress – staff to journal rates – to be

		1. to write off rates debts totalling \$44,383.56 as presented in the spreadsheet attached as it has been deemed to be unrecoverable.	completed for June Financials
24 April 18	069/18	<u>COUNCIL RESOLUTION: #069/18</u> That Council, receives the list of properties (as attached) with outstanding rates and charges to the value of \$390,453.69 and endorses the commencement of legal action for their recovery.	Completed – Legal Action being undertaken.
24 April 18	072/18	<u>COUNCIL RESOLUTION: #072/18</u> That Council, 1. In accordance with section 4.61(1) of the Local Government Act 1995 declare that the method of conducting the Extraordinary Election will be as a voting in person election. 2. That the “In Person” Extraordinary Council Election will be held on Saturday 21 July 2018. 3. Endorses the Extraordinary Election Timetable as attached, and 4. Authorises the Chief Executive Officer as the Returning Officer in accordance with section 4.20 of the Local Government Act 1995 to carry out the duties required to conduct the Election	Completed
24 April 18	073/18	<u>COUNCIL RESOLUTION: #073/18</u> That Council, 1. Endorse the Shire of Coolgardie Draft Community Strategic Plan 2018-2028, and 2. The document be circulated for public comment to the community for minimum period of 21 days, and 3. Authorise the CEO to facilitate the public advertising process as required, and 4. Following the public comment consultation process that feedback received is collated and used to prepare the final document for endorsement by Council	Completed
24 April 18	075/18	<u>COUNCIL RESOLUTION: #075/18</u> That Council, 1. Note Works Approval No W5644/2014/1 from Department of Environmental Regulation dated 26 th June 2014 2. Receive Notice of Amendment to Works Approval No W5644/2014/1 from Department of Water and Environmental Regulation dated 28th March 2018	Still in progress. Drawings are in and returned to draftsman for 2 amendments to be corrected and awaiting update/advice from Strategen.

		<ol style="list-style-type: none"> 3. Endorse Site Plan – Kambalda Waste Facility – KWF1506-M-001 dated 27th November 2017 4. Authorise a budget amendment of \$385,000 to account 510018 Acquisition Refuse Site for the construction of the Kambalda Waste Facility 5. Authorise a transfer of \$385,000 from the Landfill Reserve for the construction of the Kambalda Waste Facility 	
24 April 18	076/18	<p><u>COUNCIL RESOLUTION: #076/18</u></p> <p>That Council,</p> <ol style="list-style-type: none"> 1. Receive the current information for the Goldfields Records Storage Facility. 2. AUTHORISE the Chief Executive Officer and Shire President to execute the Archives and Record Management (2018 Replacement) Agreement as attached. 	Completed
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> <ul style="list-style-type: none"> • Its separated from the depot activities by a fence since 1984 at handover of the land from Western Mining Corporation. • The land has never been used for Shire purposes • 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 	In Progress – Discussion progressing with adjoining landowner

		<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>	
Ordinary Council Meeting 22 May 2018			
22 May 2018	088/18	<p><u>COUNCIL RESOLUTION: #088/18</u></p> <p>That Council,</p> <ol style="list-style-type: none"> 1. Award Mastec Australia the purchasing programme to supply and deliver 2400 x 240 litre bins to the residents of Coolgardie and Kambalda. Mastec Australia to ensure; <ol style="list-style-type: none"> a. All bins will have serial numbers to match addresses, b. All bins will be hot-stamped with the Shire logo, 2. Authorise a transfer of \$115,500 from the plant reserve for the purchase of 2400 x 240 litre bins 3. Authorise a budget amendment of \$115,500 to increase expenditure to job number C1050 – 240 Litre Bins 	Completed
22 May 2018	090/18	<p><u>COUNCIL RESOLUTION: #090/18</u></p> <p>That Council,</p> <ol style="list-style-type: none"> 1. Endorse the imposition of differential rates for mining tenements and rural holdings in those areas in which Unimproved Property Values (UV) apply and; 2. Endorse the Rates Objectives and Reasons as tabled, and 3. Give Local Public Notice of the proposal to impose differential rates in the 2018/19 financial year for a minimum period of 21 days, and 4. Table any submissions received for Council consideration during the 2018/19 Annual Budget process. 	Completed
22 May 2018	092/18	<p><u>COUNCIL RESOLUTION: #092/18</u></p> <p>That Council,</p>	Completed

		<div>1) Endorse the Memorandum of Understanding Shire of Coolgardie Community Assistance</div> <div>2) Authorise the Chief Executive Officer to sign the MOU</div>													
22 May 2018	093/18	<div><div>COUNCIL RESOLUTION: #093/18</div><div>That Council,</div><div>1. INITATES Amendment No 1 to Local Planning Scheme No 5 as follows</div><div><div>a. Modifying the use class permissibility in the Rural Residential Zone as follows</div><table><tr><td>Use Class</td><td>From</td></tr><tr><td>Workers Accommodation</td><td>X</td></tr><tr><td>Aged Person</td><td>X</td></tr><tr><td>Motel</td><td>X</td></tr><tr><td>Industry Cottage</td><td>X</td></tr><tr><td>Restaurant / Café</td><td>X</td></tr></table></div><div><div>b. Insert additional development provisions under clause 32 of the Scheme comprising the follows:</div><div><div>i. All workforce accommodation, whether designed as permanent or temporary structures, shall be regarded as residential development and is subject to the requirements of the R-Codes.</div><div><div>ii. Except in the Residential zone, the requirements of the R-Codes may be varied for workforce accommodation by the local government provided adequate justification for the variation is submitted by the proponents of the accommodation and the local government considers the variation appropriate.</div><div><div>iii. Development applications for workforce accommodation within areas outside the Workforce Accommodation zone, shall be accompanied by information and plans indicating, to the local government’s satisfaction, how the development and use contributes to the amenity of the townsite.</div><div><div>iv. Development applications for temporary structures to provide workforce accommodation shall be accompanied to the local government’s satisfaction by information and plans indicating how and</div></div></div></div></div></div></div>	Use Class	From	Workers Accommodation	X	Aged Person	X	Motel	X	Industry Cottage	X	Restaurant / Café	X	<div>In Progress – Advertising commenced.</div> <div>Scheme documents finalised</div>
Use Class	From														
Workers Accommodation	X														
Aged Person	X														
Motel	X														
Industry Cottage	X														
Restaurant / Café	X														

		<p>when the development will be removed and the site rehabilitated.</p> <ol style="list-style-type: none"> 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>. 3. PREPARES the scheme amendment documentation. 4. AUTHORISES the public advertising of the proposal upon Notice of Assessment being received. 	
22 May 2018	094/18	<p><u>COUNCIL RESOLUTION: #094/18</u></p> <p>That Council,</p> <ol style="list-style-type: none"> 1. Resolve to write off the amount of \$1393.92 to the Kambalda Football Club Inc. for the lighting charges for the Junior football team 2. Agree to waive lighting charges and fees for all junior sporting teams. 	Completed
Ordinary Council Meeting 26 June 2018			
26 June 18	097/18	<p><u>COUNCIL RESOLUTION: #097/18</u></p> <p>That Council;</p> <ul style="list-style-type: none"> • 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. <p>CARRIED ABSOLUTE MAJORITY 4/0</p>	Completed
26 June 18	098/18	<p><u>COUNCIL RESOLUTION: #098/18</u></p> <p>That Council, approve the funding assistance of \$2000.00 to the Kambalda Primary school for the installation of hot water system.</p> <p>Reason – in line with the community assistance fund we can accept up-to \$2000.00 and will be in line with other applications.</p>	In Progress – Contribution to be paid to Primary School in July

26 June 18	100/18	<p><u>COUNCIL RESOLUTION: #100/18</u></p> <p>That Council, nominate Cr: M Cullen and Cr: S Botting as the Voting Delegates on behalf of the Shire of Coolgardie for the WALGA 2018 Annual General Meeting for the WA Local Government Association, which is being held at the Local Government Convention on Wednesday 1 August 2018.</p> <p style="text-align: right;">CARRIED ABSOLUTE MAJORITY 4/0</p>	Completed																						
26 June 18	101/18	<p><u>COUNCIL RESOLUTION: #101/18</u></p> <p>That Council, approves the management agreement with Zion Real Estate for a 1 Year period commencing 1 July 2018 for the following properties</p> <table><tr><td>56 King street</td><td>Montana homes includes</td></tr><tr><td>110 Forrest Street</td><td>11 Taylor Street</td></tr><tr><td>4/33 Sylvester Street</td><td>9 Taylor Street</td></tr><tr><td>56 Bayley Street – Post Office</td><td>7 Taylor Street</td></tr><tr><td>56A Bayley Street - Markets</td><td>5 Taylor Street</td></tr><tr><td>58B Bayley Street – Arts Building</td><td>3 Taylor Street</td></tr><tr><td>58C Bayley Street - Pharmacy</td><td>1 Taylor Street</td></tr><tr><td>Drill Hall</td><td>Coolgardie railway station</td></tr><tr><td>Sargent Quarters</td><td>Road board building</td></tr><tr><td>Lawn bowling club</td><td>Town hall</td></tr><tr><td>Old Coolgardie Fire Station</td><td></td></tr></table> <p style="text-align: right;">CARRIED ABSOLUTE MAJORITY 4/0</p>	56 King street	Montana homes includes	110 Forrest Street	11 Taylor Street	4/33 Sylvester Street	9 Taylor Street	56 Bayley Street – Post Office	7 Taylor Street	56A Bayley Street - Markets	5 Taylor Street	58B Bayley Street – Arts Building	3 Taylor Street	58C Bayley Street - Pharmacy	1 Taylor Street	Drill Hall	Coolgardie railway station	Sargent Quarters	Road board building	Lawn bowling club	Town hall	Old Coolgardie Fire Station		Completed
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Old Coolgardie Fire Station																									
26 June 18	102/18	<p><u>COUNCIL RESOLUTION: #102/18</u></p> <p>That Council, APPROVES the proposed outbuilding and Residential Design Code variations on Lot 790 (No 72) Saltbush Road, Kambalda West, as shown on plans dated 19 March 2018 subject to the following conditions:</p> <ul style="list-style-type: none">• Building permit being obtained prior to the commencement of development.• The Outbuilding (shed) shall not be used for human habitation, commercial or industrial purposes. <p style="text-align: right;">CARRIED ABSOLUTE MAJORITY 4/0</p>	Completed																						
26 June 18	103/18	<p><u>COUNCIL RESOLUTION: #103/18</u></p> <p>That Council;</p> <ol style="list-style-type: none">1. Endorse policy 054 Corporate Credit Card2. Endorse policy 041 Procurement Policy as amended.3. Note Report 2018 07 – LG Credit Cards <p style="text-align: right;">CARRIED ABSOLUTE MAJORITY 4/0</p>	Completed																						

26 June 18	104/18	<p><u>COUNCIL RESOLUTION: #104/18</u></p> <p>That Council;</p> <ol style="list-style-type: none"> 1. Notes the Draft Terms of Reference for the Audit Committee, and 2. Recommends that the Draft Terms of Reference be tabled for further discussion at the next Audit Committee Meeting on 10 July 2018, and 3. That the final Terms of Reference document is tabled for endorsement at the July Ordinary Council Meeting 	In Progress – Presented to August Council Meeting
26 June 18	105/18	<p><u>COUNCIL RESOLUTION: #105/18</u></p> <p>That Council, receive listing (attached) of accounts paid during the month of May 2018 by the Chief Executive Officer under delegated authority of Council.</p> <ul style="list-style-type: none"> • Municipal accounts totalling \$807,357.10 on Municipal vouchers EFT14918 – EFT15067, cheques 52048 - 52056, and direct payments made during the month of May 2018. • Trust payments totalling \$1,753.40 on cheques 2174-2175 for the month of May 2018. • Credit Card payments totalling \$8,179.49 for the month of May 2018. 	Completed
26 June 18	106/18	<p><u>COUNCIL RESOLUTION: #106/18</u></p> <p>That the Monthly Financial Activity Statement for the period 1 July 2017 to 31 May 2018 be received.</p>	Completed
26 June 18	107/18	<p><u>COUNCIL RESOLUTION: #107/18</u></p> <p>That Council, APPROVES the caretakers dwelling to Lot 877 No 27 Clanthus Road, Kambalda West as shown on plans dated 21 June 2018 subject to the following conditions:</p> <ol style="list-style-type: none"> 2. All development to be carried out in accordance with the approved plans. 3. Building permit being obtained prior to the commencement of development. 4. All stormwater generated by the development must be contained and disposed of on-site to the satisfaction of the Shire of Coolgardie. 	In Progress
26 June 18	108/18	<p><u>COUNCIL RESOLUTION: #108/18</u></p> <p>That Council,</p> <ol style="list-style-type: none"> 1) in accordance with Local Government (Administration) Regulations 1996 19C. Strategic community plans, requirements for (Act s. 5.56) adopt the Draft Community Strategic Plan 2018-2028 as attached 	In Progress – Strategic Plan to be amended in accordance with resolution and published

		<p>2) add Kambalda Community Christmas Tree under how we celebrate our community.</p> <p>3) adjust the map of mines in the region to reflect the mines and resources locations</p> <p>4) adjust the spelling request the spelling of Widgiemooltha be corrected on age 9.</p> <p>5) amend paragraph of aboriginal origin to it thought to be derived from the aboriginal word Wadji-moola (meaning crows nose).</p> <p>6) amend paragraph two the name of Kur Kuri to Kurl-Kurti.</p>	on Shire Website
26 June 18	109/18	<p><u>COUNCIL RESOLUTION: #109/18</u></p> <p>That Council,</p> <ol style="list-style-type: none"> 1. Receive the SAQP for the Kambalda Landfill Facility 2. Accept fee proposal from Strategen for Stage 2 of the proposed management strategy for the Kambalda Landfill Facility as attached 3. Allocate in the 2018/2019 Annual Budget from the Landfill Reinstatement Reserve the funds required for stage 2 of the fee proposal from Strategen as confidential attachment. 	SAQP from Strategen has been received and ready to commence the scope of works in the SAQP around mid-August with the first of 3 new bores to be drilled at Kambalda Tip Site.
26 June 18	110/18	<p><u>COUNCIL RESOLUTION: #110/18</u></p> <p>That Council,</p> <ol style="list-style-type: none"> 1. Resolve to proceed with the disposal of Lot 464 110 Forrest Street Coolgardie in accordance with section 3.58 of the Local Government Act for a value of \$270,000 inclusive of fixing the back gate, fence and reticulation 2. Note that no submissions were received for the Local Public Notice (Section 3.58 (3) that provided the following details: <ul style="list-style-type: none"> • Site: Lot 464 No 110 Forrest Street, Coolgardie • Purchaser: Shirlena Milne • Price: \$270,000 • Market valuation: \$300,000 3. Authorise a finding fee payment be paid to Zion real estate of \$5,000 	In Progress - Offer documents being prepared to provide to tenant.
26 June 18	111/18	<p><u>COUNCIL RESOLUTION: #111/18</u></p> <p>That Council,</p>	In Progress – Contract been supplied to

		<ul style="list-style-type: none"> • Authorise the Chief Executive Officer to award Tender 01/18 to (Tender A) to Belridge Holdings Pty Ltd t/as Ricciardo Earthmoving, Unit 1, 305 Victoria Street, Malaga WA 6090 for \$487,891.03 ex GST. • Authorise a contract to Belridge Holdings Pty Ltd t/as Ricciardo Earthmoving, Unit 1, 305 Victoria Street, Malaga WA 6090 for Upgrade of the Intersections of Renou and Jobson Streets with Bayley Street/Great Eastern Highway. • Authorise the Shire President and the Chief Executive Officer to sign and affix the Common Seal in accordance with Part 19.1(2) of the Standing Orders Local law to any required documentation. 	Contractor for consideration
26 June 18	113/18	<p><u>COUNCIL RESOLUTION: #113/18</u></p> <p>That Council,</p> <ol style="list-style-type: none"> 1. Endorses the expenditure of the funds as per the attached quote price \$63,990 exclusive GST. 2. Endorses the allocation of \$63,990 from the Plant and Equipment Reserve (account number 721000) 3. Endorses the increase in expenditure in account 120490 - Acquisition of Heavy Plant, by \$63,990. 	Purchase order raised 30/07/2018 and sent through to Uniqco.
26 June 18	114/18	<p><u>COUNCIL RESOLUTION: #114/18</u></p> <p>That Council, Receive the current information for the Goldfields Records Storage Facility.</p>	Completed
26 June 18	116/18	<p><u>COUNCIL RESOLUTION: # 116/18</u></p> <p>That Council,</p> <ol style="list-style-type: none"> 1. Endorse the proposal for Allied Health Services in the Shire of Coolgardie and the proposed pricing structure 2. Include funding in the 2018/2019 Budget for a minimum of 520 hours per year 3. Request a quarterly report be provided by the service provider on the outcomes of the Service 4. Review the service after 1 year. 	In Progress – MOU being prepared – funding included in 2018/2019 Budget
26 June 18	117/18	<p><u>COUNCIL RESOLUTION: #117/18</u></p>	Completed

		<p>That Council endorse the Shire Presidents summary review and Key Performance Indicators of the Chief Executive Officer and endorse the following changes to the Chief Executive Officer contract:</p> <ul style="list-style-type: none"> • Motor Vehicle Allowance to be reduced from \$29,000 to \$26,000 • Increase Professional Development from \$3,000 to \$5,000 • Increase Utilities from \$5,000 to \$6,000 • A maximum of \$8,000 to be spent on Garden Maintenance at the CEO's house per financial year. • 2018/19 CEO Key Performance Indicators • CEO satisfactorily passed the review of an aggregate score of 3.4. 	
24 July 2018	123/18	That Council note the comments in the report and request the policies be brought back to Council for consideration no later than the September Ordinary Meeting of Council	Draft policies 034 and 035 prepared
24 July 2018	124/18	<p>That Council APPROVES the development comprising replacement workshop, service station and caretakers dwelling at Lot 8 Granby Road, Kambalda East, as shown on plans dated 16 May 2018 and revised plans dated 19 June 2018 subject to the following conditions:</p> <ol style="list-style-type: none"> 1) All development to be carried out in accordance with the approved plans. 2) Building permit being obtained prior to the commencement of development. 3) All stormwater generated by the development must be contained and disposed of on-site to the satisfaction of the Shire of Coolgardie. 4) All vehicle parking, trailer parking and loading areas, line marking and hard stand areas shall be designed and in accordance with the approved plans and designed, drained, sealed and kerbed in accordance with approved plans to the satisfaction of the Shire of Coolgardie. 5) Access and egress crossovers onto Granby Road to be sealed, kerbed, constructed and maintained to the satisfaction of the Shire of Coolgardie 6) The wash-down area, including petrol and oil separators must be constructed, sealed and contained to the satisfaction of the Shire of Coolgardie and maintained for the duration of the development. 7) All contaminated waste and soils are to be disposed of in accordance with Environmental regulations 	In Progress

		<p>8) Adequate precautions and measures to be undertaken to ensure effluent or contaminated liquids does not enter the Shire of Coolgardie drainage systems.</p> <p>9) All landscaping to be maintained to the satisfaction of the Shire of Coolgardie Chief Executive Officer</p> <p>10) The development to be implemented in compliance with the Bushfire Management Plan.</p> <p>11) Upgrading of Granby Road to be undertaken by the applicant to the specifications, design and standards of the Shire as signed off by the Chief Executive Officer, at the applicants costs prior to commencement of the fuel service operations.</p> <p>12) The development shall be substantially commenced within 3 years from the date of this decision. If the development does not substantially commence before expiration of the 3 year period this approval becomes invalid and expires.</p>	
24 July 2018	128/18	<p>That Council,</p> <p>1) Award quotation number RFQ 014 – 17/18 Refuse and Recycling Contract Services, to Transpacific Cleanaway Pty Ltd for the provision of refuse collection services for the sum of \$139,252.82 per annum (GST Inclusive) based on a total rateable properties model. The service will include: -</p> <ul style="list-style-type: none"> ▯ Residential and commercial refuse collection; <p>2) Authorise a contract to Transpacific Cleanaway Pty Ltd, 171 Camboon Road, Malaga WA for Refuse Collection Services.</p> <p>3) Authorise the Shire President and the Chief Executive Officer to sign and affix the Common Seal in accordance with Part 19.1(2) of the Standing Orders Local Law to any required documentation.</p>	In Progress
24 July 2018	129/18	<p>That Council,</p> <p>1) Receives the status report on the site investigations into development of workers accommodation on Lot 1965 Reserve 46628 Gnarlbine Road Coolgardie.</p> <p>2) Receives the status report on the change purpose of Reserve 46628 Gnarlbine Road Coolgardie purpose and management order for 21 year lease authority to facilitate workers accommodation development.</p> <p>3) Approves the attached draft lease as amended between the Shire of Coolgardie and Rangecon for workers accommodation;</p> <p>4) Authorises the amended draft lease agreement be forwarded to the Department of Planning, Lands and Heritage in accordance with Section 17 of the Land Administration Act 1997.</p>	<p>In Progress – Draft Lease sent to Minister. Shire have received correspondence back from the Minister's office giving conditional approval for the lease.</p> <p>Update report to Council in August</p>
24 July 2018	130/18	<p>1. <i>The CEO negotiate with Paris with regards to the remaining upgrade works for Binneringie Road as soon as possible and get the required works done. If Paris does not complete the</i></p>	In Progress

		<p>works, it is proposed the Shire cost and complete the works and charge Paris</p> <p>2. <i>The CEO negotiate with a contractor</i> to determine if an agreement can be reached for the maintenance of 68 km of Binneringie Road. The agreement to be brought to Council for consideration</p> <p>3. <i>The CEO negotiate with Lithco No 2 Pty Ltd</i> to contribute \$168,000 towards maintenance of the slk 0 to slk 28 of Binneringie Road to be paid for in quarterly instalments in 2018/2019</p> <p>4. <i>The CEO write to Lithco Pty Ltd requesting payment to the Shire in quarterly instalments</i> in 2018/2019 for the \$233,067 spent on upgrade of the first 28 km of Binneringie Road</p> <p>5. Shire staff undertake a quarterly audit of the 68km of Binneringie Road.</p>	
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Rates Batch Transaction listing (Delegated Authority)

Nil

Technical Services

Nil

Attachments:

Nil

Consultation:

Nil

Statutory Environment:

Nil

Policy Implications:

Nil

Financial Implications:

Nil

Strategic Implications:

Solutions focussed and customer oriented organisation

Attraction, development and retention of a productive and effective workforce

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

Effective communication and engagement processes

High quality corporate governance, accountability and compliance.

Voting Requirement: Simple Majority

Officer Recommendation:

That Council note the various activity reports and delegated authority used for July 2018.

COUNCIL RESOLUTION: #159/18

Moved: Councillor, T Rathbone
Seconded: Councillor, N Karafilis

That Council note the various activity reports and delegated authority used for July 2018.

CARRIED ABSOLUTE MAJORITY 7/0

11.1.2 Quarterly Report for Period Ending 30th June 2018

Location: Shire of Coolgardie

Applicant: Shire of Coolgardie

File Reference:

Disclosure of Interest: Nil

Date: 21st August 2018

Author: Chief Executive Officer, James Trail

Summary:

For Council to receive the quarterly report for the period ending 30th June 2018.

Background:

The CEO has engaged Excel IQ to produce a business information tool specifically designed for staff to monitor their budgets. The implementation of this tool has been designed to help staff quickly identify over or under expenditure of their budgets and report to Council in a simple and easy to read format. By providing this report Council can see how each department is tracking with their budgets and staff will be able to provide answers to any variances in the reports.

The Council committed to undertaking an organisation wide service review with the following objectives:

Improved service

To understand the services delivered and enable improved management of the services.

Resource allocation

To confirm the level of resource allocation across the Council's portfolio of service.

Inform

To inform elected members and executives, new and old alike, to what the Council does and how it goes about doing it.

Service standards

To understand and better target its service level/standard to avoid gold-plating services – providing services that exceed community expectations, thereby wasting limited resources.

Benchmarking

To benchmark services against other Councils, against KPIs or against “future self” as part of a continuous improvement program.

Shared services/Partnerships

To capture relevant data to specify the service for the purpose of exploring the provision of shared services/partnerships with neighbouring councils, regional organisations of councils, government agencies as part of a joined-up-approach, not-for-profit organisations or other likeminded parties.

Councillors received a project briefing on 13th December 2016. This was followed by a presentation on the results of the 2016/17 Community Survey results on 27th April. At this session, the Councillors were also introduced to the Service Review Templates, which were used to capture the relevant data to enable review of services. The Service Review Templates were distributed to Councillors for discussion at a workshop with council staff on 11th May 2017

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. It's proposed for the Council to consider implementing an efficiency dividend (2% of Council rate income) as part of its 2018/19 Budget deliberations.

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

Conclusion

The Service Reviews will serve as a blueprint for the direction of the Council's portfolio of services.

Three-year plan

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

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

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

Performance management

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

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

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

KPIs

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

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

Staff numbers and salaries

The Shire's employment establishment is made up of 45 FTEs (full-time equivalents) made up of full-time, part time and casual employees. The total annual cost of the Council's establishment is \$3.9 million or 63% of the Council's annual rates.

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

Budget v actual (Costs and Benefits)

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

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

Commercial activity – cost recovery

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

Government funding – cost shifting

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

Internal charges/overheads

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

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

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

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

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

Strategic Recommendations

That the Council:

- benchmark against other similar councils to determine and set a target range for expenditure on internally facing services;
- review its commitment to the Tourism, Heritage and Museum activities with a view to capping its commitment in the short term and exploring how it can manage cost and narrow the gap between income and expenditure in coming years;
- explore the skills and knowledge required by the Shire staff in implementing the service reviews over coming three years and consider implementing a professional development program for its key personnel/service managers;
- note that a performance management framework will be developed and implemented using the service reviews as a mechanism to provide the Council with executive oversight of its operations;
- as part of the its 2018/19 Budget deliberations adopt a process of cost recovery for services deemed to be commercial activity;
- minimise its financial exposure to the provision of government services that are funded by various government agencies;
- benchmark internal charges/overheads with other similar councils with a view to setting an appropriate range for overheads as a percentage of cost of labour;
- set a target for administrative and technical overheads at 90% of the labour costs to be achieved over the coming three years;
- set its plant hire rates to fully recover the cost of providing fleet, plant and equipment and workshop services; and
- as part of the 2018/19 Budget deliberations adopt an efficiency dividend of 2% of the Council's rate to be achieved through improvements in operations.

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

Comment:

The quarterly report for the period ending 30th June 2018, demonstrates the Shire has ended the financial year in a strong position. Savings have been made and efficiencies introduced. Furthermore:

- Overall, most services have tracked on or under budget
- Staff have greater oversight of their service areas
- There has been an overall increase in building and planning revenue in particular with one major DA
- The services being offered by CKB continue to show efficiencies and savings
- Anticipated efficiency dividend delivered of just over 4%.

The Service expenditure report for the year ended 30th June 2018 estimated savings of \$648,258. This included the GVROC Records Facility and the Cashless Card each of which are externally funded services. If removed, the total estimated savings for the financial year was \$547,342 or 4.1%.

The CEO and Administration Manager have worked with all senior staff and RAVIM to develop KPI's for all senior management. This then flows to KPI's for various services. As this is new for the organisation, the finalisation of the KPI's and agreements will be in place by 1st September 2018.

The reporting system developed by Excel IQ will be used to report on not only the KPI's for senior staff but also the CEO. This reporting will be further refined to also report on other data and statistics using a Business Intelligence Tool. It is anticipated the first quarterly report for 18/19 will be done using the BI Tool.

Attachments:

Consultation:

Bec Horan – Manager Administration Services
Noeline Poke – Administration Coordinator
Peter Miller – Works Supervisor
Laura Dwyer – Manager Recreation and Community Development
Rod Franklin – Waste Co-ordinator
Meg Kent – Team Leader Recreation and Community
Leanne Shilton – Team Leader Recreation and Community
Jade Tarasinski – Senior Finance Officer
Leesa Treen – Team Leader Recreation and Community

Statutory Environment:

Nil

Policy Implications:

Nil

Financial Implications:

Nil

Strategic Implications:

Solutions focussed and customer-oriented organisation

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

Voting Requirement: Simple Majority

Officer Recommendation:

That Council;

1. Receive the quarterly report for the period ending 30th June 2018
2. Receive the Expenditure Report June 2018.

COUNCIL RESOLUTION: #160/18

Moved: Councillor, S Botting

Seconded: Councillor, T Rathbone

That Council;

1. Receive the quarterly report for the period ending 30th June 2018
2. Receive the Expenditure Report June 2018.

CARRIED ABSOLUTE MAJORITY 7/0



Service Review Report

June Quarter 2018



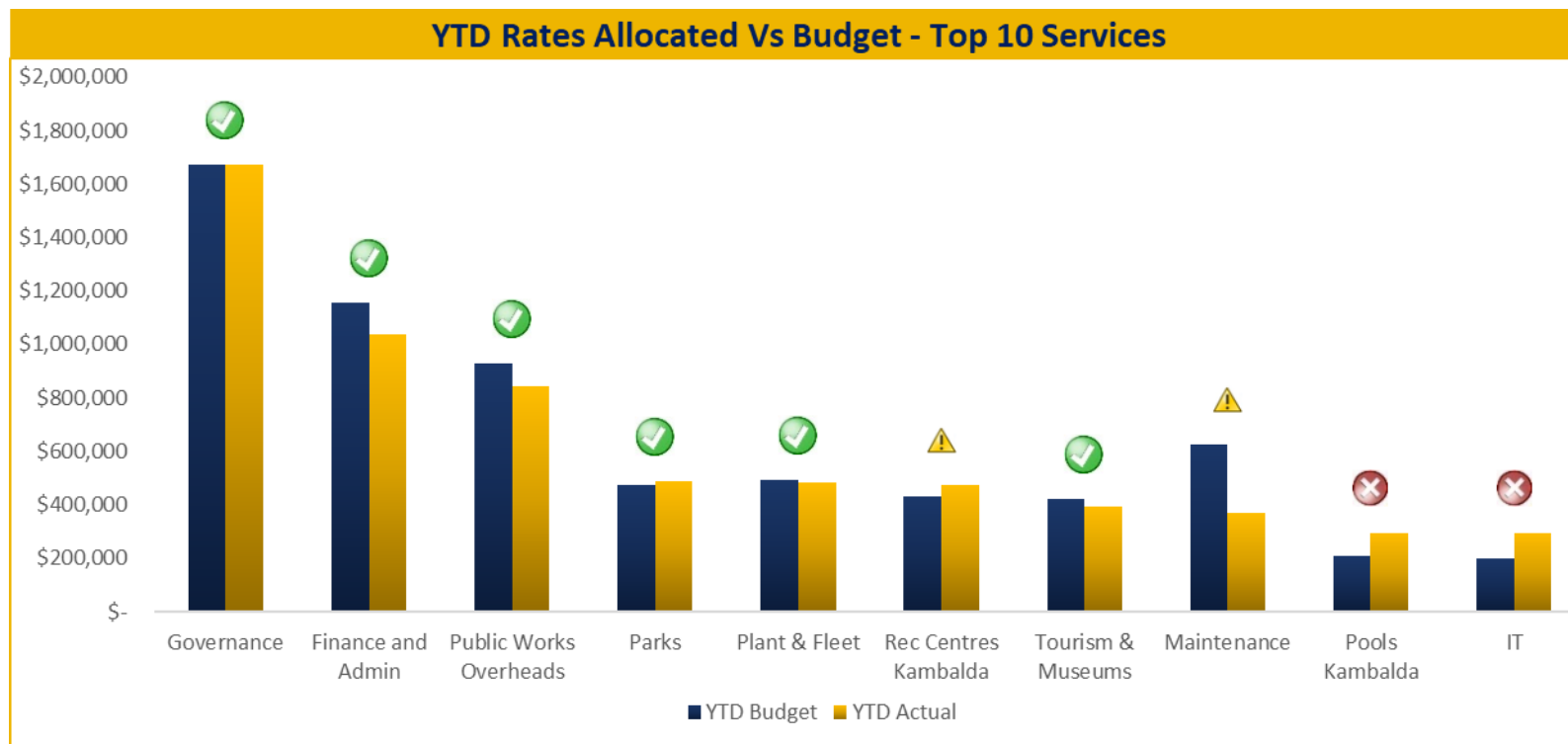
Summary Slide

Summary Points

- ▶ The Service expenditure report for the year ended 30th June 2018 estimated savings of \$648,258.
- ▶ This included the GVROC Records Facility and the Cashless Card each of which are externally funded services.
- ▶ If removed, the total estimated savings for the financial year was \$547,342
- ▶ This reflects an efficiency dividend of 4.1%.
- ▶ Total capital expenditure of \$2,716,486
- ▶ Capital Road Expenditure \$1,864,419



Top 10 Services

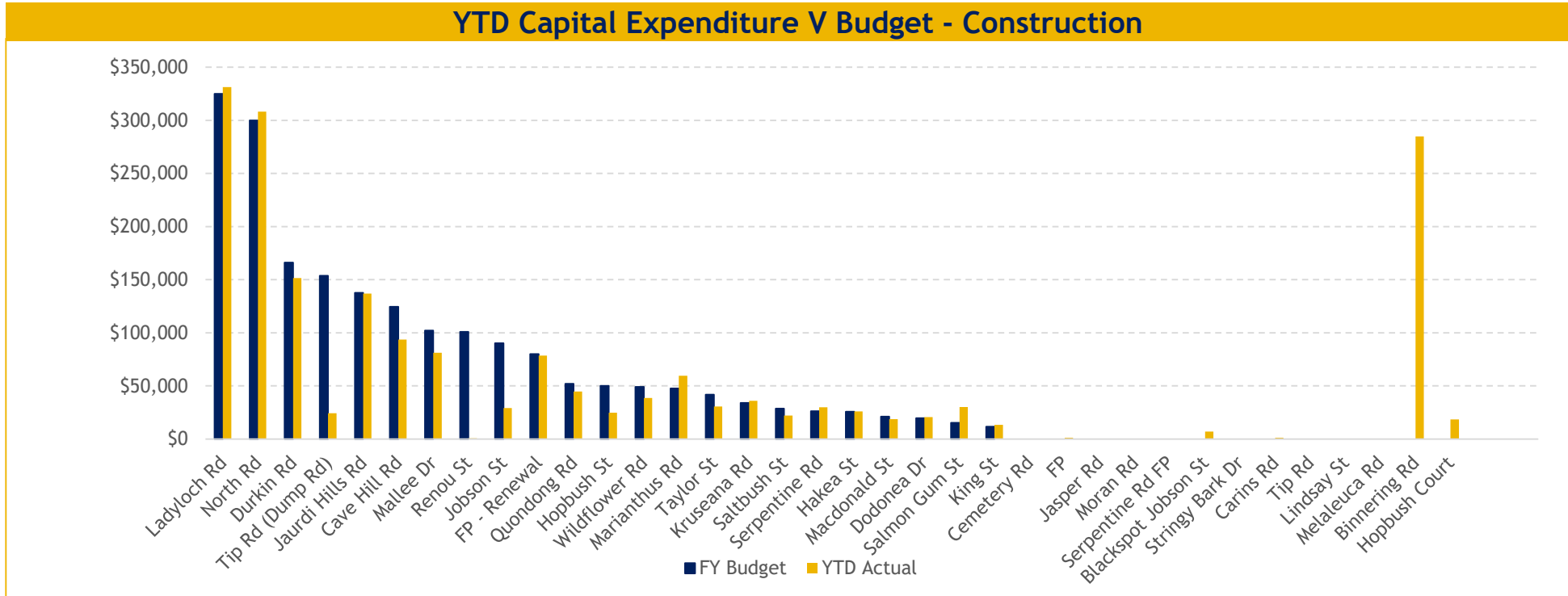


- Rates allocated is expenditure minus any income generated by the service



Capital Expenditure - Construction

YTD Capital Expenditure V Budget - Construction



- ▶ **Adopted Budget was \$1,573,733**
- ▶ **Actual Expenditure \$1,864,419 – Budget was amended as part of Budget Review**
- ▶ **Coolgardie North Road \$308,257 and Binnering Road \$284,867 offset by Revenue**



Capital Expenditure - Other

- ▶ \$198,860 spent on Coolgardie Skate Park
- ▶ \$63,635 spent on the Coolgardie Water Reuse System
- ▶ \$78,600 spent on footpath renewal
- ▶ \$84,616 spent on light fleet renewal
- ▶ \$116,910 spent on heavy plant renewal
- ▶ \$49,700 spent on renewal on pumps at Kambalda Pool
- ▶ \$32,226 spent on upgrade toilet at Kambalda Depot.

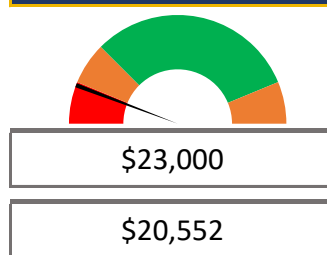


Governance

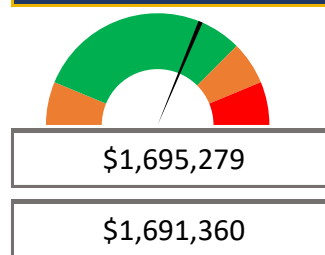
BUDGET YTD

ACTUAL

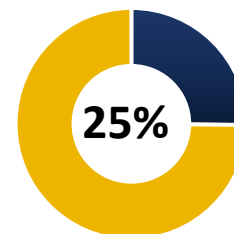
INCOME



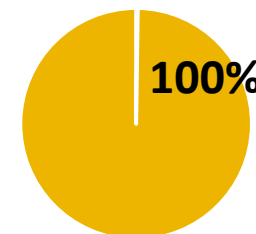
EXPENDITURE



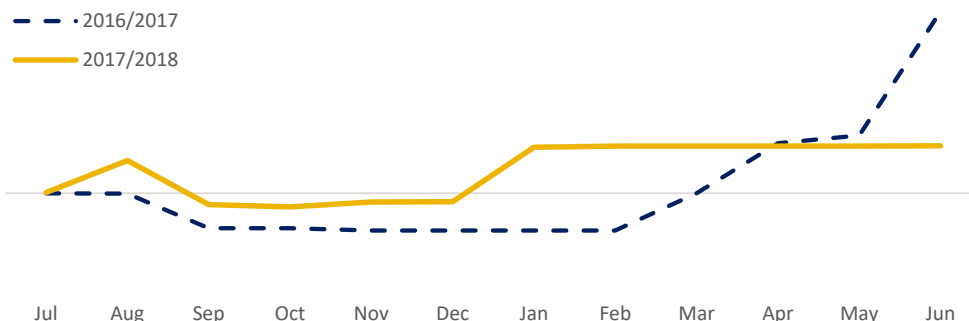
SHARE OF RATES



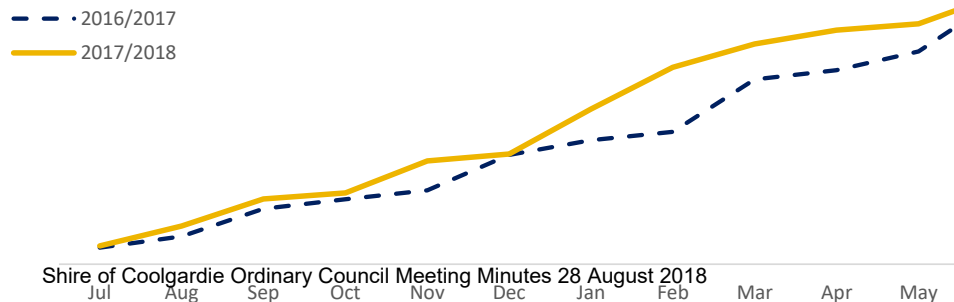
% EXPENDITURE SPENT



YTD Income Year on Year



YTD Expenditure Year on Year

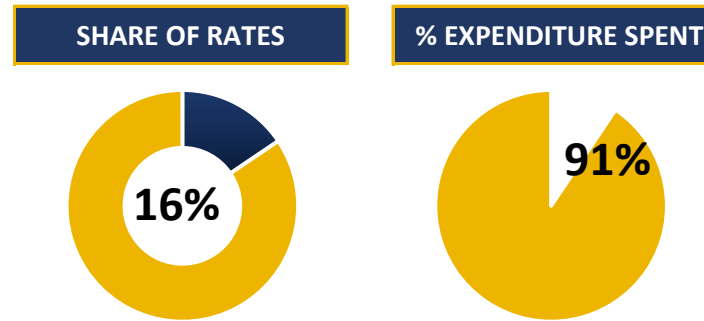
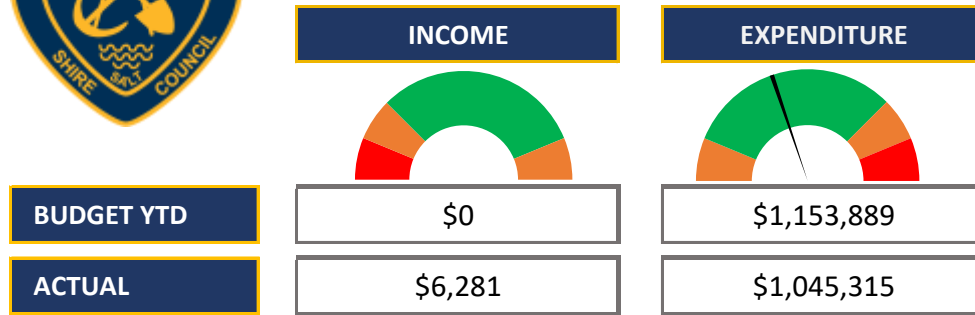


Manager's commentary

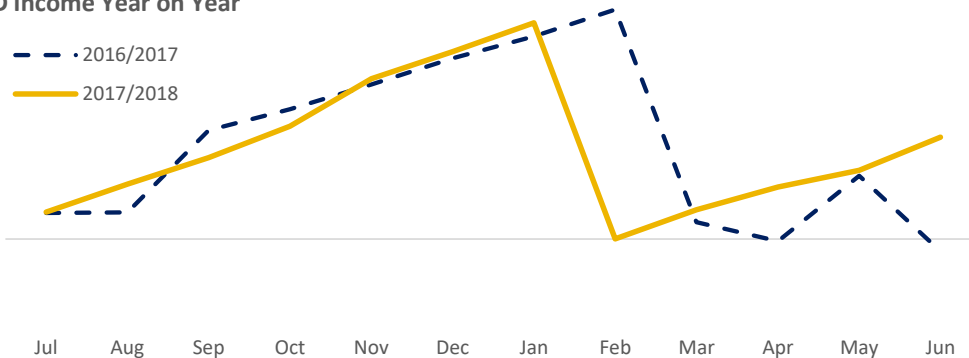
- ▶ Expenditure for the financial year was on budget, with 100% of the budget spent.
- ▶ The income was a little down for the Governance area.
- ▶ Budget allocations for the 2018/19 year essentially the same allocations



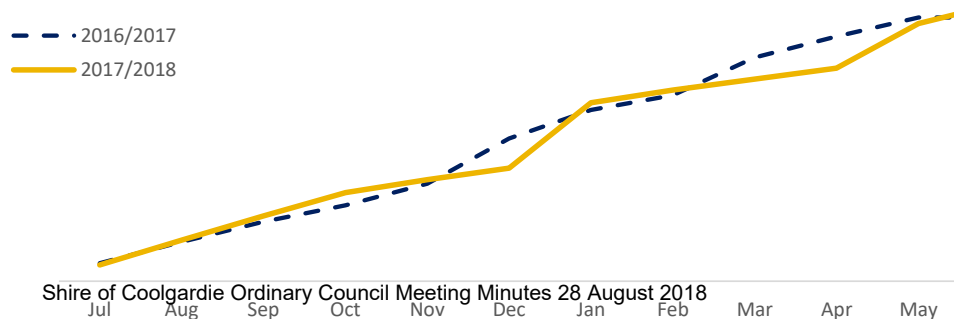
Finance and Admin



YTD Income Year on Year



YTD Expenditure Year on Year



Manager's commentary

- Expenditure for Finance and Admin have tracked well for 17/18. Finishing under budget. With no unexpected operational expenses.

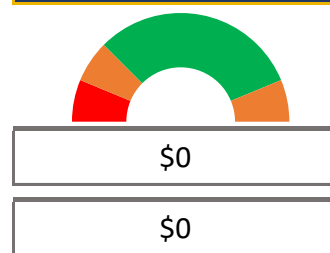


Public Works Overheads

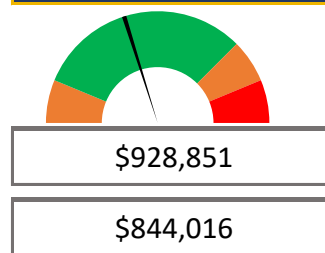
BUDGET YTD

ACTUAL

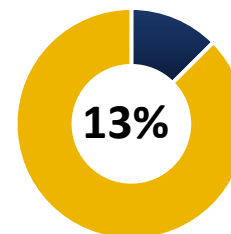
INCOME



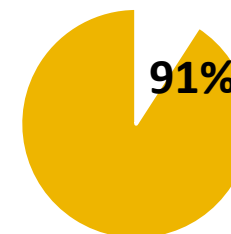
EXPENDITURE



SHARE OF RATES



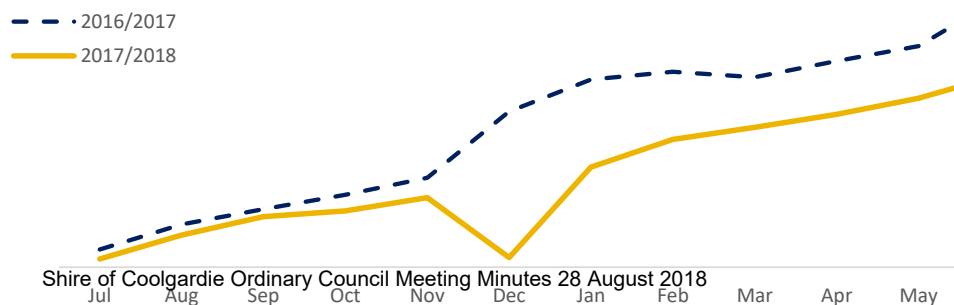
% EXPENDITURE SPENT



YTD Income Year on Year



YTD Expenditure Year on Year



Manager's commentary

- Expenditure Variance - budget on target with minor savings achieved at EOFY.
- Admin allocation shows minor savings.

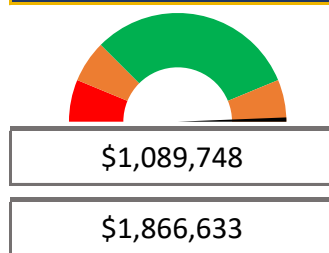


Road Construction

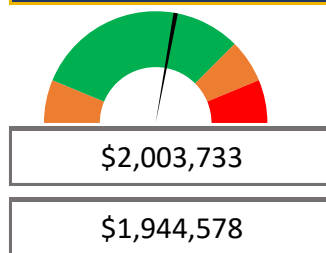
BUDGET YTD

ACTUAL

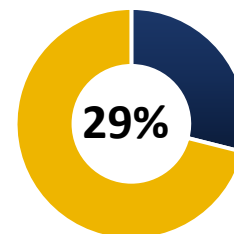
INCOME



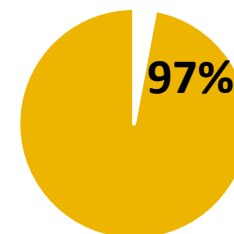
EXPENDITURE



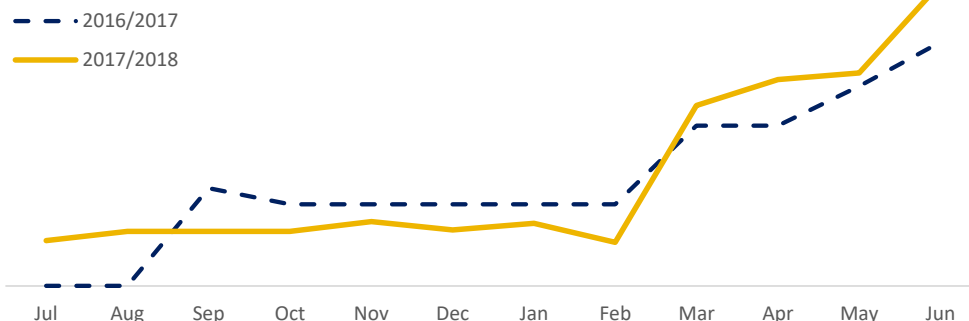
SHARE OF RATES



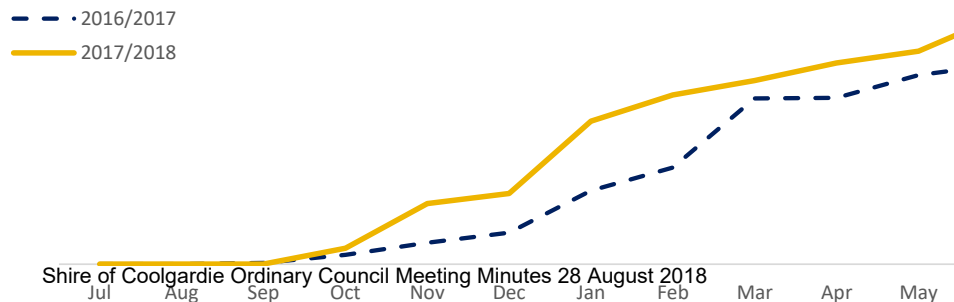
% EXPENDITURE SPENT



YTD Income Year on Year



YTD Expenditure Year on Year



Manager's commentary

- ▶ Road programme finished by EOFY.
- ▶ Expenditure Variance – budget performed well and achieved minor savings.
- ▶ Minor savings on Shire funded road construction projects. Construction projects – Cave Hill Rd & Durkin Rd.

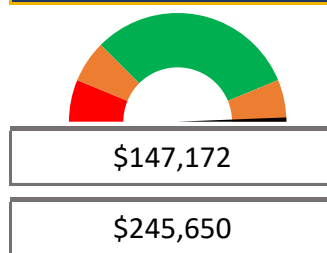


Maintenance

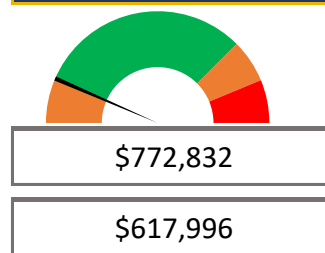
BUDGET YTD

ACTUAL

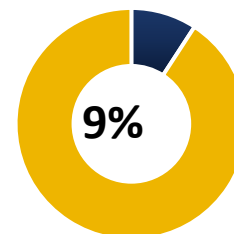
INCOME



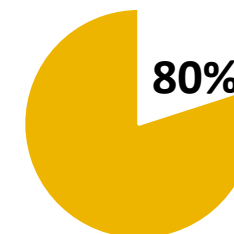
EXPENDITURE



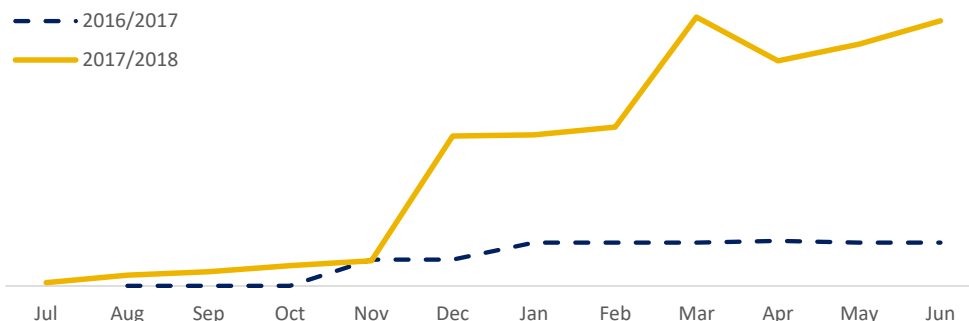
SHARE OF RATES



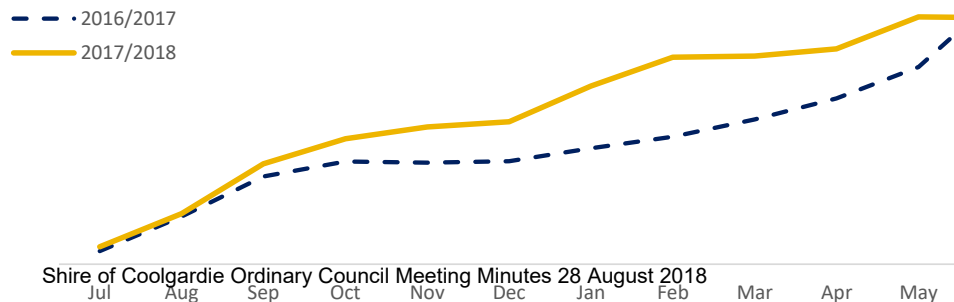
% EXPENDITURE SPENT



YTD Income Year on Year



YTD Expenditure Year on Year



Manager's commentary

- ▶ Normal maintenance will be ongoing for the new financial year.
- ▶ Increased income from haulage campaigns.

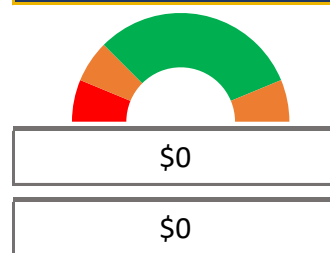


Plant & Fleet

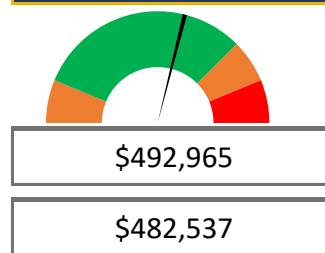
BUDGET YTD

ACTUAL

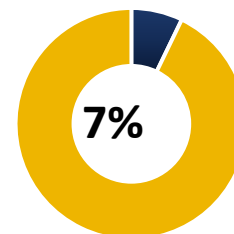
INCOME



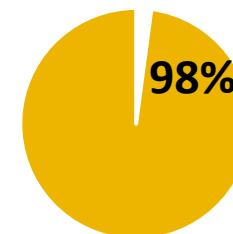
EXPENDITURE



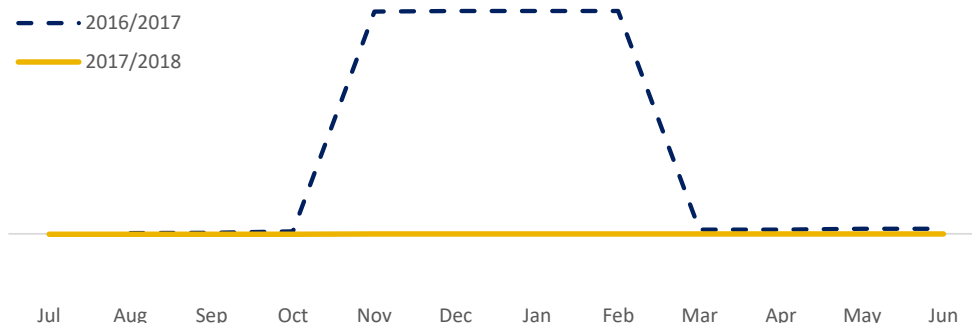
SHARE OF RATES



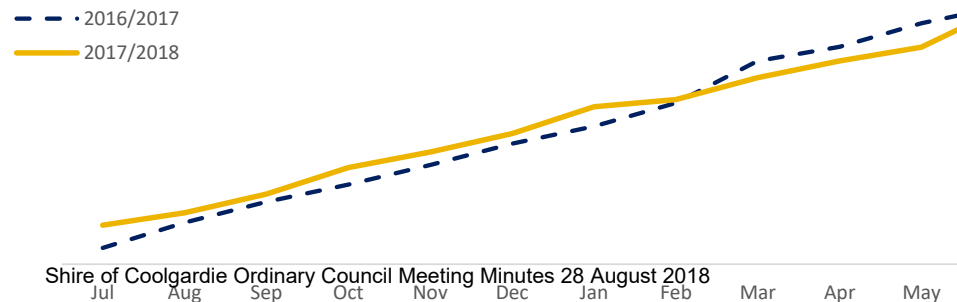
% EXPENDITURE SPENT



YTD Income Year on Year



YTD Expenditure Year on Year



Manager's commentary

- Expenditure Variance – no major breakdowns or major costs associated with plant this quarter. Budget was achieved in the financial year.
- Fleet has been well maintained for the financial year.



Parks

BUDGET YTD

INCOME



\$0

EXPENDITURE



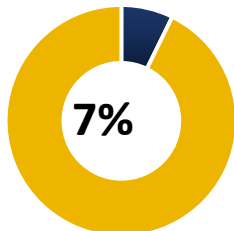
\$471,235

ACTUAL

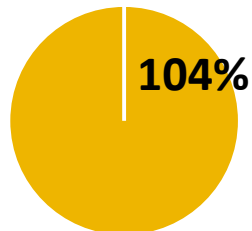
\$0

\$487,868

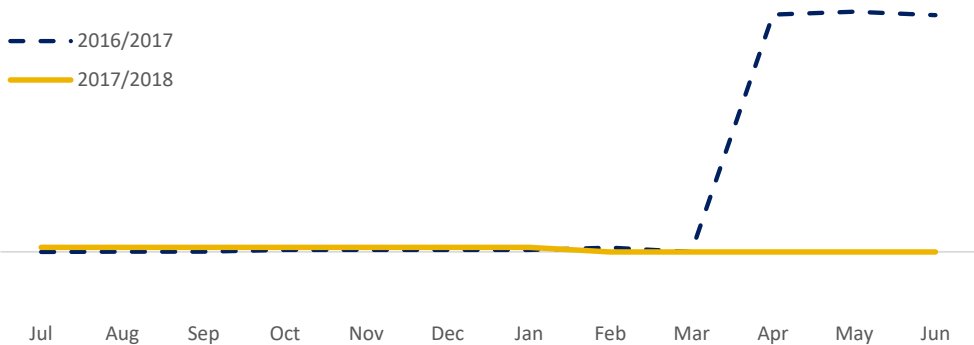
SHARE OF RATES



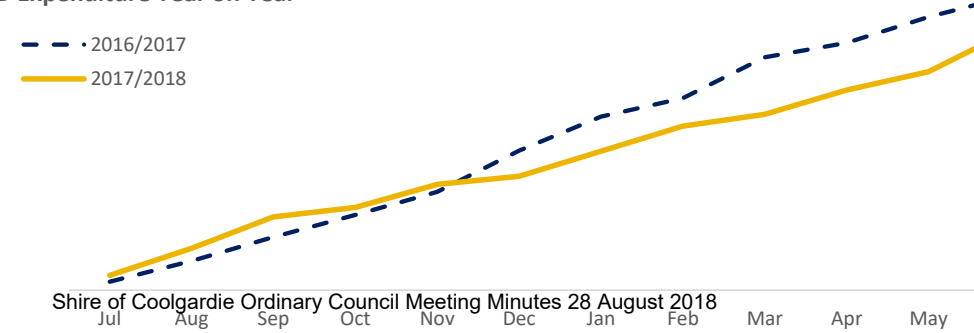
% EXPENDITURE SPENT



YTD Income Year on Year



YTD Expenditure Year on Year



Manager's commentary

- Expenditure Variance – slight overspend at EOFY 2017/18 possibly due to major repairs to reticulation system in our parks & ovals. All other operating costs were within acceptable limits.



Rec Centres Kambalda

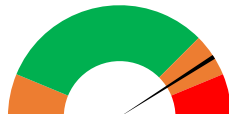
INCOME



\$111,565

\$110,268

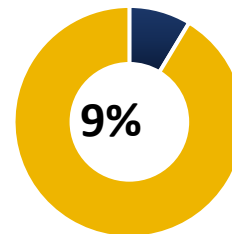
EXPENDITURE



\$540,795

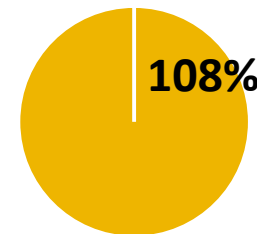
\$581,448

SHARE OF RATES



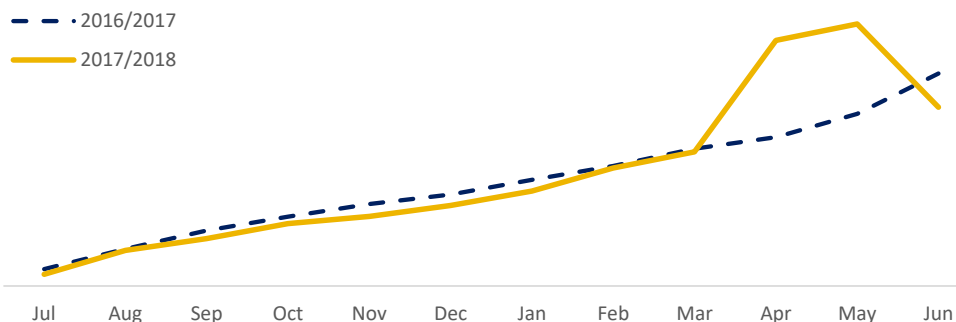
9%

% EXPENDITURE SPENT

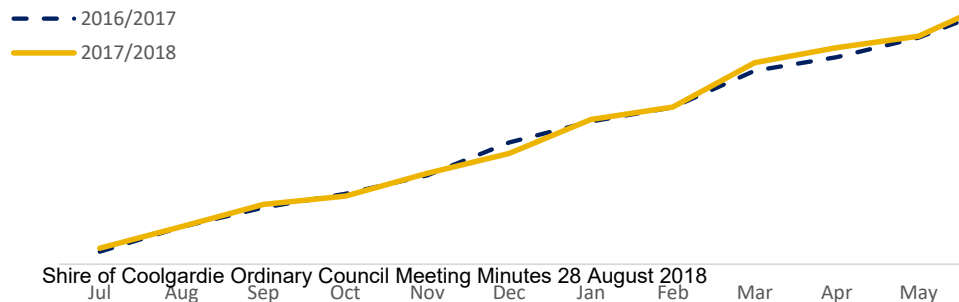


108%

YTD Income Year on Year



YTD Expenditure Year on Year



Manager's commentary

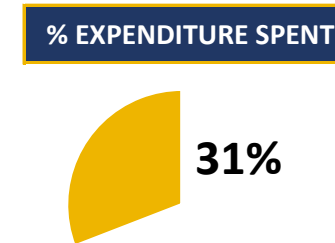
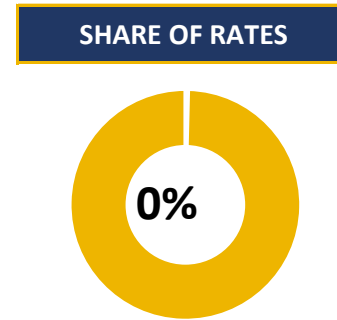
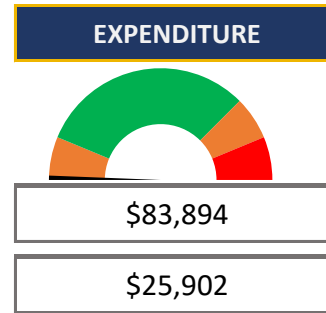
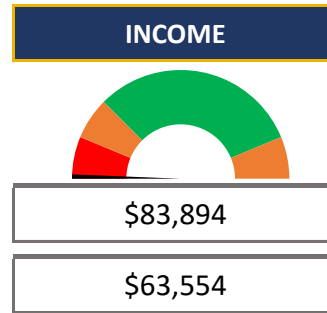
- ▶ The expenditure spent for the year is higher due to extra maintenance that was required for the building
- ▶ Staff wages were lower because we had staff change over and position titles changed.



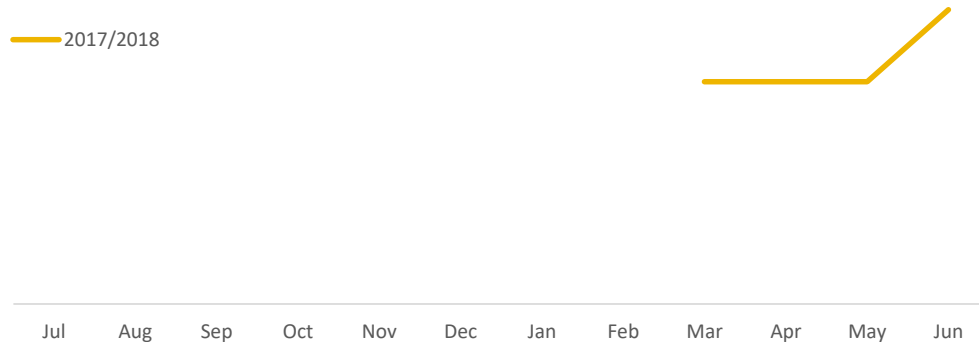
GVROC Facility

BUDGET YTD

ACTUAL



YTD Income Year on Year



YTD Expenditure Year on Year



Manager's commentary

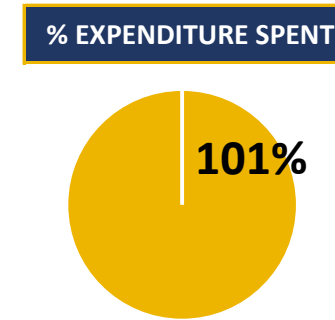
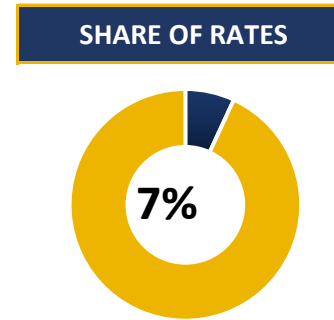
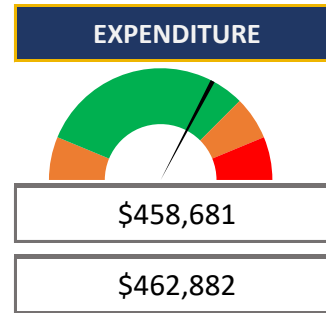
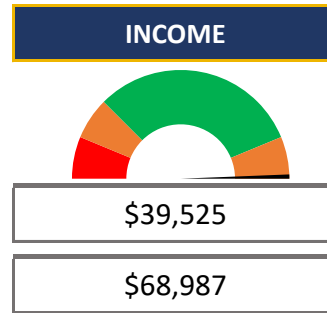
- ▶ Expenditure and Income for the facility were only for 3 months and debtors and creditors transitioned to the Shire
- ▶ The expenses and income over 18/19 will be a fairer representation given for a 12 month period



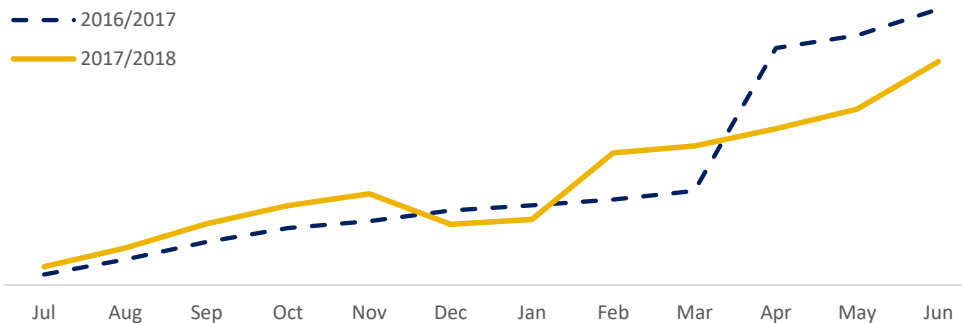
Tourism & Museums

BUDGET YTD

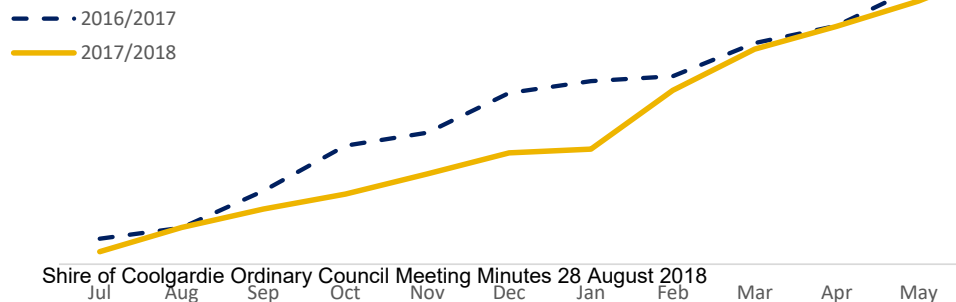
ACTUAL



YTD Income Year on Year



YTD Expenditure Year on Year



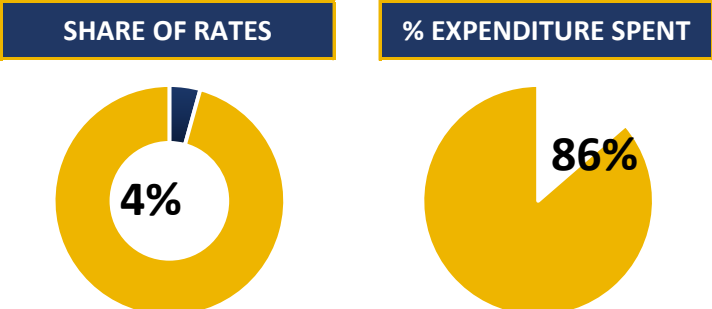
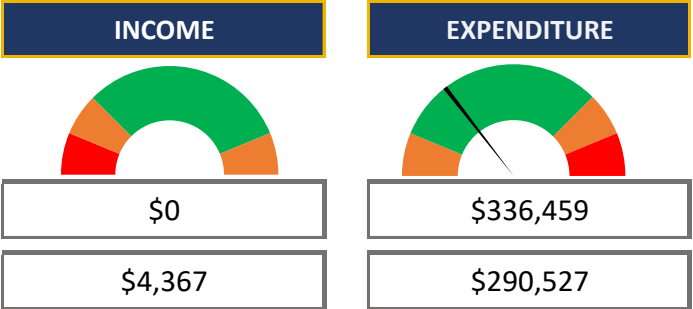
Manager's commentary

- ▶ The Tourism and Museums tracked as expected for the 17/18 financial year with the budget being slightly over in expenditure however with the forecast of the 18/19 budget restructure, we expect to see Tourism and Museums stay within the budget allowance.

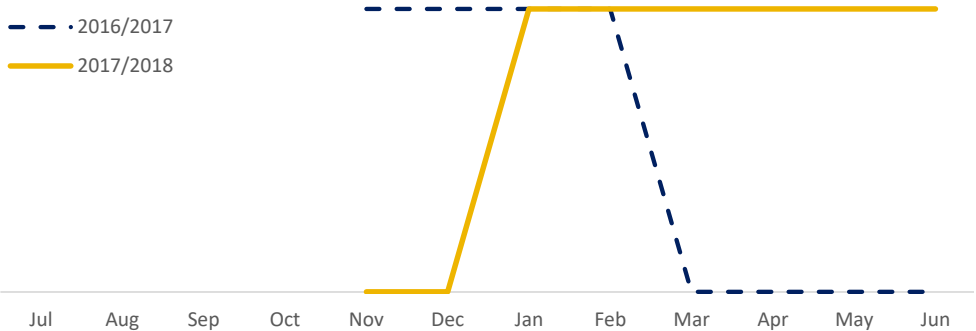


Depots and Street Lighting

BUDGET YTD
ACTUAL



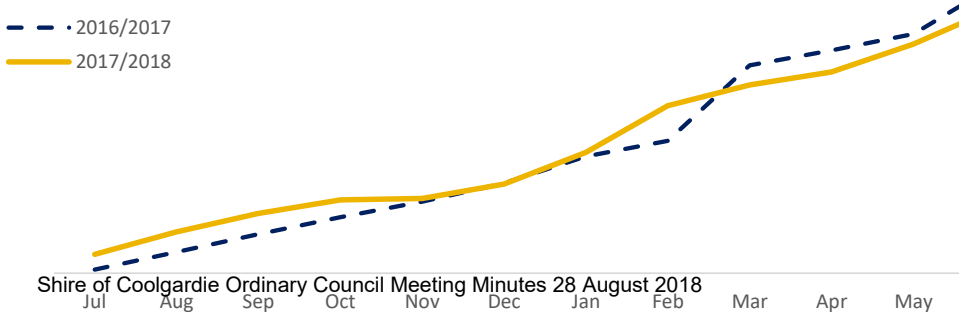
YTD Income Year on Year



Manager's commentary

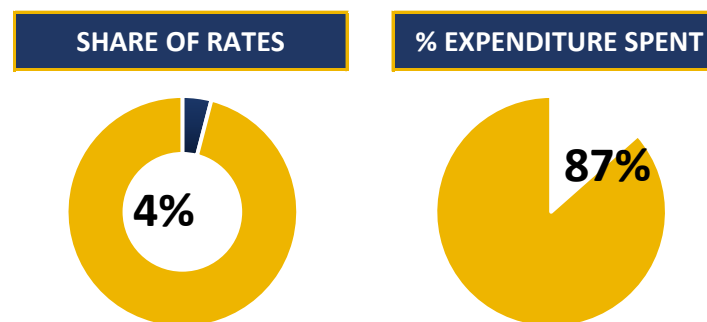
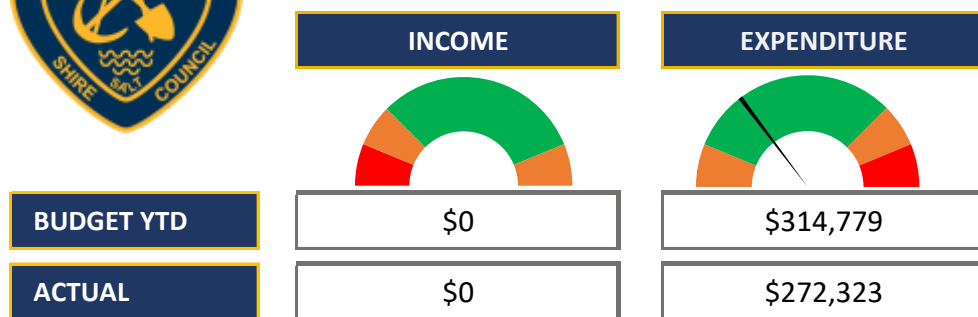
- Overall Income and Expenditure – budget was within anticipated or forecasted limits. Minor savings achieved.

YTD Expenditure Year on Year





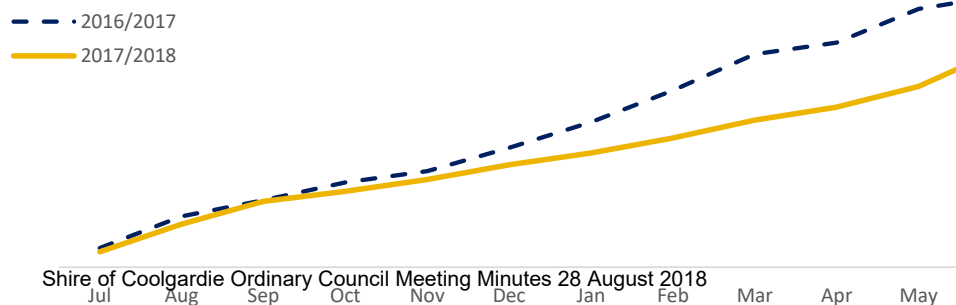
Verges



Manager's commentary

- ▶ 2017/18 budget allocated successfully and achieved acceptable savings goals through mindful management of staff and resources.
- ▶ Normal/usual verge maintenance will be ongoing for the new financial year.

YTD Expenditure Year on Year

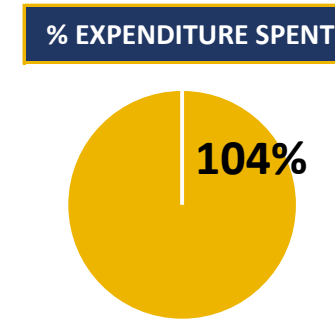
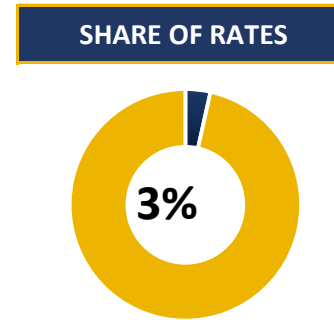
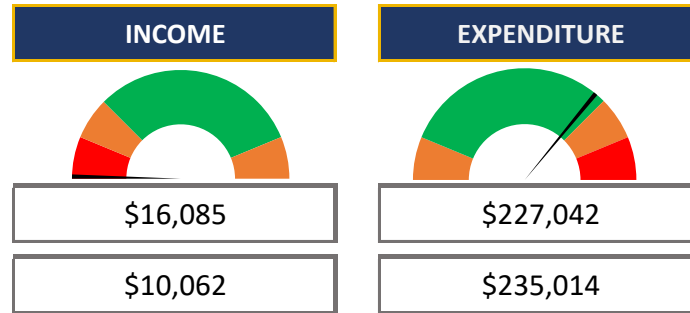




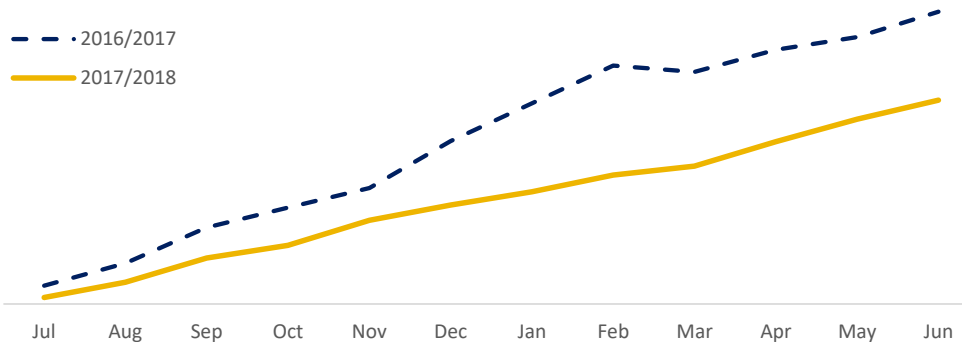
Rec Centres Coolgardie

BUDGET YTD

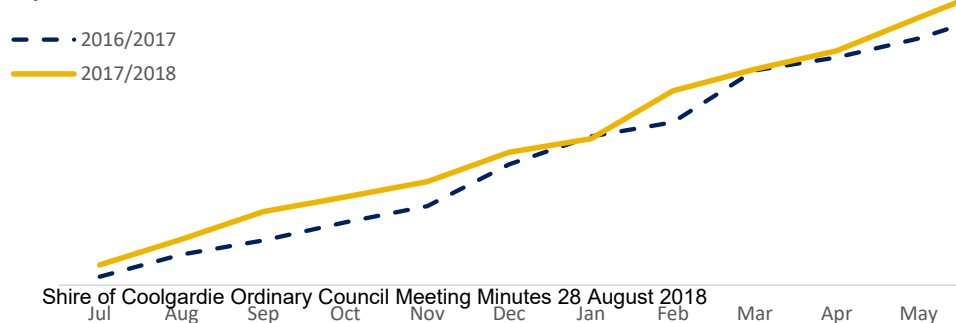
ACTUAL



YTD Income Year on Year



YTD Expenditure Year on Year



Manager's commentary

- ▶ The Coolgardie Community Recreation Centre finished the 2017/2018 financial year with the budget being slightly over. This is due to unplanned maintenance that needed to be done.
- ▶ As per the previous months comments, the income for the Gym is down due to the road works contractors having relocated away from Coolgardie.

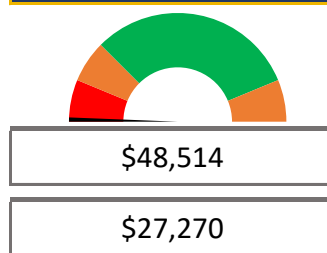


Pools Kambalda

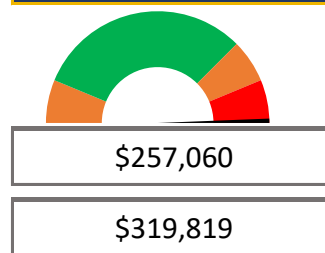
BUDGET YTD

ACTUAL

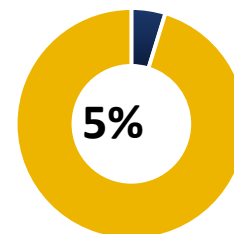
INCOME



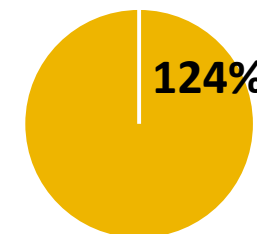
EXPENDITURE



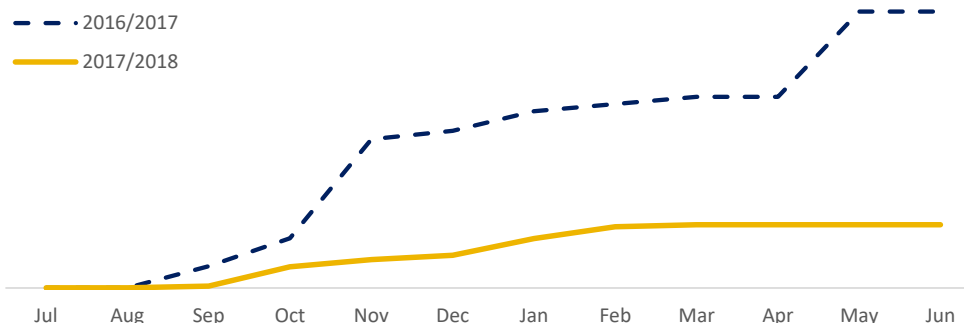
SHARE OF RATES



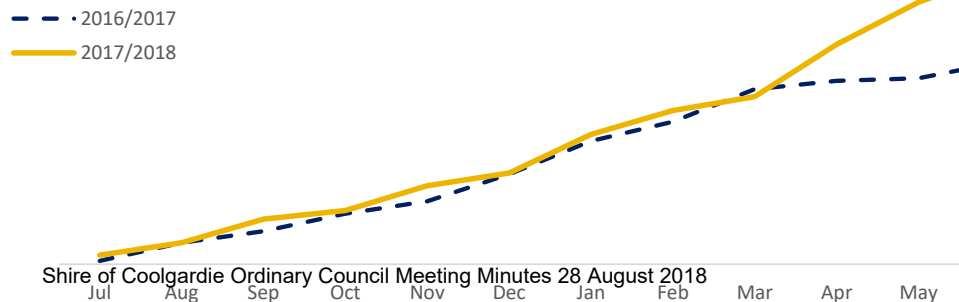
% EXPENDITURE SPENT



YTD Income Year on Year



YTD Expenditure Year on Year



Manager's commentary

- ▶ The revenue for the pool was under budget due to the forced shut down during the period following the storm
- ▶ Expenditure for the pool is over 24% due to expenses incurred for the draining of the pool, dewatering and engagement of structural engineer for report on shell of the pool. Anticipated to end year in excess of \$125,000 over budget

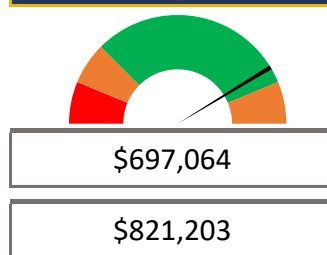


Waste

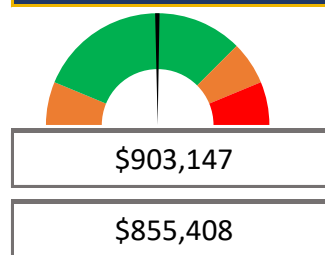
BUDGET YTD

ACTUAL

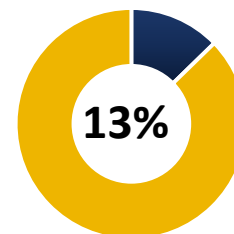
INCOME



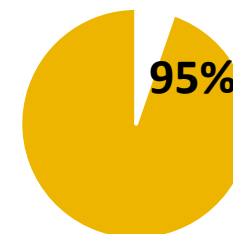
EXPENDITURE



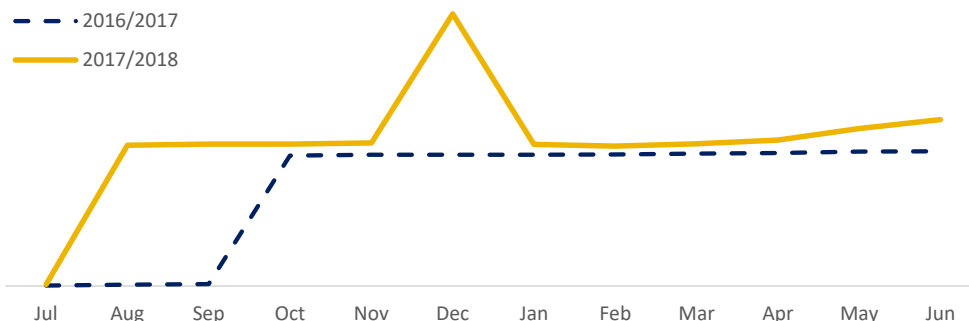
SHARE OF RATES



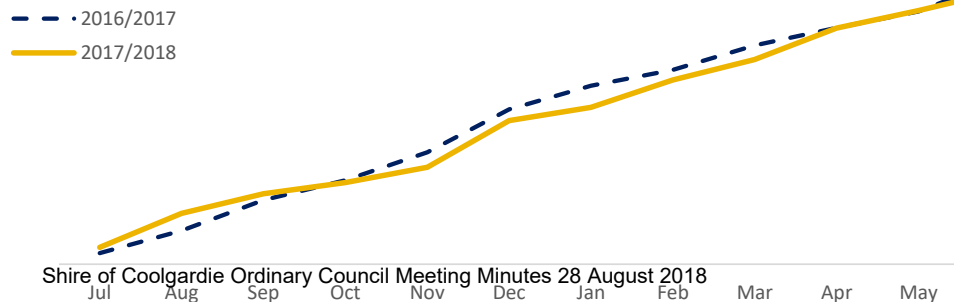
% EXPENDITURE SPENT



YTD Income Year on Year



YTD Expenditure Year on Year



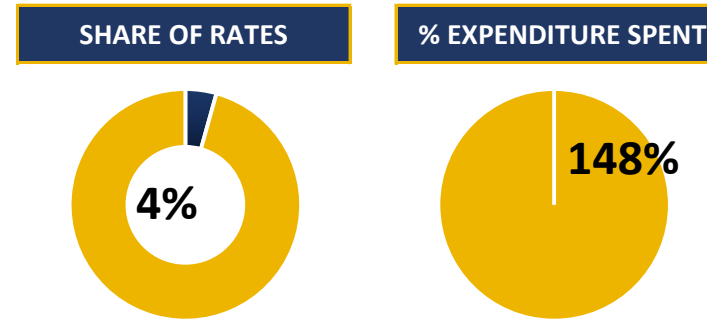
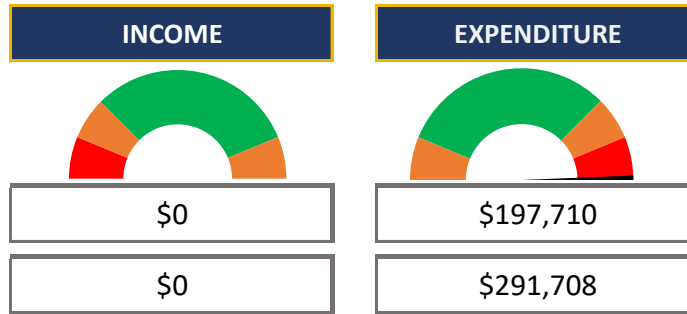
Manager's Commentary:

- ▶ The Kambalda Transfer Station and subsequent transfer of waste and the associated upgrade /changes required at the Coolgardie Refuse Site to accommodate this will present an impact on budget for FY 18/19 and has been accounted for in budget planning.
- ▶ The potential contamination investigation of Kambalda Tip by DWER is ongoing and allowed for in the FY 18/19 budget.
- ▶ The new domestic waste contractor and Shire ownership of wheelie bins will impact budget this year with on going long term savings.



IT

BUDGET YTD
ACTUAL

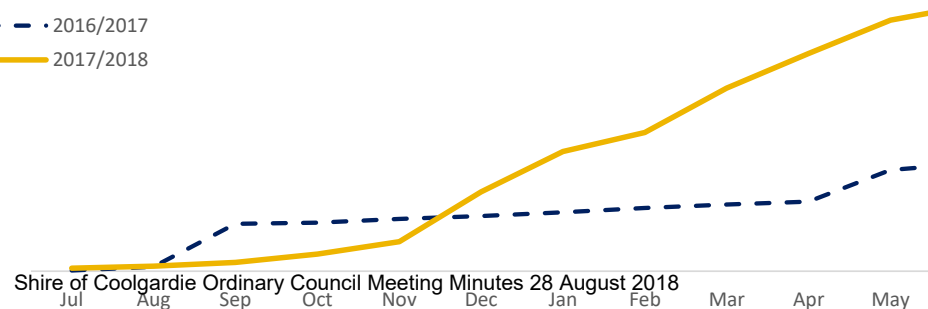


Manager's commentary

- ▶ Over budget for the 17/18 financial year by a significant amount due to amount of IT support that has been required to keep our systems up and running as well as some Project Work.
- ▶ We hope to keep on budget during the 2018/2019 financial year with the engagement of Market Creations which will minimise the amount of Support required.

YTD Expenditure Year on Year

--- 2016/2017
— 2017/2018



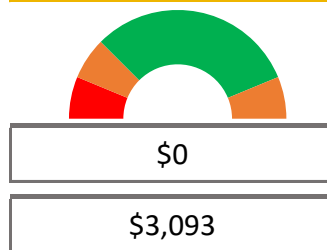


Human Resources

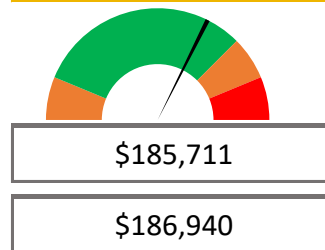
BUDGET YTD

ACTUAL

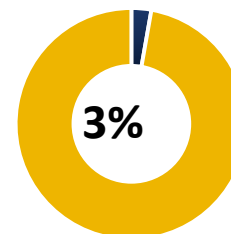
INCOME



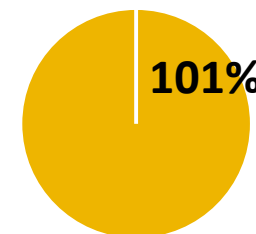
EXPENDITURE



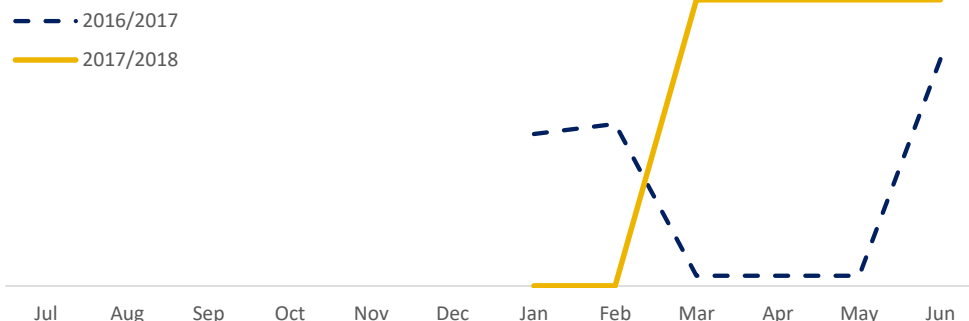
SHARE OF RATES



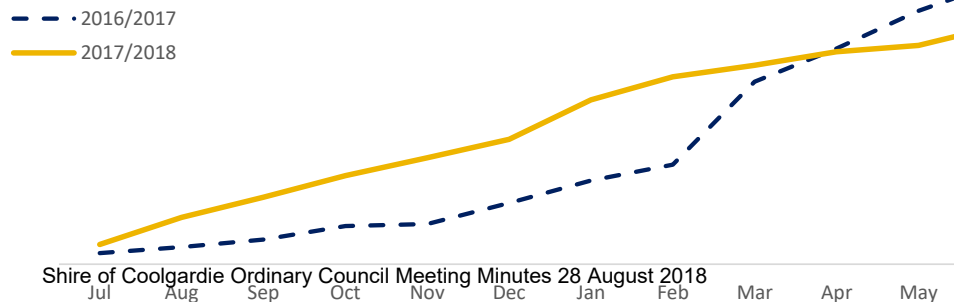
% EXPENDITURE SPENT



YTD Income Year on Year



YTD Expenditure Year on Year



Manager's commentary

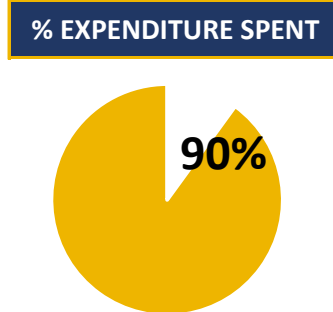
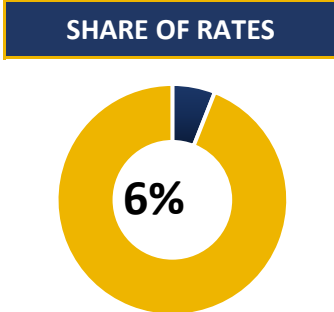
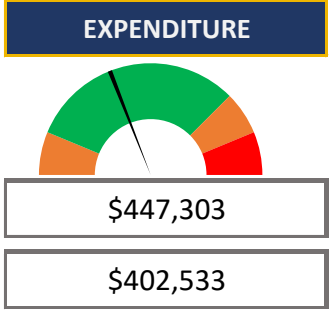
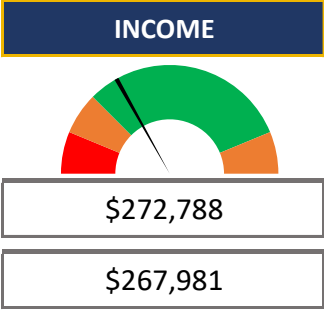
- ▶ Human Resources budget slightly over for the financial year. This is due to a few budget allocations at the start of the financial year which have been rectified in the 2018/2019 budget.



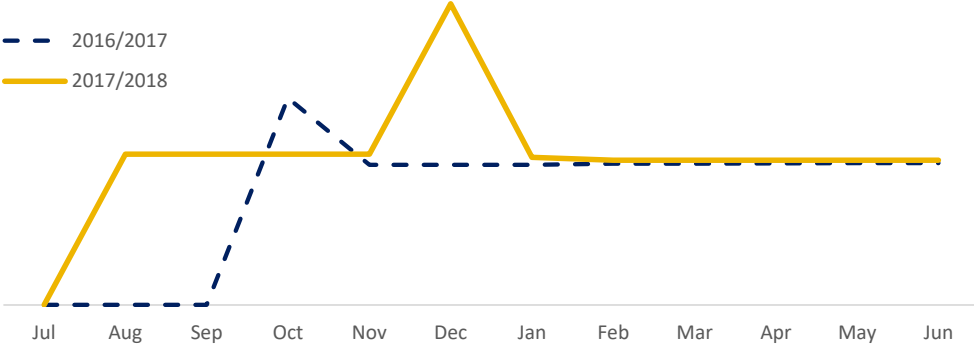
Sewerage

BUDGET YTD

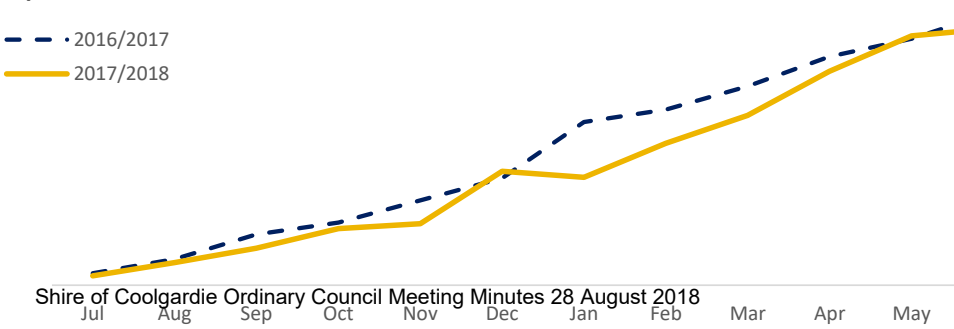
ACTUAL



YTD Income Year on Year



YTD Expenditure Year on Year



Manager's commentary

- ▶ Income and Expenditure – budget is within anticipated and forecasted limits.
- ▶ Normal sewerage maintenance will be ongoing for FY 18/19.



Pools Coolgardie

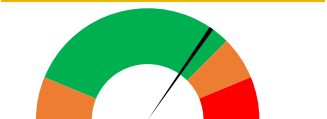
BUDGET YTD

INCOME



\$9,776

EXPENDITURE



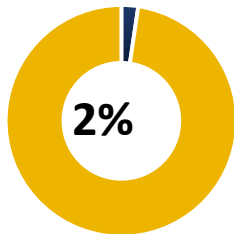
\$153,574

ACTUAL

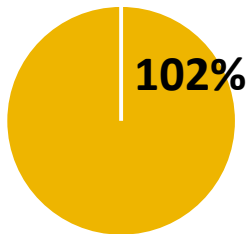
\$7,756

\$157,393

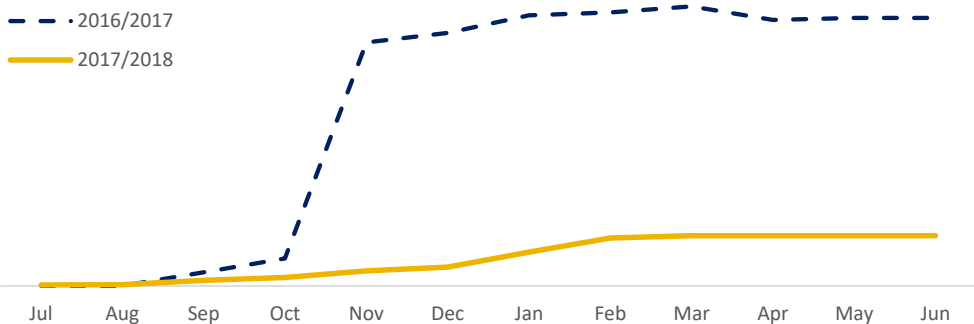
SHARE OF RATES



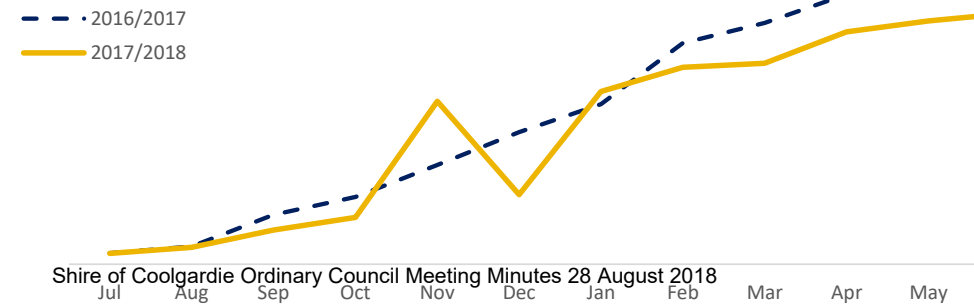
% EXPENDITURE SPENT



YTD Income Year on Year



YTD Expenditure Year on Year

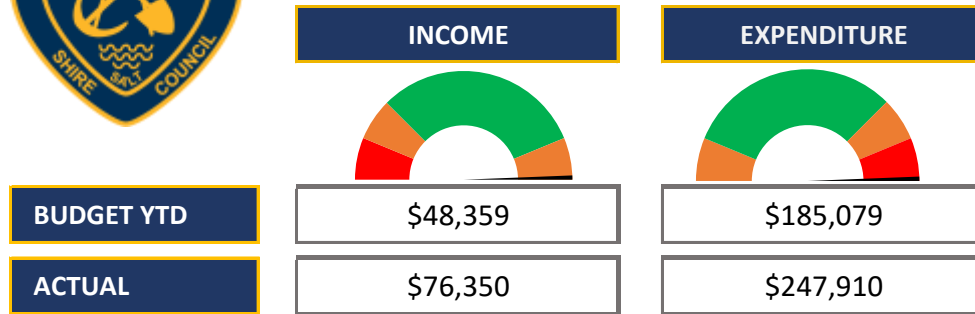


Manager's commentary

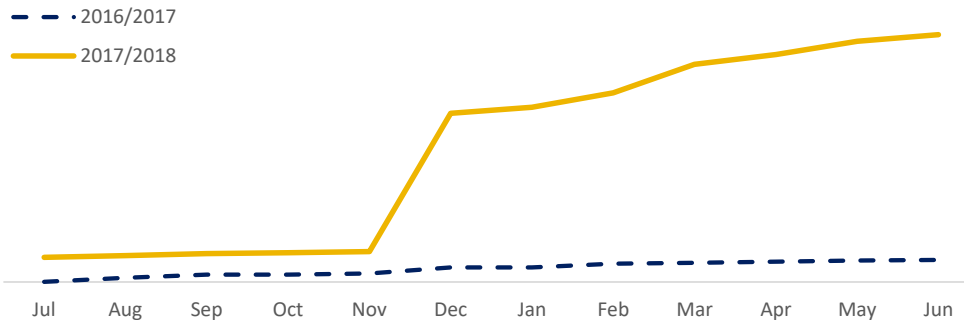
- ▶ The revenue for the year ended up less than budget due largely too the 17/18 budget being slightly optimistic
- ▶ Expenditure for the year only ended up being slightly over



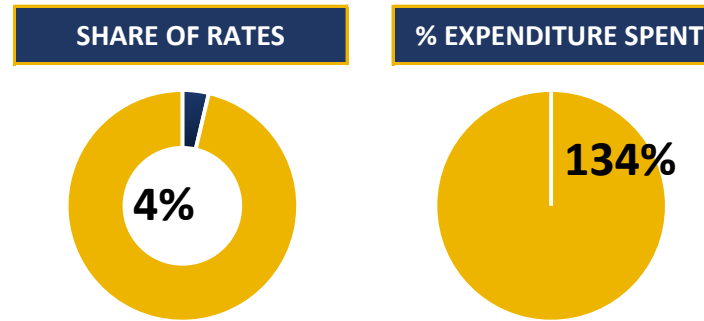
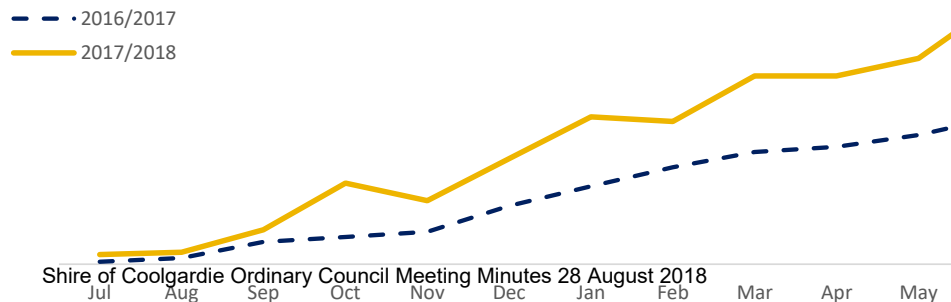
Development Control



YTD Income Year on Year



YTD Expenditure Year on Year

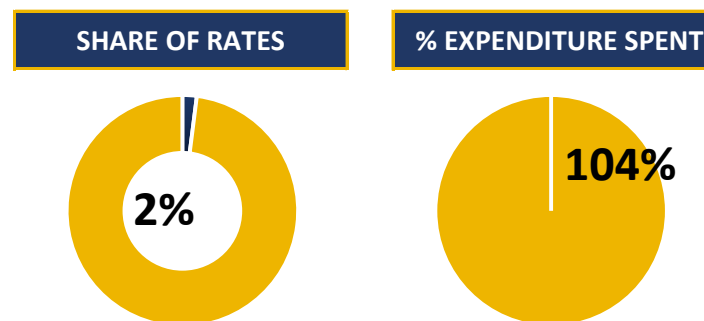
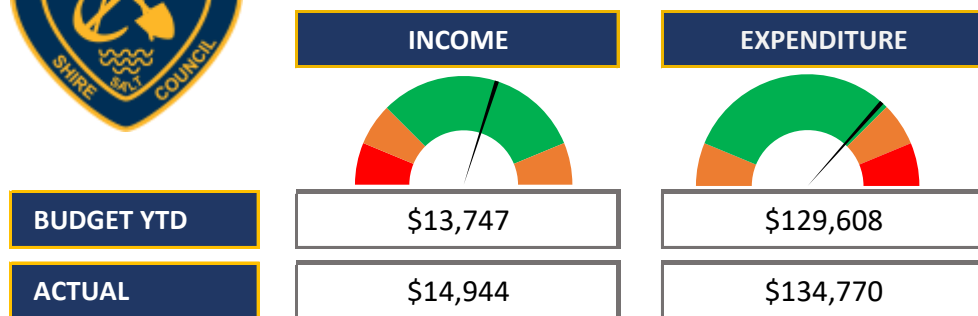


Manager's commentary

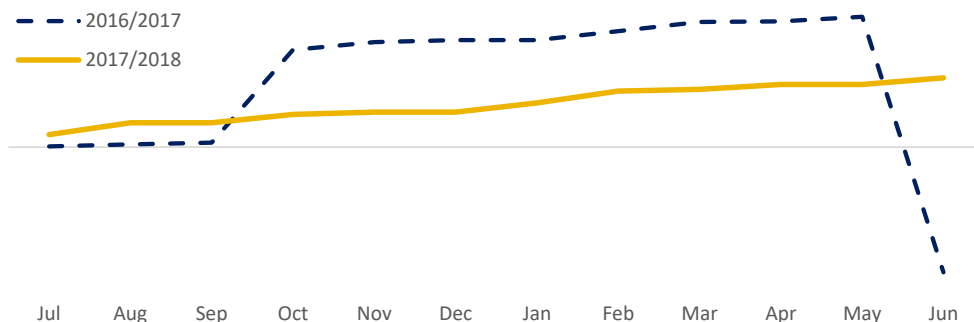
- ▶ Development control includes building and planning revenue and expenditure
- ▶ The significant increase in expenditure was due to the cost of building assessment on all the structure renewal of roofs damaged by the storm. It is estimated this cost in excess of \$70,000 for assessment with minimal revenue
- ▶ The increase in revenue was due to receipt of revenue for the planning application for Tellus



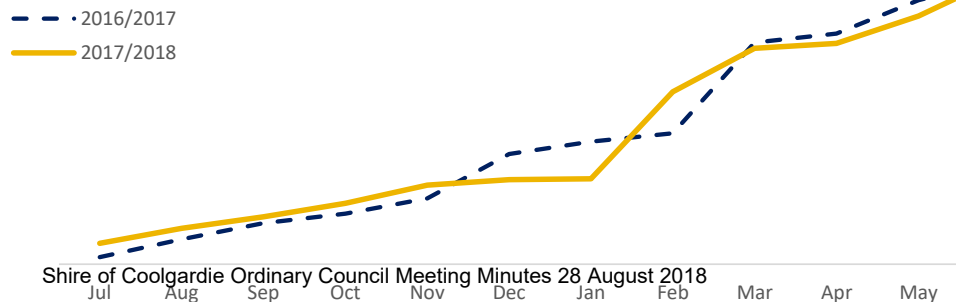
Clubs



YTD Income Year on Year



YTD Expenditure Year on Year

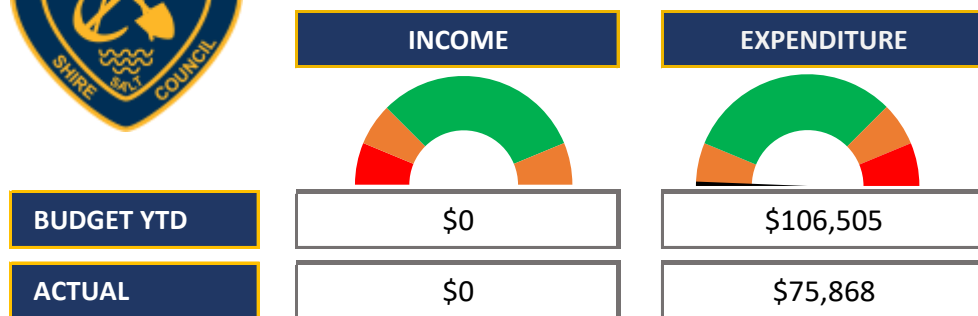


Manager's commentary

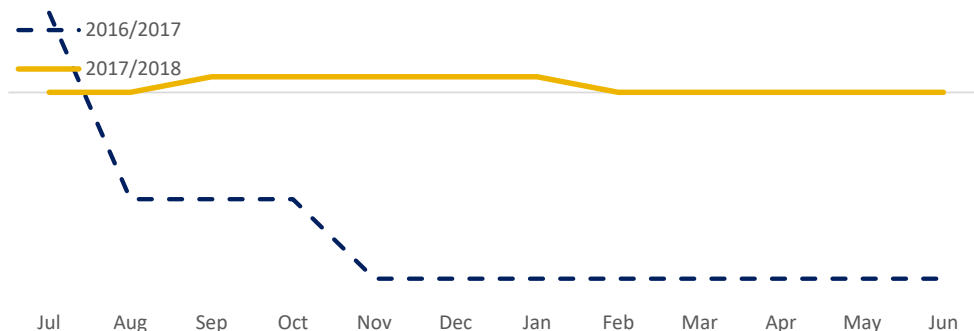
- The clubs account over the financial year 17/18 has been slightly over, but within an acceptable range for the period. This shows the budget modelling was appropriate for this period.



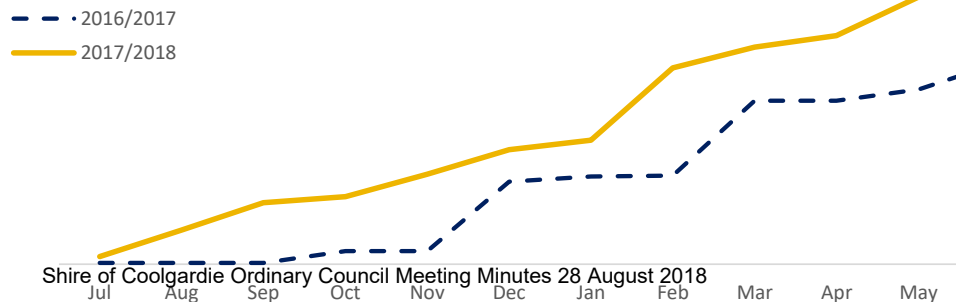
Law & Order



YTD Income Year on Year



YTD Expenditure Year on Year

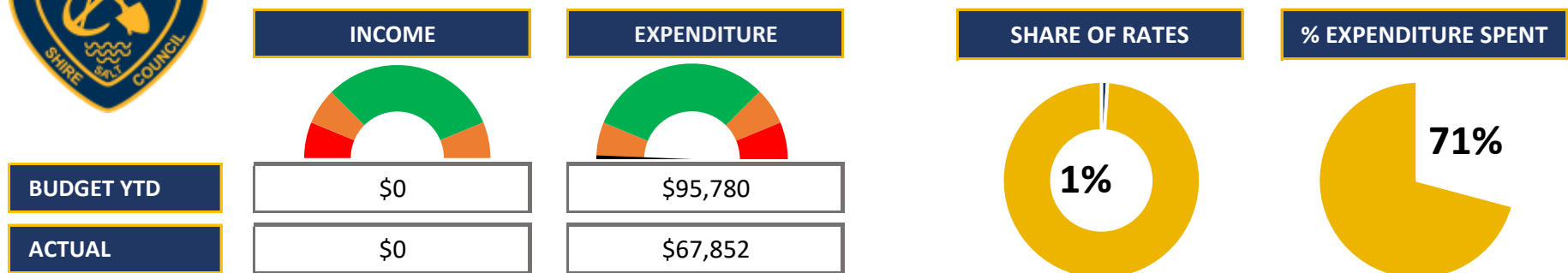


Manager's commentary

- ▶ Expenditure for law and order was under budget due to lack of staff resources for around 6 weeks
- ▶ The 18/19 budget has included resources from the City of Kalgoorlie – Boulder for both ranger and compliance services
- ▶ The level of expenditure was not a true reflection of the level of service the Council expected to be offered to the community



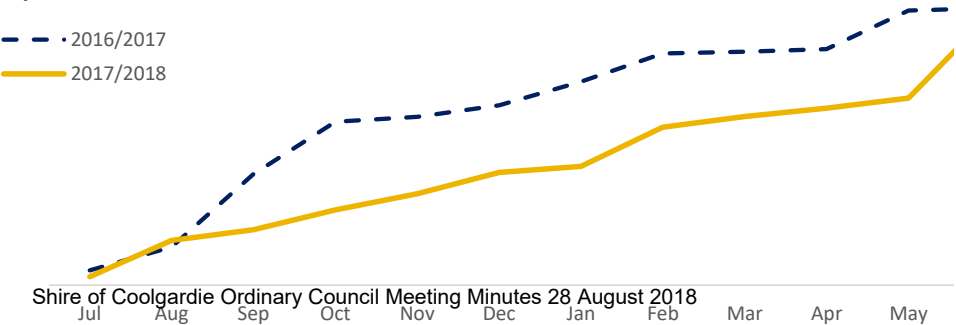
Drainage



Manager’s commentary

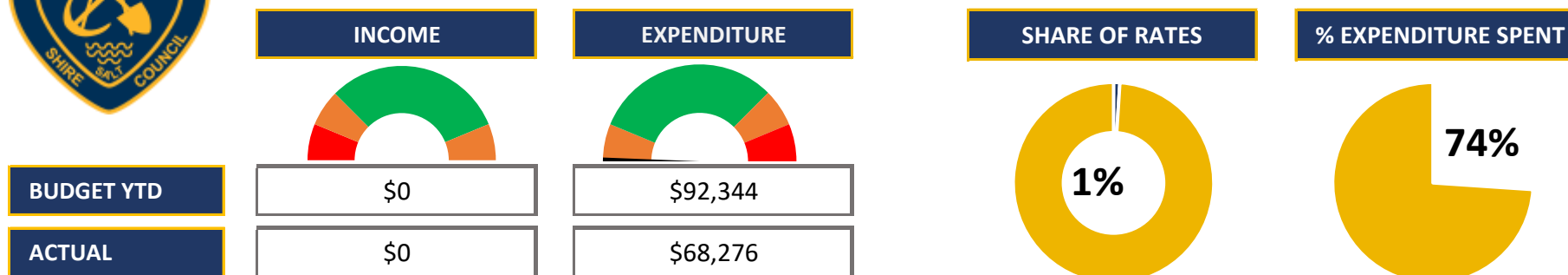
- Expenditure Variance – underspend due to prioritisation of work force.
- At planning stage for programming of works for 2018/19.

YTD Expenditure Year on Year





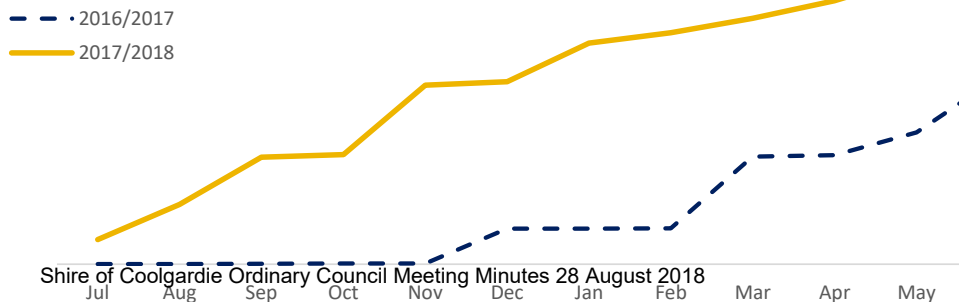
Records



Manager's commentary

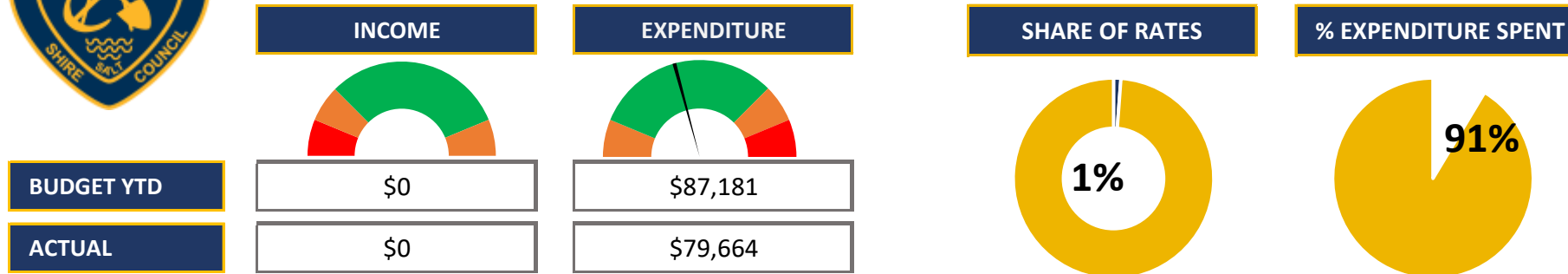
- ▶ Records has finished the year under budget. Some of this would be due to the Goldfields Records Storage not being open for a number of months and the Shire not utilising its service to full capacity.

YTD Expenditure Year on Year





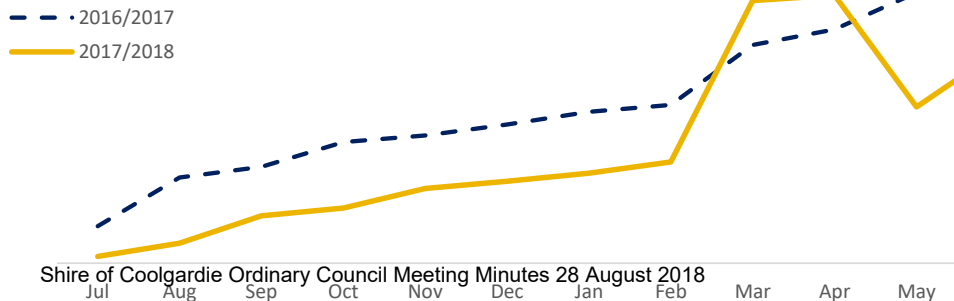
Footpath Maintenance



Manager's commentary

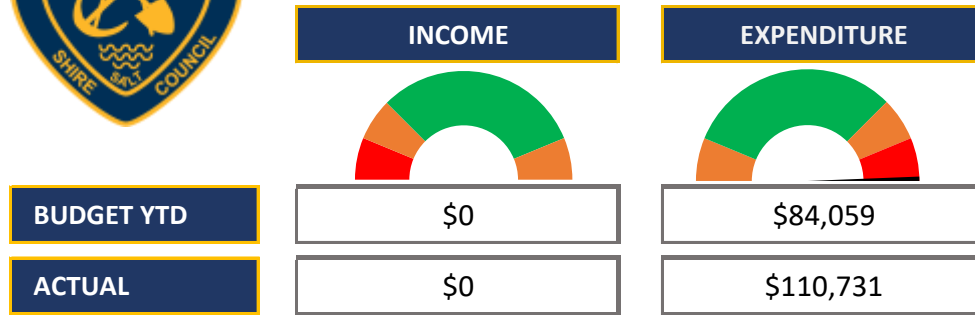
- Footpath Maintenance – budget is within anticipated or forecasted limits and normal footpath maintenance will be ongoing for the new financial year.

YTD Expenditure Year on Year





Community Development



YTD Income Year on Year

--- • 2016/2017

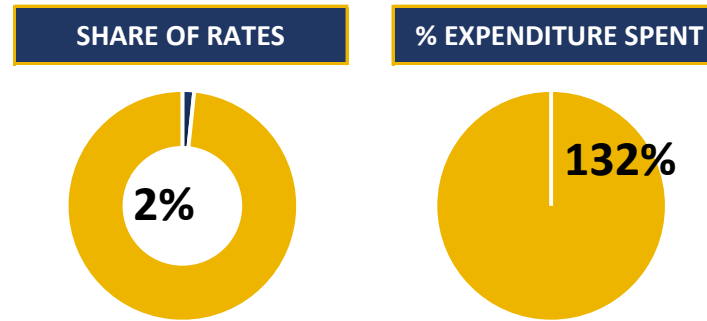
Jul Aug Sep Oct Nov Dec Jan Feb Mar Apr May Jun

YTD Expenditure Year on Year

--- • 2016/2017
— • 2017/2018

Shire of Coolgardie Ordinary Council Meeting Minutes 28 August 2018

Jul Aug Sep Oct Nov Dec Jan Feb Mar Apr May

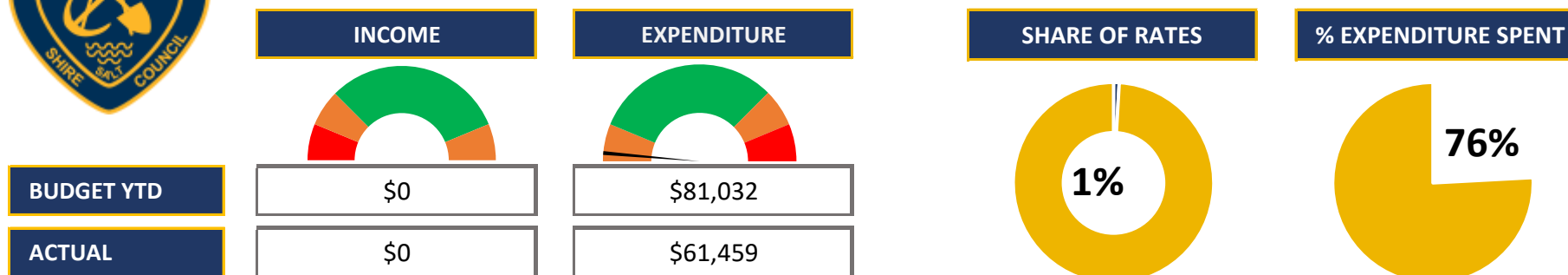


Manager's commentary

- ▶ This account is over due to issues with Synergy background data going into the incorrect account.
- ▶ Expenditure within this account is currently due to incorrect funds for long service leave.
- ▶ Work within the background of Synergy in payroll is being completed to correct this from happening in the 18/19 financial year.



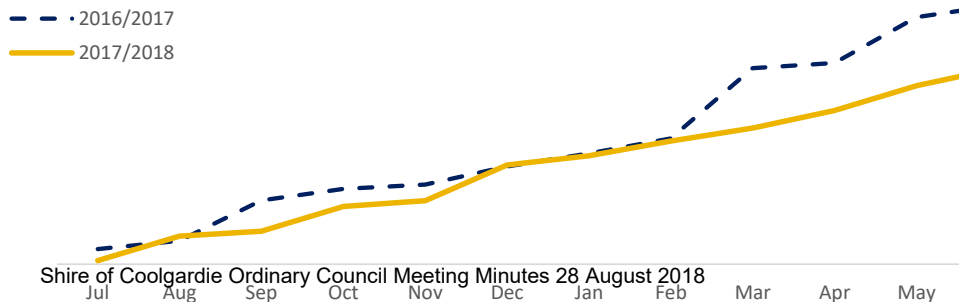
Trees



Manager's commentary

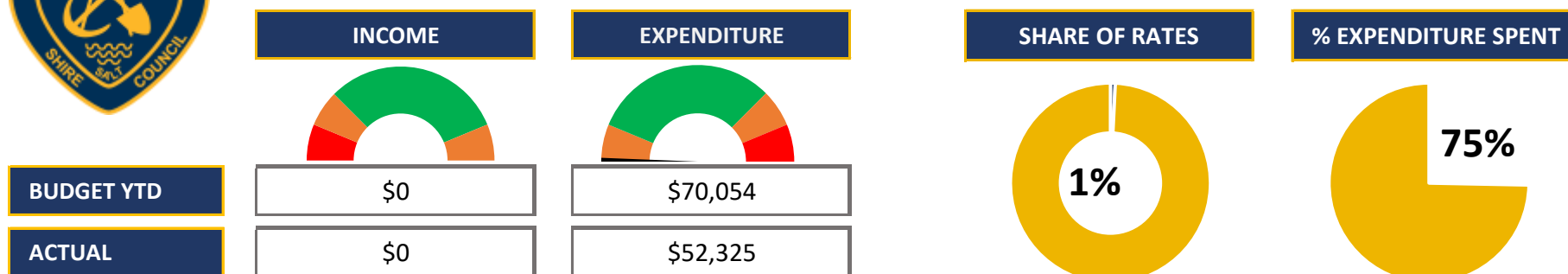
- ▶ Expense Variance – EOFY savings was achieved due to decreased growth activity/reduced maintenance.
- ▶ However, there is a strong focus in this year's budget for tree works - involving programmed lopping/removal based on Wester Power and other external consultants recommendations.

YTD Expenditure Year on Year





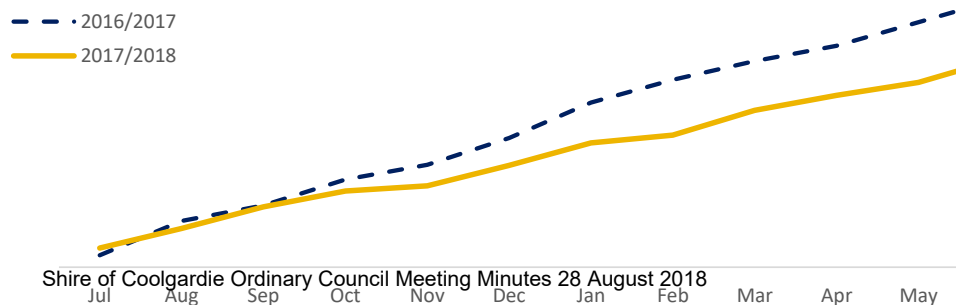
Public Amenities



Manager's commentary

- ▶ Expenditure Variance – achieved minimal budget savings for 2017/18.
- ▶ It is anticipated that with a budget similar to previous normal/usual maintenance will be ongoing for the new financial year.

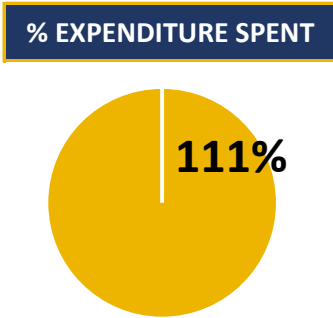
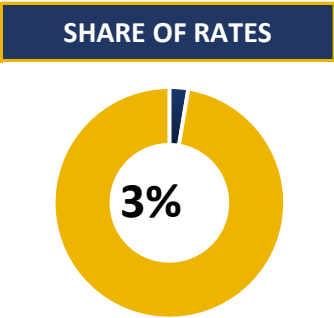
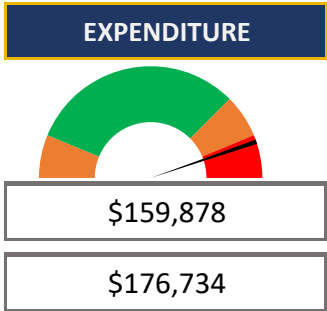
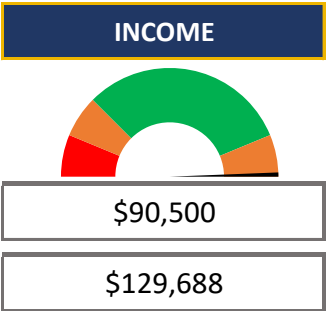
YTD Expenditure Year on Year



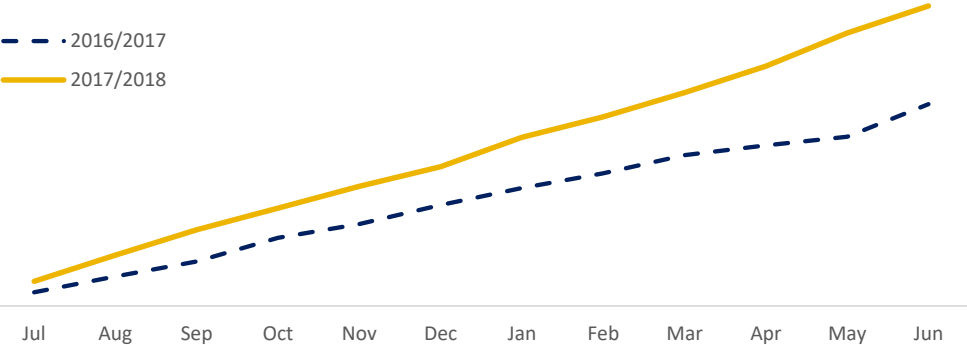


Council Housing

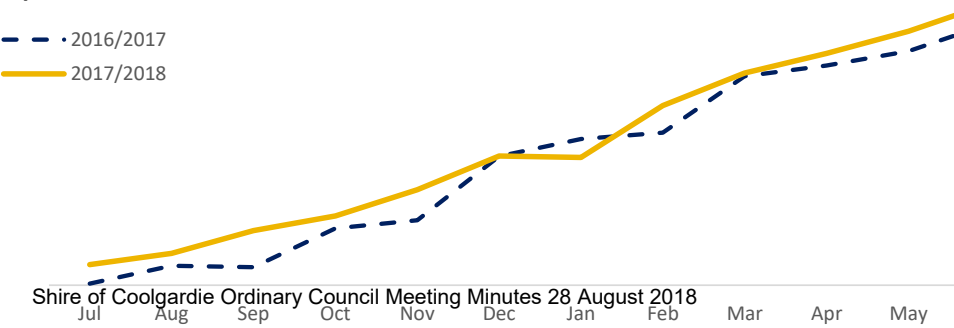
BUDGET YTD
ACTUAL



YTD Income Year on Year



YTD Expenditure Year on Year



Manager's commentary

- ▶ To finish 17/18 financial year 11% over budget, there are a couple of reasons being;
- ▶ Properties requiring on going maintenance and repairs to a reasonable standard.
- ▶ Montana Units being a large component of the over spend ie: Bathroom replacement, air conditioner unit and extensive repairs

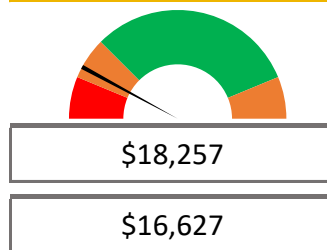


Animal Control

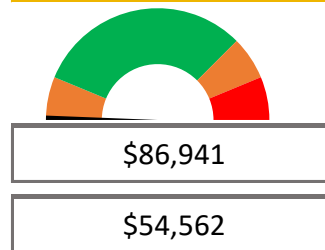
BUDGET YTD

ACTUAL

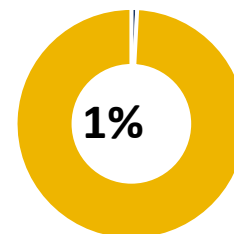
INCOME



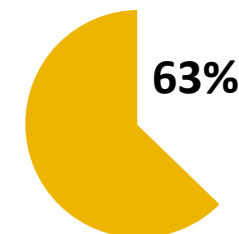
EXPENDITURE



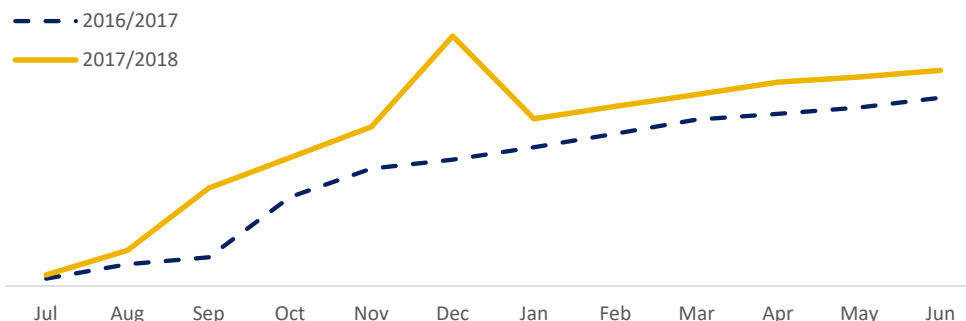
SHARE OF RATES



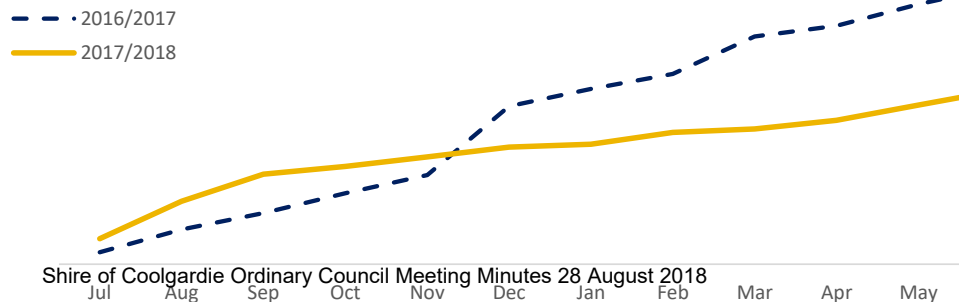
% EXPENDITURE SPENT



YTD Income Year on Year



YTD Expenditure Year on Year



Manager's commentary

- ▶ For the 17/18 financial year amounts are under forecasted amounts due to staffing changes.
- ▶ Within 18/19 period allocations based on current staffing rates within this account and time allocated to services will be better reflected, and with more effective service higher rates of income.



CRC Kambalda

INCOME



\$126,089

\$136,068

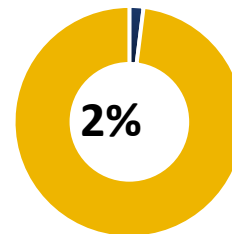
EXPENDITURE



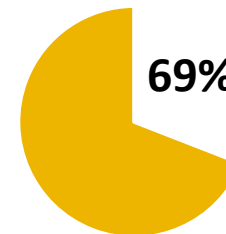
\$191,974

\$132,647

SHARE OF RATES



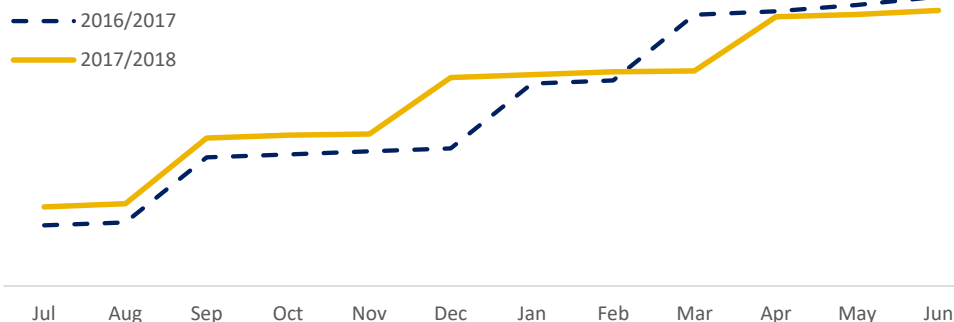
% EXPENDITURE SPENT



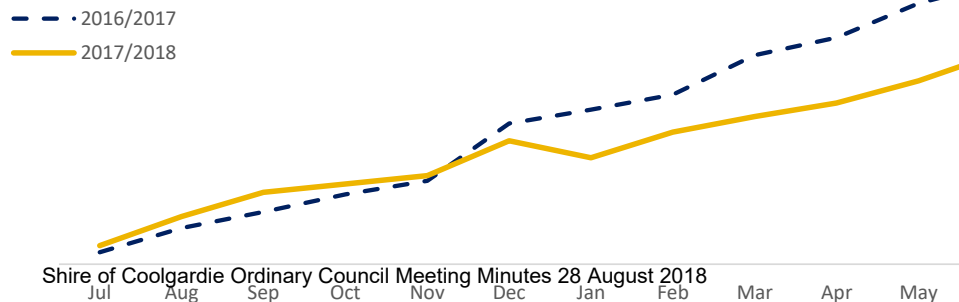
BUDGET YTD

ACTUAL

YTD Income Year on Year



YTD Expenditure Year on Year



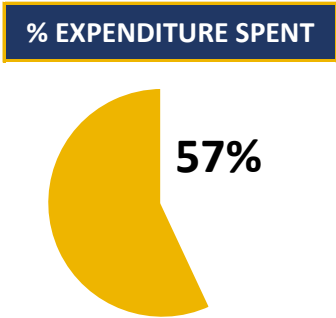
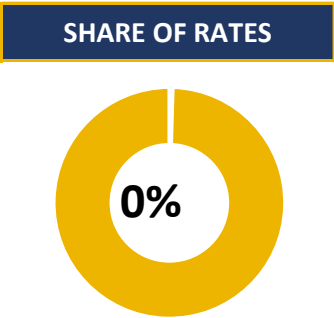
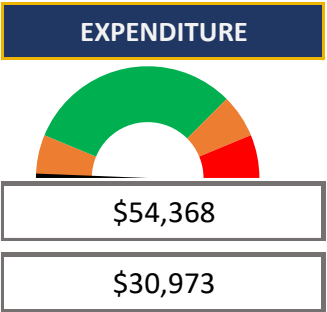
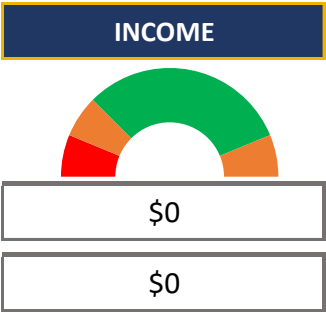
Manager's commentary

- Expenditure spent is much less due to staff changes. Since employing staff for this position staff wages and program development will increase.

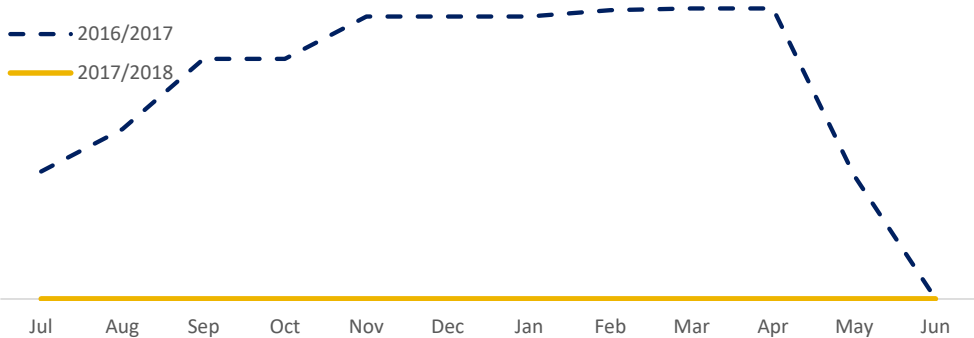


Medical Services

BUDGET YTD
ACTUAL



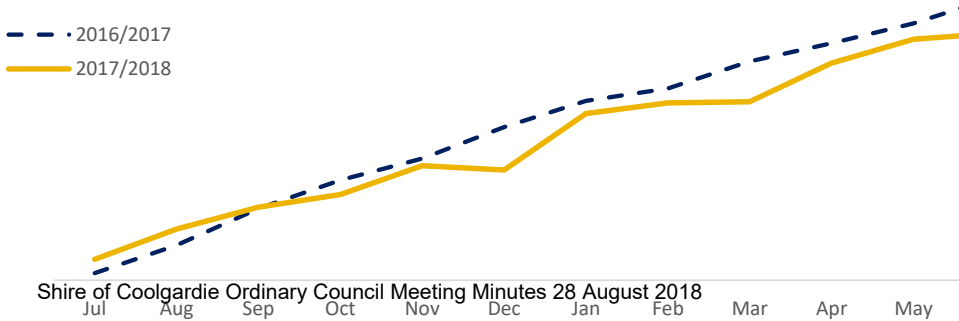
YTD Income Year on Year



Manager’s commentary

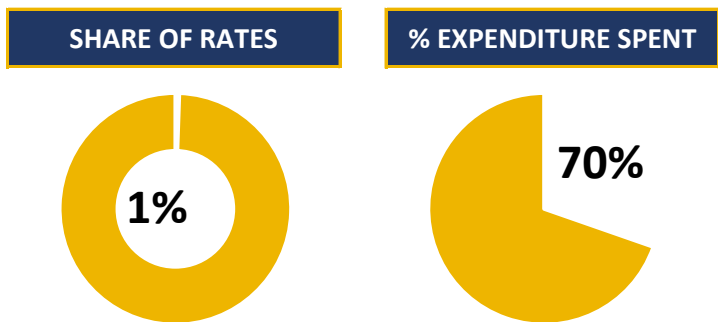
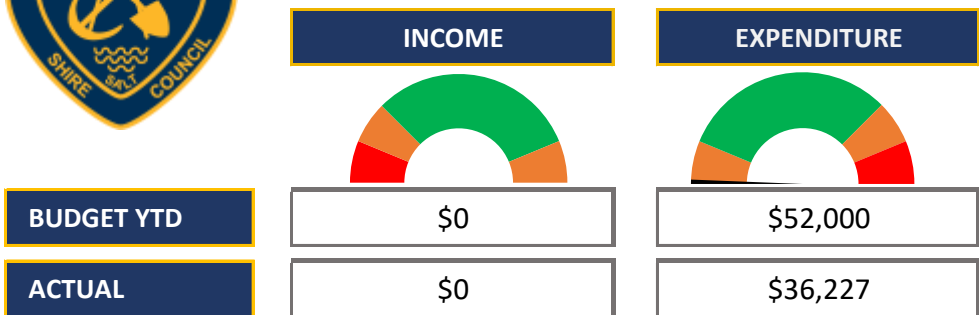
- ▶ Actual expenditure was below budget due to the withdrawal of services by Jupiter Health. Consequently operating expenditure on the provision of housing, motor vehicles and maintenance was down

YTD Expenditure Year on Year

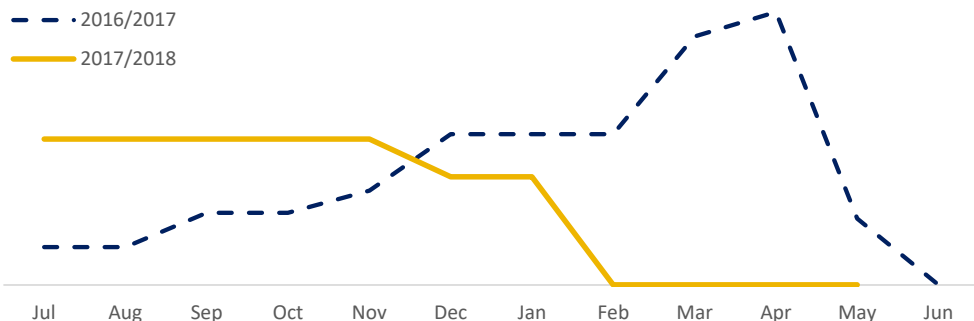




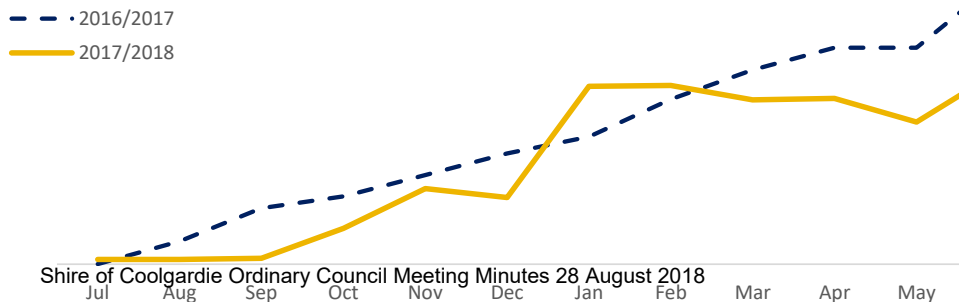
Health



YTD Income Year on Year



YTD Expenditure Year on Year

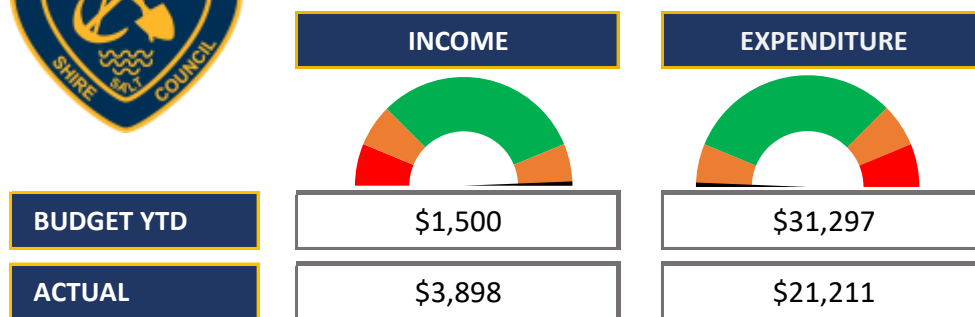


Manager's commentary

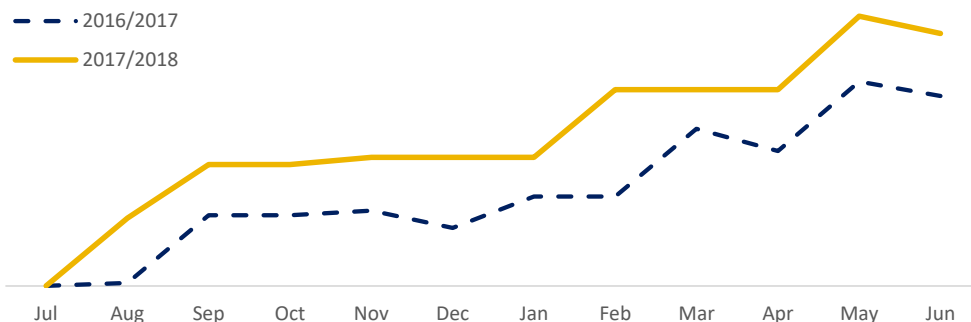
- ▶ Efficiencies gained in the engagement of the City of Kalgoorlie Boulder in providing Health services rather than full time provision of staff



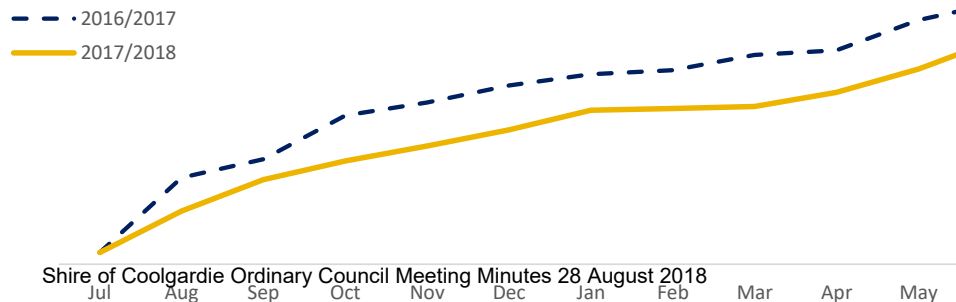
Cemetery



YTD Income Year on Year

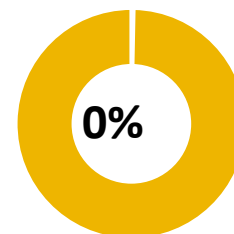


YTD Expenditure Year on Year

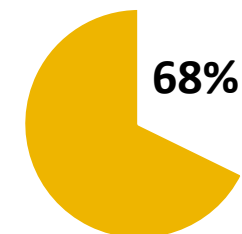


Shire of Coolgardie Ordinary Council Meeting Minutes 28 August 2018

SHARE OF RATES



% EXPENDITURE SPENT

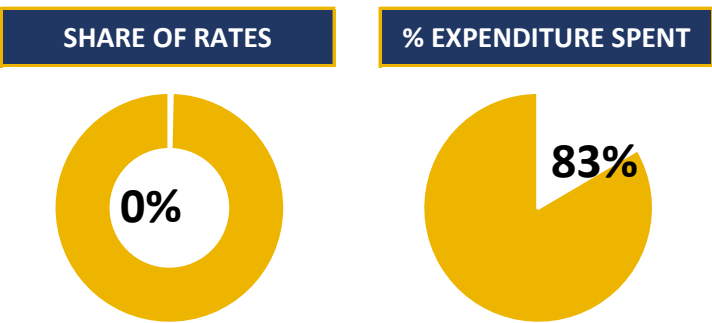
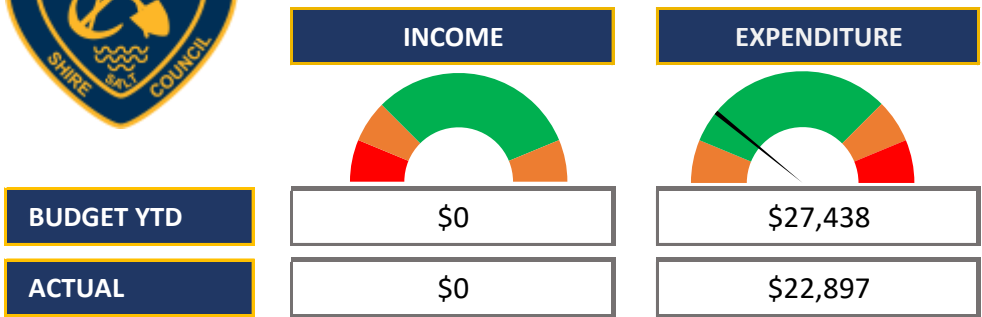


Manager's commentary

- ▶ **Income Variance** – above expected budget income (note: impossible to predict level of activity).
- ▶ **Expenditure Variance** – increased savings due to
 - ▶ 1) reduced operating costs (ie restructuring of work schedules for staff)
 - ▶ 2) some jobs are weather dependent ie no weeding due to minimal rainfall.



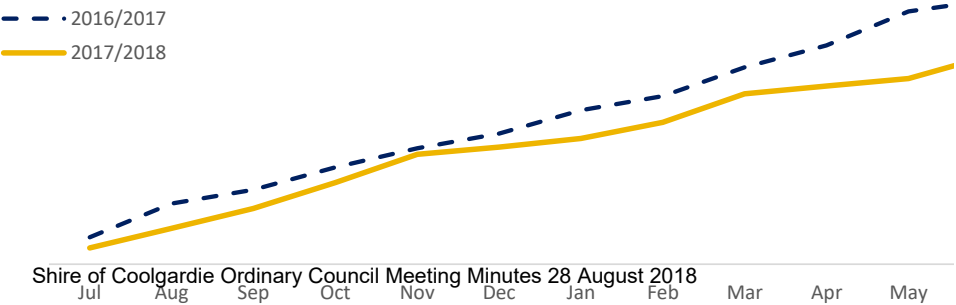
Look Out



Manager’s commentary

- Budget expenditure is within anticipated or forecasted limits.

YTD Expenditure Year on Year



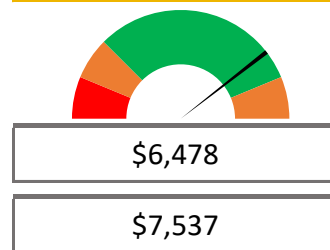


Fire Prevention

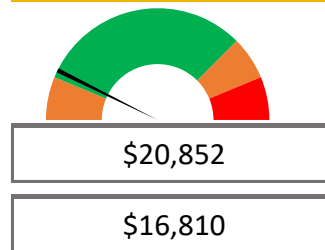
BUDGET YTD

ACTUAL

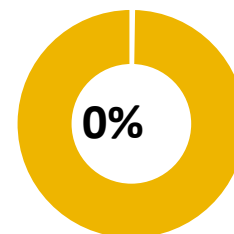
INCOME



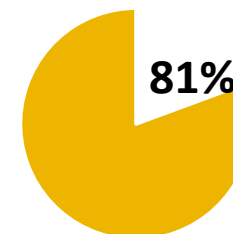
EXPENDITURE



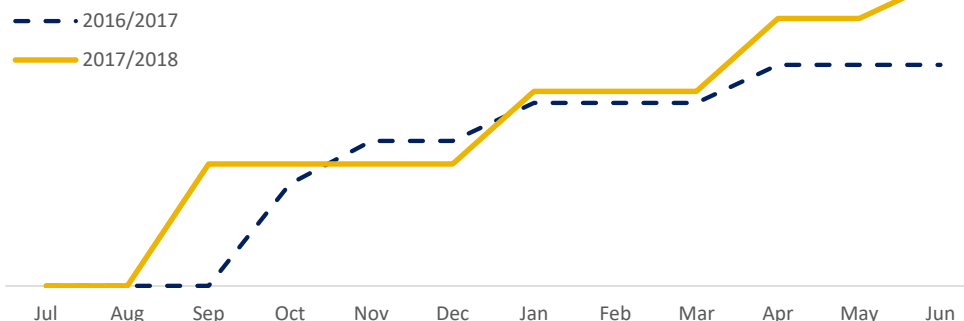
SHARE OF RATES



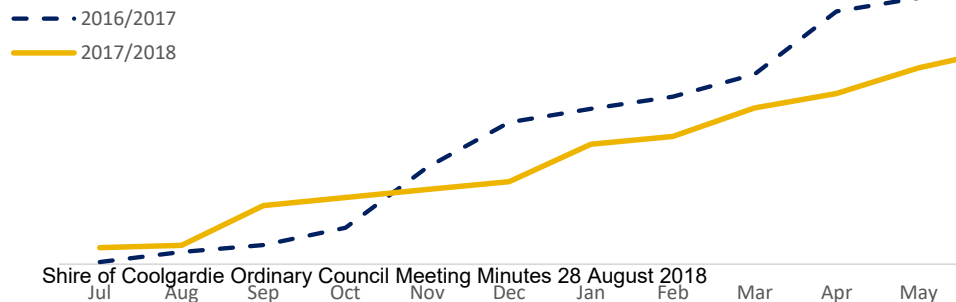
% EXPENDITURE SPENT



YTD Income Year on Year



YTD Expenditure Year on Year



Manager's commentary

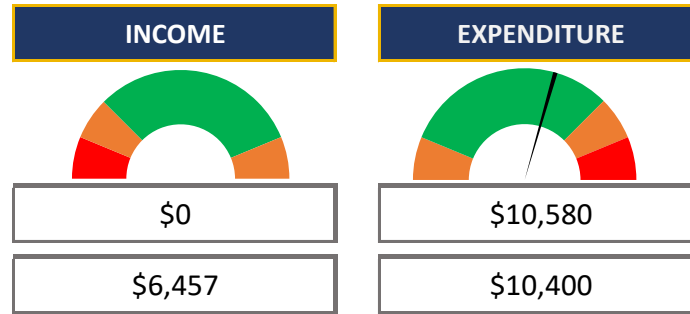
- Fire prevention has been within range for the 17/18 financial period, showing adequate modelling during the period.



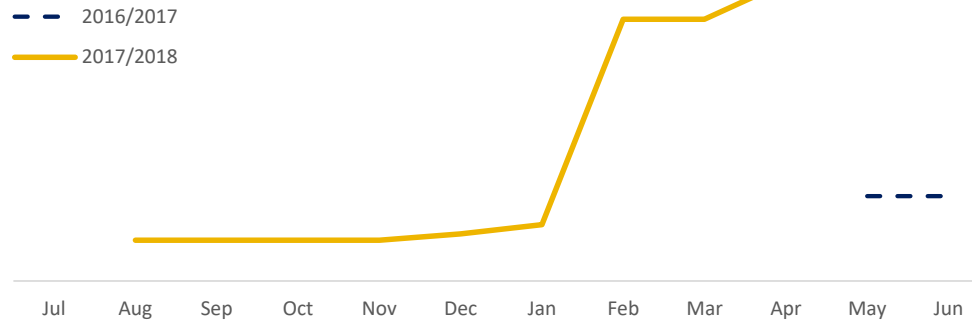
Environmental Health

BUDGET YTD

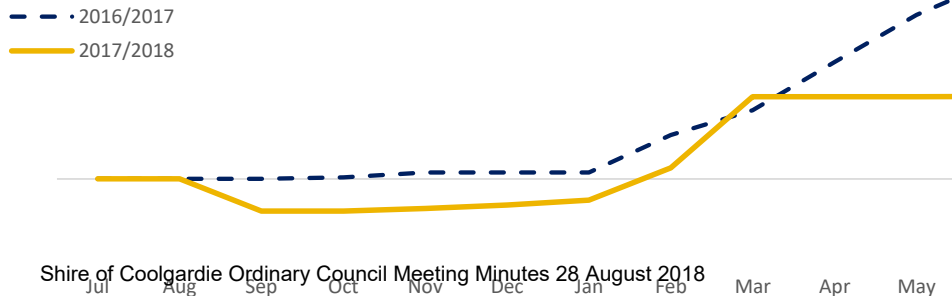
ACTUAL



YTD Income Year on Year



YTD Expenditure Year on Year



Manager's commentary

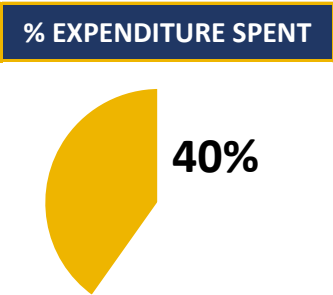
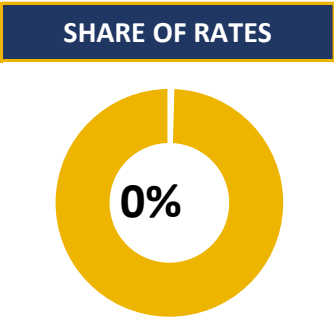
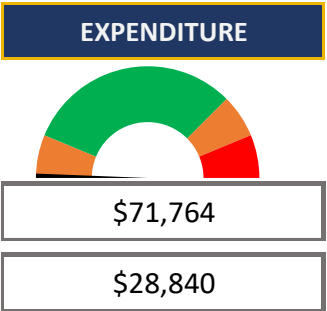
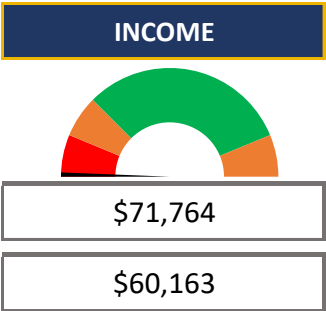
- The service was provided efficiently and on budget



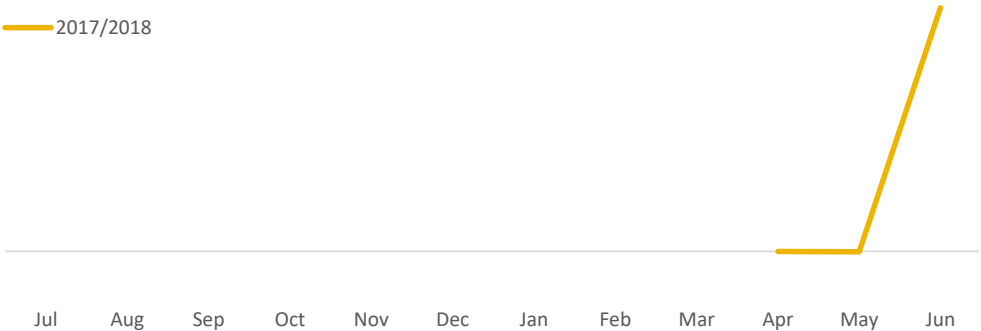
Cashless Card

BUDGET YTD

ACTUAL



YTD Income Year on Year



Manager’s commentary

- ▶ The expenditure is reflective of all costs not having been received at time of finalising the report
- ▶ The Cashless Card is based on the service being funded externally

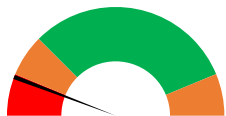
YTD Expenditure Year on Year





CRC Coolgardie

INCOME



\$113,240

\$101,215

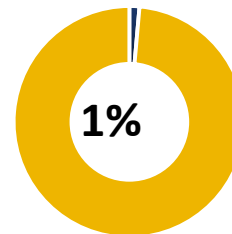
EXPENDITURE



\$104,149

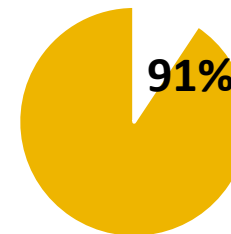
\$94,421

SHARE OF RATES



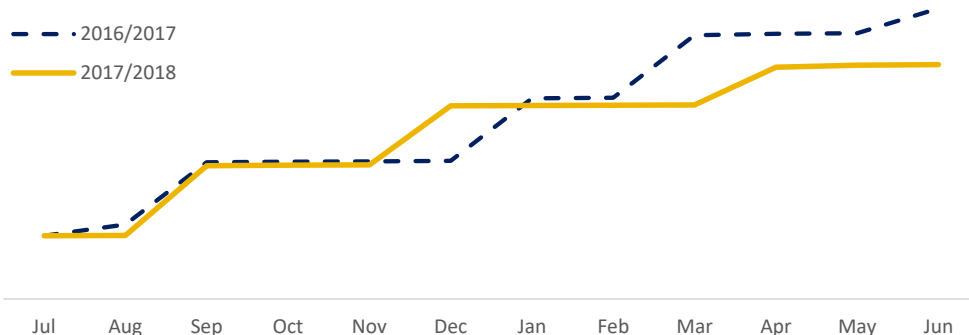
1%

% EXPENDITURE SPENT

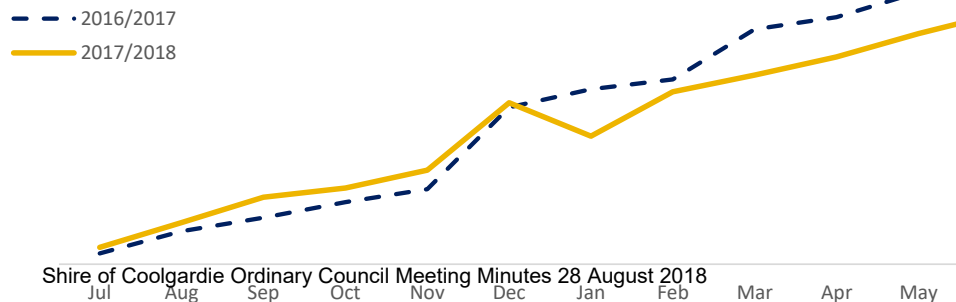


91%

YTD Income Year on Year



YTD Expenditure Year on Year

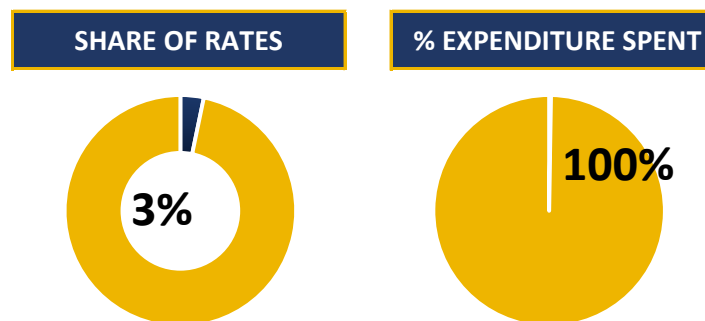
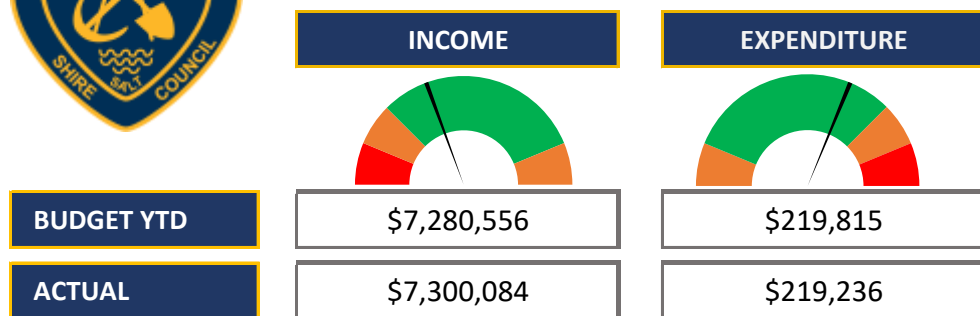


Manager's commentary:

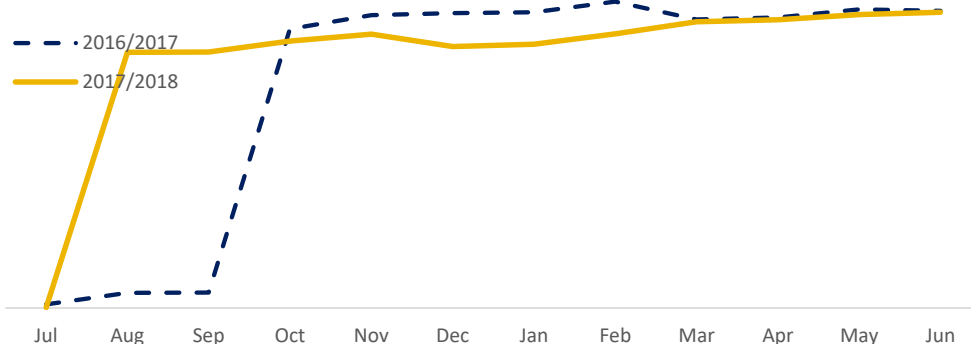
The Coolgardie Community Resource Centre finished the 2017/2018 financial year within the budget requirements and also met all contractual requirements with the Department of Primary Industries and Regulation Development. (DPIRD)



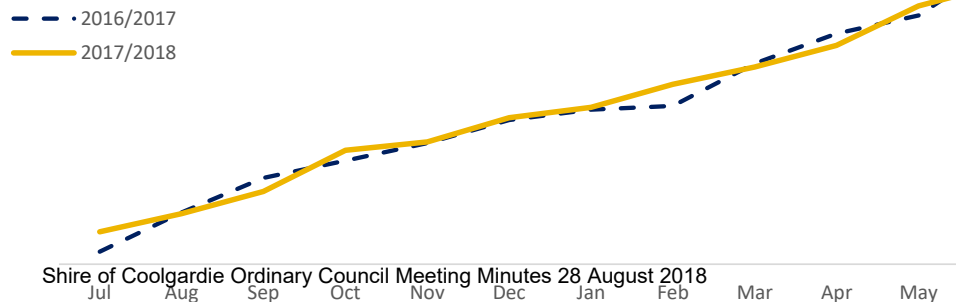
Rates



YTD Income Year on Year



YTD Expenditure Year on Year



Manager's commentary

- ▶ The Rates are was marginally under budget
- ▶ Most of the expenditure is related to staff salaries, valuation expenses and legal costs. The legal costs are recoverable

11.1.3 Kambalda Swimming Pool

Location: Shire of Coolgardie

Applicant: N/A

File Reference:

Disclosure of Interest: N/A

Date: 23 August 2018

Author: Chief Executive Officer, James Trail

Summary:

For Council to receive Confidential Reports attached, resolve to close the Kambalda Swimming Pool for the 2018/2019 and Authorise the Chief Executive Officer to call tenders for the refurbishment of the Kambalda Swimming Pool in accordance with instrument of delegation 1.1.4

Background:

Over the past 12 months various reports and audits have been undertaken in relation to the swimming pools in the Shire. These reports include;

1. Shire of Coolgardie Pool Assessments December 2017 – Norman Disney and Young – Confidential Attachment 1
2. 2015 Safety Assessment and Safety Improvement Plan Coolgardie and Kambalda Pools – Royal Lifesaving
3. 2018 Safety Assessment and Safety Improvement Plan Coolgardie and Kambalda Pools – Royal Lifesaving – Confidential Attachments 2 and 3
4. Kambalda West Swimming Pool Core Survey July 2018 – Airey Taylor Pty Ltd – Confidential Attachment 4

Workshops were held on;

1. 12th June in Kambalda
2. 13th June in Coolgardie
3. 30th July with Kambalda Swimming Club in Kambalda
4. 14th August in Kambalda

The structural Engineers report completed in July 2018 made recommendations with regards to the shell of the Kambalda Swimming Pool. This followed emptying of the pool and dewatering. To date the estimated costs are just over \$128,000.

Comment:

Shire staff have summarised below observations and recommendations from the December 2017 Report and July 2018 Report

Shire of Coolgardie Pool Assessments December 2017

- The pool appears to be generally in poor condition and is in need of a refurbishment which would include the renewal of all painted and tiled surfaces, replacement of expansion joint material and levelling of gutter edges to ensure even pool water turnover.
- There were no obvious signs that the pool shells require replacement however this would be determined upon emptying the pool and inspecting the pool floors and walls more closely.
- The ground water level around the pool is approximately 800 mm below the surface indicating either water leakage (assumed to be via failed expansion joints) or a high water table.
- It is suggest that the water table be established as dewatering system may be required when emptying the pool to avoid the pool structure lifting.
- It is also recommended that the return to pool piping be replaced with larger capacity piping due to its age and to allow for future upgrades
- The pool shells need to be refurbished at the end of this swimming season to repair the internal surfaces that are worn and damaged and eliminate water leaks. Attempting to avoid these works is likely to result in harm to the users through cuts and abrasions as well as further water loss and ongoing pool movement
- The total estimated cost of the works to the pool structure would be \$560,000 at Perth prices or \$756,000 with regional allowances and excluding dewatering costs if found to be required.
- Replacement of the filtration system is also recommended at an additional cost of \$140,000 due to the age and condition of the filtration plant.

The recommendations on refurbishment works are made to allow ongoing operation of these pools for the next 5 to 10 years. It is considered that attempting to extend the life of the pools further may be possible but that would be dependent on the findings of further investigations undertaken of the pools concrete shells when emptied for remedial works.

Kambalda West Swimming Pool Core Survey July 2018

- The balance tank was in a severe condition and has been deemed un-safe and structurally unsound. Tap testing of the ceiling led to large chunks (<20 cm) of concrete to spall. Further works inside the balance tank must be undertaken with appropriate PPE, including a helmet. Concrete cancer and severe spalling in ceiling. Exposed reinforcement and attempted patch repairs are evident. Timber supporting with tape holding up roof. (f) Tap testing revealed drummy sounds on the top-side as well Patch repair Drummy Severe spalling. The pipe in-side the tank is severely corroded and requires replacement. Top-side inspection of the balance tank found that the ceiling slab is only approximately 100 mm thick, which is highly inappropriate for a chloride rich environment.
- Concrete of the ceiling of the balance tank is very thin (~100 mm) and beginning to spall throughout with drummy sounds on the top-side around pipe penetrations. Piping penetrations are heavily corroded
- The condition of the walls is unknown, though given the lack of any water-proofing or surface protection/tiling layer, these are likely compromised as well.
- The entire balance tank is at the end of its service life, which is unfortunate given the newly installed pumps/filters.

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

Commercial Aquatics Australia were engaged to provide a desk top estimate of costings for the refurbishment required for the Kambalda Pool

Estimated Costings

50m - To cut off gutter side walls & rebuild as a wet deck, example section below – \$250,000

Note: no allowance for concourse works or headwall works

50m - Rebated Combiflex to all construction joints in pool – \$150,000

50m - To strip existing tiles/blast painted surfaces & re-tile/re-paint – \$200,000

LTS - To strip existing tiles/blast painted surfaces & re-tile/re-paint – \$40,000

Wading - To strip existing tiles/blast painted surfaces & re-tile/re-paint – \$15,000

Common – build new balance tank in suitable location next to plant room, breakout floor of old balance tank & fill with compacted sand – \$150,000

Common – replacement of filtration & electrical systems, utilising existing pumps – \$250,000

Common – equi-potential bonding works – \$20,000

Common – generally replace steel & asbestos concrete piping, field valving & replace with PVC new – \$200,000

Note: allowance to fill in hydraulic culvert, see detail below

Note: allowance to add hydrostatic valves

Preliminaries/supervision/design/mob/allowance for regional attendance, for all above – \$200,000

Total Estimated Cost \$1,475,000

At the community workshop on the 14th August the following way forward was proposed;

1. Pool to be closed for upcoming season
2. Kambalda Swimming Club write to the Shire with proposed needs and assistance for upcoming season
3. Speak to Schools and other users to determine what assistance may be requested

4. On receipt of requests and assistance, provide costing report to Council for consideration

Attachments:

Shire of Coolgardie Pool Assessments December 2017 – Norman Disney and Young – Confidential Attachment 1

2018 Safety Assessment and Safety Improvement Plan Coolgardie and Kambalda Pools – Royal Lifesaving – Confidential Attachments 2 and 3

Kambalda West Pool Core Survey July 2018 – Airey Taylor Pty Ltd, Confidential Attachment 4

Consultation:

Council

Community

Shire Staff

Executive Officer – LIWA Aquatics

Kambalda Swimming Club

Norman Disney and Young

Airey Taylor Pty Ltd

Commercial Aquatics Australia

Statutory Environment:

Nil

Policy Implications:

Nil

Financial Implications:

The Shire has allocated \$1.2 million in the 2018/2019 Annual Budget funded from a loan.

Strategic Implications:

Solutions focussed and customer-oriented organisation

High quality corporate governance, accountability and compliance.

Voting Requirement: Simple Majority

Officer Recommendation:

That Council

1. Receive Shire of Coolgardie Pool Assessments December 2017 – Norman Disney and Young – Confidential Attachment 1.
2. Receive 2018 Safety Assessment and Safety Improvement Plan Coolgardie and Kambalda Pools – Royal Lifesaving – Confidential Attachments 2 and 3.
3. Receive Kambalda West Swimming Pool Core Survey July 2018 – Airey Taylor Pty Ltd – Confidential Attachment 4.
4. Resolve to close the Kambalda Swimming Pool for the 2018/2019 Season
5. Request the Chief Executive Officer call for tenders for the refurbishment of the Kambalda Swimming Pool in accordance with instrument of delegation 1.1.4.

COUNCIL RESOLUTION: #160/18

Moved: Councillor, T Rathbone

Seconded: Councillor, E Winter

That Council

1. Receive Shire of Coolgardie Pool Assessments December 2017 – Norman Disney and Young – Confidential Attachment 1.
2. Receive 2018 Safety Assessment and Safety Improvement Plan Coolgardie and Kambalda Pools – Royal Lifesaving – Confidential Attachments 2 and 3.
3. Receive Kambalda West Swimming Pool Core Survey July 2018 – Airey Taylor Pty Ltd – Confidential Attachment 4.
4. Resolve to close the Kambalda Swimming Pool for the 2018/2019 Season
5. Request the Chief Executive Officer call for tenders for the refurbishment of the Kambalda Swimming Pool in accordance with instrument of delegation 1.1.4.

CARRIED ABSOLUTE MAJORITY 7/0

11.1.4 Monthly List of Municipal and Trust Fund Payments

Location: Shire of Coolgardie

Applicant: Nil

File Reference: NAM6127

Disclosure of Interest: Nil

Date: 23 August 2018

Author: Senior Finance Officer, Jade Tarasinski

Summary:

For Council to receive the list of accounts for July 2018

Background:

The Local Government (Financial Management) Regulations 1996, Regulation 13(3)(b) requires that Council receive a list of accounts paid in the month, and that this be recorded in the minutes. Council has delegated to the Chief Executive Officer that authority to make these payments from Municipal and Trust Funds.

Comment:

Presented in this item is a table of accounts (invoices) and includes that cheque (or EFT) identifier for the transaction, the entity, date and amount paid, description of the goods, service, or other that relates to the payment. Extra details of invoices relating to payments are included for the information of Councillors.

The schedule of payment made under delegated authority as summarised below and recommended to be received by Council, has been checked and is supported by vouchers and invoices which have been duly certified as to the receipt of goods and provision of services, and verification of prices and costings.

Attachments:

List of Payments July 2018

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:

There are no financial implications with this report

Strategic Implications:

Effective management of infrastructure, heritage and the environment Develop and maintain Shire buildings, facilities and infrastructure assets Solutions focussed and customer-oriented organisation High quality corporate governance, accountability and compliance.

Voting Requirement:

Absolute Majority

Officer Recommendation:

That Council note,

That Council receive listing (attached) of accounts paid during the month of July 2018 by the Chief Executive Officer under delegated authority of Council.

1. Municipal accounts totalling \$328,645.84 on Municipal vouchers EFT15310 – EFT15353, cheques 52081 - 52086, and direct payments made during the month of July 2018.
2. Trust payments totalling \$2,789.23 on cheques for the month of July 2018.
3. Credit Card payments totalling \$6,661.39 for the month of July 2018.

COUNCIL RESOLUTION: #162/18

Moved: Councillor, T Rathbone

Seconded: Councillor, S Botting

That Council note,

That Council receive listing (attached) of accounts paid during the month of July 2018 by the Chief Executive Officer under delegated authority of Council.

1. Municipal accounts totalling \$328,645.84 on Municipal vouchers EFT15310 – EFT15353, cheques 52081 - 52086, and direct payments made during the month of July 2018.
2. Trust payments totalling \$2,789.23 on cheques for the month of July 2018.
3. Credit Card payments totalling \$6,661.39 for the month of July 2018.

CARRIED ABSOLUTE MAJORITY 7/0

Shire of Coolgardie
Payments by Delegated Authority
1 July 2018 to 31 July 2018

Chq/EFT	Date	Name	Description	Amount
52081	16 July 2018	Australian Services Union	Payroll deductions	\$54.90
52082	16 July 2018	Synergy	7 invoices, including bulk grouped invoice for 2 months and monthly streetlights	\$33,863.36
52083	16 July 2018	Telstra	Satellite plan, service charges	\$35.00
52084	16 July 2018	Victor Churchill Dale	Tour guide for the musuem, school tours July 2017 to June 2018	\$720.00
52085	16 July 2018	Water Corporation	Annual Trade waste permit	\$667.67
52086	23 July 2018	Department Of Transport	All Fleet licensing for 18-19, 12 months rego to expire 31.07.2018	\$10,543.05
				\$45,883.98

Shire of Coolgardie
Payments by Delegated Authority
1 July 2018 to 31 July 2018

Chq/EFT	Date	Name	Description	Amount
EFT15310	16 July 2018	3E Advantage Pty Ltd	June 2018 printer charges	\$5,342.45
EFT15311	16 July 2018	Air Liquide	June 2018 cylinder hire	\$106.11
EFT15312	16 July 2018	Airey Taylor Consulting	Structural and durability investigation - Kambalda pool	\$30,703.39
EFT15313	16 July 2018	Ampac Debt Recovery (Wa) Pty Ltd	Commissions and costs for the month of June 2018	\$5,487.82
EFT15314	16 July 2018	Australia Post	June 2018 Australia Post charges	\$233.11
EFT15315	16 July 2018	Advanced Pest Control Pty Ltd	Monitoring & Baiting Of Exterra Termite Stations & Annual Termite Inspections (57 Stations)	\$1,207.80
EFT15316	16 July 2018	Boc Limited	June 2018 cylinder hire	\$225.57
EFT15317	16 July 2018	Bp Australia Limited	June 2018 BP monthly fuel bill	\$4,851.52
EFT15318	16 July 2018	Bryan And Cynthia Parsissons Transport	Hire of cat loader 992c at Kambalda refuse site, 2 invoices	\$9,240.00
EFT15319	16 July 2018	Caltex Australia	June 2018 monthly Caltex fuel bill	\$9,820.72
EFT15320	16 July 2018	City Of Kalgoorlie Boulder	Building, Health and Ranger shared services for June 2018	\$6,410.40
EFT15321	16 July 2018	Complete Occ Health	Pre-Employment Medical And Drug Screen	\$145.00
EFT15322	16 July 2018	Dormakaba Australia Pty Ltd	Service Fee for Automatic Door	\$275.00
EFT15323	16 July 2018	Emerge Technologies	June services	\$14,100.76
EFT15324	16 July 2018	Goldfields Locksmiths	Mortise Lock, Oval Cylinder and Abloy Keying Charge System	\$409.98
EFT15325	16 July 2018	Goldfields Record Storage	User charges for the month of June 2018	\$102.08
EFT15326	16 July 2018	Goldline , Bidfood	Kambalda Community Recreation Facility cleaning supplies	\$1,179.59
EFT15327	16 July 2018	Goodnews Newsagency	June 2018 daily newspapers for the Kambalda library and Shire Office	\$140.10
EFT15328	16 July 2018	It Vision	Renew synergy soft & universe annual licenser fee	\$49,072.32
EFT15329	16 July 2018	It Vision User Group Inc.	IT Vision User Group, annual membership subscription	\$748.00
EFT15330	16 July 2018	J. Blackwood & Son Limited	Grease gun for Kambalda depot	\$352.75
EFT15331	16 July 2018	Kalgoorlie-Boulder Cemetery Board	Assistance to prepare & Burial of Grave site	\$290.50
EFT15332	16 July 2018	Kambalda East Deli	Sandwiches and Hot Food, catering	\$143.00
EFT15333	16 July 2018	Kalgoorlie Tyrepower	Repair puncture and replace tyre	\$101.00
EFT15334	16 July 2018	Landgate	Mining tenements	\$107.80
EFT15335	16 July 2018	Lo-Go Appointments	Placement of Rates Officer	\$3,710.90
EFT15336	16 July 2018	Marketforce	Advertisements, 9 invoices	\$6,508.79
EFT15337	16 July 2018	Mcleods Barristers And Solicitors	Lease for Workers Accommodation -Reserve 46628	\$2,120.23
EFT15338	16 July 2018	Moore Stephens (Wa) Pty Ltd	Financial Management Review and Progressive billing, 2 invoices	\$21,618.19
EFT15339	16 July 2018	Morans Store Pty Ltd	Food for the Networking Night June	\$372.00
EFT15340	16 July 2018	National Pump & Energy Pty Ld	Wellpoint dewatering system for Kambalda West Pool as per pricing schedule	\$22,681.29
EFT15341	16 July 2018	Netsight Pty Ltd	Myosh monthly subscription for July 2018	\$326.70
EFT15342	16 July 2018	Rmm Carpet Cleaning	June 2018 monthly cleaning, East, West and Depot	\$3,190.00
EFT15343	16 July 2018	Savills Valuations Pty Ltd	Scope or works	\$15,811.48
EFT15344	16 July 2018	Sportspower Kalgoorlie	29 Wilson water bottles for the Kambalda football club	\$232.00
EFT15345	16 July 2018	Taps Industries Pty Ltd	Repair leaking section of chlorine line	\$359.00
EFT15346	16 July 2018	Technology One Limited	Intrmaps Subscription Plan renewal	\$15,710.20
EFT15347	16 July 2018	The National Trust Of Australia (Wa) { Perth }	Warden Finnerty's Residence, Rent 1 July 2018 - 30 December 2018	\$2,035.00
EFT15348	16 July 2018	The Valve Company Pty Ltd	Refurbish pump	\$1,435.50
EFT15349	16 July 2018	Threat Protect	Quarterly alarm monitoring	\$798.69
EFT15350	16 July 2018	Toll Ipec Pty Ltd	Freight charges	\$31.21
EFT15351	16 July 2018	Western Diagnostics	Alcohol and drug testing across the organisation 4 & 5 July 2017, extra investigations	\$248.11
EFT15352	16 July 2018	Woolworths Group Limited	Supplies for Naidoc Week Morning at Coolgardie	\$105.68
EFT15353	16 July 2018	Winc Staples	Stationery Order June 2018	\$27.76
				\$238,119.50

Shire of Coolgardie
Payments by Delegated Authority
1 July 2018 to 31 July 2018

Chq/EFT	Date	Name	Description	Amount
2179	17 July 2018	Building Commission	Levy Collected For The Bsl For June 2018	\$790.18
2180	17 July 2018	Construction Training Fund	Levy Collected For Bctif For June 2018	\$230.25
2181	17 July 2018	Public Transport Authority Of Western	Transwa Tickets June 2018	\$1,438.50
2182	17 July 2018	Shire Of Coolgardie	Transwa June 2018 Commissions	\$330.30
				\$2,789.23

Shire of Coolgardie
Payments by Delegated Authority
1 July 2018 to 31 July 2018

Chq/EFT	Date	Name	Description	Amount
DD5765.1	3 July 2018	North Superannuation	Payroll deductions	\$640.57
DD5765.2	3 July 2018	Rest Superannuation	Superannuation contributions	\$340.85
DD5765.3	3 July 2018	Mlc Super Fund (Plum Super)	Superannuation contributions	\$168.32
DD5765.4	3 July 2018	Wa Local Government Superannuation	Superannuation contributions	\$9,620.90
DD5765.5	3 July 2018	Bt Super For Life - Savings Account	Superannuation contributions	\$606.85
DD5765.6	3 July 2018	Australian Super	Superannuation contributions	\$2,281.60
DD5765.7	3 July 2018	Nowlan Superannuation Fund Pty Ltd	Superannuation contributions	\$305.18
DD5765.8	3 July 2018	Amp Signaturesuper	Superannuation contributions	\$206.36
DD5765.9	3 July 2018	Tasplan Super	Superannuation contributions	\$229.95
DD5793.1	17 July 2018	North Superannuation	Payroll deductions	\$649.42
DD5793.2	17 July 2018	Rest Superannuation	Superannuation contributions	\$348.86
DD5793.3	17 July 2018	Mlc Super Fund (Plum Super)	Superannuation contributions	\$198.99
DD5793.4	17 July 2018	Wa Local Government Superannuation	Superannuation contributions	\$9,365.63
DD5793.5	17 July 2018	Bt Super For Life - Savings Account	Superannuation contributions	\$572.38
DD5793.6	17 July 2018	Australian Super	Superannuation contributions	\$2,384.12
DD5793.7	17 July 2018	Nowlan Superannuation Fund Pty Ltd	Superannuation contributions	\$310.41
DD5793.8	17 July 2018	Amp Signaturesuper	Superannuation contributions	\$217.34
DD5793.9	17 July 2018	Tasplan Super	Superannuation contributions	\$237.42
DD5807.1	31 July 2018	North Superannuation	Payroll deductions	\$651.17
DD5807.2	31 July 2018	Rest Superannuation	Superannuation contributions	\$343.52
DD5807.3	31 July 2018	Mlc Super Fund (Plum Super)	Superannuation contributions	\$198.99
DD5807.4	31 July 2018	Wa Local Government Superannuation	Superannuation contributions	\$9,773.14
DD5807.5	31 July 2018	Bt Super For Life - Savings Account	Superannuation contributions	\$587.97
DD5807.6	31 July 2018	Australian Super	Superannuation contributions	\$2,344.54
DD5807.7	31 July 2018	Nowlan Superannuation Fund Pty Ltd	Superannuation contributions	\$319.03
DD5807.8	31 July 2018	Amp Signaturesuper	Superannuation contributions	\$217.28
DD5807.9	31 July 2018	Tasplan Super	Superannuation contributions	\$237.42
DD5765.10	3 July 2018	Twu Super	Superannuation contributions	\$210.76
DD5765.11	3 July 2018	First Choice Employer Super	Superannuation contributions	\$209.64
DD5793.10	17 July 2018	Twu Super	Superannuation contributions	\$215.95
DD5793.11	17 July 2018	First Choice Employer Super	Superannuation contributions	\$213.44
DD5807.10	31 July 2018	Twu Super	Superannuation contributions	\$218.25
DD5807.11	31 July 2018	First Choice Employer Super	Superannuation contributions	\$216.11
				\$44,642.36

Shire of Coolgardie
Payments by Delegated Authority
July 2018- July 2018

Reference	Date	Description	Value	Card
	23-July-2018	Industrial Cleaning Eq Vacuum KCRF	\$449.90	6780
	20-July-2018	Monty/S Restaurant Cashless debit card	\$44.50	6780
	18-July-2018	Mad Wax Car Wash Laura Vehicle as per employment contract	\$30.00	6780
	20-July-2018	503399Flightcentre.Com	\$474.11	6806
	30-July-2018	Civeo Pty Ltd	\$396.62	855
	27-July-2018	Dropbox Computer Subscriptions	\$212.32	855
	27-July-2018	Virgin Aust	\$688.01	855
	27-July-2018	Virgin Aust	\$8.94	855
	27-July-2018	Virgin Aust	\$688.01	855
	27-July-2018	Virgin Aust	\$8.94	855
	27-July-2018	Virgin Aust	\$8.94	855
	27-July-2018	Virgin Aust	\$688.01	855
	27-July-2018	Virgin Aust	\$160.00	855
	27-July-2018	Virgin Aust	\$160.00	855
	26-July-2018	Virgin Aust	\$9.33	855
	26-July-2018	Virgin Aust	\$718.00	855
	25-July-2018	Compasskambaldavilla	\$229.00	855
	20-July-2018	Bp Kambalda 6233	\$6.00	855
	20-July-2018	Civeo Pty Ltd	\$132.20	855
	16-July-2018	Railway Motel PI	\$176.75	855
	09-July-2018	Harvey Norman Av/lt CEO Laptop Bag	\$98.00	855
	09-July-2018	Adobe Acropro Subs	\$113.25	855
	05-July-2018	Adobe Acropro Subs Computer Subscriptions	\$67.95	855
	04-July-2018	Hertz Australia Pty L Hire Vehicle LG Week	\$166.97	855
	03-July-2018	Perth Ambassador	\$119.40	855
	02-July-2018	City Of Stirling Parking LG Week	\$3.00	855
	02-July-2018	City Of Kalgoorlie - B CEO Parking LG Week	\$10.00	855
	02-July-2018	Civeo Pty Ltd	\$264.41	855
	02-July-2018	Civeo Pty Ltd	\$528.83	855
			\$6,661.39	

Jul-18

Payments directly to Shire of Coolgardie	\$ -
Payments to AMPAC debt recovery	\$ 14,884.63
Total Received	\$ 14,884.63

Commissions	\$ 1,005.67
Costs	\$ 6,101.62
Total Paid to Ampac	\$ 7,107.29

11.1.5 Review of Policy 034 and Policy 035

Location:	Shire of Coolgardie
Applicant:	N/A
File Reference:	NAM6088
Disclosure of Interest:	N/A
Date:	20 July 2018
Author:	Chief Executive Officer, James Trail

Summary:

For Council to adopt policy 034 Haulage Campaigns as amended and policy 035 Heavy Vehicles Conditions for use on Shire Roads as amended.

Background:

Policy 034 and 035 were laid on the table at the June Ordinary Meeting of Council. Council requested the policies be brought back to the July Council Meeting.

Moved: Councillor, S Botting

Seconded: Councillor, T Rathbone

That Council lay item on the table until the July 2018 Ordinary Council Meeting.

CARRIED ABSOLUTE MAJORITY 4/0

Comment:

Shire staff have received advice from MRWA and WALGA. The advice received has been used in the redrafting of both policies.

Furthermore, staff are reviewing the policies in conjunction with future haulage campaigns as part of budget deliberations.

Policy 035 now deals purely with conditions relating to RAV Networks in the Shire, Policy 034 deals with requirements for haulage campaigns in the Shire.

Attachments:

Nil

Consultation:

WALGA

MRWA

Council

Statutory Environment:

N/A

Policy Implications:

034 – Haulage Campaign Conditions of Use

035 – RAV Permits Conditions of use on Shire Roads

Financial Implications:

N/A

Strategic Implications:

Solutions focussed and customer-oriented organisation

High quality corporate governance, accountability and compliance.

Voting Requirement: Simple Majority

Officer Recommendation:

That Council

1. Adopt policy 034 Haulage Campaigns as amended
2. Adopt policy 035 Heavy Vehicles Conditions for use on Shire Roads as amended.

COUNCIL RESOLUTION: #163/18

Moved: Councillor, N Karafilis

Seconded: Councillor, S Botting

That Council

1. Adopt policy 034 Haulage Campaigns as amended
2. Adopt policy 035 Heavy Vehicles Conditions for use on Shire Roads as amended.

CARRIED ABSOLUTE MAJORITY 7/0

Title of Policy: Haulage Campaigns

Policy Number: 034

Policy Objective:

Use of Shire roads for haulage campaigns.

Policy Scope:

This policy applies to haulage campaigns within the Shire Coolgardie

Policy Statement:

The following conditions (but not limited to) are to be used to assess the suitability of Shire roads for haulage campaigns, and offer standards of construction that can be applied by the operator for consideration by Council.

Definitions:

This document should be read in conjunction with Shire of Coolgardie Policy 035 Conditions for use of Shire Roads.

- a) Austroads and Australian Road Research Board (ARRB) guidelines, will be used as the operator guidance documents for construction standards, in conjunction with the RAV network Category listing for construction specification. Other documentation listed in the **GUIDELINES** of this document will be used to assess suitability of existing or design route. Other relevant standards endorsed by the Institute of Engineers, or a relevant professional reputable body may be considered to the satisfaction of the Shire of Coolgardie.
- b) The Term "Operator" means the owner of the mine

1. Purpose

The document has been created to inform the operators and haulage campaign users of the conditions of the use of Shire of Coolgardie Road networks. This document will allow progressive contributions by the operator towards providing safe and appropriate roads and maintain Shire asset without undue impact on the deterioration or preservation of the Shire road network in its entirety.

2. 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

The cost recovery unit shall apply to all vehicle movements over the full term of the carting campaign as listed on the application, and be issued and reviewed annually.

Alternatively, the operator may wish to enter into an alternate agreement with the Shire, providing satisfaction of Austroad construction guidelines and appropriate consideration by the Council. This agreement could include the provision of capital and/or maintenance of the road during the period of the haulage campaign.

Contribution will be allocated to the area of use only, unless otherwise agreed by both parties, and spent on the route in an area decided by Council or its designated officer as being appropriate.

Capital contribution to the road will be used where a capital upgrade is required. If the roadway becomes damaged by the operator under any conditions of use, contributions will be used to repair fair damage and deterioration. Once contributions are exhausted, if the road becomes further damaged the Shire reserves the right to close the road as per the *Local Government Act 1995*, until the road is repaired by the person or body who caused that damage, or further contribution is made to repair damage not provided under the annual or other agreement.

3. APPLICATION PROCESS

- 3.1 **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.
- 3.2 **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 Chief Executive Officer (CEO) for use of the Shire of Coolgardie road network. The CEO has authority to deal with Short Term Campaigns.
- 3.3 The Operator is to provide
 - a digital plan, in a format compatible with Shire of Coolgardie computer systems, of their proposed route.
 - Total annual tonnage, as reported to the Department of Mines and Petroleum, or figures supplied as audit for taxation figures.
 - The number plate numbers of each prime mover in use, and a letter head with date of expiry will be issued to each vehicle that forms part of the agreement.

4. REQUIREMENTS

- 4.1. Based on the Shires road construction cost an average cost (*as per point 2 Heavy Vehicle Cost Recovery Contribution*) will be applied per tonne per kilometre travelled on Shire of Coolgardie road network for capital construction and/or maintenance.
- 4.2. The Shire, unless otherwise stipulated in an agreement with the Shire, will not undertake watering of haulage routes, and watering will remain the responsibility of the operator, other than required as part of construction. All watering of haulage routes will be undertaken by the operator daily whilst the haulage campaign is in progress.
- 4.3. Dependant on the complexity of the project, the Shire may request that all survey and design works are to be supplied as part of the project, or negotiate the cost of the works as part of an agreement, to be fully recovered from the operator.
- 4.4. On formation of a suitable agreement resulting from negotiations between the operator and the CEO, the agreement will be presented to Council for consideration. Council reserves the right to agree or disagree with the agreement and vary the agreement accordingly.
- 4.5. If Council recommend agreement, the principal will be notified, and a copy of the formal recommendation will be supplied. If the operator in any way breaches the agreement, the CEO has the right to terminate the agreement and the approval with no recourse or penalty to the Shire of Coolgardie.
- 4.6. If as part of agreement negotiations, it is considered that the principal shall progress any maintenance or construction works, the responsible party will ensure adherence to all normal conditions of work on a road reserve, ensuring insurances, certificates of currency, induction to works on a road reserve, and provide and implement a traffic management plan to the area of works. The traffic management plan to be created by an appropriately qualified and accredited person.
- 4.7. The Shire of Coolgardie has requested network conditions, Condition CA07, be placed on the RAV network. The requirement is for all haulage companies to carry written approval from the local government authority permitting use of the road in accordance with network conditions. The Shire of Coolgardie is responsible for the administration of Condition CA07 on local roads. The Operator's responsibility is to ensure the haulage company carry's written approval from the local government authority permitting use of the road.

5. HEAD OF POWER

- Local Government Act 1995, Subdivision 5 – Certain provisions about thoroughfares
- Road Traffic Act 1974, Part VI, Miscellaneous, 5.84 Liability for damage to roads etc.
- National Transport Commission (Road Transport Legislation – Restricted Access Vehicle Regulations) Regulations 2006.

6. CONTRIBUTION AMOUNT AS OF REVIEW DATE OF THIS GUIDELINE

Contributions will be considered for Capital upgrade of the road in use, and maintenance of the road in use, and applied based on Council cost and state of the road following a detailed driven audit of the road.

As of review of the document, initial proposals for contributions will be

Capital upgrade \$0.07 per tonne per km travelled per annum

Maintenance upgrade \$0.04 per tonne per km travelled per annum

These contributions are to be spent on the route at council's discretion, and do not include intersection construction. Council may make application for grant funds

7. GUIDELINES

Guidelines taken into consideration are listed, but not limited to those below. Relevant Australian Standards are applicable.

- AUSTROADS Vehicle Classification System
- MRD SPECIFICATION 501, Pavements
- MRD – RESTRICTED ACCESS VEHICLES, PERMIT NETWORKS, HEAVY VEHICLE ACCESS ROAD MAPS
- MRD, Heavy Vehicle Operations, GUIDELINES FOR ASSESSING THE SUITABILITY OF ROUTES FOR RESTRICTED ACCESS VEHICLES
- APPLICATION KIT AND GUIDELINES FOR ORGANISATIONS SEEKING TO UNDERTAKE WORKS WITHIN ROAD RESERVE: LOW COMPLEXITY WORKS
- Austroads Geometric Design Series Parts 1 – 13
- Suitability of Base thickness to be based on the Austroads Guide to Road Design Part 7: Geotechnical Investigation and design

Policy Administration

Responsible Department	Executive Services
Author / Contact Officer Position:	Chief Executive Officer
Relevant Delegation:	NA
Date Adopted:	22 October 2013
Reviews / Amendments:	16 May 2017
	27 June 2018
	28 August 2018

Title of Policy: Heavy Vehicle Permit Conditions for CEO Approval; for Vehicle Movements of Less than 100 or 25 Thousand Tonnes

Policy Number: 035

Policy Objective:

To ensure safe road use by RAV permit holders within the Shire of Coolgardie.

Policy Scope:

This policy applies to RAV users within the Shire of Coolgardie.

Policy Statement:

Introduction / background

The following conditions (but not limited to) are to be recommended to Main Roads WA to be imposed as applicable to all RAV Permit applications:

Definitions:

- a) The term “Applicant” shall mean the Owner/Operator of the vehicle to which the application refers.
- b) The term “Truck” shall mean a RAV Permit vehicle (over 42.5 tonne gross mass or over 19m in length); and
- c) The term “RAV Permit Plan” (RAVPP) refers to those roads approved for Heavy Haulage by Council and for which application can be referred to MRWA with standard conditions by the Chief Executive Officer.

1. School Bus Conditions

- 1.1 Operating times may be other than within 15 minutes of scheduled school bus times where the applicant has determined, for affected roads, the accurate times and achieved agreement to the arrangement from school bus coordinator.

2. General Conditions

- 2.1 Compliance with the “*Shire of Coolgardie – Heavy Vehicle Permit Conditions*” as quoted on the permit at all times. Non-compliance may result in Council, at its discretion, requesting MRWA to withdraw the RAV Permit. Non compliance may result in discretion of RAV permit.
- 2.2 Approval has only been given for the roads shown on *Council’s RAV Permit Plan (RAVPP) as amended from time to time and within the powers delegated to the CEO*. Roads not shown on the RAVPP require Council approval.

- 2.3 The applicant shall observe, at all times, all provisions contained in the Road Traffic Act and regulations, the Local Government Act 1994 and all Local Laws.
- 2.4 Approval is granted for cartage during sunrise to sunset hours 7:00am – 6:00pm, whichever is shorter. Mondays to Fridays and excluding weekends and public holidays in residential areas. In non residential approval is granted during cartage 7 days a week.
- 2.5 Trucks are restricted to a maximum speed of 80kph on local roads at all times unless a lesser speed limit is posted on the road or recommended to MRWA for reasons of safety.
- 2.6 Unless for direct property access on an occasional or intermittent basis, RAV Permits may be recommended to Main Roads WA on 3.6m/4.0m seal with roads not listed on the RAVPP due to safety risks and potential for road edge damage.
- 2.7 Entries to properties being serviced the Applicant must be constructed for sight distance and width standards to Council's satisfaction for safety, to prevent road base or earth spill onto sealed surfaces and damage to sealed edges and road verges. Approval may be withdrawn if damage occurs and is not closed or repaired to the satisfaction of the CEO.
- 2.8 Some roads are subject to regular cattle crossings. The Applicant is to identify the location of these and the normal crossing times and exercise appropriate caution.
- 2.9 Where more than four return trips per day occur on local roads, the Applicant is required to provide symbolic 'truck entering' warning signs (W5-22), except where these signs already exist. The signs shall be located either side of the entry/exit of the properties.
- 2.10 On receipt of a formal application from MRWA for special consideration, the CEO, may set heavy haulage conditions for roads which are not shown on the RAVPP but are necessary to provide safe access on approved activity under the following circumstances;
- The road is safe for use by RAVs;
 - The road is in good condition and of safe standard and the Applicant proposes less than 100 return trips or 25 Thousand Tonnes in one year and or;
 - Compliance with all conditions imposed; and/or
 - Where the road is unsatisfactory and the Applicant undertakes to upgrade the road and access to the satisfaction of the CEO or
 - Otherwise where the matter has been determined by CEO.

3. Weather and Road Conditions

- 3.1 All Permits will be suspended where the road surface has deteriorated and is determined by the CEO to be unsafe for heavy haulage or any form of transport or that continuing use will cause a safety risk and/or significant damage to occur. MRWA is to administer a Council request of this nature and issue suspension notices to permit holders.
- 3.2 To minimise the potential for road damage safety hazards the CEO may request MRWA to suspend RAV permits on Shire roads, where more than **20mm** of rain has fallen in any 24 hours or lesser period. Such notice shall remain in effect until a re-commencement advice is issued by Council to MRWA who will issue to permit holder to recommence transport.

4. Regulations

- 4.1 The applicant shall, at its own cost, produce a weighbridge docket at any time upon request of a Department of Transport Officer, main Roads WA Officer or Police Officer who may accompany the unit to the nearest facility.
- 4.2 All weights and measures conditions as determined by the Main Roads WA Permit must be adhered to.
- 4.3 No bridges with posted load limits are to be crossed by RAV unless by prior arrangement of the Main Roads Bridge Section and so stated on the permit.
- 4.4 Approval may be withdrawn at the absolute discretion of Council at any time by notice to MRWA in cases of non-compliance by the permit holder.
- 4.5 A RAVPP depicting roads suitable for use by RAVs shall be maintained by the CEO who shall carry out a complete review of Council's RAVPP for heavy haulage routes on an annual basis.

5. Heavy Vehicle Cost Recovery Contribution

Prior to issue of permit, the Shire will claim either:

- a non-returnable capital damage payment of \$0.12 (12 cents) per tonne per kilometre travelled on a Shire of Coolgardie Road Networks, or
- \$0.09 (09 cents) as a maintenance Contribution per tonne per kilometre travelled on Shire of Coolgardie Road Networks.
- Contribution towards Shire Community Chest Fund

The cost recovery unit shall apply to all vehicle movements over the full term of the carting campaign as listed on the application, and be issued and reviewed annually.

Policy Administration

Responsible Department	Executive Services
Author / Contact Officer Position:	Chief Executive Officer
Relevant Delegation:	NA
Date Adopted:	22 October 2013
Reviews / Amendments:	08 June 2017

Title of Policy: Heavy Vehicles Conditions for use on Shire Roads

Policy Number: 035

Policy Objective:

To ensure safe road use on the RAV network within the Shire of Coolgardie.

Policy Scope:

This policy applies to haulage users on the RAV Network within the Shire of Coolgardie.

Policy Statement:

Introduction / background

The following conditions (but not limited to) are to be recommended to Main Roads WA to be applied to haulage users on the RAV Network within the Shire:

Definitions:

- a) The term "Haulage Operator" shall mean the Owner of the vehicle travelling on the Shire RAV Network
- b) The term "RAV" shall mean a Restricted Access Vehicle that requires accreditation through the Western Australian Heavy Vehicle Accreditation Registration process at Main Roads Department Western Australia, Heavy Vehicle Operations.
- c) The term "MRWA" shall mean Main Roads Department, Western Australia.
- d) The term "HVO" shall mean Heavy Vehicle Operations, branch of MRD that makes assessment and prosecution of RAV on State and Shire road networks.
- e) The Term "Operator" means the owner of the mine
- f) The term CA07 shall mean the requirement for all operators to carry written approval from the local government authority permitting use of the road in accordance with network conditions

1. General Conditions

- 1.1. Condition CA07 be placed on the Shire RAV Network. Non-compliance may result in Council, at its discretion, reporting the haulage user to Main Roads Heavy Vehicle Services (HVS)
- 1.2. The haulage operator shall observe, always, all provisions contained in the Road Traffic Act and regulations, the Local Government Act 1994 and all Local Laws.
- 1.3. In residential areas approval, be granted for cartage during sunrise to sunset hours 7:00am – 6:00pm, whichever is shorter, Mondays to Fridays. Weekends and public holidays excluded.

- 1.4. In non-residential areas approval, be granted for cartage 7 days a week.
- 1.5. RAV's are restricted to a maximum speed of 50kph on local roads within townsites and maximum of 80kph on open roads in LG area local always unless a lesser speed limit is posted on the road or recommended to MRWA for reasons of safety.
- 1.6. No operation on unsealed road segment when visibly wet, without road owner's approval.
- 1.7. When travelling at night, the RAV must display an amber flashing warning light on the Prime Mover

2. Weather and Road Conditions

- 2.1. A Shire RAV Network may be closed where the road surface has deteriorated and is determine by the CEO to be unsafe for heave haulage or any form of transport or that continuing use will cause a safety risk and/or significant damage to occur. Any haulage users found operating on a closed RAV Network may be reported to MRWA and Main Roads Heavy Vehicle Services (HVS) with a request to issue suspension notices.
- 2.2. To minimise the potential for road damage safety hazards the CEO may give notice that a Shire RAV Network has been closed, where more than **20mm** of rain has fallen in any 24 hours or lesser period. Such notice shall remain in effect until a re-commencement notice is issued by the Shire

3. Requirements

- 3.1. CA07 may be withdrawn at the absolute discretion of Council at any time by notice to MRWA and the Operator in cases of non-compliance by haulage users.
- 3.2. The Shire RAV Network will be reviewed annually inclusive of the provision of a condition report on the Network.

Policy Administration	
Responsible Department	Executive Services
Author / Contact Officer Position:	Chief Executive Officer
Relevant Delegation:	NA
Date Adopted:	22 October 2013
Reviews / Amendments:	08 June 2017

Title of Policy: Haulage Campaigns

Policy Number: 034

Policy Objective:

Use of Shire roads for haulage campaigns.

Policy Scope:

This policy applies to haulage campaigns within the Shire Coolgardie

Policy Statement:

The following conditions (but not limited to) are to be used to assess the suitability of Shire roads for haulage campaigns, and offer standards of construction that can be applied by the operator for consideration by Council.

Definitions:

This document should be read in conjunction with Shire of Coolgardie Policy 035 Conditions for use of Shire Roads.

- a) Austroads and Australian Road Research Board (ARRB) guidelines, will be used as the operator guidance documents for construction standards, in conjunction with the RAV network Category listing for construction specification. Other documentation listed in the **GUIDELINES** of this document will be used to assess suitability of existing or design route. Other relevant standards endorsed by the Institute of Engineers, or a relevant professional reputable body may be considered to the satisfaction of the Shire of Coolgardie.
- b) The Term "Operator" means the owner of the mine

1. Purpose

The document has been created to inform the operators and haulage campaign users of the conditions of the use of Shire of Coolgardie Road networks. This document will allow progressive contributions by the operator towards providing safe and appropriate roads and maintain Shire asset without undue impact on the deterioration or preservation of the Shire road network in its entirety.

2. 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

The cost recovery unit shall apply to all vehicle movements over the full term of the carting campaign as listed on the application, and be issued and reviewed annually.

Alternatively, the operator may wish to enter into an alternate agreement with the Shire, providing satisfaction of Austroad construction guidelines and appropriate consideration by the Council. This agreement could include the provision of capital and/or maintenance of the road during the period of the haulage campaign.

Contribution will be allocated to the area of use only, unless otherwise agreed by both parties, and spent on the route in an area decided by Council or its designated officer as being appropriate.

Capital contribution to the road will be used where a capital upgrade is required. If the roadway becomes damaged by the operator under any conditions of use, contributions will be used to repair fair damage and deterioration. Once contributions are exhausted, if the road becomes further damaged the Shire reserves the right to close the road as per the *Local Government Act 1995*, until the road is repaired by the person or body who caused that damage, or further contribution is made to repair damage not provided under the annual or other agreement.

3. APPLICATION PROCESS

- 3.1 **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.
- 3.2 **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 Chief Executive Officer (CEO) for use of the Shire of Coolgardie road network. The CEO has authority to deal with Short Term Campaigns.
- 3.3 The Operator is to provide
 - a digital plan, in a format compatible with Shire of Coolgardie computer systems, of their proposed route.
 - Total annual tonnage, as reported to the Department of Mines and Petroleum, or figures supplied as audit for taxation figures.
 - The number plate numbers of each prime mover in use, and a letter head with date of expiry will be issued to each vehicle that forms part of the agreement.

4. REQUIREMENTS

- 4.1. Based on the Shires road construction cost an average cost (*as per point 2 Heavy Vehicle Cost Recovery Contribution*) will be applied per tonne per kilometre travelled on Shire of Coolgardie road network for capital construction and/or maintenance.
- 4.2. The Shire, unless otherwise stipulated in an agreement with the Shire, will not undertake watering of haulage routes, and watering will remain the responsibility of the operator, other than required as part of construction. All watering of haulage routes will be undertaken by the operator daily whilst the haulage campaign is in progress.
- 4.3. Dependant on the complexity of the project, the Shire may request that all survey and design works are to be supplied as part of the project, or negotiate the cost of the works as part of an agreement, to be fully recovered from the operator.
- 4.4. On formation of a suitable agreement resulting from negotiations between the operator and the CEO, the agreement will be presented to Council for consideration. Council reserves the right to agree or disagree with the agreement and vary the agreement accordingly.
- 4.5. If Council recommend agreement, the principal will be notified, and a copy of the formal recommendation will be supplied. If the operator in any way breaches the agreement, the CEO has the right to terminate the agreement and the approval with no recourse or penalty to the Shire of Coolgardie.
- 4.6. If as part of agreement negotiations, it is considered that the principal shall progress any maintenance or construction works, the responsible party will ensure adherence to all normal conditions of work on a road reserve, ensuring insurances, certificates of currency, induction to works on a road reserve, and provide and implement a traffic management plan to the area of works. The traffic management plan to be created by an appropriately qualified and accredited person.
- 4.7. The Shire of Coolgardie has requested network conditions, Condition CA07, be placed on the RAV network. The requirement is for all haulage companies to carry written approval from the local government authority permitting use of the road in accordance with network conditions. The Shire of Coolgardie is responsible for the administration of Condition CA07 on local roads. The Operator's responsibility is to ensure the haulage company carry's written approval from the local government authority permitting use of the road.

5. HEAD OF POWER

- Local Government Act 1995, Subdivision 5 – Certain provisions about thoroughfares
- Road Traffic Act 1974, Part VI, Miscellaneous, 5.84 Liability for damage to roads etc.
- National Transport Commission (Road Transport Legislation – Restricted Access Vehicle Regulations) Regulations 2006.

6. CONTRIBUTION AMOUNT AS OF REVIEW DATE OF THIS GUIDELINE

Contributions will be considered for Capital upgrade of the road in use, and maintenance of the road in use, and applied based on Council cost and state of the road following a detailed driven audit of the road.

As of review of the document, initial proposals for contributions will be

Capital upgrade \$0.07 per tonne per km travelled per annum

Maintenance upgrade \$0.04 per tonne per km travelled per annum

These contributions are to be spent on the route at council's discretion, and do not include intersection construction. Council may make application for grant funds

7. GUIDELINES

Guidelines taken into consideration are listed, but not limited to those below. Relevant Australian Standards are applicable.

- AUSTROADS Vehicle Classification System
- MRD SPECIFICATION 501, Pavements
- MRD – RESTRICTED ACCESS VEHICLES, PERMIT NETWORKS, HEAVY VEHICLE ACCESS ROAD MAPS
- MRD, Heavy Vehicle Operations, GUIDELINES FOR ASSESSING THE SUITABILITY OF ROUTES FOR RESTRICTED ACCESS VEHICLES
- APPLICATION KIT AND GUIDELINES FOR ORGANISATIONS SEEKING TO UNDERTAKE WORKS WITHIN ROAD RESERVE: LOW COMPLEXITY WORKS
- Austroads Geometric Design Series Parts 1 – 13
- Suitability of Base thickness to be based on the Austroads Guide to Road Design Part 7: Geotechnical Investigation and design

Policy Administration

Responsible Department	Executive Services
Author / Contact Officer Position:	Chief Executive Officer
Relevant Delegation:	NA
Date Adopted:	22 October 2013
Reviews / Amendments:	16 May 2017
	27 June 2018
	28 August 2018

11.1.6 Policy 036 Use of Council Vehicle

Location: Not Applicable

Applicant: Not Applicable

File Reference: NAM

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

Date: 20 August 2018

Author: Manager Administration Services, Bec Horan

Summary:

For Council to note the minor modification to Policy 036 Use of Council Vehicle Clause 9.3

Background:

At the Ordinary Meeting of Council held on 27th February 2018 Council resolved the following: -

Council Resolution: # 037/18

That Council:

1. Note the Chief Executive Officer vehicle is more than 5 years old and
2. Acknowledge that the Policy States age of the car no older than 5 years.
3. Approves the minor modification to the Use of Council Vehicle Policy Clause 9.3 minimum vehicle standards to include as follows, Age of car no older than 5 years or 150,000km's whichever the greater level.
4. Review the current Use of Council Vehicle Policy, prior to the CEO review in April 2018.

Comment:

Point 4 of the above recommendation states that the policy was to be reviewed in April 2018 prior to the CEO review. This was not conducted however all policies will be reviewed during the year.

Attachments:

Policy 036 Use of Council Vehicle

Consultation:

Elected Members

Statutory Environment:

Policy Implications:

Policy 036 – Use of Council Vehicle Policy

Financial Implications:

There are no financial implications with this report

Strategic Implications:

Solutions focussed and customer-oriented organisation

High quality corporate governance, accountability and compliance

Voting Requirement:

Absolute Majority

Officer Recommendation:

That Council note the minor modification to the Use of Council Vehicle Policy 036

COUNCIL RESOLUTION: #164/18

Moved: Councillor, K Lindup

Seconded: Councillor, T Rathbone

That Council note the minor modification to the Use of Council Vehicle Policy 036

CARRIED ABSOLUTE MAJORITY 7/0

Title of Policy: Use of Council Vehicles Policy and Procedure

Policy Number: 036

Policy Objective:

To provide:

- Details of the terms and conditions for each category of vehicle use.
- Guidelines on the range of vehicles which Council will procure and offer to staff for commuting or private use.
- A way to maximise vehicle availability for business use.
- A way to minimise Fringe Benefit Tax (FBT) liabilities.
- An attractive employment benefit for staff.

Policy Scope:

COUNCIL PROVIDED VEHICLES

The Council is charged with responsibility for providing a range of services to meet the needs and wants of the local community. To enable effective delivery of services and management of resources the Council provides a range of vehicles, plant and equipment.

1. Policy Responsibility

Senior Staff shall be responsible to ensure this policy is complied with. The Human Resources Advisor will be responsible for coordinating the implementation of the policy in collaboration with the Chief Executive Officer (CEO).

2. General

- Vehicles remain the property of the Council at all times.
- Vehicles shall be included in a car pool for use during business hours.
- All vehicles shall carry a log book which must be completed for a minimum of three (3) months per annum by all drivers of the vehicle.
- Vehicles are generally linked to a specified position, not the person holding the position.
- The nature and type of vehicle to be allocated to the position shall be based on business requirements unless approved by the Chief Executive Officer (CEO).
- As positions become vacant, a review will be carried out by the relevant Executive to determine the need for a vehicle allocation.
- Vehicles will not be the subject of negotiations for the inclusion in Certified Agreements, State Workplace Agreements or Australian Workplace Agreements.
- The right to participate in the Vehicle Scheme may be suspended at any time at the discretion of the CEO, if the officer or nominee:
 - Is convicted of a serious driving offence.
 - Judged to have incurred excessive insurance claims.

- Has not maintained the vehicle in a suitable manner.
- Has breached any of the agreed vehicle policy conditions.
- Fails to provide accurate FBT information as requested.
- Uses the vehicle to derive income from outside business unless authorised by the CEO.
- Has acted in a manner deemed inappropriate by the CEO.

3. Council's Responsibility

- Annual Registration, Insurance and FBT payments relevant to the vehicle.
- The vehicle will be replaced at intervals according to Council's Vehicle Replacement Policy.
- The Council may undertake an independent random audit or inspection of vehicles to ensure that the conditions of this policy are being met.
- The vehicle is fully serviced and maintained by the Council for 52 weeks of the year with the Council accepting all costs associated with running of the vehicle.
- A fuel card is to be provided and used when purchasing fuel and oil only.
- The Council will charge a fee for private use of a vehicle, which may be reviewed from time to time by the CEO.

4. Schedule of Fees

The CEO will determine the contribution to be paid by staff with full private and limited private use entitlements and may review the contribution from time to time. All contributions to be deducted after tax will not be suspended due to staff being on leave unless specifically approved by the CEO.

Contribution rates shall take into account the make and type of vehicle allocated and shall be annualised and paid fortnightly over 26 pay periods.

5. Senior Staff' Responsibilities

Senior Staff shall be responsible for monitoring car pooling and utilisation of vehicles within their department. Swapping of vehicles should be initiated firstly within departments. If the target annual utilisation cannot be achieved, then swapping between departments should be initiated.

6. Employee Responsibilities

All persons driving a Council vehicle shall hold a current Western Australian Driver's Licence.

An officer assigned a council vehicle shall:

- Enter into an agreement to confirm the type of vehicle, type of use and contribution rate, if applicable, to the use of a Council vehicle by an officer.
- Sign their acceptance to Council's conditions of use of a council motor vehicle, which governs use, care and maintenance as detailed in this policy document.

6.1 Accident or Damage

In the event of an **accident or damage** to a vehicle it is the responsibility of the employee to:

- Report as soon as practicable to the Human Resources Coordinator / Fleet Coordinator, any involvement in a motor vehicle accident or upon sustaining general damage to the vehicle.
- Report any accident in a motor vehicle to the Police where required by law.
- Not accept or acknowledge any liability on behalf of the Council arising from an accident.
- Complete as soon as practical after the accident, the appropriate claim form and in consultation with the employee's supervisor, the incident report form (Copy Attached), and return them to the Coordinator Administration Services / Insurance Officer.

Employees or their nominated person found to be driving a Council vehicle under the influence of drugs or alcohol will be held personally responsible for any repairs or legal action resulting from any accident in which they are involved. Similar conditions shall apply to damage occurring as a result of inappropriate behaviour. Full costs relating to damage will be recovered from the employee. The employee would not normally be liable for any insurance excess costs involved if damage to the vehicle occurs in circumstances defined within authorised use.

6.2 Maintenance and Cleaning

General **maintenance** of the vehicle is the responsibility of the employee to whom the vehicle is assigned. This will include:

- Weekly check of oil, water and tyres.
- The vehicle is to be maintained in a clean and tidy condition at all times. Cleaning (internal and external) will be undertaken during the employee's own time.
- Additional features including advertising material, shall not be added to the vehicle unless it can be determined that these are required to undertake the functions of the person using the vehicle.
- The vehicle is to be made available for service maintenance and repairs as required. Mechanical defects are to be reported to the Fleet Coordinator as soon as practicable.
- All vehicles are designated as work places and shall be used in accordance with the Council's Occupational Safety and Health policies including the maintenance of a smoke free environment.

6.3 Appropriate Use

Vehicles shall be used in a manner that is consistent with the nature of work requirements. Employees shall be responsible for ensuring an allocated vehicle is used appropriately at all times. Vehicles other than 4 wheel drives should not be taken off road. Employees shall be responsible for paying for any damage that occurs when a vehicle has been deemed to have been used inappropriately.

Reconditioning costs at change over may be recovered from staff if the vehicle is excessively damaged through negligence.

The fleet administrator shall report excessive reconditioning costs to the relevant Manager. The CEO shall decide if excessive costs are required to be paid by the officer.

An employee whose licence has been suspended shall immediately advise their supervisor and arrange for the vehicle to be returned to the Council Depot. The employee will notify the Payroll of the situation and arrange to have any deduction of payments (if being made) discontinued until the suspension expires and / or private use rights are resumed.

Excessive speeding or alcohol and drug offences while driving will result in Council withdrawing the use of a vehicle. The following process shall apply for any offences that accrue infringement demerit points:

- 1st offence – attend counselling (HR).
- 2nd offence – attend driver training program (Professional Driver Trainer).
- 3rd offence – may result in the withdrawal of the car for 3 months or other period to be determined by the CEO.

6.4 Fringe Benefit Tax Reporting

All Fringe Benefits Tax (FBT) reporting requirements are to be completed and submitted to the Payroll / Insurance officer by the due date. These include:

- Log books of vehicle use are to be completed when requested.
- Annual returns giving details of:
 - any employee using the vehicle,
 - the start and finish dates/times of each period of use, and
 - Details of the vehicle use when allocated to another person.

Employees allocated vehicles for commuting or limited private use are required to notify the Human Resources Advisor of any changes to the allocation of the vehicle (e.g. during leave or staff rotation etc.). Failure to do so will result in the Council assuming the vehicle is still under the employees control and associated fringe benefits will be attributed to the employee.

6.5 Vehicle Utilisation

Council vehicles are to be rotated to maximise utilisation. Employees must accept that they may be allocated a different vehicle from time to time in order to increase that vehicles utilisation.

Employees superannuation surcharge and government benefits may be affected by their reportable FBT and employees allocated a vehicle are expected to actively take part in reducing the Council's FBT liabilities.

Employees are required to submit a log book of their business and non-business related travel for a minimum period of 90 days during any FBT year (1st April - 31st March).

6.6 Other Responsibilities

It shall be the **responsibility** of the person to whom the vehicle has been allocated to ensure that:

- All drivers shall reveal any previous driving offences (not speeding or parking) up to 5 years previously, which may affect insurance cover.
- The person is familiar with the conditions of this policy and that all forms relating to the allocation of the vehicle (including nominee's information) are provided to the Council.
- To ensure that parking fines and traffic infringements are paid by the offending driver.
- The vehicle is housed in a secure and preferably off street location, and kept locked at all times when not in use.
- The vehicle will be available for Council business on a daily basis (excluding approved periods of leave). This will take precedence over private use.
- When the vehicle is not required during annual leave it is to be garaged at the Council Depot unless approved by the CEO.
- Only authorised persons (employee or nominee) may drive a Council vehicle. In an emergency any person holding a WA Drivers Licence may drive the vehicle provided the employee is a passenger in the vehicle at the time the vehicle is being driven.
- Employees are to ensure that passengers and load limits are not exceeded at any time. Off road use is not permitted except where the vehicle is designed for such use.
- **No PETS** shall be allowed in council vehicles other than those used for the transport of animals.
- **No SMOKING** is permitted in council vehicles at any time.

7. Special Conditions

In addition to the general employee responsibilities as outlined, special conditions will apply to each category of use.

7.1 Full Private Use

- The CEO and DCEO are permitted unlimited use of the vehicle throughout Western Australia but private use limited to a maximum mileage of 35,000km annually.
- Where the CEO and DCEO exceed 35,000km private use annually they will be required to make an additional contribution of \$0.14 per km plus the cost of additional fuel.
- The CEO and DCEO may authorise their spouse / partner or another person as a user of the vehicle. The nomination form will be completed by the employee and submitted to the Insurance / Administration Coordinator who will maintain a central register.
- The CEO and DCEO have full access to their allocated vehicle during all periods of leave and may use the Council supplied fuel card for all fuel purchases.

7.2 Limited Private Use

- Use is limited to within a radius of 300km from the Council Offices unless authorised by the CEO.
- The vehicle will be made available during office hours as a pool vehicle unless authorised by the CEO
- Employees will be required to make a fortnightly contribution, payable after tax as described in the schedule of fees.

- An employee with limited private use may nominate their spouse/partner as a user of the vehicle and complete the appropriate forms. The Insurance / Administration Coordinator will maintain a register of authorised persons.
- In the event of a change of duties or change to the nature of work for which the employee is employed, the Council reserves the right to withdraw the provision of a vehicle.
- Use during periods of leave, generally not exceeding four (4) weeks, will not be permitted without expressed approval of the Chief Executive Officer (in consultation with the relevant DCEO), provided the vehicle is not required for municipal purposes. Where permission is given, the officer will be responsible for the cost of all fuel used while on leave.

7.3 Commuting Use

- The vehicle is available for commuting use to and from the employee's place of work and home in recognition of work requirements. Employees will not use Council vehicles for private use such as taking family to and from work / school etc., and shall not include any substantial deviation or substantial interruption of the journey without the expressed approval by the CEO.
- Diversion to attend a course of study or professional development outside normal business hours is to be authorised by the Manager and taken as part of the journey to or from work.
- In the event of a change of duties or change to the nature of work for which the employee is employed, the Council reserves the right to withdraw the provision of a vehicle.
- The vehicle will be available during office hours as a pool vehicle and will be returned to the pool during periods of long service leave, annual leave and sick leave.

8. Car Pooling Priorities

All allocated vehicles shall be available for other staff to use. Priority for allocation within the pool shall be:

- 1) Pool Vehicle/s.
- 2) Senior Staff Vehicles.
- 3) DCEO Vehicles.
- 4) CEO's Vehicle.

9. Type of Vehicle Allocated

The Council's fleet mix consists of a variety of makes and models of vehicles. Unless otherwise determined by the CEO the following vehicle types will apply to the identified positions.

Position	Use	Type of Vehicle	Employment Value in HR Package *	Weekly contributions post tax
CEO	Full Private Use	Luxury Saloon or Station Wagon fitted with a tow bar or 4x4 Station Wagon (Holden Caprice - Toyota Presara - Toyota Prado or Equivalent)	\$29,000	NIL
Deputy CEO	Full Private Use	Luxury Saloon fitted with a tow bar or soft road 4x4 station wagon or sedan (VW Passat - Toyota Atara SL - Toyota Fortuner or Equivalent)	\$21,000	\$140
Coordinator – Supervisor	Full Private Use	4 Cylinder Saloon or other specified vehicle as required by the position and fitted with a tow bar OR 4 Cylinder Automatic Diesel Crew Cab Utility 4x4 - bull bar, tow bar, cruise control (Toyota Camry Altise - Mazda CX5 - Hyundai I40 OR Ford Ranger, VW Amarok, Toyota HiLux - Isuzu D-Max)	\$18,500	\$120
Staff	Commuting Use	4 Cylinder Automatic Sedan or other specified vehicle as required by the position OR 4 Cylinder Automatic Diesel Utility 4x4 - bull bar, tow bar, cruise control (Toyota Yaris - VW Polo - Hyundai I20 OR Ford Ranger, VW Amarok, Toyota HiLux - Isuzu D-Max)	\$13,000	\$85

* The values attributed to vehicles in the employment package are calculated using the following data

- The cost to lease an equivalent vehicle over a term of 60 months and 150,000km the lease cost is inclusive of all maintenance and tyres
- The cost of fuel based on the average fuel consumption of this type of vehicle and a fuel price of \$1.20c per litre
- Insurance cost at 1.1% of the cost of the vehicle
- Registration at 1.5% of the cost of the vehicle

Post tax contributions are calculated based on the vehicle provided and FBT liability of such a vehicle (these may vary slightly from the figures stated), the post tax contribution is then made by the staff based on a vehicle allowance paid over and above their salary, and refunded to Council as a post tax contribution. This will benefit both Council and the employee.

At the CEO's discretion the post tax contribution may be made up of an allowance and a deduction of up to \$40 a week from the employees salary to lift the use from Commuter to limited private

The total value of the vehicle entitlement will be included in the employee's total remuneration package. Only Executive Senior Staff and the CEO have a choice of using the vehicle provided by Council or converting their vehicle entitlement to cash and providing their own vehicle by way of Novated Lease, Chattel Mortgage, or other means subject to approval by the CEO.

Where the employee elects to provide their own vehicle:

- It will be of a similar make / model like that usually provided by the Council; and
- It will be used by the employee for all business purposes.
- They will not have access to Council provided pool vehicles.

9.1 Employers Responsibility

- Ensure employees understand their responsibilities to ensure vehicles are legal, safe and well-maintained.
- Check vehicle documents in advance of first use of vehicle for business purposes and at least annually thereafter.
- Carry out periodic visual inspections of employees' own vehicles used for work, follow monitoring, authorisation and reporting procedures to help manage transport usage.

9.2 Employees Responsibility - using their own vehicles for business to:

- Present the vehicle's insurance policy (with the employer noted on the policy and policy for business use of the car) and service / maintenance schedule for inspection in advance of first driving for work and thereafter on request by the employer.
- Present their driving licence for inspection in advance of first driving for work and thereafter on request by the employer.
- Notify employer of any sanctions imposed on their licence, restrictions on ability to drive, material changes to insurance provision and vehicle defects.
- Co-operate with monitoring, authorisation and reporting procedures.

9.3 Minimum Vehicle Standards

As a minimum, any employee-owned vehicle used for business purposes should meet the following standards:

- Vehicle to be of a standard normally used in LG business i.e. no exotic vehicles, sports cars, custom cars.
- ANCAP rating no lower than 4 stars.
- Age of car no older than 5 years or 150,000km's, whichever the greater level.
- Vehicle covered for Roadside Assistance.
- Vehicle fitted with a stability control system, such as ABS and ESP.

9.4 Insurance of Private Vehicle

The vehicle entitlement will only be paid where the employee holds an insurance policy that covers bodily injury to or death of third parties, bodily injury to or death of any passenger; and damage to the property of third parties, and permits the use of the car either in connection with the business, or the business of the employing department or agency. The employers name must be noted on the insurance policy as an interested party. When first using their car on official business, employees must declare in writing that they know and understand the ownership and insurance requirements.

It is the responsibility of the employer to:

- Verify the insurance status of their employees, via either the original insurance document or a cover note. Any material changes to the employee's insurance provision shall be notified to the employer.
- Employee is to provide a declaration accepting that they are paid a vehicle allowance for providing their own vehicle for business purpose. In doing so they accept that all costs relating to the vehicle including but not limited to, fuel, maintenance, tyres, insurance, accidents, insurance excess etc are for their own account. The employee must also accept as a policy that they will not have use of a Council vehicle during work hours unless in exceptional circumstances and authorised by the CEO.

10. Review Period

This policy will be reviewed by the Council two years from the date of adoption.

APPENDICES:

(1) Accident or Damage Report Form

Policy Administration	
Responsible Department	Executive Services
Author / Contact Officer Position:	Chief Executive Officer
Relevant Delegation:	NA
Date Adopted:	23 May 2017
Reviews / Amendments:	16 August 2017

11.1.7

Proposed Carport and Fencing

Location: Lot 1452 (No 1) Everlasting Crescent, Kambalda West (A411)

Applicant: Teena Teague

File Reference:

Disclosure of Interest: Nil

Date: 21 August 2018

Author: Francesca Lefante, Consultant Town Planner

Summary:

That Council consider an application for a carport with reduced from setback with new boundary fencing.

Background:

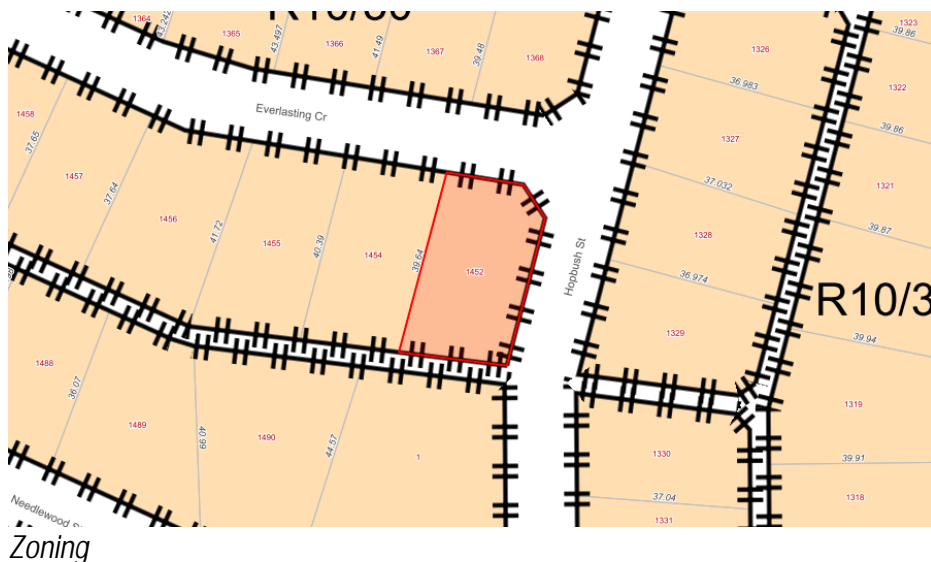
The subject site: -

- is zoned Residential R10/30 under Local Planning Scheme No 5.
- Has an area of 878 square metres.

The map below shows the aerial of the subject site.



Aerial map



R-Code Requirements

Consideration of the proposal against the Residential Design Codes design principles 5.2.1 given the minor variation in setback from 1.5metres to 1.0metres.

The fencing comprises a combination of open fencing at the front of the dwelling with 1.8 solid fencing to the side setback areas.

COMMENTS

The subject site is zoned Residential R10/30 and is located at the intersection of Everlasting Crescent and Hopbush Street

Under the Residential Design Codes where proposals do not meet the deemed to comply provisions the Council is required to exercise judgement to determine the proposal. In relation to carports and garages the design principle provides the following guidance when considering variations:

"the setting back of carports and garages to maintain clear sight lines along the street and not to detract from the streetscape or appearance of the dwelling or obstruct views of the dwelling from the street and vice versa.

The minor variations in setback is considered to meet the design considerations of the R-Codes, the location of the existing dwelling constrains the carport setback, notwithstanding the proposal is considered acceptable and meets the R-Code streetscape requirements.

The following options are available to the council: -

- Option 1: Approve the proposed carport, subject to conditions
- Option 2. Refuse the proposal. The reasons for refusal are to be provided

Attachments:

Site Plan
Floor plans and elevations

Consultation:

Adjoining landowner has signed the plans supporting the proposal.

Statutory Environment:

Residential Design Codes
Shire of Coolgardie Town Planning Scheme No 5

Policy Implications

Nil

Financial Implications:

Nil

Strategic Implications:

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

Voting Requirements: Simple Majority

Officer Recommendation:

That Council APPROVES the proposed outbuilding and Residential Design Code variations on Lot 1462 (No 1) Everlasting Crescent, Kambalda West, as shown on plans dated 21 August 2018 subject to the following conditions:

- Building permit being obtained prior to the commencement of development.

COUNCIL RESOLUTION: #165/18

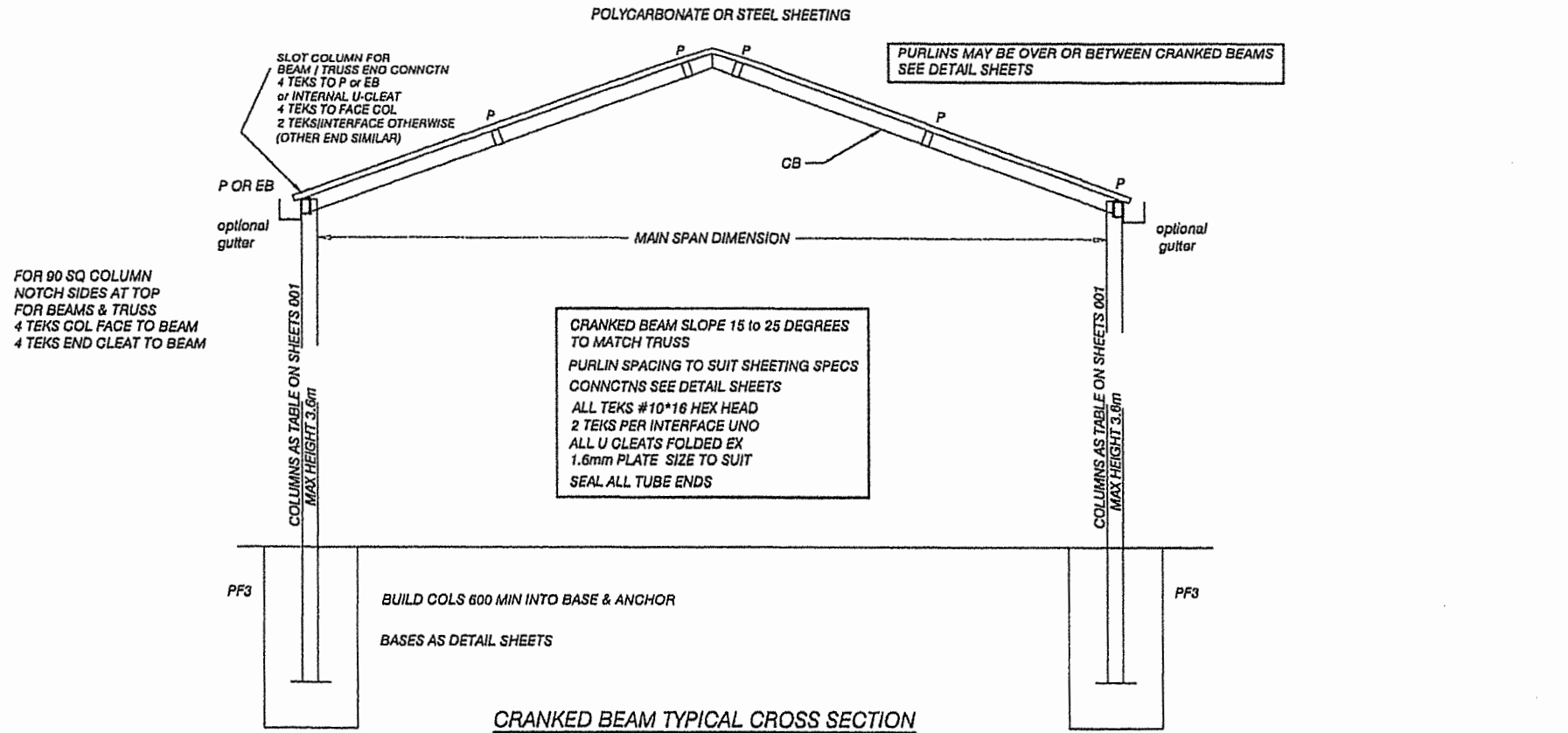
Moved: Councillor, S Botting

Seconded: Councillor, T Rathbone

That Council APPROVES the proposed outbuilding and Residential Design Code variations on Lot 1462 (No 1) Everlasting Crescent, Kambalda West, as shown on plans dated 21 August 2018 subject to the following conditions:

- Building permit being obtained prior to the commencement of development.

CARRIED ABSOLUTE MAJORITY 7/0



(CONNECTION DETAILS SIMILAR TO TRUSS DETAIL SHEETS)
GABLE CRANKED BEAM DETAILS
FREESTANDING PATIO
(NOT TO BE ENCLOSED)

THIS DRAWING IS INVALID FOR A BUILDING PERMIT APPLICATION UNLESS ACCOMPANIED
BY A CURRENT CERTIFICATION LETTER SIGNED IN RED INK BY THE ENGINEER.

Peter C Williamson BE(Const) MBA(UWA) GDipComp Professional Structural Engineer K.A.Williamson Structural Engineers PO Box 1100, Roleystone WA 6111 Phone: 0409 290 481 Email: kawilliamson@inet.net.au	Client: STRATCO (WA) PTY LTD PO Box 1515 Canning Vale DC W.A. 6155 P 9455 1911	Project GENERAL GABLE PATIO DESIGN REGION A: N3 IMP2		Drawing © copyright Peter C Williamson 2018 scale - NTS 10.07.2017 2:40 PM	
		180101 stratco (wa) pty ltd a gable 002 002a 002b 002c 002d 003 004.dwg		PCW STRUCTURAL	
				Ref 002.002D 180101 GA Issue 1	



1.8mtr High Solid

Carport 6x6mtr

1.8mtr high with open above 1.2m



slats

	<p>Shire of Coolgardie does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that Coolgardie Shire Council shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in this information.</p>	Property Mapping System	<p>Scale: 1:283 Projection: Longitude-Latitude / WGS 84 Date: 21/08/2018</p>	
		<p>A411 1 Everlasting Crescent Kambalda West WA 6442</p>		

11.1.8 Proposed Oversized Overbuilding (Shed)

Location: Lot 1342 (No 5) Callitris Road, Kambalda West

Applicant: Daniel Leek

File Reference: NAM

Disclosure of Interest: Nil

Date: 29 July 2018

Author: Francesca Lefante, Consultant Town Planner

Summary:

That Council consider an application for an outbuilding (shed) with a wall height with a minor variation.

Background:

The subject site: -

- is zoned Residential R10/30 under Local Planning Scheme No 5.
- Has an area of 789 square metres.

The map below shows the aerial of the subject site.



Aerial map

R-Code Requirements

The proposal outbuilding exceeds the deemed to comply provisions of the Clause 5.4.3 - Residential Design Codes development standards as detailed below.

Standard	Requirement	Proposal	Variance
Area	60 sqm	63 sqm	variation
Height <ul style="list-style-type: none">• Wall	2.4 metres	3.0 metres	0.6metres

• Roof (ridge)	4.2 metres	3.85 metres	Complies
Front (Streetscape) setback • Sylvester Street	6.0 metres	Behind the dwelling	Complies
Setbacks • Side (western) • Rear (northern)	1.0 metre 1.0 metre	1.0 metres 2.0 metres	Complies Complies

Comment:

The subject site is zoned Residential R10/30 and with a residential property opposite the shed boundary. Under the Residential Design Codes where proposals do not meet the deemed to comply provisions the Council is required to exercise judgement to determine the proposal.

In relation to outbuildings (sheds) the design principle provides the following guidance when considering variations:

"outbuildings that do not detract from the streetscape or the visual amenity of residents or neighbouring properties."

The minor variation in wall height complies with the setback requirements and is not considered to adversely impact the adjoining residential property or the street.

The proposed outbuilding meets the design considerations of the R-Codes and contains an existing dwelling, the applicant has indicated in the proposal that the outbuilding is to be used for storage purposes.

The location of the shed is considered acceptable and meets the R-Code setback and streetscape requirements.

The following options are available to the council: -

Option 1: Approve the proposed outbuilding, subject to conditions

Option 2. Refuse the proposal. The reasons for refusal are to be provided

Attachments:

Site Plan, Floor plans and Elevations

Consultation:

Adjoining landowner has signed the plans supporting the proposal.

Statutory Environment:

Residential Design Codes

Shire of Coolgardie Town Planning Scheme No 5

Policy Implications:

Nil

Financial Implications:

Nil

Strategic Implications

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

Voting Requirements Simple Majority

Officer Recommendation

That Council APPROVES the proposed outbuilding and Residential Design Code variations on Lot 1342 (No 5) Callitris Road, Kambalda West, as shown on plans dated July 2018 subject to the following conditions:

- Building permit being obtained prior to the commencement of development.
- The Outbuilding (shed) shall not be used for human habitation, commercial or industrial purposes.

COUNCIL RESOLUTION: #166/18

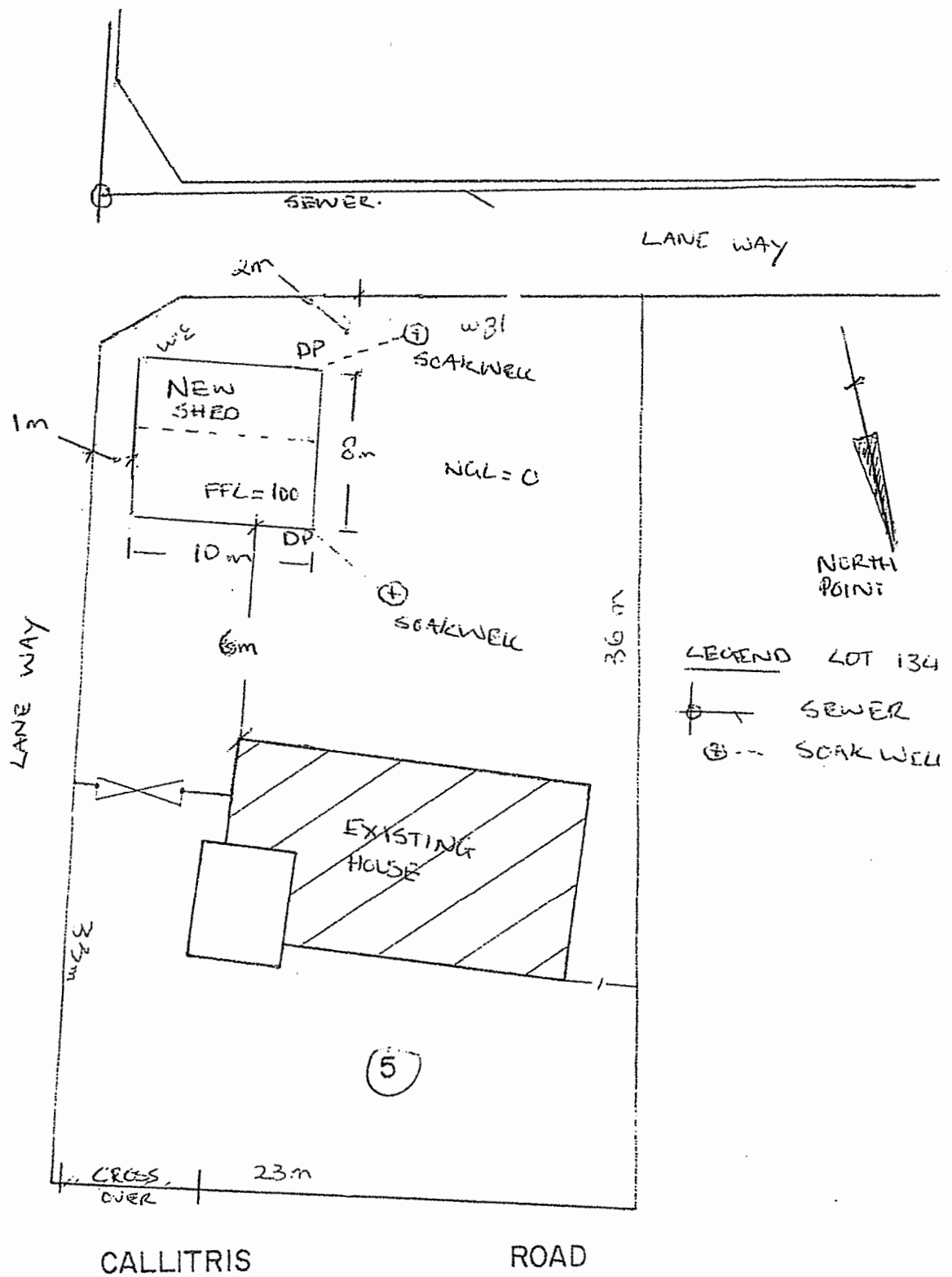
Moved: Councillor, K Lindup

Seconded: Councillor, T Rathbone

That Council APPROVES the proposed outbuilding and Residential Design Code variations on Lot 1342 (No 5) Callitris Road, Kambalda West, as shown on plans dated July 2018 subject to the following conditions:

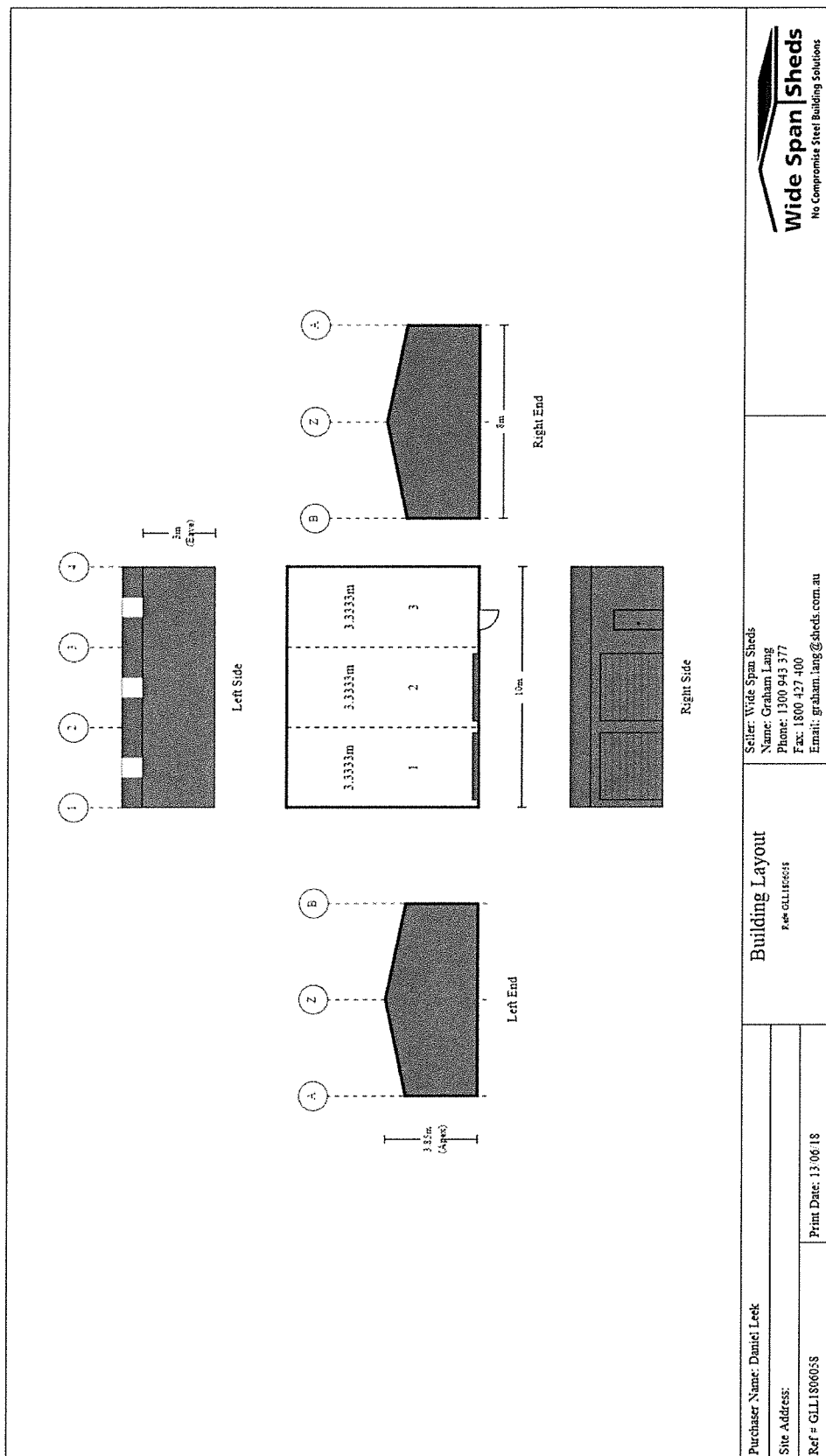
- Building permit being obtained prior to the commencement of development.
- The Outbuilding (shed) shall not be used for human habitation, commercial or industrial purposes.

CARRIED ABSOLUTE MAJORITY 7/0



SCALE 1:200

Building Layout



Peace of mind
Guarantees

**SHED
SAFE**
accredited

**5 YEAR FULL-SCALE
GUARANTEE**

**STEEL
BUILDINGS**

**9 YEAR SPECIFIC
ENGINEERING**

...we've got you covered!

www.sheds.com.au

Councillor, N Karafilis Declared an Impartial Interest

11.1.9 Proposed Oversized Shed

Location: Lot 1201 (No 11) Ti-Tree Court, Kambalda

Applicant: Lee Horan

File Reference:

Disclosure of Interest: Nil

Date: 21 August 2018

Author: Francesca Lefante, Consultant Town Planner

Summary:

That Council consider an application for an outbuilding (shed) with a wall height with a minor variation.

Background:

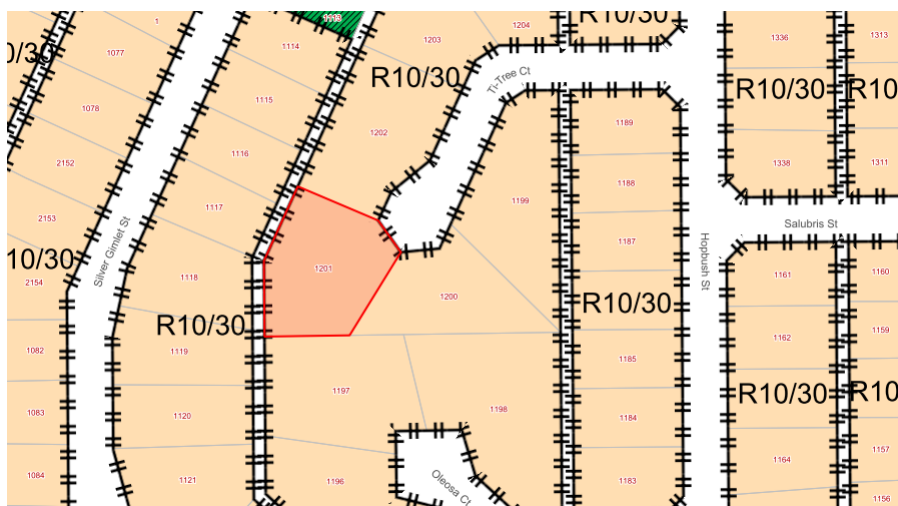
The subject site: -

- is zoned Residential R10/30 under Local Planning Scheme No 5.
- Has an area of 1651 square metres.

The map below shows the aerial of the subject site.



Aerial map



Zoning

R-Code Requirements

The proposal outbuilding exceeds the deemed to comply provisions of the Clause 5.4.3 - Residential Design Codes development standards as detailed below.

Standard	Requirement	Proposal	Variance
Area	60 sqm	77 sqm	variation
Height <ul style="list-style-type: none"> Wall Roof (ridge) 	2.4 metres 4.2 metres	3.0 metres 3.75 metres	0.6metres Complies
Front (Streetscape) setback <ul style="list-style-type: none"> Sylvester Street 	6.0 metres	Behind the dwelling	Complies
Setbacks <ul style="list-style-type: none"> Side Rear 	2.0 metre 1.0 metre	1.0 metres 1.2 metres	Complies Complies

COMMENTS

The subject site is zoned Residential R10/30 with a residential property adjoining the shed boundary.

Under the Residential Design Codes where proposals do not meet the deemed to comply provisions the Council is required to exercise judgement to determine the proposal. In relation to outbuildings (sheds) the design principle provides the following guidance when considering variations:

"outbuildings that do not detract from the streetscape or the visual amenity of residents or neighbouring properties.

The minor variation in wall height complies with the setback requirements and is not considered to adversely impact the adjoining residential property or the street.

The proposed outbuilding meets the design considerations of the R-Codes and contains an existing dwelling.

The location of the shed is considered acceptable and meets the R-Code setback and streetscape requirements.

The following options are available to the council: -

Option 1: Approve the proposed outbuilding, subject to conditions

Option 2: Refuse the proposal. The reasons for refusal are to be provided

Attachments:

Site Plan

Floor plans and elevations

Consultation:

Nil

Statutory Environment:

Residential Design Codes

Shire of Coolgardie Town Planning Scheme No 5

Policy Implications

Nil

Financial Implications:

Nil

Strategic Implications:

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

Voting Requirements: Simple Majority

Officer Recommendation:

That Council APPROVES the proposed outbuilding and Residential Design Code variations on Lot 1201 (No 11) Ti-Tree Court, Kambalda West, as shown on plans dated 21 August 2018 subject to the following conditions:

- Building permit being obtained prior to the commencement of development.
- The Outbuilding (shed) shall not be used for human habitation, commercial or industrial purposes.

COUNCIL RESOLUTION: #167/18

Moved: Councillor, E Winter

Seconded: Councillor, S Botting

That Council APPROVES the proposed outbuilding and Residential Design Code variations on Lot 1201 (No 11) Ti-Tree Court, Kambalda West, as shown on plans dated 21 August 2018 subject to the following conditions:

- Building permit being obtained prior to the commencement of development.
- The Outbuilding (shed) shall not be used for human habitation, commercial or industrial purposes.

CARRIED ABSOLUTE MAJORITY 7/0



Shire of Coolgardie does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that Coolgardie Shire Council shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in this information.

Property Mapping System

A1162
11 Ti Tree Court
Kambalda West WA 6442

Scale: 1:434
Projection: Longitude-Latitude / WGS 84
Date: 21/08/2018





Current View

Job Reference
Sales Person
Client Name

Mr Jarrod Regan
Lee Horran

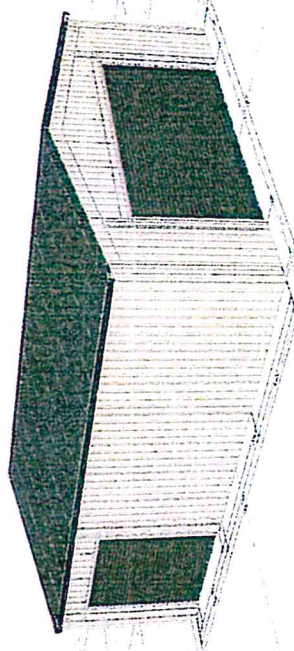
Site Address

11 teatree crt kambalda west

Design Number
Date

SQ167655
24/07/2018

Customer Signature

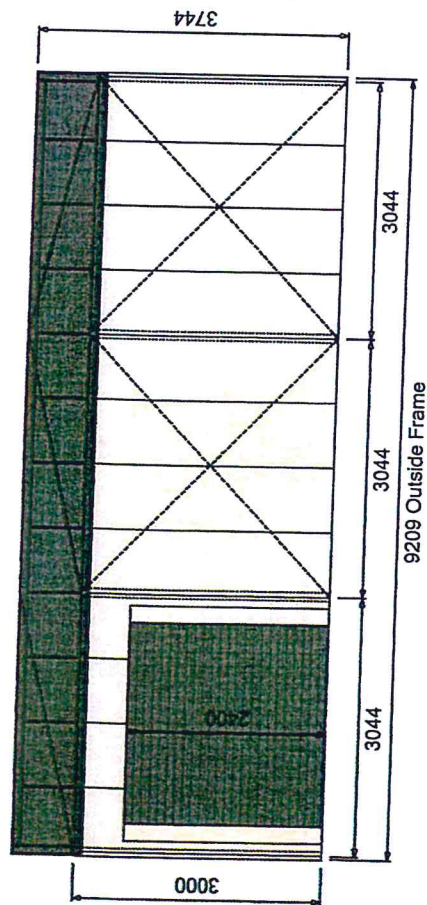




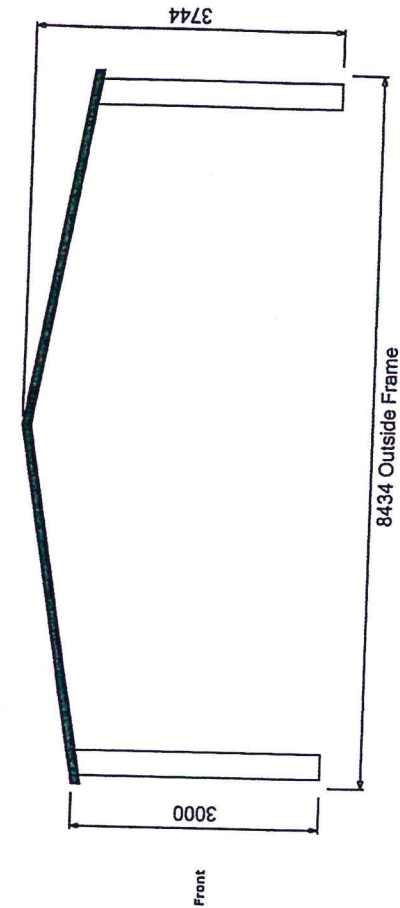
Elevations

Job Reference	11 teatree crt kambalda west	Design Number	SO167655	Customer Signature
Sales Person	Mr Jarrod Regan	Date	24/07/2018	
Client Name	Lee Horran			

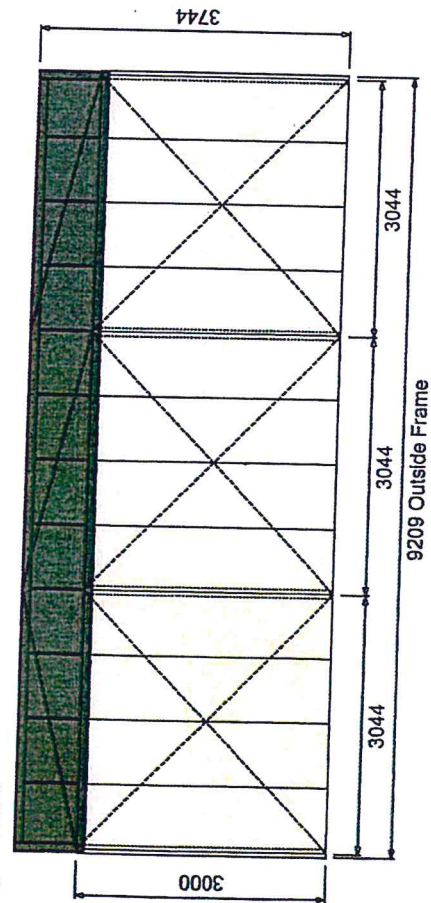
Left Elevation



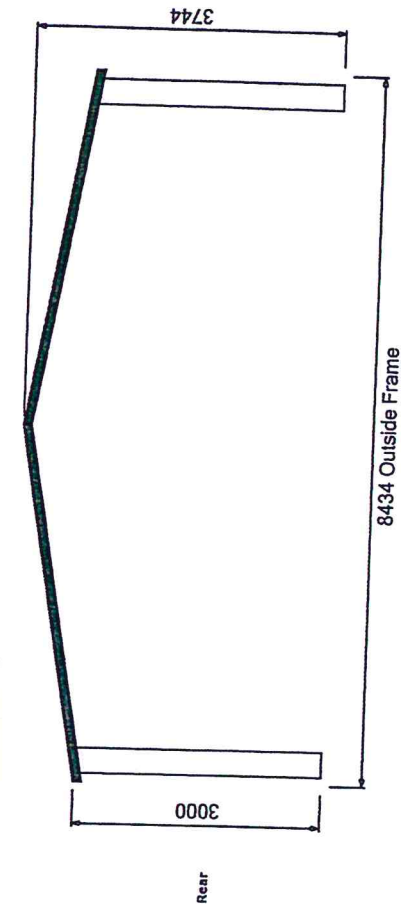
Front Internal Elevation - 1



Right Elevation



Rear Internal Elevation - 1





Elevations

Job Reference
Sales Person
Client Name

Mr Jarrod Regan
Lee Horran

Site Address

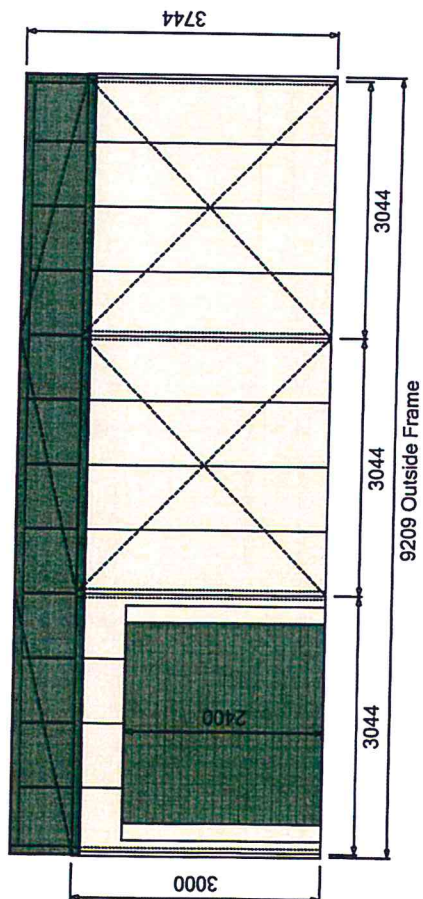
11 teatree crt kambalda west

Design Number
Date

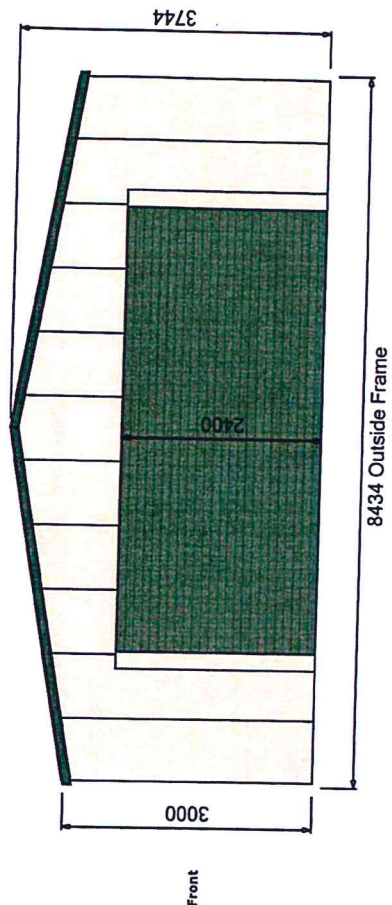
SQ167655
24/07/2018

Customer Signature

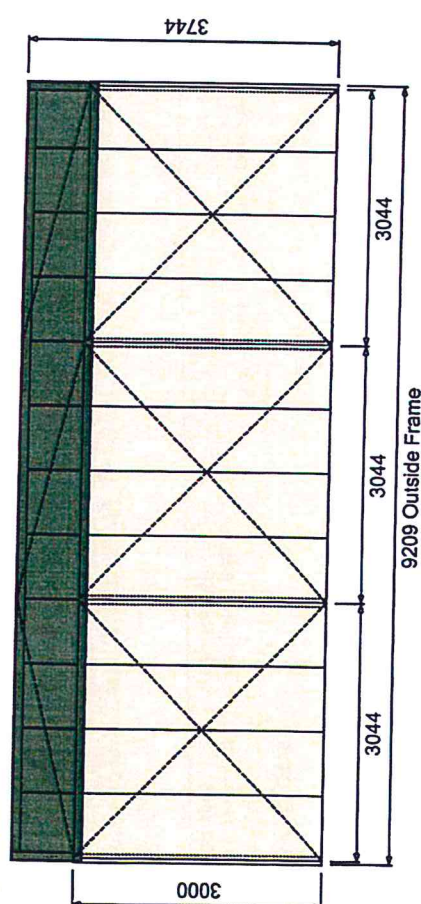
Left Elevation



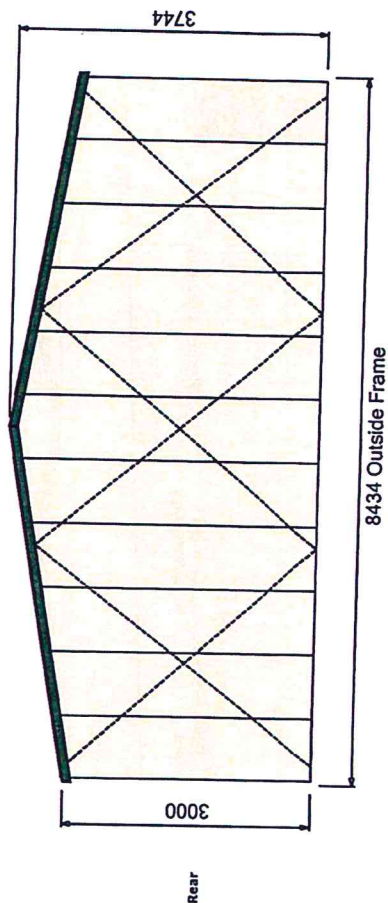
Front External Elevation



Right Elevation



Rear External Elevation





Site Plan

Job Reference
Sales Person
Client Name

Mr Jarrod Regan
Lee Horran

Site Address

11 teatree crt kambalda west

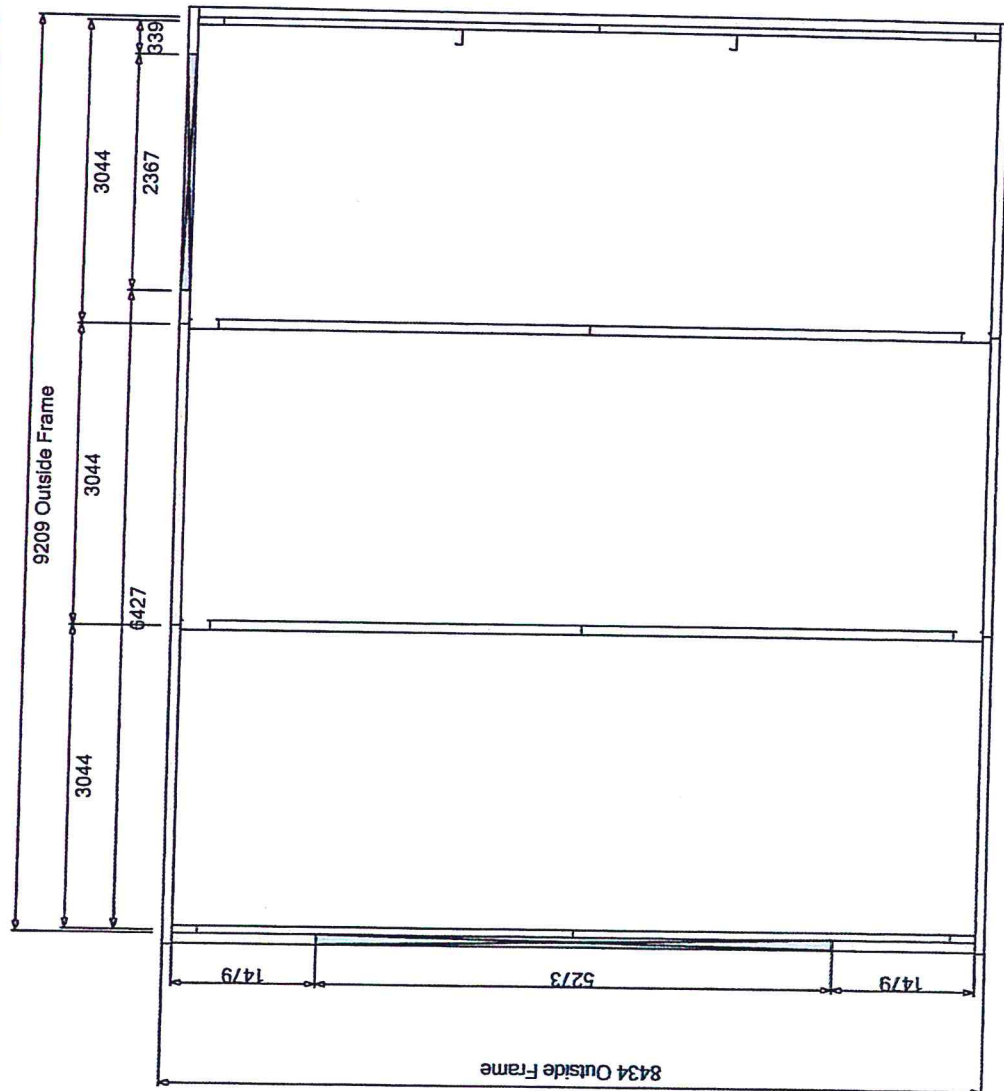
Design Number
Date

SQ167655
24/07/2018

Customer Signature

Front

Rear



11.1.10 Workers Accommodation Coolgardie

Location: Lot 1965 Reserve R46628 Gnarlbine Road Coolgardie

Applicant: Rangecon

File Reference

Disclosure of Interest: Nil

Date 22 August 2018

Author Francesca Lefante, Consultant Planner

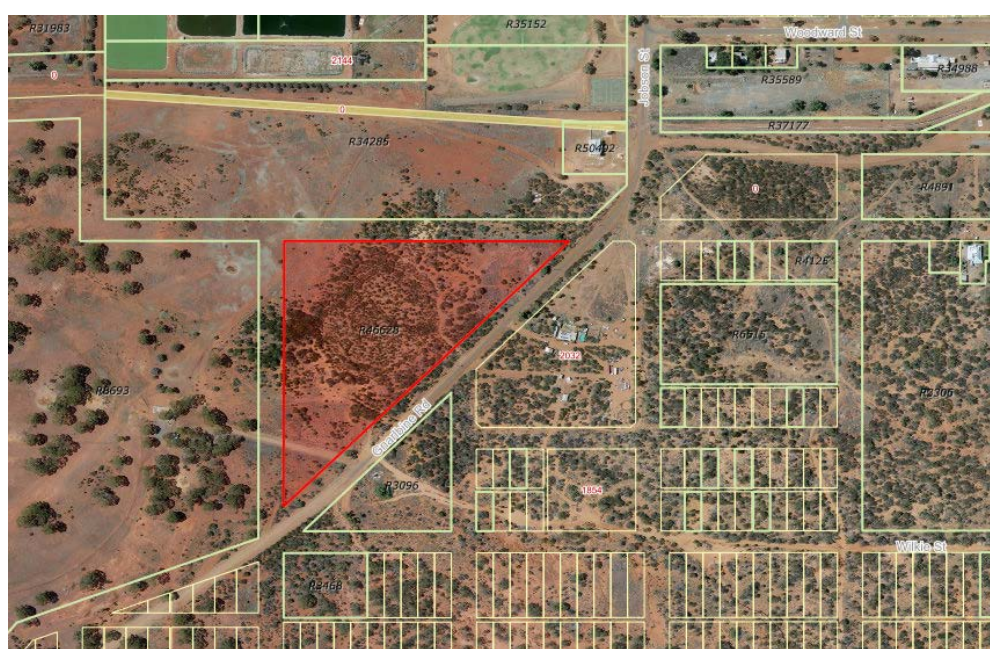
Summary

Council approval is sought for the construction of workers accommodation. The development comprises

- Is located in the northern portion of the site.
- Accommodation for 228 workers. in 72 pods, which contain 4 bedrooms each layout in rows connected by walkway.
- The buildings are transportable with colorbond wall lining, include verandas. All rooms have private amenities.
- The facility includes dry mess, recreation room, tennis court and storage areas
- Vehicle parking is located at the front of the site, with dedicated entry and exit point from Gnarlbine Road.
- The parking area contains a designed drop off/pick up area, parking for service vehicles light and rigid vehicles and buses.

Background:

The subject site comprises Lot 1965 Reserve R46628 Gnarlbine Road has an area of 6.27 hectares.



Aerial Map

Comments

Surrounding Land uses

The site is currently vacant however was previously leased and used for workers accommodation from 1991 – 1995.

The land surrounding the site comprises the following:-

- Residential use opposite the site on Gnarlidne Road zoned (R10/30). The dwelling has an existing access driveway onto Gnarlidne Road which is opposite proposed development exit crossover.
- Coogardie Golf Course at the rear of the site.
- Recreation Reserve to the north.
- Water Corporation pump station.
- Vacant land.

Use

The proposed use is permitted and consistent with the Special Use Workers Accommodation zoning under Local Planning Scheme No 5. Workers/Workforce Accommodation is defined under the scheme as:

"Premises which may include modular or relocatable buildings used: -

- *Primarily for the accommodation of workers engaged in construction, resources, agriculture or other industries on a temporary basis, and*
- *For any associated catering, sporting and recreation facilities for the occupants and authorised visitors."*

The Shire's Local Planning Strategy supports workers accommodation within close proximity of the townsites rather than located remotely, in recognition of the potential benefit to the community and townsite sustainability.

Development provisions

The proposal has been assessed against the development standard that apply under the scheme. The following tables outlines the details: -

Scheme Provisions	Required	Provided
Setbacks front	Discretion of Council. <ul style="list-style-type: none">• 7.5 m residential	10metres to carpark 15metres to tennis courts/meeting room 30mtres to accommodation, dry mess and storage areas.
Landscaping	Discretion of Council <ul style="list-style-type: none">• 3m industrial zones• Screening and tress within parking area in commercial zone	10m landscaping buffer is provided along the Gnarlidne Street verge
Service and loading areas	Behind the street setback and appropriately screen	The servicing area adjoins the dry mess approximately 110metres from the street

		boundary. With a landscaping buffer along Gnarlbine Road.
Parking	Not specified. At the discretion of the Council	Parking for over 50 vehicles and buses A dedicated drop-off pickup area is provided on site.
Signage	Not specified. At the discretion of the Council	No details have been provided on signage requirements. This will be subject to separate approval.

The site falls within an area designated as bushfire prone area pursuant to the Fire and Emergency Services Act 1998 as identified on the Map of Bush Fire Prone Areas. A Bushfire Management Plan is required to be prepared and submitted with the Building Licence and be implemented and thereafter maintained for the lifetime of the development.

Provisions of services and infrastructure associated with the development including sewer, water, power and telecommunications are subject to relevant technical and licencing requirements.

Traffic, parking and vehicle movement

Access to the site is via Gnarlbine Road with a dedicated entry and exit point. The proposal indicates that site will cater for light vehicles, service vehicles and buses.

The location of the proposed dedicated vehicle exit point is directly opposite the existing crossover to the residential property opposite the site and close to an existing power pole. All vehicles will be exiting the site at this point creating a potential vehicle conflict point. No consultation has occurred with the landowner.

Given the scale of the development and types and frequency of traffic movements from the site it is recommended that the dedicated exit crossover be relocated to the south of the site to avoid conflict with and undue disturbance to the residential site opposite and road infrastructure. Amended plans will be required addressing this aspect.

The Shire technical officer has advised that crossovers to the site are to be seal, kerbed and drained to cater for the type, scale and frequency of vehicle movements. In addition, drainage culverts are to be provided due to site conditions, dampness and flooding.

Gnarlbine Road is classified as a local road under the care and control of the Shire of Coolgardie. The road provides access to Victoria Rocks Road and Coolgardie golf course and has low traffic movements. The current condition of the road reflects its usage.

Shire technical officers has undertaken a preliminary inspecting of the road and advised that the following:

- The existing road is capable of accommodating the traffic generated from the proposed development;
- The existing road seal is in good condition,
- Minor upgrades to the road shoulder will occur as part of the Shires maintenance program,
- Minor grading works over the pipeline form part of the Shire road program;

- The proposed exit crossover should be relocated to avoid the existing driveway opposite and the power pole.
- The applicant should liaise with the Shire of a construction vehicles traffic proposal should heavy vehicles be needed to access the site. The preferred route being via Lady Loch Road.
- comprises a compacted bitumen narrow road surface with gravel shoulders

Impact on surrounding Land uses

The site is opposite a residential use and accordingly due consideration is provided on the potential impacts. The proposed development is setback over 30 metre from the road boundary, with the communal areas such as the dry mess and recreation room being over 40 metres from the from boundary.

The area of potential conflict and disturbance is at the dedicated Exit crossover; which is proposed in close proximity of the existing residential driveway. It is recommended that the crossover be relocated to minimise conflict and the adjoining owner consulted subject. Amended plans should be provided addressing this aspect.

Summary

The proposed use is consistent with the Special Use zoning and the Local Planning Strategy. The development has been designed to be setback from the road with landscaping a buffer area. The preliminary inspection of the road has identified that Gnarlbine Road is capable of accommodating the traffic generated from the proposed development.

Minor modification to the proposed site layout is recommended to address the location of the dedicated exit point to minimise conflict with the residential use opposite and location of the Shire road infrastructure (power poles).

Options

The following options are available to the council: -

- Option 1: Approve the proposal, subject to conditions
- Option 2: Defer the proposal pending further information or consultation.
- Option 3 Refuse the proposal. The reasons for refusal are to be provided

It is recommended that the proposal be approval subject to relevant planning conditions including the reallocation of the designated exit crossover.

Attachments

1. Aerial
2. Site plan
3. Floor plans and elevations

Consultation

Under the Scheme there are no statutory consultation requirements.

Statutory Environment:

Planning and Development Act 2005

Local Planning Scheme No 5

Policy Implications

Nil

Financial Implications

The terms of the agreement will identify the road upgrading works and costs

Strategic Implications

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

Voting Requirements: Simple Majority

Officer Recommendation:

That Council APPROVES the development comprising workers accommodation at Lot 1965 Reserve R46628 Gnarlbine Road, Coolgardie, as shown on plans dated 22 August 2018 subject to the following conditions:

- 1) The development shall be substantially commenced within 2 years from the date of this decision. If the development does not substantially commence before expiration of the 2-year period, this approval becomes invalid and expires.
- 2) The development to be carried out in accordance with the approved plans with modification to the designated exit crossover Gnarlbine Road. Amended plans to be provided addressing the location of the designated exit crossover onto Gnarlbine Road.
- 3) Building permit being obtained prior to the commencement of development.
- 4) Dust suppression measures to be implemented to prevent dust blown from the sites.
- 5) A Bushfire Management Plan to be prepared and implemented and maintained in accordance with the approved plan.
- 6) The design and location of all effluent systems to be designed and constructed in accordance with requirements of Health Department.
- 7) All landscaping to be maintained to the satisfaction of the Shire of Coolgardie Chief Executive Officer
- 8) All stormwater generated by the development must be contained and disposed of on-site to the satisfaction of the Shire of Coolgardie.
- 9) All vehicle parking, loading areas, hard stand and line marking areas are shown on the approved plans shall be designed, drained, sealed and kerbed in accordance to the satisfaction of the Shire of Coolgardie Chief Executive Officer.
- 10) Access and egress crossovers onto Gnarlbine Road to be sealed, kerbed, drained, constructed and maintained to the satisfaction of the Shire of Coolgardie

Advice Notes

- 1) The applicant is advised that granting of development approval does not constitute a building permit and that an application for relevant building permits must be submitted and approved before any work requiring a building permit can commence on site.
- 2) The applicant is advised that approval from the Department of Health is required for any onsite waste water treatment processes.

COUNCIL RESOLUTION: #168/18

Moved: Councillor, K Lindup

Seconded: Councillor, S Botting

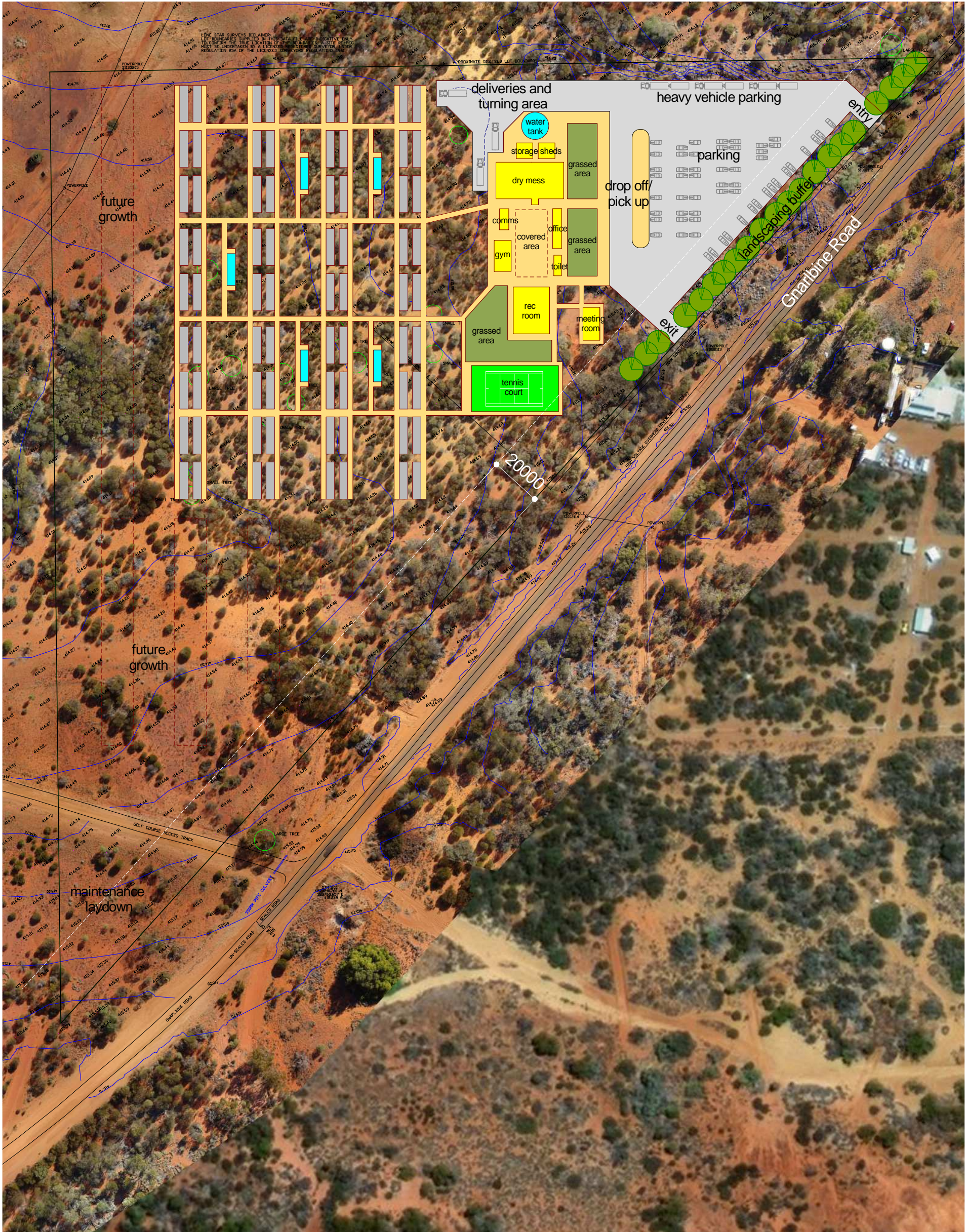
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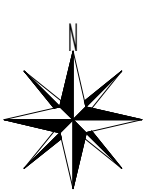
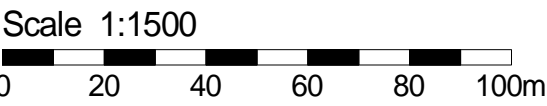
Advice Notes

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CARRIED SIMPLE MAJORITY 7/0

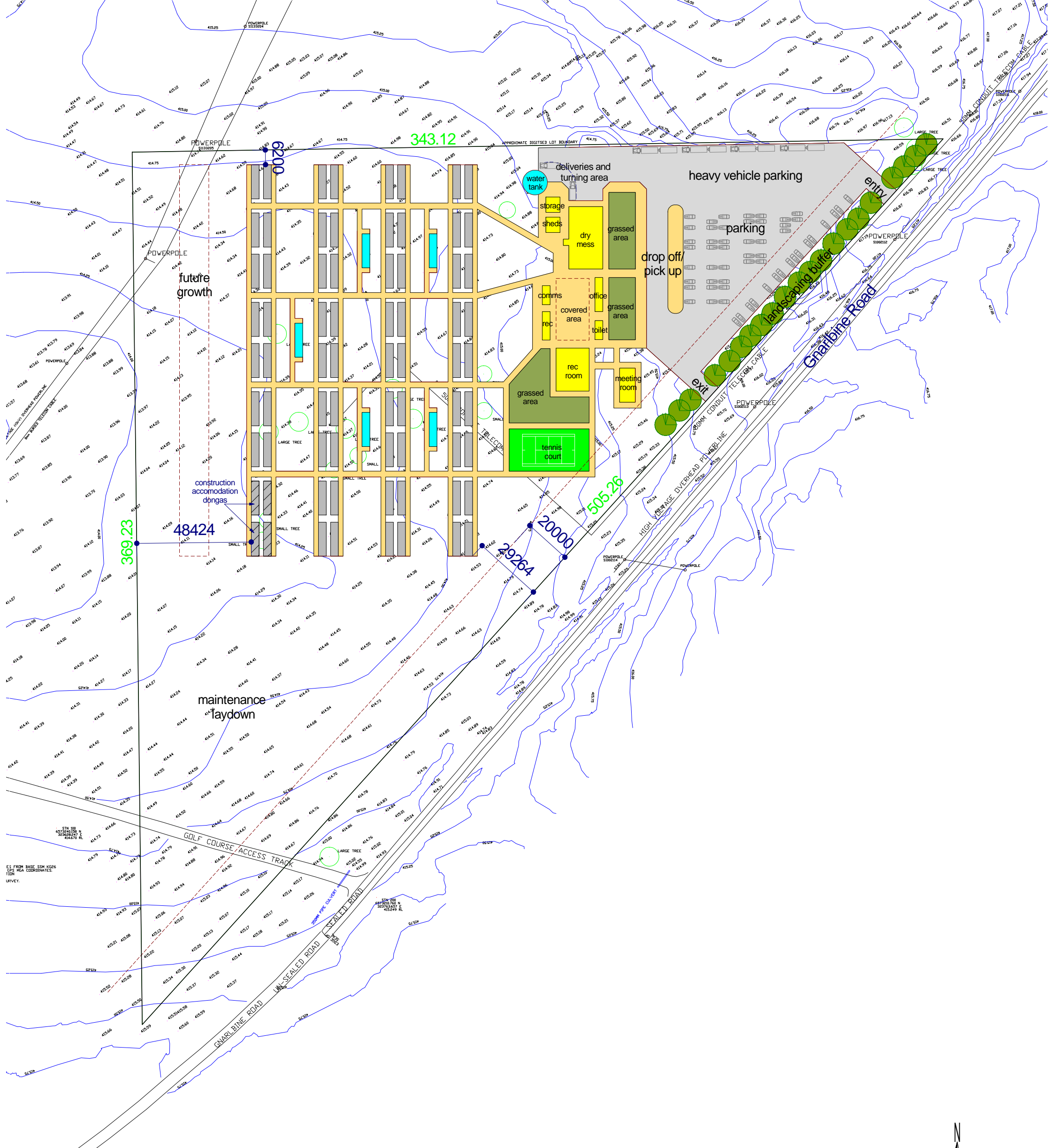


SITEPLAN
GROUND FLOOR



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30/07/18	amendments CS
01/08/18	amendments CS
02/08/18	amendments CS
03/08/18	amendments CS

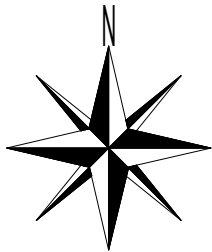
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Sheet	: 1 of 1



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SITEPLAN

GROUND FLOOR

Scale 1:1500



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CONSTRUCTION NOTES

Confirm dimensions on site prior to the commencement of works.

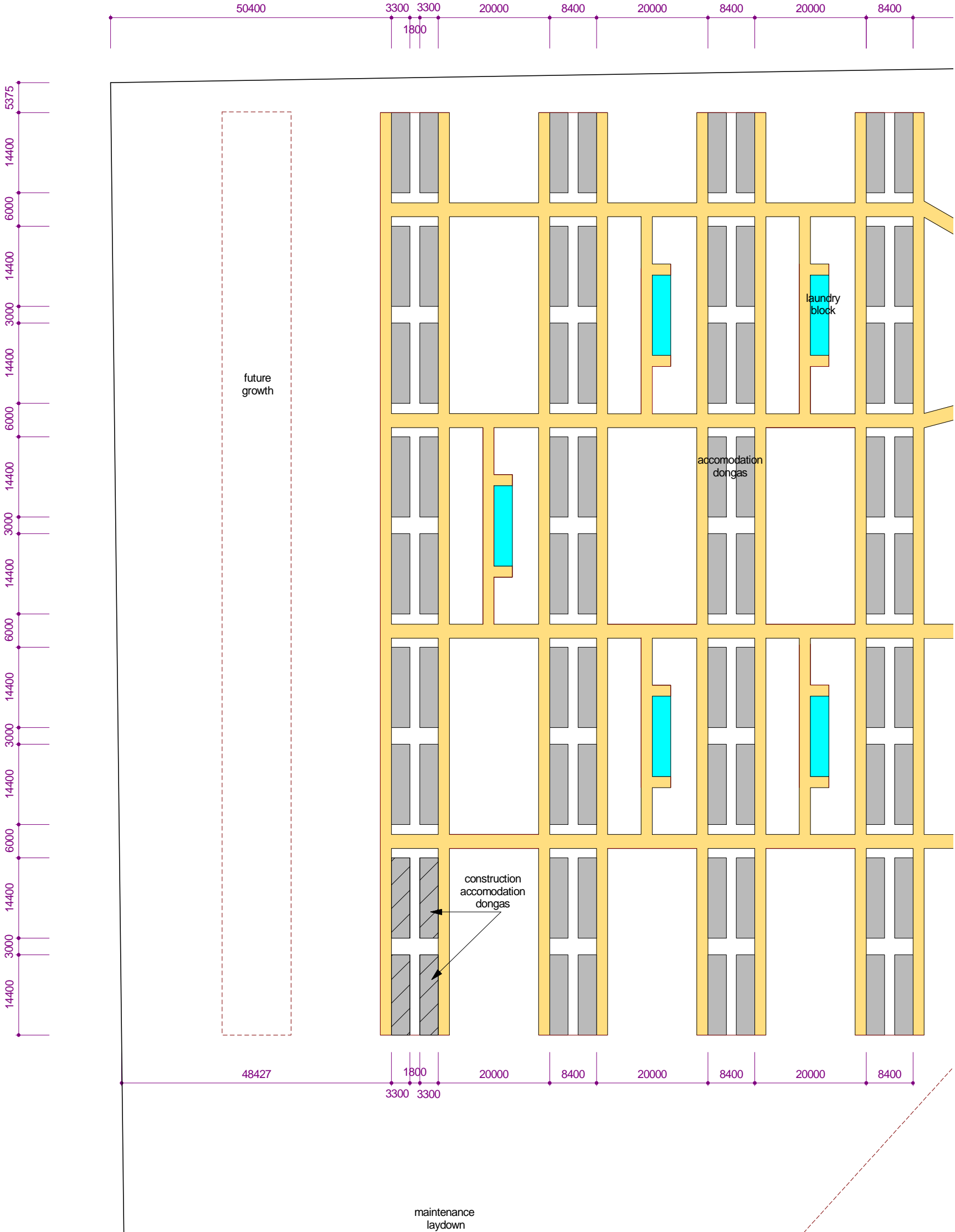
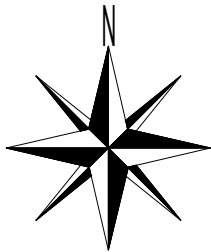
Figured dimensions take precedence over scaling

All dimensions shown on plans are raw dimensions only which do not include plaster thickness.

Location of downpipes is indicative only and may be changed at the builders discretion to comply with BCA requirements.

Contractors to confirm all services prior to commencement of works.

Drawings to be read in conjunction with Structural Engineers details.



SITEPLAN
GROUND FLOOR



CLIENT NOTE

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Sheet : 2 of 14
181

CONSTRUCTION NOTES

Confirm dimensions on site prior to the commencement of works.

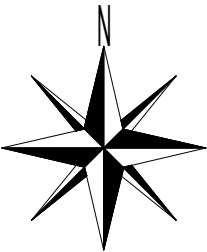
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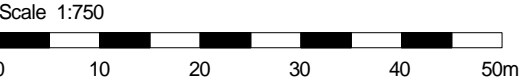
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SITEPLAN
GROUND FLOOR



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Sheet : 3 of 14
182

CONSTRUCTION NOTES

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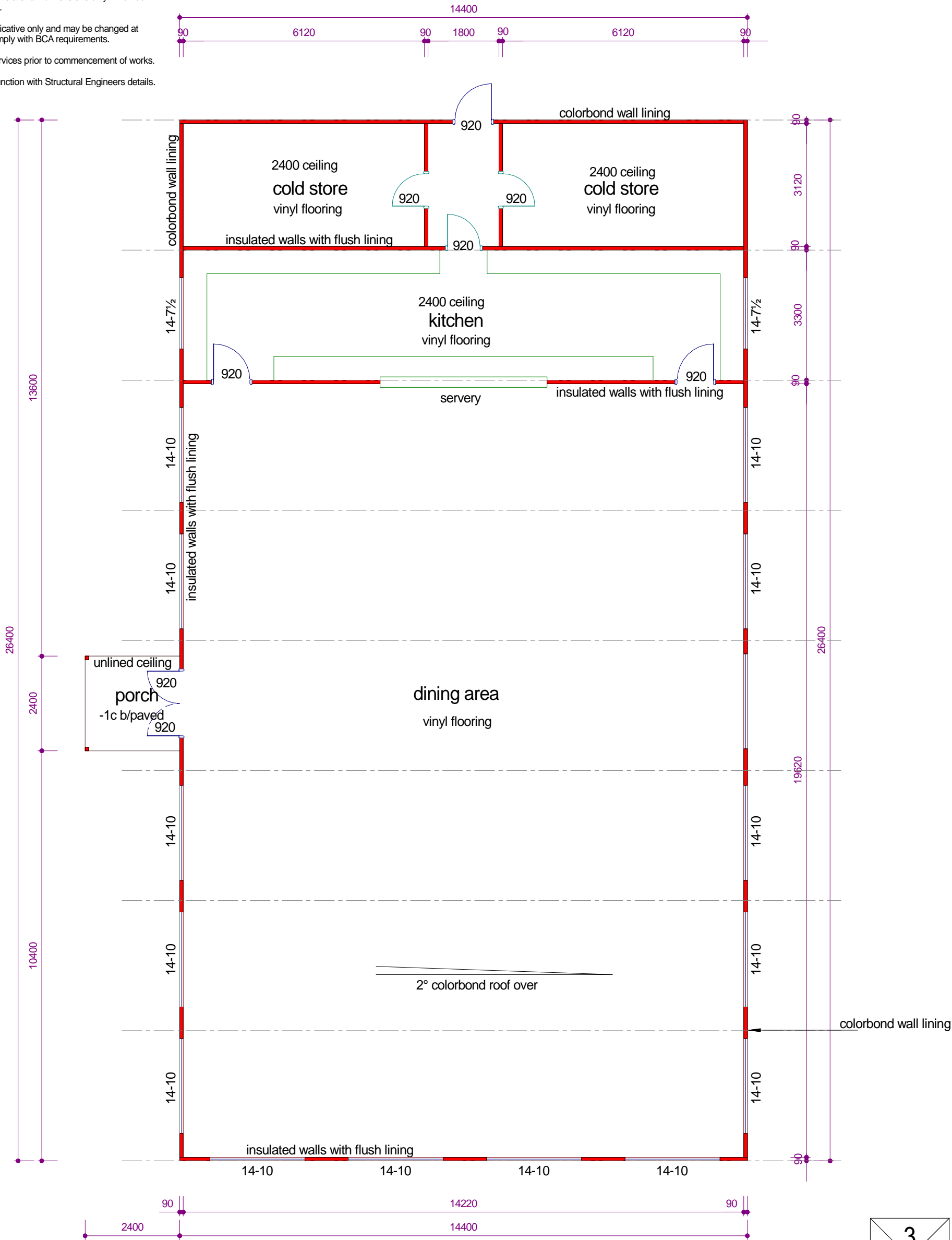
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Dry Mess



FLOOR PLAN
GROUND FLOOR

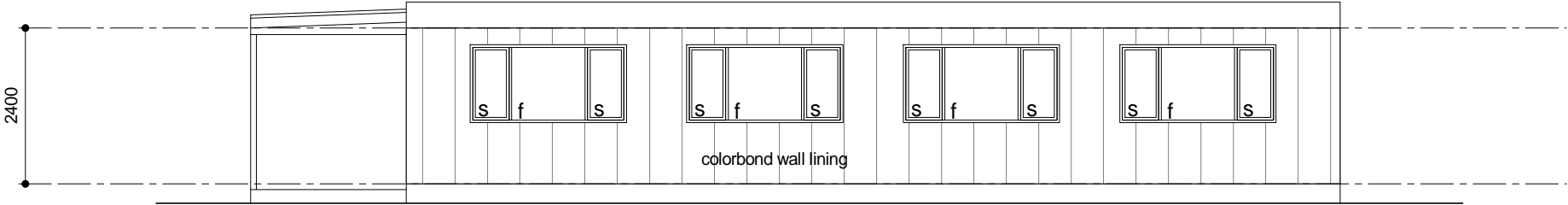
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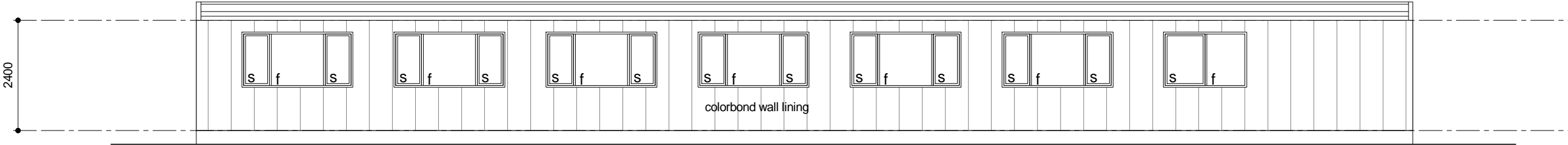
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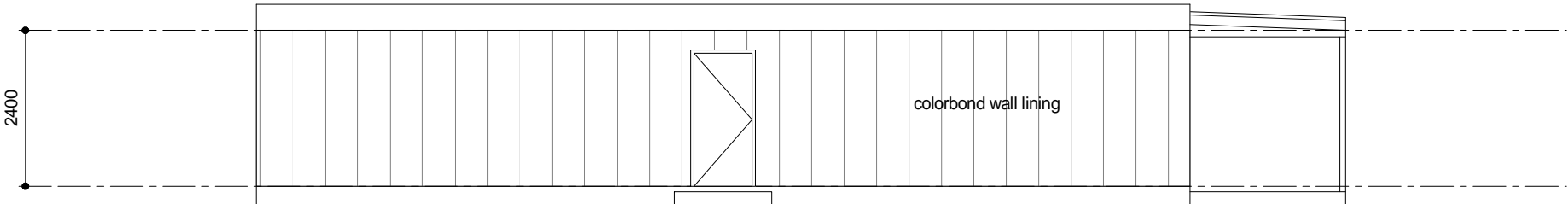
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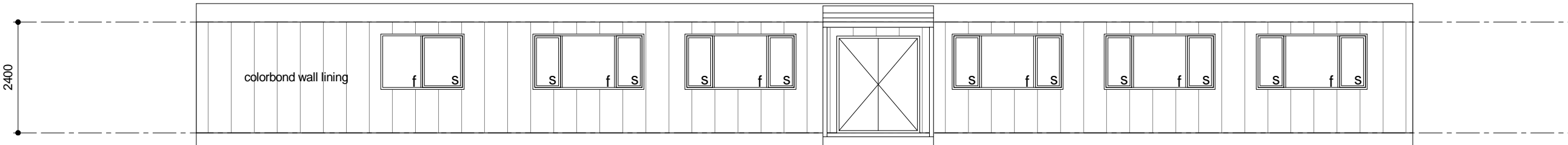
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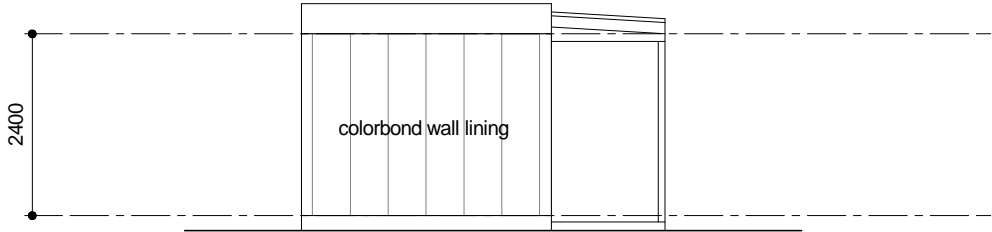


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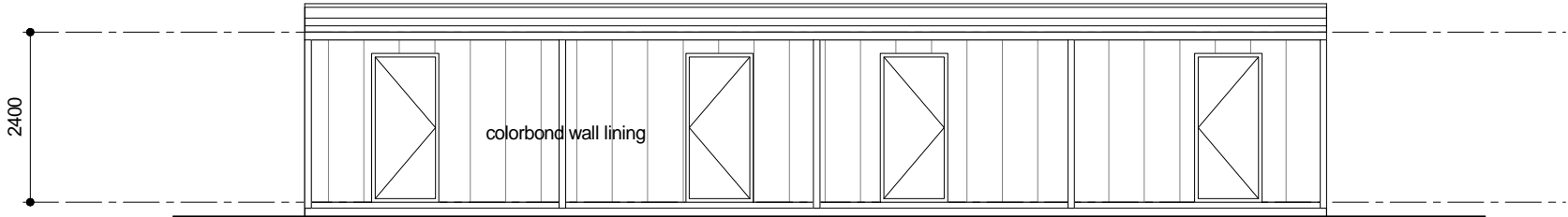
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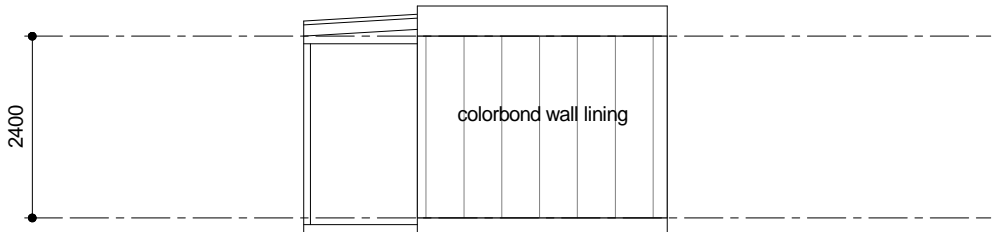
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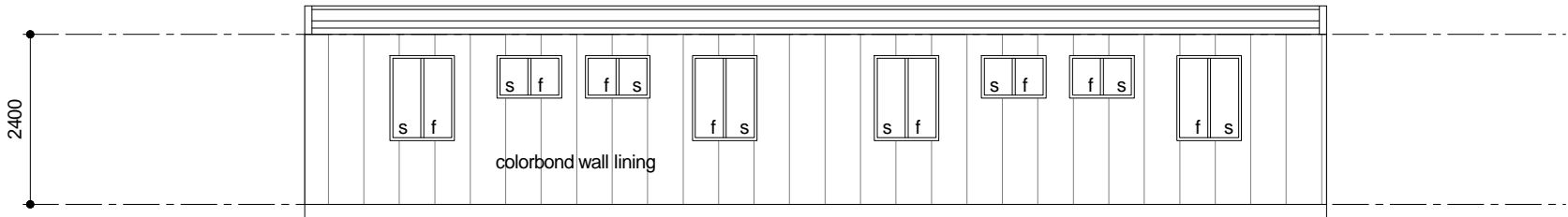
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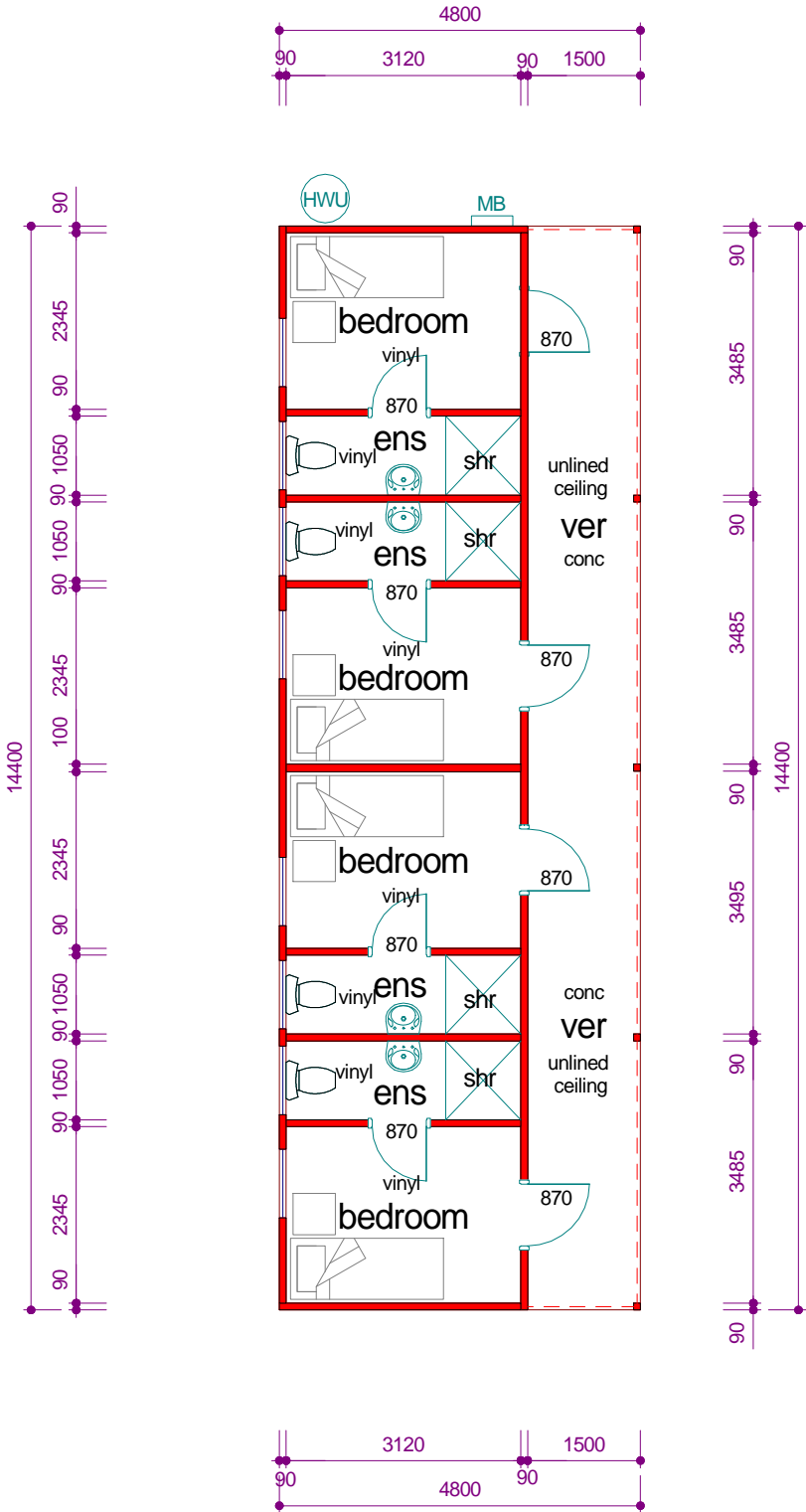
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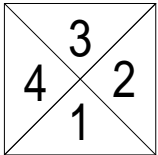
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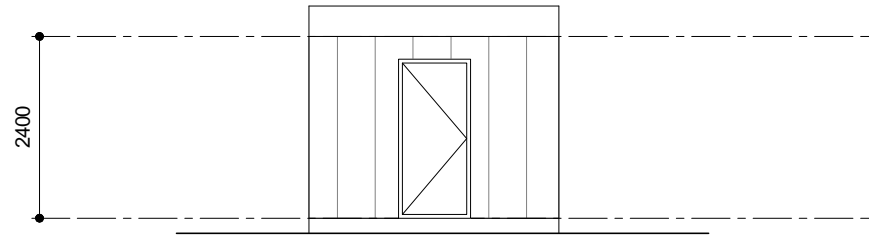
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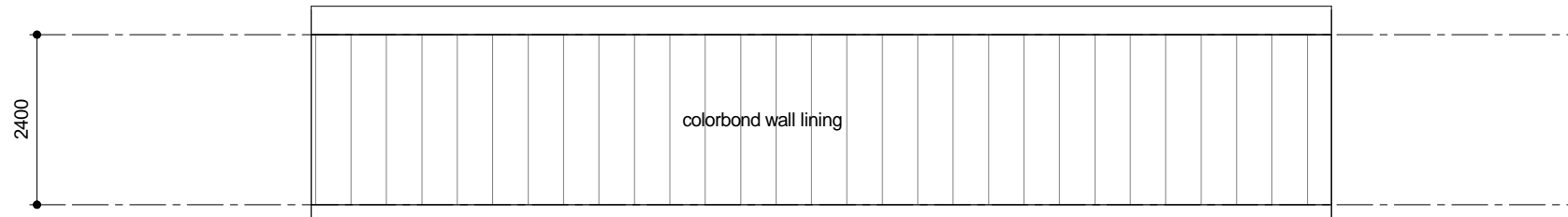
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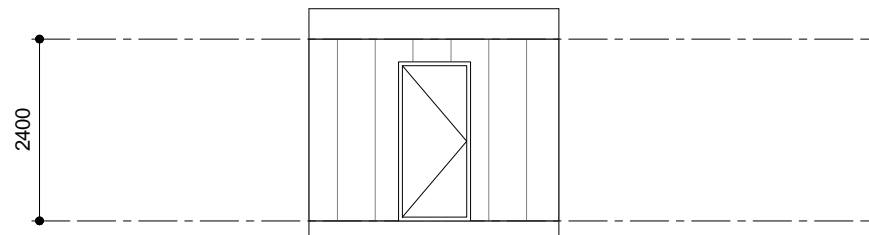
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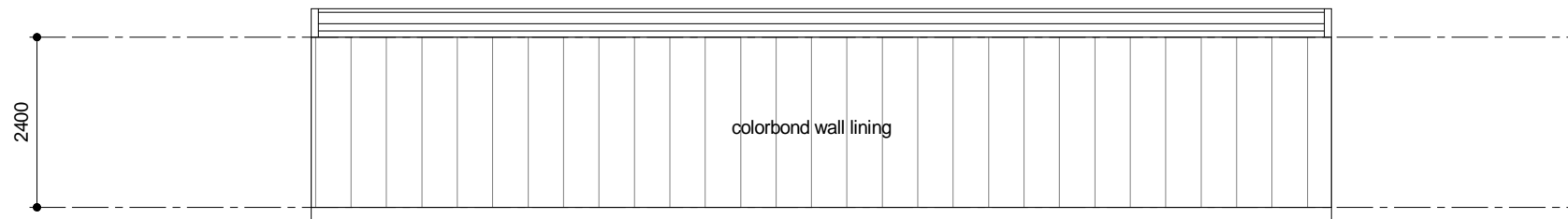
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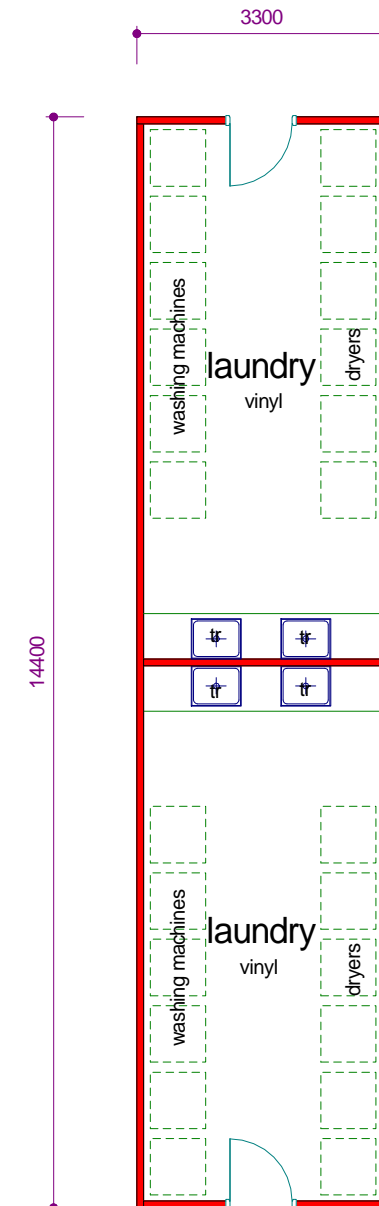
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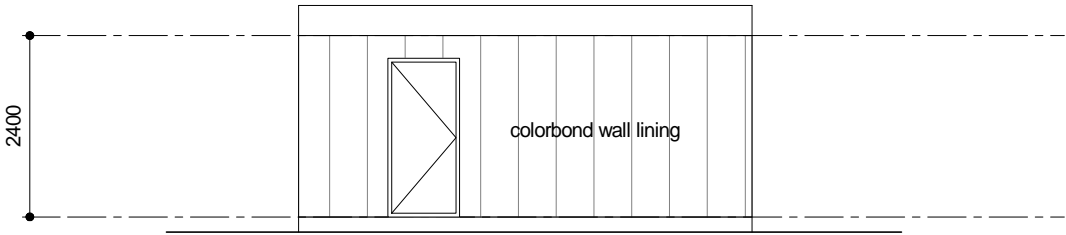
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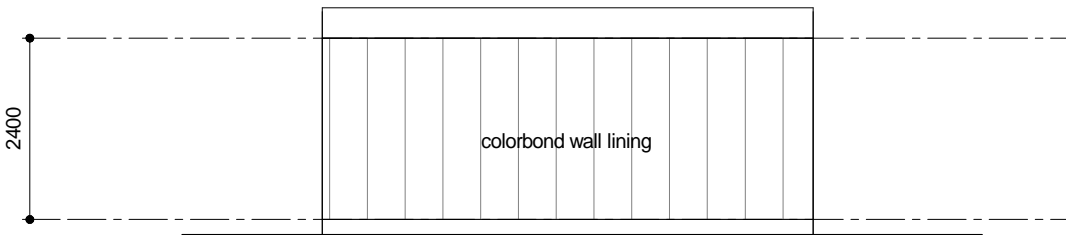
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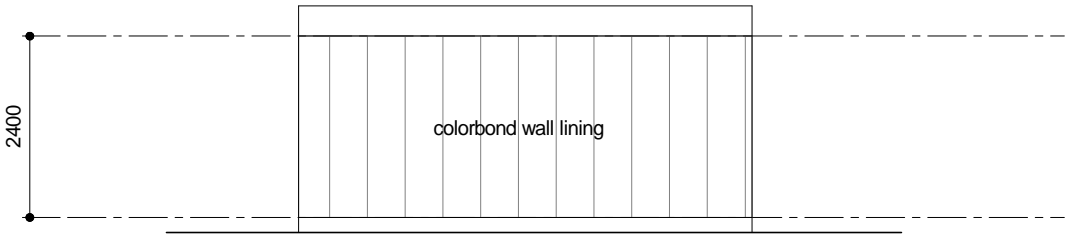
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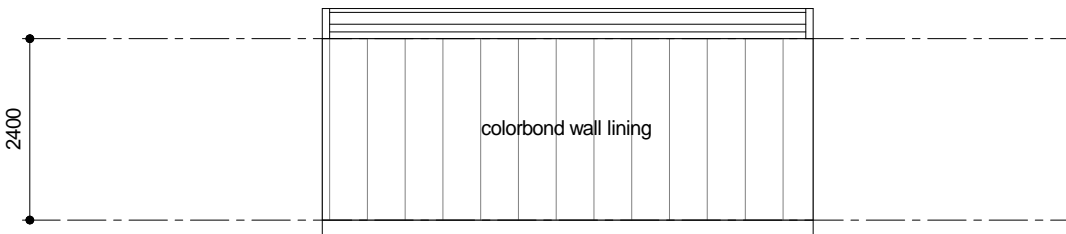
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elevation 2




elevation 3



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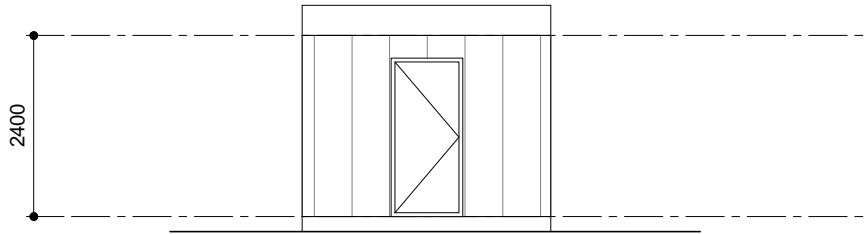
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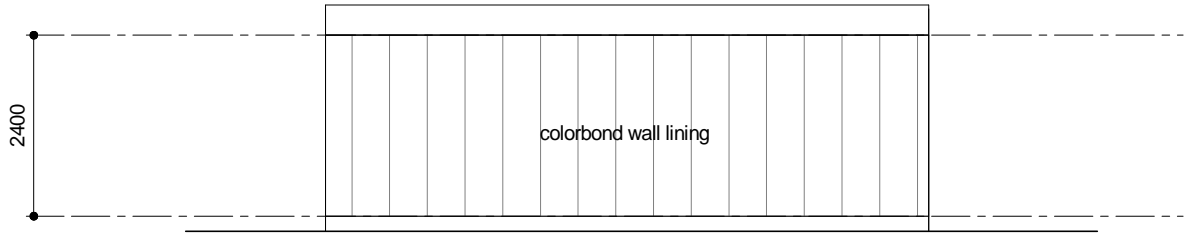
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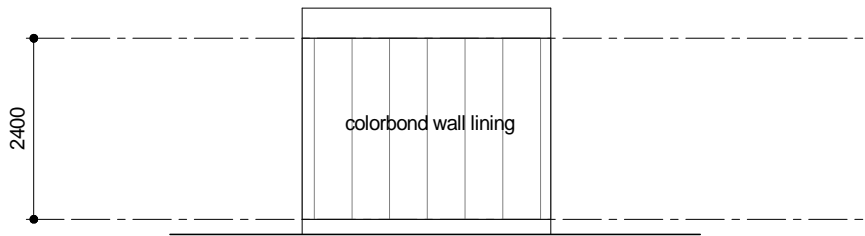
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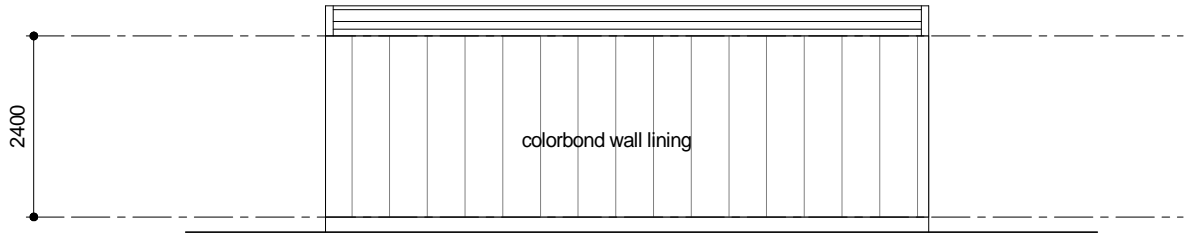
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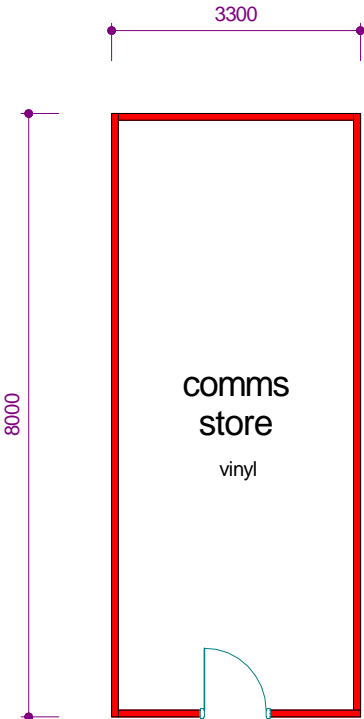
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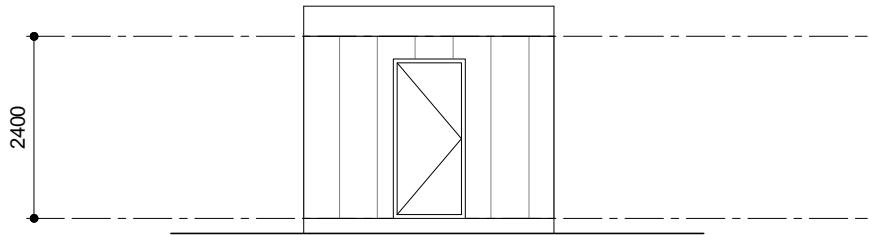
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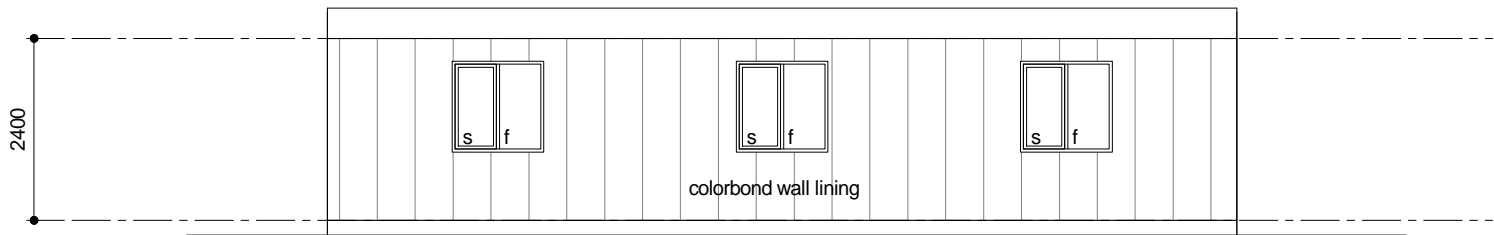
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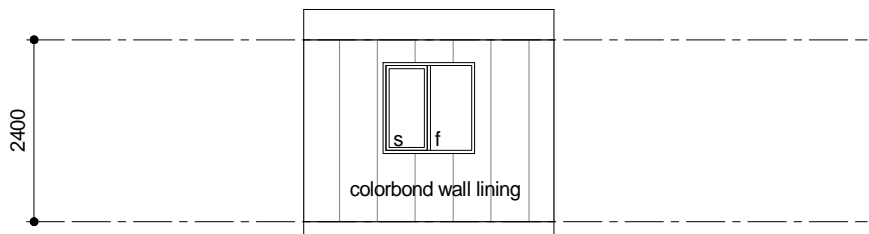
Small Recreation



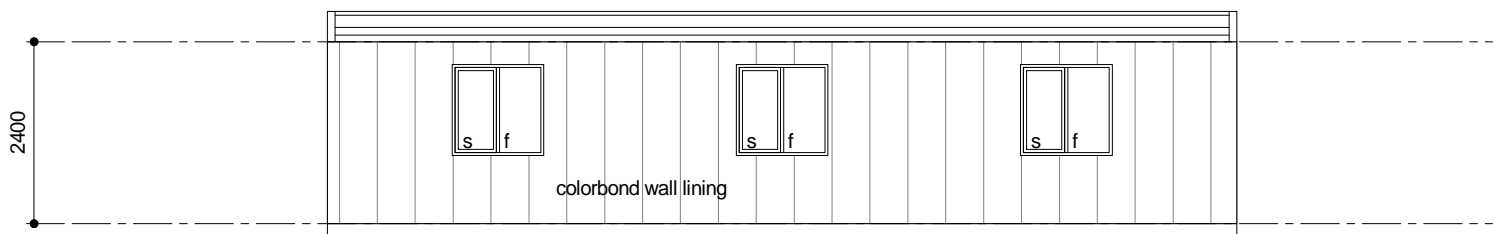
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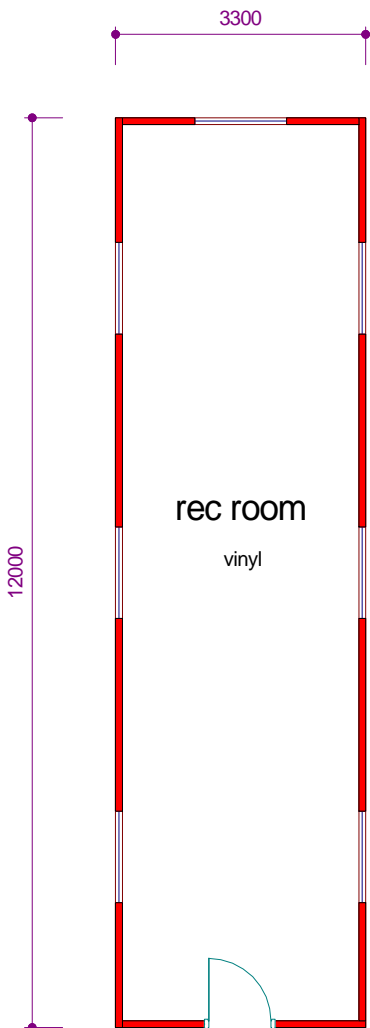
elevation 2



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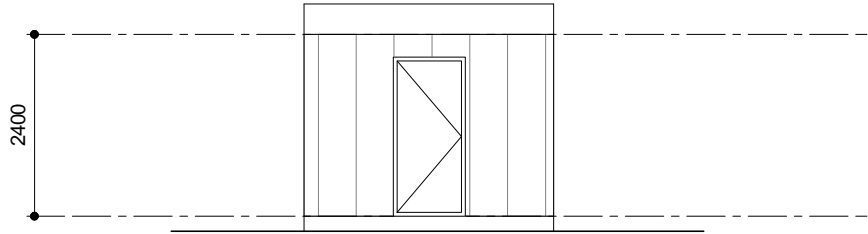
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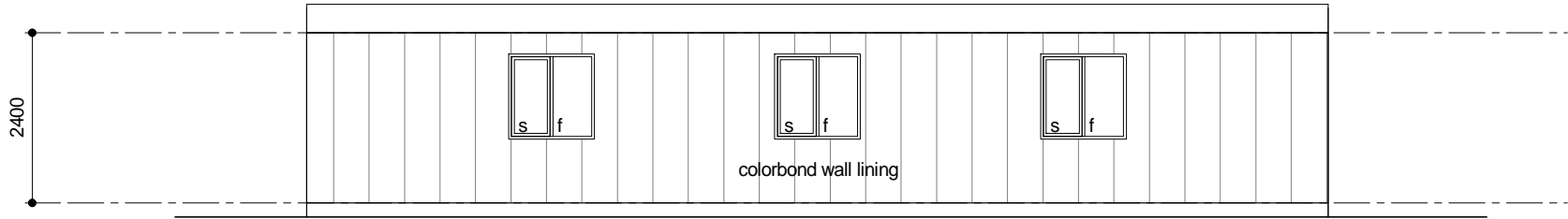
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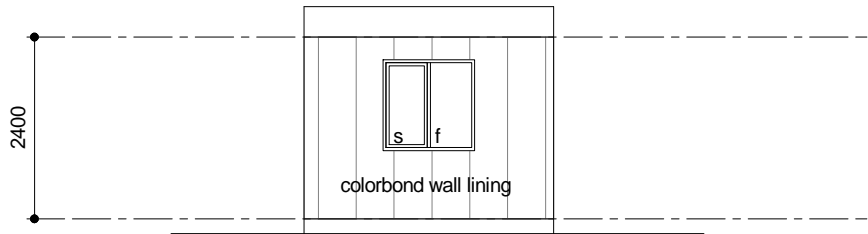




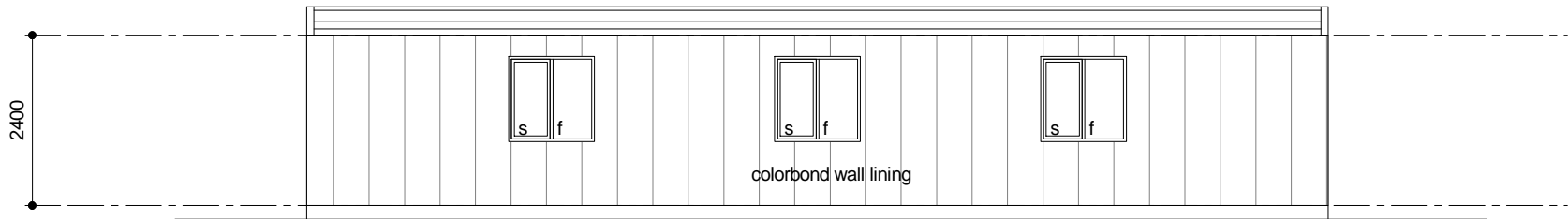
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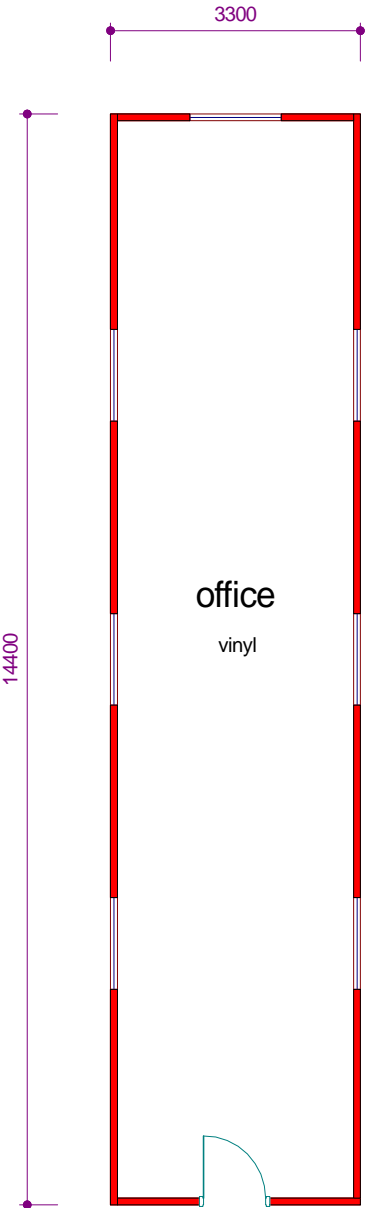
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elevation 3



elevation 4





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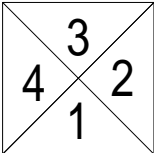
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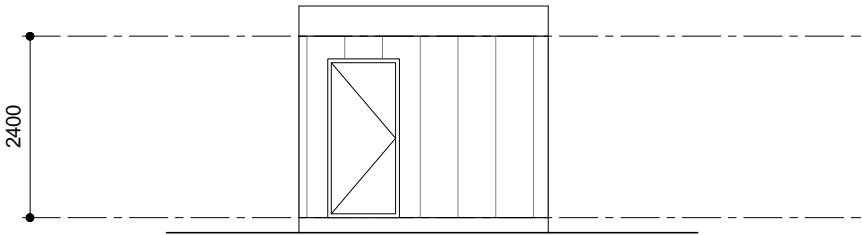
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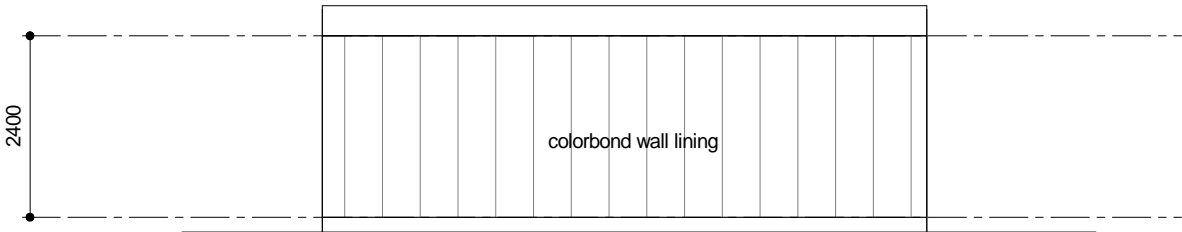
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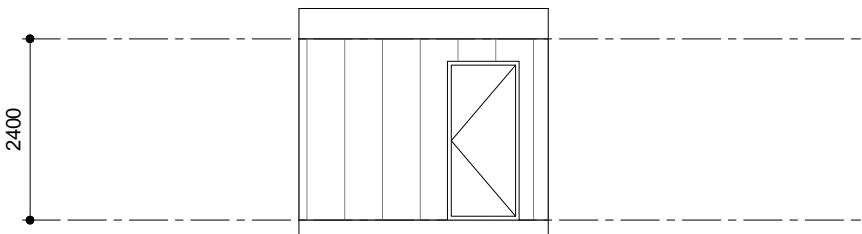
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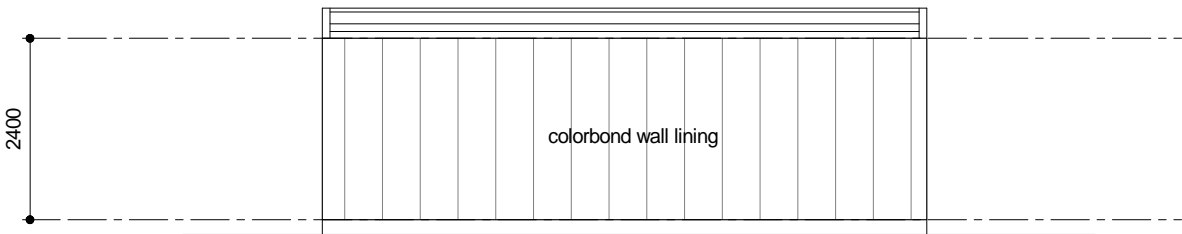
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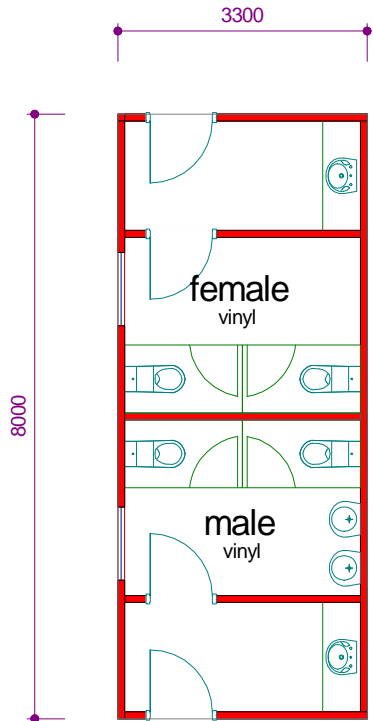
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Craig 0438 975 039
designright@bigpond.com
Shire of Coolgardie Ordinary Council Meeting Minutes 28 August 2018

Proposed Works at:
Lot 1965 Gnarlbine Road, Coolgardie
For:
Rangecon

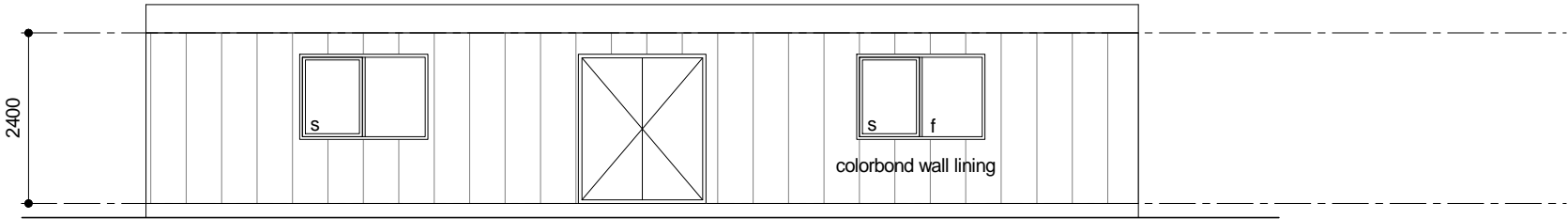
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Revision

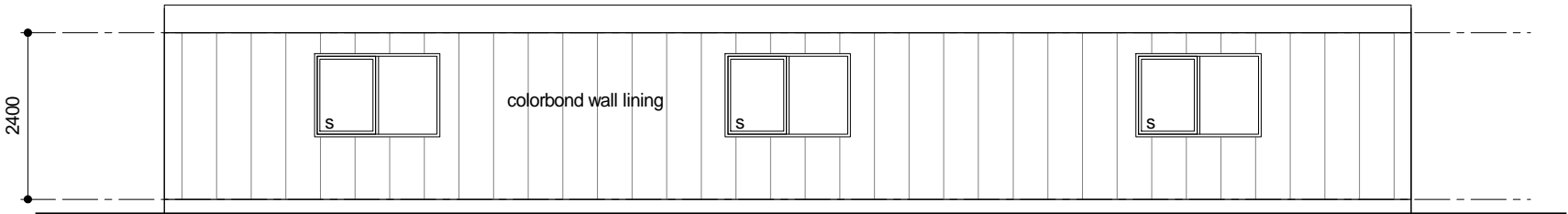
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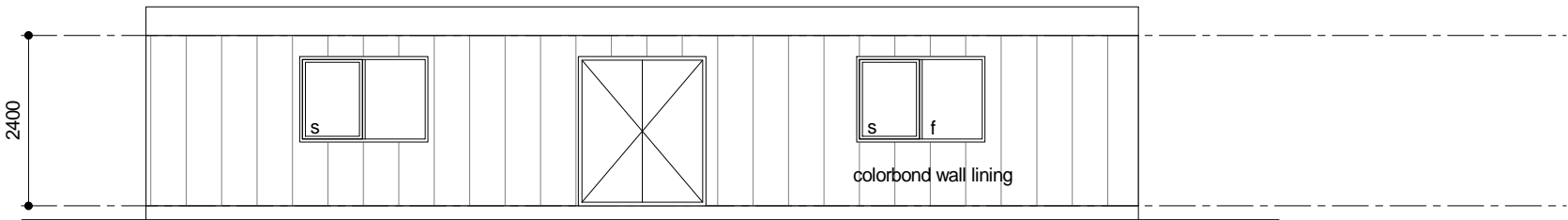
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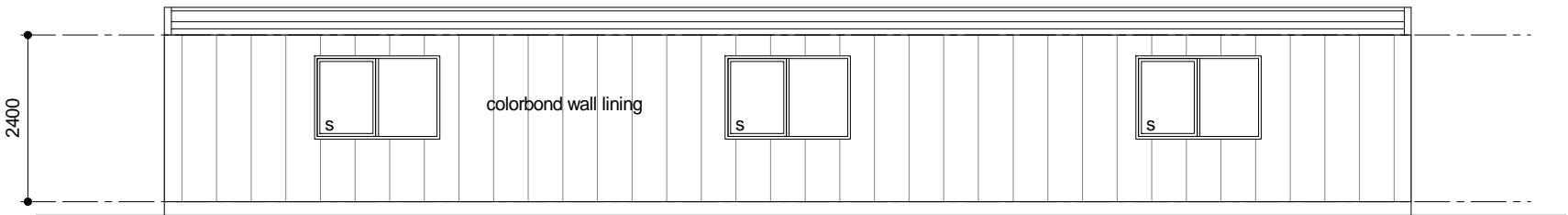
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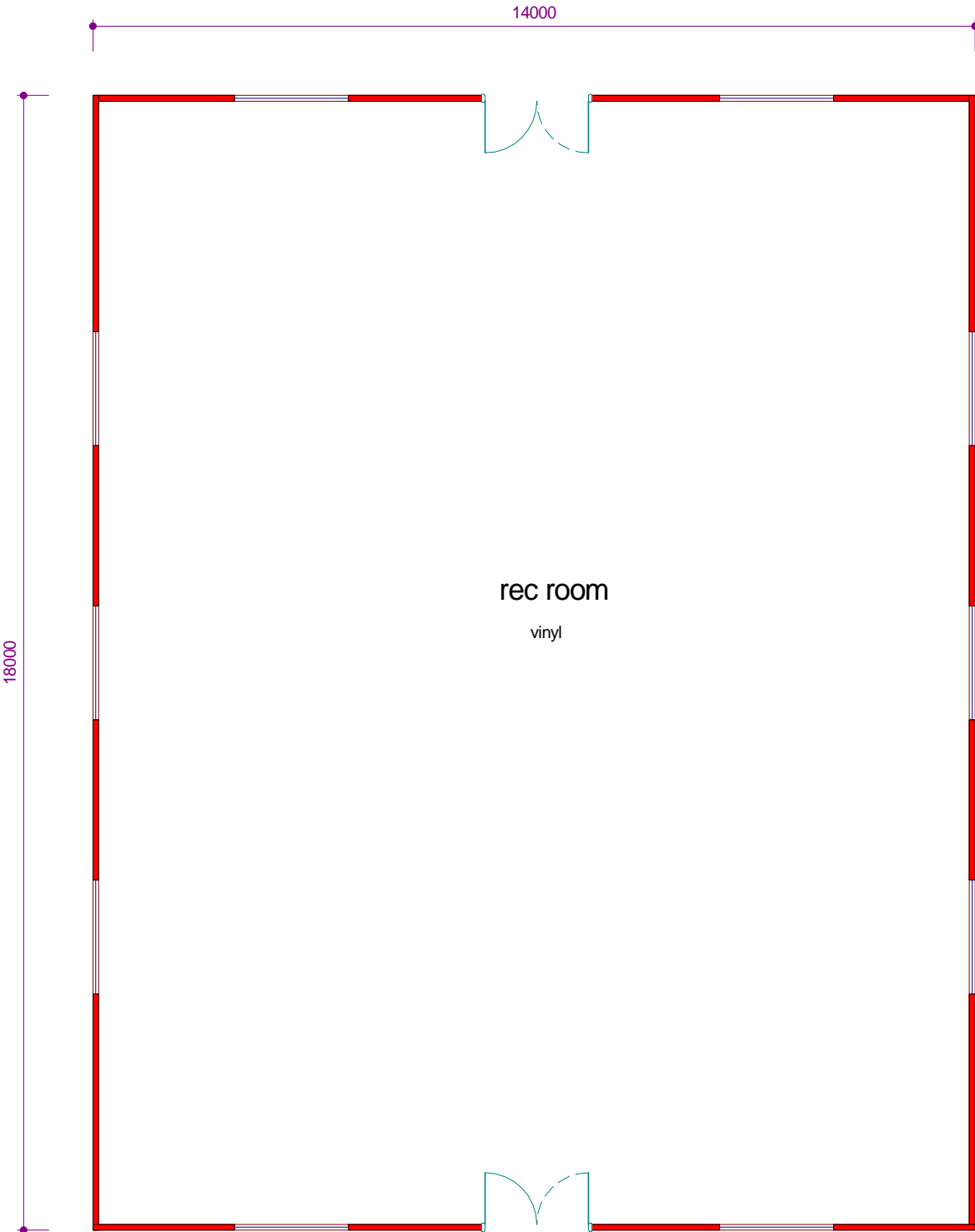
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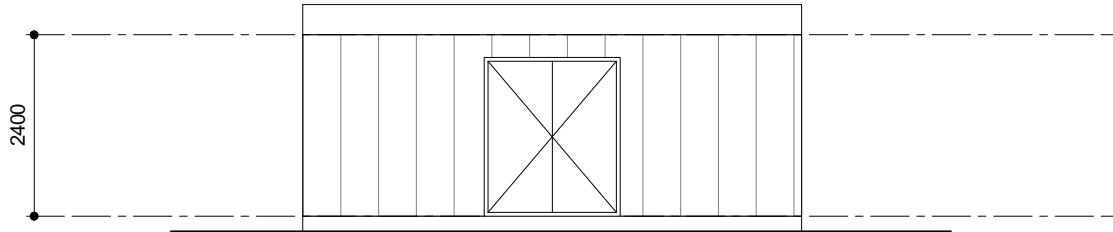
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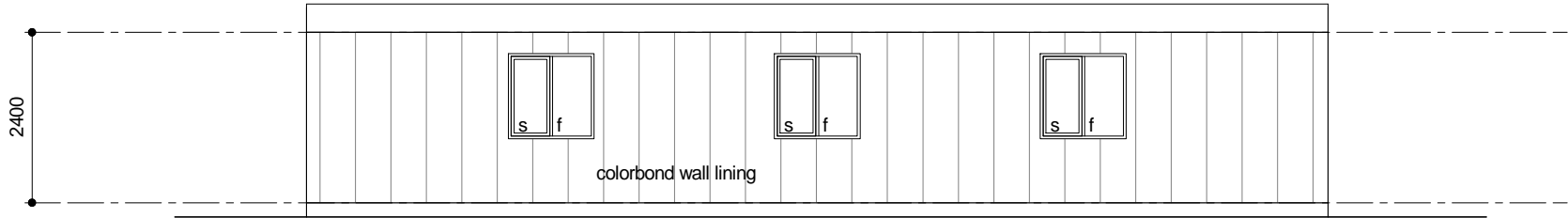
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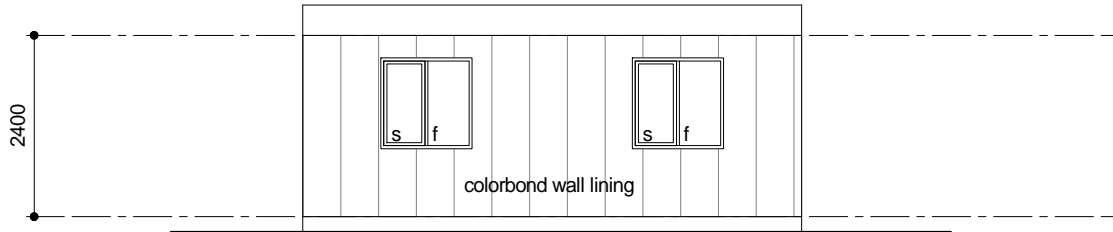
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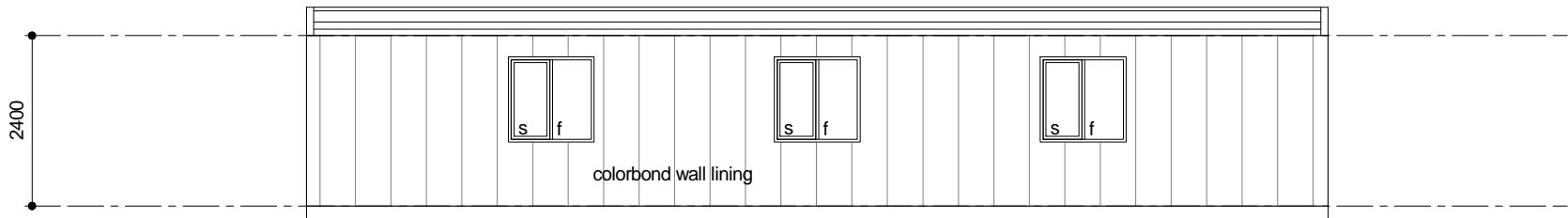
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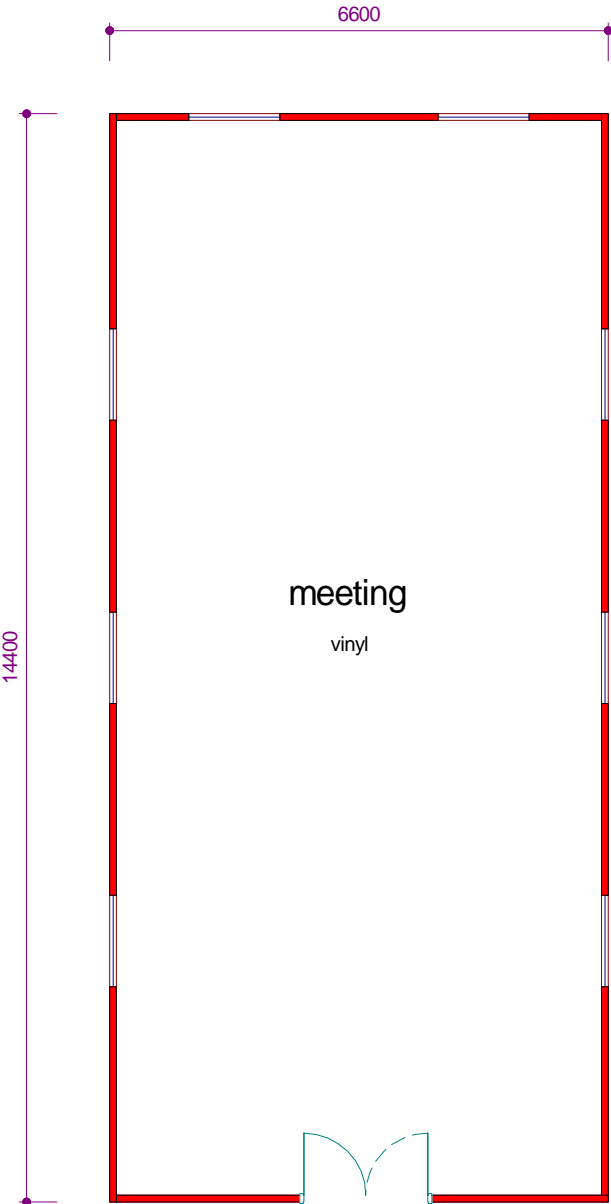
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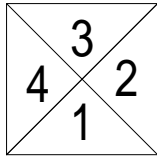


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11.1.11 Proposed Lease Kambalda Health Centre & Coolgardie Men's Shed

Location: Shire of Coolgardie

Applicant: Nil

File Reference: NAM5724 & NAM5686

Disclosure of Interest: Nil

Date: 21 August 2018

Author: Francesca Lefante Consultant Town Planner

Summary:

To advise Council of outcome of discussions and actions undertaken in relation to proposed leases

Background:

Council resolved to enter into negotiations to lease Shire facilities for health and community purposes as follows: -

Kambalda Health Centre – Gumnut Place, Kambalda

In March 2017 (resolution 084/17) council resolved to

1. *Authorise the CEO to negotiate a new lease for the portion of three (3) rooms and the shared reception area at the Kambalda Health Centre, 2 Gumnut Place, Kambalda.*
"Description: Portion of the premises known as the Kambalda Health Centre and comprising exclusive use of offices 8, 9 and 24 together with shared use of reception area 26 and non-exclusive use of common areas. Exclusive use area is approximately 43.1 sqm.
2. *That the lease agreement is brought back to Council for final adoption*

In October 2017 following discussions with Director of Country Health Service Council resolved (Resolution 230/17) to:

Authorise the Chief Executive Officer and the Shire President to execute the lease agreement in accordance with Standing Orders Local Law 2000 Section 19.1 subject to there being no significant variations from the lease document and approve the application of the common seal of the Shire of Coolgardie for the lease document.

Coolgardie Men's Shed – Old Railway Goods Station site (September 2017 resolution 212/17).

That Council

3. *Authorise the Chief Executive Officer to negotiate a Lease between the Shire of Coolgardie and the Coolgardie Men's Shed for the premises known as the Old Railway Station Goods Shed near the Coolgardie Railway Station for a minimum of five years with an annual rental of \$400.00 plus GST per annum plus C.P.I increase.*

4. *Authorise the Chief Executive Officer and the Shire President to execute the lease agreement in accordance with Standing Orders Local Law 2000 Section 19.1 subject to there being no significant variations from the lease document, and that all relevant costs have been paid*

Comment:

In accordance with above resolutions, Shire officers have undertaken various actions to finalise the lease, including the following: --

- Liaison with the applicants (lessees) through meetings and phone discussions,
- Undertaken negotiations to reach a conclusion on the lease terms,
- Drafted supporting documentation, plans and legal compliance

Notwithstanding the many and varied attempts by Shire officers over the last 18 months, the lessees have advised that they will not pursue the lease.

Kambalda Health Centre – Gumnut Place, Kambalda (March 2017 resolution 084/17 & October 2017 resolution 230/17)

- Discussions and negotiations undertaken the operator focused on terms for the exclusive and share use of parts of the Kambalda Health Centre.
- The Shire has been advised that Jupiter Health are ceasing the service (from July 2018) and as such will not pursue a lease. The withdrawal of providing health services is due to a commercial decision of Jupiter Health relating to operating costs and contractual arrangements.
- In an attempt to ensure continuity of the provision of medical services within Kambalda townsites the Shire has entered into an MOU with St Johns. Discussions are currently underway for the formalisation of a service.
- **Given the terms and conditions of a lease with St John's may well be different to the draft lease presented to Jupiter and new lease or negotiations will need to be advertised**
- In light of the cessation of the lease negotiations **with Jupiter Health** in relation to Council resolutions 084/17 and 230/17 the matter is finalised and closed out. It is recommended that the Council notes the actions.

Coolgardie Men's Shed – Old Railway Goods Station site (September 2017 resolution 212/17)

- Officers advised the organisation on the legal requirement to become an Incorporated Association
- The lease area and facilities discussed, identified and resolved.
- Draft lease terms were prepared by the Shire solicitor.
- Officers negotiated with the Men's Shed to finalise and sign the lease.
- Officers provided advice on funding opportunities to assist with the setup and operation of the facility.
- Coolgardie Men's Shed are no longer pursuing a lease on this site.
- In light of the cessation of the lease negotiations in relation to Council resolution 212/17 the matter is finalised and closed out. It is recommended that the Council notes the actions.
- **At the time of writing the report the Shire Consultant was not provided with correct information regarding actions taken as detailed above**
- **At no time has the Coolgardie Men's shed advised the Shire they do not wish to pursue a lease, nor have they withdrawn from the project**

- **Resolution 212/17 is recommended to Council to remain as the matter has not been finalised nor closed**

Legislative provisions

Under the Local Government Act and Regulations there are no specific provisions relating to Closing Out resolutions where action has been taken to effect the Council resolution, as it the case in relation to the applicant cessation of lease negotiation. This matter is matters beyond the control of the Shire.

The Local Government (Administration) Regulations 1996, reg 10 does not apply as the Shire has undertaken action to effect the resolution.

Attachments:

Nil

Consultation:

- Jupiter Health
- Coolgardie Men's Shed representatives
- James Trail – CEO

Statutory Environment:

Local Government Act 1995

Local Government (Administration) Regulations) 1996

Policy Implications:

Nil

Financial Implications:

There are no financial implications with this report

Strategic Implications:

- *Cohesive and engaged community*
 - Develop a cohesive approach to community development across the Shire
- *Diversified and strengthened local economy*
 - Establish and strengthen partnerships with industry
- *Effective management of infrastructure, heritage and the environment*
 - Develop and maintain Shire buildings, facilities and infrastructure assets
- *Solutions focussed and customer-oriented organisation*
 - Development of Shire's resources to provide optimum benefit to the community
 - Effective communication and engagement processes
 - High quality corporate governance, accountability and compliance

Voting Requirement: Simple Majority

Officer Recommendation:

That Council

1. NOTES the actions taken to effect the resolution to enter into a lease at the Kambalda Health Centre, Gumnut Place, Kambalda (March 2017 resolution 084/17 and October 2017 resolution 230/17) and the finalisation and closing out of this matters due to the cessation of lease negotiations with the applicant Jupiter Health following withdrawal of health services.
2. NOTES the actions taken to effect the resolution to enter into a lease with the Coolgardie Men's Shed on the Old Railway Good Station site (September 2017 resolution 212/17) and the finalisation and closing out of this matter due to the cessation lease negotiations, following withdrawal from the project by the Men's Shed.

ALTERNATIVE RECOMMENDATION:

Moved: Councillor, N Karafilis

Seconded: Councillor, E Winter

That Council

1. NOTES the actions taken to effect the resolution to enter into a lease at the Kambalda Health Centre, Gumnut Place, Kambalda with Jupiter Health (March 2017 resolution #084/17 and October 2017 resolution #230/17 and the finalisation and closing out of this matters due to the cessation of the lease negotiations with the applicant Jupiter Health following withdrawal of health services.
2. Note the CEO's comments in the body of the report.
3. Note that September 2017 resolution #212/17 remain a current resolution of Council.

CARRIED ABSOLUTE MAJORITY 7/0

COUNCIL RESOLUTION: #169/18

Moved: Councillor, N Karafilis

Seconded: Councillor, E Winter

That Council

1. NOTES the actions taken to effect the resolution to enter into a lease at the Kambalda Health Centre, Gumnut Place, Kambalda with Jupiter Health (March 2017 resolution #084/17 and October 2017 resolution #230/17 and the finalisation and closing out of this matters due to the cessation of the lease negotiations with the applicant Jupiter Health following withdrawal of health services.
2. Note the CEO's comments in the body of the report.
3. Note that September 2017 resolution #212/17 remain a current resolution of Council.

CARRIED ABSOLUTE MAJORITY 7/0

Reason; The Coolgardie Men's Shed have contacted the Shire and stated they have requested a lease of the goods shed precinct

11.1.12 Reserve – Purpose Changes Update

Location: Shire of Coolgardie

Applicant: Nil

File Reference:

Disclosure of Interest: Nil

Date: 21 August 2018

Author: Francesca Lefante Consultant Town Planner

Summary:

To advise Council of outcome of discussions and actions undertaken in relation to proposed Reserve changes

Background:

Council resolved to pursue Crown Land changes to Reserve purpose, new reserve vesting and obtain authority to lease for 21 years, to facilitate development and use by community and other organisations.

The process and estimated timeframes associated with Crown Land reserve vesting and purpose changes is summarised below: -

Process	Timeframe
Identification and mapping of proposed reserve	2-3months
Initiate proposed with DPLH - Lands for new reserve under Section 41 of the Land Administration Act 1997.	
Council resolution to indemnify the State against any and all claims of Native Title. New format is provided by the State	2-3 months
Undertaking Native Title process by (1) Taking of Native Title rights or (2) Indigenous Land Use Agreement.	12-18 months
The DPLH undertake referral process to State agencies including DMIRS, Planning, DWER. Including mining implication. Under S16.3 Mining Act its states that "No crown in a mineral field shall be leased, transferred in fee simple or otherwise disposed of under the Land Administration Act 1997 without the approval of the Minister.	3 months
Determination and allocation	2 months
Surveying and creation of Reserve for creation of title.	2 months

In September 2017 the Shire met with representatives of the Department of Mines, Industry Regulation and Safety and Department of Planning, Lands and Heritage to discuss the constraints on developing land. The key matters raised were: -

- Mining and associated activities will take precent on any state-controlled land, this includes the unallocated crown land within the townsites.

- Recent Native title claim will impact any proposal for freeholding of crown land, which would have the effect of extinguishing rights.

In May 2018 the Council was briefed by representatives of the DPLH Lands Section in relation procedural and assessment requirements associated with Crown Reserve vesting and changes to reserve purpose by the DPLH as required under the Land Administration Act 1997 particularly in relation to Native Title matters.

Comment:

The reserves resolutions have been categorised into 2 groups comprising: -

- New Crown Land Reserves
- Exiting Reserve – purpose/vesting changes

These categories reflect the actions that are required to be undertaken.

New Crown Land Reserves

- Horse Blocks Kambalda proposed new reserve (Resolution 050/15). In March 2015 Council resolve to –
 - 3) *Instruct the Chief Executive Officer or his nominated representative to pursue vesting of a reserve over Vacant Crown Land and Lot 117 as indicated on the attached plan for the purpose of Horse Blocks, and on completion of the process to report to Council for Direction*
 - 4) *Indemnify the Department of Regional Development and Lands against any cost or compensating claims arising from the taking process*
- Motorized Sport Kambalda proposed new reserve (Resolution 051/15). In March 2015 Council resolve to-
 - 5) *Instruct the Chief Executive Officer or his nominated representative to pursue vesting of a reserve over Vacant Crown Land and Lot 117 as indicated on the attached plan for the purpose of Motorized Sports, and on completion of the process to report to Council for Direction*
 - 6) *Indemnify the Department of Regional Development and Lands against any cost or compensating claims arising from the taking process*
- Rifle Club Kambalda proposed new reserve (Resolution 137/15). In July 2015 Council resolve to –
 - 3) *Instruct the Chief Executive Officer or his nominated representative to pursue vesting of a reserve over Vacant Crown Land as indicated on the attached plan for the purpose of Rifle Club, and on completion of the process to report to Council for Direction*
 - 4) *Indemnify the Department of Regional Development and Lands against any cost or compensating claims arising from the taking process*

The actions taken to pursue a new reserve have included:

- Officers have investigated tenure and history of use
- The Local Planning Scheme No 5 has been gazetted and includes Scheme zoning over the site.
- Meeting with representatives of DMIRS & DPLH Planning regarding mineralisation and strategies
- Meeting with Lands Section DPLH – investigation historic crown allocation and /or previous certificates of title and management orders.
- Native Title claim – Land and process to establish new reserves, including Taking of Native Title Rights and Indigenous Land Use Agreements.

- Councillor briefing by officers of DPLH undertaken on procedural and legislative requirements, timeframes and costs. Review of project requirements.

Since the initial resolutions to pursue the creation of new reserve vesting over the above sites there have been changes in: -

- Procedural and legislative requirements
- Lodgement of Native Title claim
- Mining growth and resource planning, including associated industries creating new economic and development opportunities within the Shire and in particular the town centres.
- Negotiation and investigation obligations.

In addition to the above the Shire has identified a number of other reserves investigations to be pursued to facilitate development and community projects in a timely manner including: -

- Aligning reserve purposed with Scheme vesting.
- Industrial land strategy
- Rural & residential landholdings.
- Changes to the Coolgardie Gold Course

The DPLH Lands have suggested that the Shire consider identifying a priority listing of the reserves into short, medium and long term.

Transfer of Reserve vesting

Coolgardie Post Office – Bayley Street, Coolgardie (Resolution 289/16). In October 2016 Council resolved to: -

Defer Agenda item 11.3.3 (change of tenure for Shire reserve R2446 - Coolgardie Post Office) presented in the October 2016 Ordinary Meeting of Council until the February Ordinary Meeting of Council.

At this time future information and updates will be provided as to the status of this land purpose issue.

The majority of the Coolgardie Post office complex is situated on Lot 2105 which is owned by the Shire of Coolgardie, however the Sergeants Quarters and Old Drill Hall are within the boundaries of Reserve 2446. Reserve is vested in the Department of Finance (DoF)

The Shire is pursuing use of the site which includes portion of the building on Reserve 2446. Changes to this reserve require negotiations with the vesting agency. Accordingly, the Shire met with representatives of the DoF on options for moving forward. The DoF advised that: -

- The building requires substantial condition upgrades relating to the heritage status of the building.
- Lease the building and payment of commercial rent.

Attachments:

Nil

Consultation:

Department Planning, Lands and Heritage officers

Department of Finance officers

James Trail – CEO

Statutory Environment:

Local Government Act 1995
Land Administration Act 1997
Parks and Reserves Act 1895
Native Title

Policy Implications:

Nil

Financial Implications:

There are no financial implications with this report

Strategic Implications:

- *Cohesive and engaged community*
 - Develop a cohesive approach to community development across the Shire
- *Diversified and strengthened local economy*
 - Establish and strengthen partnerships with industry
- *Effective management of infrastructure, heritage and the environment*
 - Develop and maintain Shire buildings, facilities and infrastructure assets
- *Solutions focussed and customer-oriented organisation*
 - Development of Shire's resources to provide optimum benefit to the community
 - Effective communication and engagement processes
 - High quality corporate governance, accountability and compliance

Voting Requirement: Simple Majority

Officer Recommendation:

That Council

1. NOTES the actions taken to effect the resolution and ceases to pursue new reserve over vacant crown land for the purposes of Horse Blocks Kambalda; Motorized Sports Kambalda; Rifle Club Kambalda and ceases further action.
2. NOTES the actions taken and outcomes of discussion with the Department of Finance on the Coolgardie Post Office Reserve regarding the building upgrades and leasing.

COUNCIL RESOLUTION: #170/18

Moved: Councillor, S Botting

Seconded: Councillor, T Rathbone

That Council

1. NOTES the actions taken to effect the resolution and ceases to pursue new reserve over vacant crown land for the purposes of Horse Blocks Kambalda; Motorized Sports Kambalda; Rifle Club Kambalda and ceases further action.
2. NOTES the actions taken and outcomes of discussion with the Department of Finance on the Coolgardie Post Office Reserve regarding the building upgrades and leasing.

CARRIED ABSOLUTE MAJORITY 7/0

12 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

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

13.1 Elected Members

13.2 Council Officers

14 CONFIDENTIAL ITEMS

14.1 Lease Agreement Gnarlbine Road Coolgardie

COUNCIL RESOLUTION: #171/18

Moved: Councillor, T Rathbone

Seconded: Councillor, S Botting

That Council,

1. APPROVES the attached amended draft lease between the Shire of Coolgardie and Northern Star Resources Limited for workers accommodation;
2. 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 local law to the attached lease agreement between the Shire of Coolgardie and Northern Star Resources Limited.

CARRIED ABSOLUTE MAJORITY 7/0

14.2 Tender RFT 05/18 Junction Upgrade Kambalda Tip Road

COUNCIL RESOLUTION: #171/18

Moved: Councillor, K Lindup

Seconded: Councillor, N Karafilis

That Council,

- Authorise the Chief Executive Officer to award Tender 05/18 to (Tender A) to Industrial Road Pavers Pty Ltd (10 Sudlow Rd, Bibra Lake WA 6163) for \$387,211.50 ex GST.
- Authorise a contract to Industrial Road Pavers Pty Ltd for Junction Upgrade at the Kambalda Tip Road and the Goldfields Highway.
- Authorise the Shire President and the Chief Executive Officer to sign and affix the Common Seal in accordance with Part 19.1(2) of the Standing Orders Local law to any required documentation.

CARRIED ABSOLUTE MAJORITY 7/0

14.3 ICT Assessment Audit

COUNCIL RESOLUTION: #172/18

Moved: Councillor, T Rathbone

Seconded: Councillor, K Lindup

That Council

1. Receive and note the Shire of Coolgardie ICT Assessment Audit undertaken by Market Creations
2. Authorise Market Creations to be engaged to provide services as detailed in Confidential Attachments Network Infrastructure Agreement, Synergy Cloud Hosting Agreement, IP Telephone Agreement, Managed Services Agreement and Disaster Recovery Test and Plan Agreement
3. Endorse the action taken by the Chief Executive Officer on 20th August, given the risk identified, to;
 - i. Sign the Network Infrastructure agreement (Confidential Attachment 1)
 - ii. Sign the Synergy Cloud Hosting Agreement (Confidential Attachment 2)
 - iii. Sign the IP Telephone Agreement (Confidential Attachment 3)
 - iv. Sign Managed Service Agreement (Confidential Attachment 4)
4. Endorse costings for Option 2 with IPTEL OPEX and Synergy in the Cloud as per (Confidential Attachment 5) for one off upfront costs of \$65,198.59 ex GST and monthly cost of \$10,786.73 ex GST
5. Authorise the Chief Executive to issue purchase orders for Option 2 with IPTEL OPEX and synergy in the Cloud as per (Confidential Attachment 5)
6. Note the adoption of the 2018/2019 Annual Budget on the 14th August 2018 included enough funding for Option 2 with IPTEL OPEX and Synergy in the Cloud as prepared by Market Creations in (Confidential Attachment 5)

CARRIED ABSOLUTE MAJORITY 7/0

14.4 Deed of Agreement Lithco No. 2 Pty Ltd

COUNCIL RESOLUTION: #173/18

Moved: Councillor, B Logan

Seconded: Councillor, T Rathbone

That Council

1. APPROVES the attached Deed of agreement as amended for road upgrade and maintenance contribution between the Shire of Coolgardie and Lithco No.2 Pty Ltd
2. 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 local law to the attached Deed of agreement between the Shire of Coolgardie and Lithco No. 2 Pty Ltd

CARRIED ABSOLUTE MAJORITY 7/0

15 CLOSURE OF MEETING

Shire President, M Cullen declared the meeting closed at 07.31pm and thanked all for their attendance.